

**TRAC MEETING MINUTES
NOVEMBER 13, 2013 - Noon
DART CENTRAL STATION – MULTIMODAL ROOM**

TRAC Members Present:

Randy Anderson, Rod Van Genderen, Greg Boesch, Dina Ricketts, Daniel Rittel, Cyrilla Gregory, Jay Peterson

TRAC Members Absent:

Laura Friest, Tonia Crawford, Alexander Grgurich, Michael Barber, Patrick Karnes, Lisa Ryan

TRAC Staff Present:

Gunnar Olson, Kirstin Baer-Harding, Jennifer Greiner, Tony Filippini, Ethan Standard, Jim Tishim, Suzanne Robinson

Others Present:

None

CALL TO ORDER

The meeting was called to order by Chair Rod Van Genderen at 12:07 p.m. Roll call was taken and a quorum was present.

Notice of the meeting was duly posted.

APPROVAL OF MINUTES

The Chair called for corrections to the September 11, 2013 meeting minutes.

Cyrilla Gregory was accidentally listed in both the “members present” and “members absent” sections. She was present at the September 11 meeting. It was moved and seconded that the minutes be thus amended. The motion carried unanimously.

The minutes from the meeting were adopted as amended by unanimous vote.

ACTION ITEMS

1. 2014 Meeting Dates

Mr. Anderson moved, and Mr. Boesch seconded that the following meeting dates for 2014 be approved:

- January 8
- March 12
- May 14
- July 9
- September 10
- November 12

The motion carried unanimously.

2. 2014 TRAC Leadership

Gunnar explained that there was some inconsistency in the appointment process in the past, making it necessary to extend some appointments until the correct cycle is achieved, and that DART legal counsel has advised and approved the change in the process (see chart attached).

The Chair explained that the Vice Chair's name is commonly put into nomination, then called for nominations from the floor. Vice-Chair Mr. Boeschen agreed to the nomination. Mr. Boeschen was elected Chair for 2014 by acclamation.

The Chair called for nominations from the floor for Vice Chair. Cyrilla Gregory put her name into nomination. Cyrilla Gregory was elected Vice Chair for 2014 by acclamation.

DISCUSSION ITEMS

1. Bus Shelter Locations

Ethan Standard, DART transit planner, presented the new design for the bus shelters, and also the locations for the new shelters. He explained the criteria used for deciding where shelters will be placed:

- Number of daily passengers at the stop.
- How many routes the stop serves.
- Availability of transfers
- Proximity to senior housing
- Proximity to multi-family housing
- Opportunity for ridership growth
- Cost sharing potential
- Accessibility and sidewalk availability
- Location on the route
- Customer suggestions

Cyrilla asked if there were any locations planned for Altoona. Ethan showed the "Shelter Map" which contained locations current, obsolete and planned. He said that there might be a possibility to include a new shelter at the new Walmart in Altoona. Greg asked about the placement of new shelters downtown. Ethan said there were lots of complications in placing shelters downtown, and that DART staff were meeting with the city to discuss the issues. He said that a big problem downtown is having room for pedestrian right of way. Jim Tishim added that there are some

places that are being designed and built where a shelter would fit, such as on the new Cowles Commons that is being constructed, but the initial response of the Commons design committee was not positive, so DART is working with the city as they finalize plans to find a solution. Ethan added that there are plans to place a shelter at the stop at 12th and High Streets. Rod asked if one is being designed for the new Principal construction project. Jim said that the Principal designers are designing and building a shelter at their site which will match their building.

Ethan also brought up an issue concerning a traffic study done for the city recently. He said that as a result of the study findings, the city is thinking of changing parking regulations to put parking back on streets for whole 24-hour periods. If they do this, the buses won't be able to pull into the curb to board and de-board passengers. DART staff is recommending that the city incorporate bump-outs for transit stops.

Rod asked about the status of the city parking garage at 7th and Grand, which will be torn down, and Ethan said that the city has included DART in that planning process. Jay asked about ADA regulations for shelter sites. Ethan explained that there can't be more than a 2% grade and regarding clearance, need a 4 to 5 foot radius for wheelchair access. He said that every site has its specific problems that must be addressed.

2. Open Data vs. In-House Apps re: Trip Planner Project

Gunnar said the question for DART staff is:

Should DART open the schedule data to the public for third-party developers to create apps, or keep access closed and proprietary for DART staff only?

He then asked TRAC members for their views. Greg remarked that it is difficult and expensive to develop apps, and it makes sense to open to users who may come up with creative apps. Cyrilla said she could see the pros and cons of each side. Gunnar stated that even if DART doesn't opt for open source, the printed schedule information could be used anyway, so some staff think it should be open so that DART can make sure it's accurate. Jay said that while schedule information is printed and available to everyone, there is no value in it since it is not in "real" time.

Gunnar said that the real-time data would be fed to Google and Bing maps. Greg asked if staff thought most people would check DART's website info first rather than going to Google or Bing. Jim replied that those who use Google and Bing frequently will use the sites for transit info too, rather than go to the DART website.

Jay asked the status of the trip planner project. Jim answered that the last few issues are being addressed, but overall things are working well. Randy asked if the planner would provide a count of people using it. Kirstin responded that the feature would eventually be on the website.

3. Snow Removal at Bus Stops

Gunnar asked that all TRAC members generate a list of all the places they know will need snow removal:

- Facilities (DCS, Dart Way, Bus Shelters)
- Bus Stops
- Sidewalks
- Park-and-Rides

- Frontage Roads
- Bus Benches
- Right-of-ways without sidewalks

Next, he asked for a list of parties who can help in snow removal:

- Property owners
- Businesses
- Cities
- Volunteers
- “Adopt-a-Stop” program

Finally, who can help make it happen:

- Volunteers
- City resources
- Downtown Community Alliance
- Neighborhood Associations
- Free bus passes for property owners for maintaining a clear bus stop at their locations.

Gunnar thanked the group for their input, and said it will be used to make a more comprehensive report.

TRAC COMMUNICATIONS

Jay asked why the bus stop at 33rd and Kinsey is being removed, and Ethan said there were two stops that were too close together at that location. He said DART staff assesses the stop before changing or removing. Randy asked about the stop-announcement system on some buses. Jim replied that the announcement system comes with the new AVL system. He explained that location coordinates trigger the announcements. Dina asked about the bus stop in Ankeny at the HyVee and Drugtown. Jim replied that DART will maintain a bus stop there until January 1, and is anticipating having a discussion with the city on maintaining the stop in that location, in particular the snow removal options. He said that staff are also looking at new options for a park-and-ride stop as well.

STAFF UPDATES

Gunnar

- Public meetings and survey on farebox issues
- Goals

Kirstin

- Try Transit Week was a big success.
- Java Joes has opened at DART Central Station, and will have a Grand Opening.
- Saturday service will run on the Friday after Thanksgiving.
- DART will do community outreach via each member city’s newsletter.
- Business After Hours will be held at DCS at 4:30 – 7 on December 4.

- On December 12 cash fares go to Food Bank.
- Route 11 bridge opening in late November – DART may stay on detour if only 2 lanes open.

Jim

- Route 73 flex planning study will be extended to June. Working with Urbandale.

PUBLIC COMMENTS

None

FUTURE AGENDA ITEMS

- Goals discussion in January
- Snow Removal

NEXT MEETING DATE

January 8, 2014

MOTION TO ADJOURN – 1:10 PM

It was moved and seconded that the TRAC adjourn. The motion carried unanimously.