CHARTER for the Governance Task Force of the DART Commission
January 10, 2017

A. Purpose and Authority

The Governance Task Force ("Task Force") is established by the DART Commission of the Des Moines Area Regional Transit Authority (DART) for the sole purpose of reviewing the governance structure of DART and providing advisory recommendations to the DART Commission on any changes to the overall governance structure.

This Task Force will provide for open communication between DART senior management and the DART Commission. The Task Force will be facilitated through the assistance of the Community Foundation of Greater Des Moines.

The Task Force has the authority to look into any matters within its scope of responsibility and obtain advice and assistance from DART legal counsel or other advisors, as necessary, to perform its duties and responsibilities.

In carrying out its duties and responsibilities, the Task Force shall also have the authority to meet with and seek any information it requires from employees, officers, DART Commissioners, or external parties.

The Task Force will primarily fulfill its responsibilities by carrying out the activities enumerated in Section D of this charter.

B. Composition and Meetings

The Task Force will be comprised of representatives who are not DART Commissioners but who are from the following communities and organizations:

- City of Ankeny
- City of West Des Moines
- City of Urbandale
- City of Altoona
- City of Grimes
- City of Johnston
- City of Pleasant Hill
- City of Des Moines
- The Greater Des Moines Partnership
- DART Unlimited Access Business Partner
- United Way of Central Iowa
- Central Iowa Tax Payers Association

The chairperson of the Task Force will be selected by the Chair of the DART Commission.

The Task Force will meet approximately no more than five times between January 2017 and April 2017. The Task Force chairperson will approve the agenda for the Task Force's meetings and any member of the Task Force may request items for inclusion on the agenda.

All meetings will be held in accordance with Iowa Open Meeting Laws.

To ensure neutrality, all meetings will be facilitated by a team of consultants identified and funded by the Community Foundation of Greater Des Moines.

C. Task Force Operating Functions

The Task Force meetings will be conducted in an open and transparent environment. The Task Force will be committed to the following operating principles:

1. An open and inclusive process of gathering input and recommendations from key stakeholders.

2. To be good listeners, be respectful of all points of view, and have robust discussions on the key governance issues.

3. If consensus is not reached, the minority viewpoint will be fairly presented to the DART Commission.

4. Public notification of meeting dates, meeting minutes and key documents will be posted on the DART Website. This will enable and enhance open communications.

D. Responsibilities and Duties

To fulfill its responsibilities and duties, the Task Force, with assistance from the facilitation team and DART staff support, will:

1. Review the overall governance structure of DART as currently set forth in the DART 28E Agreement and Bylaws;

2. Review other Central Iowa regional governance models;

3. Review governance models of other regional transit authorities nationally;

4. Develop advisory recommendations to be presented to the DART Commission on what governance structure would best govern DART into the future;

5. In addition, develop advisory recommendations to be presented to the DART Commission which would address:

    a. What the role and responsibilities of a DART Commissioner are;

    b. Identify appropriate term limits, if any; and

    c. Address DART Commission make-up considerations, if any.

6. Perform any other activities consistent with this charter which pertain to the governance structure of DART and that the DART Commission or Task Force determines are necessary or appropriate.