



NOTICE OF COMMISSION MEETING AND AGENDA

DES MOINES AREA REGIONAL TRANSIT AUTHORITY

DART MULTIMODAL ROOM, 620 CHERRY STREET/[ZOOM](#)

DIAL IN - +1-312-626-6799/ACCESS CODE – 815 3562 2239 /PASSCODE - 002436

JUNE 6, 2023 – 12:00 PM

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1. CALL TO ORDER	
2. ROLL CALL AND ESTABLISHMENT OF QUORUM	
3. NOTICE OF MEETING	
4. APPROVAL OF JUNE 6, 2023, AGENDA	
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13. NEXT MEETING: Regular DART Meeting - Tuesday, July 11 – 12:00 P.M.	
14. ADJOURN	

Language, visual, hearing and transportation services are available at meetings upon request. For requests, please call DART at 515.283.8100 at least 48 hours in advance of the meeting.



TRAC REPORT



6: Transit Riders Advisory Committee (TRAC) Update

Resource: *Brandon Paulsen, TRAC Chair*

A hybrid meeting of the Transit Riders Advisory Committee was held on Wednesday, May 31, 2023, and a quorum was met. Included are key highlights from the meeting's discussion.

- **New TRAC Members:** Staff Liaison, Catlin Curry, introduced and welcomed two new TRAC members to the committee. The addition of Laurie Jones and David Campbell fill out the final two positions on the committee that had been vacant.
- **Key Performance Metrics:** Transportation Director, Lewis Lowery, shared with the committee some of the various performance metrics that DART tracks regularly and asked for feedback from committee members on what would be relevant and helpful for them. The discussion brought up metrics such as: on time performance, ridership, incidents and potential impacts related to detours.
- **DART Legislative Prioritizes:** Chief External Affairs Officer, Erin Hockman, provided a Legislative update to TRAC outlining the current priorities around funding diversification work with the legislature. This update did include information about the recent legislation that will allow the City of Des Moines to potentially increase their franchise fees to help fund public transit.
- **DART Brand Refresh:** Marketing and Communications Manager, Carissa Meredith, provided an update on DART's brand refresh project highlighting the goals of the project and thanking TRAC members for their participation in surveys that had been sent out previously.
- **Summer Service Changes:** Planning and Development Manager, Tony Filippini, reminded the committee about DART's June Service change happening on June 11 and updated the committee on scheduled service changes happening in August. This update included a realignment of DART Route 14, which was received with no feedback or concerns. TRAC members did ask for some clarity on how to find information related to the June service change on DART's website.

The next hybrid TRAC meeting is currently scheduled for Wednesday, June 28, 2023.



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
MEETING HOSTED IN-PERSON AND VIRTUALLY
620 CHERRY STREET – DES MOINES, IOWA 50309
MAY 2, 2023**



(Meeting was held in a hybrid format)

ROLL CALL

Commissioners/Alternates Present and Voting:

Vern Willey, Kelly Stearns, Tara Cox, Josh Mandelbaum, Jake Anderson, Ross Grooters, Steve Van Oort, Bridget Montgomery, Russ Trimble, and Joseph Jones

Commissioners Absent:

Srikant Mikkilineni and Paula Dierenfeld

CALL TO ORDER

Chair Russ Trimble called the meeting to order at 12:04 p.m. Roll call was taken, and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Chair Russ Trimble requested a motion to approve the agenda as presented.

It was moved by Vern Willey and seconded by Bridget Montgomery to approve the May 2, 2023, agenda. The motion carried unanimously.

PRESENTATION

6A – Cornerstone State Legislative Update

David Adelman from Cornerstone, who serves as DART's State Lobbyist, provided an update on efforts related to revenue diversification and recent bills introduced in the Iowa Legislature during the 2023 session.

CONSENT ITEMS

8A – Commission Meeting Minutes – April 7, 2023

8B – FY 2024 Transportation Improvement Program (TIP) Approval

8C – FY 2024 State of Iowa Consolidated Financial Report

8D - March 2023 Financials

It was moved by Kelly Stearns and seconded by Josh Mandelbaum to approve the consent items. The motion carried unanimously.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – MAY 2, 2023**



DISCUSSION ITEMS

9A – ADA Paratransit Changes Update

Brandon Smiley, Chief Operating Officer provided a background and what has been completed so far on this project, including sharing the Bus Plus eligibility form for medical verification.

9B – August Service Change

Tony Filippini, Planning and Development Manager provided an overview of the proposed service adjustments for August to prepare services for the 2023-2024 academic year.

QUARTERLY AND PERFORMANCE REPORTS

10A - Performance Report – March 2023

Tony Filippini, Planning and Development Manager provided an update on the March performance report sharing that the March ridership was up 8.6% over February, and up more than 20% over March of last year. Most of the increase was from Fixed Route ridership, which was up 11.33% over last month. Paratransit was up 3.76% over February. For March, preventable accidents occurred at a rate of 0.70 per 100,000 miles. This achieves our goal of 1 or less and continues a three-month downward trend in preventable accidents. Our year-to-date rate is also below our target of 1 at .89 per 100,000 miles. Non-preventable accidents occurred at a rate of 1.05 per 100,000 miles in March, and we are at 1.42 per 100,000 YTD. On-Time Performance was 85.30% for the month of March. This achieves our target of 85%. Road calls per 100,000 miles, where our buses need service while in operation, were 7.72 for the month of March.

10B - Quarterly Financial Update

Amber Dakan, Finance Director provided an update on FY23 year-to-date (July 1 – March 31, 2023) financial report sharing the operating and non-operating revenue for Fixed Route, Paratransit and Rideshare services. The expenses were also shared.

10C – Quarterly Safety Report

Pat Daly, Safety Manager provided an update on the Q3 FY 23 safety performance and safety targets.

DEPARTMENTAL MONTHLY REPORTS (BY EXCEPTION)

11A - Operations

Brandon Smiley, Chief Operating Officer provided an update on the DART On Demand service in Ankeny and shared that we added a fourth bus on April 24, 2023, to help with the wait time of our customers.

11B – Planning

None

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – MAY 2, 2023**



11C - External Affairs

Erin Hockman, Chief External Affairs Officer provided an update on DART's involvement at the upcoming DMDC trip and stated that she will be reaching out to DART Commissioners regarding events and meetings that will occur during DMDC and provide talking points to gain support for our pending Buses and Bus Facilities grant.

11D – Finance/IT/Procurement

Mike Gulick, Procurement Manager provided an update on the HRIS system, sharing that we are still working through the contract and will have an action item at the June commission meeting. An update was also provided on the status of the medium-duty buses.

11E – Human Resources

Beth Hanson, Interim Chief Administrative Officer provided an update on current hiring activities including current outreach for the Iowa State Fair operators.

11F – Interim Chief Executive Officer

Sheri Kyras, Interim Chief Executive Officer shared that the land that we are proposing for the new operations and maintenance facility has successfully gone through and had approval on the NEPA process. We will plan to have a Commission Workshop regarding the facility later in the summer. An update on the use of covid funds was provided.

FUTURE AGENDA ITEMS

None

COMMISSIONER ITEMS

Josh Mandelbaum, Vice Chair and Chair of the CEO Search Committee provided a brief verbal update on the CEO search.

Bridget Carberry Montgomery shared the success of the DART/Urbandale library Storytime event which occurred on Monday, April 24 and encouraged all DART Commissioners to attend if they have the opportunity in their member communities.

NEXT MEETING:

Regular DART Meeting - Tuesday, June 6, 2023 – 12:00 P.M.

ADJOURN

Chair, Russ Trimble, adjourned the meeting at 1:15 p.m.

Chair

Clerk



CONSENT ITEM



7B:	DART Annual Health Insurance Renewal
Action:	Approve a one-year renewal of DART's health insurance coverage through Wellmark BCBS, not to exceed \$3,006,307.

Staff Resource: *Beth Hanson, Chief Administrative Officer*

Background:

- DART has had a fully insured Medical Plan through Wellmark since July 1, 2017.
- Wellmark has proposed a 2.75% for FY24. DART's total expenditure for all medical plans is projected not-to-exceed \$3,006,307, this includes a 10% contingency should employees add or change coverages through the year based on the estimated headcount.
- A breakdown of coverages, plan rates and estimated headcount per plan is attached.

Recommendation:

- Approval of a one-year renewal of DART's Health Insurance Coverage through Wellmark BCBS, not-to-exceed \$3,006,307.

DART Health Insurance Renewal - July 1, 2023



Wellmark Renewal									
	\$1,000 Deductible Plan			\$3,000 HDHP Plan			\$5,000 HDHP Plan		
	Estimated Head Count	Rate	Annualized	Estimated Head Count	Rate	Annualized	Estimated Head Count	Rate	Annualized
Single	34	\$645.02	\$236,168	74	\$546.74	\$485,505	18	\$452.95	\$97,837
EE/Spouse	6	\$1,321.00	\$95,112	36	\$1,119.72	\$483,719	2	\$927.64	\$22,263
EE/Child	7	\$1,221.02	\$102,566	17	\$1,034.98	\$211,136	0	\$857.43	\$0
Family	7	\$1,979.57	\$166,284	40	\$1,677.95	\$805,416	0	\$1,390.10	\$0
	54		\$627,130	167		\$1,985,776	20		\$120,101
Combined Total							241		\$2,733,006
							with 10% contingency		\$3,006,307
Plan Design	\$1,000 Deductible Plan In Network			\$3,000 HDHP Plan In Network			\$5,000 HDHP Plan In Network		
Deductible	\$1,000 / \$2,000			\$3,000/\$6,000			\$5,000/\$10,000 (Embedded)		
Coinsurance	80%/20%			100%/0%			100%/0%		
Out of Pocket Max.	\$3,000 / \$6,000			\$3,000 / \$6,000			\$5,000/\$10,000		
Office Visit	\$25 copay			Deductible and Coinsurance			Deductible and Coinsurance		
Preventive Benefits	Paid at 100%			Paid at 100%			Paid at 100%		
Urgent Care	\$50 Copay			Deductible and Coinsurance			Deductible and Coinsurance		
Emergency Services	\$150 Copay followed by coinsurance			Deductible and Coinsurance			Deductible and Coinsurance		
Inpatient	Deductible and Coinsurance			Deductible and Coinsurance			Deductible and Coinsurance		
Outpatient	Deductible and Coinsurance			Deductible and Coinsurance			Deductible and Coinsurance		
Rx	\$10/\$20/\$40			Deductible and Coinsurance			Deductible and Coinsurance		



CONSENT ITEM



7C: Des Moines Public Schools Services Contract

CONSENT: Approve a contract to provide fixed route service and unlimited access to Des Moines Public Schools for the 2023/24 school year through the end of the 2027/2028 school year.

Staff Resource: *Luis Montoya, Chief Planning Officer*

Background:

- DART has been providing Des Moines Public School middle and high school students transportation to and from school since 1993.
- Over 2,500 student trips per day are provided on DART's regular fixed route services, as well as additional bus routes that include slight variations off a DART route.
- As part of the contract, DART provides:
 - School tripper service that are minor deviations from normal fixed routes that cater to bell times and district needs
 - Fare-free access to and from school to students based on DMPS eligibility criteria (distance between home and school)
 - Unlimited ridership privileges to all middle and high school students on weekday afternoons and throughout all break periods (Christmas Break, Spring Break, and Summer Break).
 - Unlimited access to all DART transit services for any of the approximately 5,000 Des Moines Public School District employees.
- DMPS compensates DART for the full cost of DART services on a per-mile and per-hour of service basis. The district's payment will be guaranteed and received in 10 equal monthly payments during the school year.
- The DART Commission last approved a five-year contract with Des Moines Public Schools in July 2018, and each year the Commission approves updated pricing for the upcoming academic year.
- Pricing for the 2023-2024 academic year is included in this contract, which reflects collective bargaining and operator wage changes, increased fuel costs, and any changes in service requested by DMPS.

Costs:

- DART anticipates providing service to all school tripper routes for the entire academic year (167 days).
- DMPS will pay DART an amount of \$1,047,522 in Year 1 of the contract subject to the addition or deletion of any existing routes, school days, or major cost escalation (fuel).
- Additional details can be found in the attached contract and cost breakdown sheet.

Recommendation:

- Approve a contract to provide fixed route service and unlimited access to Des Moines Public Schools for the 2023/24 school year through the end of the 2027/2028 school year.

**CONTRACT BETWEEN DES MOINES INDEPENDENT COMMUNITY SCHOOL DISTRICT AND
THE DES MOINES AREA REGIONAL TRANSIT AUTHORITY**

This agreement is entered into by the Des Moines Independent Community School District (District) and the Des Moines Area Regional Transit Authority (DART) for the purpose of establishing a program in order to provide coordinated transportation services for students. The goal of this program is to provide efficient, high-quality and flexible service that saves taxpayer dollars. The program will provide transportation services to certain specified schools. It is the intent of this contract that it comply with Chapter 285 of the Iowa Code, and specifically section 285.5, except when otherwise inapplicable or inappropriate, and other provisions of law relating to school bus transportation, which are not inconsistent with the use of common carriers nor exclusively used in the transportation of school students.

I. GENERAL PROVISIONS

A. Equal Employment Opportunities

The District and DART shall comply with the provisions of Federal, State and District regulations to ensure that no employee or applicant for employment is discriminated against because of race, creed, religion, color, marital status, gender, national origin, sexual orientation, age or disability.

B. Audit or Examination of Records

It is agreed that any authorized auditor, and where federal funds may be involved, the Comptroller General of the United States or any other representative of the United States Government, shall have access to and the right to examine, audit, excerpt, and transcribe any directly pertinent books, documents, papers, and records of the parties relating to orders, invoices, or payments under this contract. All records relating to this contract shall be retained for such period of time as required by law.

C. Changes

Changes in contractual provisions to be furnished under the resulting contract may be made only in writing and approved by agents representing the District and DART and attached hereto as Appendices.

D. Immunity from Liability

DART agrees to protect, indemnify, defend and hold the District harmless from and against any and all loss, damages, claims, costs and expenses, whether for damage to person or property and including attorney fees, proximately caused by the acts or omissions of DART, its officers, agents or employees, committed or omitted in connection with DART's carrying out its obligations hereunder.

E. Taxes – Federal, State and Local

1. The District is exempt from federal excise taxes, and no payment will be made for any taxes levied on DART's charges. The District is exempt from sales and use taxes on equipment and services and they shall not be included in the contract price.
2. If DART includes in the price any state or federal tax which may be refunded, DART will furnish proof which will enable the District to obtain any refund or credit to which it is entitled.

F. Gratuities

The provisions of Chapter 722 and Chapter 68B of the Iowa Code and House File 2466, enacted by the 1992 session of the Iowa General Assembly, governing gifts and gratuities and public officials and agencies, apply to the District and DART.

G. Independent Contractor

DART is an independent contractor and not an employee of the District. DART is responsible for all withholding taxes, social security, unemployment, workers compensation, and other taxes and shall hold the District harmless for any claim for the same.

H. Contractor Personnel

The District shall notify DART regarding personnel complaints or regarding personnel of DART who exhibit unsuitability for work in a public school environment. DART shall respond appropriately and take such action as circumstances require.

I. Compensation Payment Procedures

Payment by the District to DART shall be as set forth in Appendix II.

J. Contract Contents

The contract shall consist of this document, appendices, written letters, and agreements modifying or changing the same, attachments, reference documents, memoranda, and written clarifications.

II. SPECIFIC PROVISIONS

A. Services Defined

The routes to be traveled during the morning and afternoon by the buses under the terms of this contract are listed in Appendix I and described as "School Routes" herein. Additional services beyond the bus transportation during in-service school days may be provided by DART and shall be outlined in Appendix II and labeled "Extra Services."

DART shall have primary responsibility for responding to complaints regarding the school bus service and for assisting in locating students reported lost.

B. Payment

For the transportation services to be provided by DART hereunder, the District shall pay DART the sum total shown in Appendix II through ten (10) monthly, equal payments starting with August and ending with May and not including June or July, subject to Adjustments as described below in Section II.C.

DART shall deliver one (1) copy of an invoice on a monthly basis to the District. Each invoice will document details of the service provision in a format agreeable to both parties.

The District shall be expected to provide payment to DART within thirty (30) days of receipt of the invoice. Any charge disputed by the District shall be separated from the invoice and the undisputed portion shall be paid. The District shall promptly notify DART of the dispute and both parties shall agree to meet and resolve disputed charges within thirty (30) days after notification of the dispute.

The District and DART may develop a transportation pass system that can be used by eligible students and/or eligible District Employees on any of DART's regular Fixed Route services. Certain restrictions may apply regarding use of special or other contracted transportation services. DART will notify the District of any such restrictions. See Appendix III.

C. Adjustments

The District shall pay DART the fixed annual amount shown in Appendix II subject to significant adjustments of the services provided as defined by the following:

1. Should the District authorize an adjustment that amounts or includes the addition or deletion of one or more routes as compared to the School Routes listed in Appendix I, either party may request to renegotiate the annual payment amount. DART shall regularly monitor the ridership and capacity of the School Routes and routinely report this information to the District. The District and DART will make every effort to approve any adjustment that might be needed to either increase or decrease service at least thirty (30) days in advance of the planned adjustment. The District shall have final authorization to approve any adjustment. Following the District's approval of an adjustment, DART shall have primary responsibility for communicating route changes to the schools.
2. Should the number of days of School Route service provision increase or decrease by more than three (3) percent, either party may request to renegotiate the annual payment amount.
3. Should DART's documented actual annual total cost to provide the School Routes and Extra Services be plus or minus twenty (20) percent of the annual total cost shown in Appendix II, either party may request to renegotiate the annual payment amount. Prior to making any such request to renegotiate the amount, DART will make all reasonable efforts to offset increased costs with comparable savings in other aspects of the operation so that this adjustment may not be needed. DART shall provide written evidence that these efforts have been made prior to requesting a revised payment amount under this section.
4. In the event of a change in any state, federal, or local law that is directly related to any section of this contract, either party may request to renegotiate that section of the contract.

- D. In compliance with Federal Law, specifically described in Title 49 CFR Part 605, all transportation services covered under this agreement shall be open to the general public and in compliance with Federal Transit Administration's school transportation regulations.

E. Driver Duties – Qualifications – Protection of Students – Discipline and Transportation Policies

Standards of the District and DART shall be compared and appropriately identified. The following policies of the District or equivalent policies of DART shall be applicable to the bus services to be provided when appropriate with the equipment of DART:

1. Des Moines Public Schools Board Policy, Series 500, Code 503, Student Transportation.
2. Des Moines Public Schools Board Policy, Series 400, Code 403, Certification and Licensing (e.g., Commercial Drivers License).
3. Des Moines Public Schools Board Policy, Series 400, Code 405, Pre-Employment and Fitness-for-Duty-Examinations.

4. Des Moines Public Schools Board Procedure, Series 400, Code 416.1 Alcohol and Substance Abuse.
5. Des Moines Public Schools Board Procedure, Series 400, Code 416.2 Alcohol and Drug Testing Procedures.
6. Des Moines Public Schools Board Policy, Series 400, Code 450, Abuse of Students by District Employees.
7. Des Moines Public Schools Procedures, Series 400, Code 450, Allegations of Abuse of Students by School Employees.
8. Des Moines Public Schools Board Policy, Series 400, Code 407, Sexual Harassment.
9. Des Moines Public Schools Board Policy, Series 700, Code 776.3, Special Education Transportation.
10. Des Moines Public Schools Board Policy, Series 500, Code 505, Student Behavior Expectations and Discipline.
11. Emergency Operation Procedures in Case of Accident.
12. Emergency Evacuation Procedures, State of Iowa School Bus Drivers' Handbook – Chapter 6.
13. First Aid, State of Iowa School Bus Drivers' Handbook – Chapter 7.
14. Background Checks- The service provider shall certify that all employees employed in support of this contract who have direct contact with students, which is defined to mean being in the presence of students during regular school hours or during school-sponsored activities, have not been convicted of (i) a felony; (ii) any offense involving the sexual molestation, physical or sexual abuse or rape of a child; or (iii) a crime of moral turpitude, or whose name appears on any Sexual Offender's registry.
15. Emergency Weather Plan.

F. Service To Be Provided

Transportation for students under this contract shall be provided as indicated in Appendix I or any agreements of understanding executed by the parties.

G. Route Preparation

DART shall prepare routes and pick-up times to correspond with the school schedule. Initially, the routes shall be as specified in Appendix I. The District shall approve deviations or variations in routes. DART shall notify the school and District of changes in routes required because of weather or other unexpected events.

Changes in routes need to be coordinated with the school. DART will be responsible for providing information regarding the routes to the school, the students and their parents.

H. Establishment of Stops – Safety

In the interest of safety, new stops may need to be established for specific students. Stops identified in Appendix I(a) shall be selected at points where the safety of students crossing the street is of prime concern. Section 321.372 of the Iowa Code applies to DART where applicable. DART will encourage the utilization of the rear door for the alighting of students and will guarantee the availability of DART's supervisors in security cars to monitor safety conditions.

I. Discipline – Removal of Students

A student passenger shall not be removed from a DART bus for disciplinary reasons unless the removal is at the regularly assigned bus stop of the student or at the school

site. However, the student may be removed from DART's bus at another location if removed by supervisory personnel and the student is taken to the student's school or home.

DART shall supplement the student discipline policy by providing on-site DART supervisory staff as required.

J. Lost Children

DART shall establish a contact and procedure with the school for children reported lost.

K. Equipment – Inspections

DART buses shall be used in the transportation of students as provided for under this contract.

It is the responsibility of DART to provide buses and other transportation equipment that meet the safety requirements of a public transportation system. Deviations from such requirements shall be in writing. Inspections shall be conducted commensurate with inspection policies of DART. In case of breakdowns, a second bus shall be immediately dispatched and the school shall be notified of the breakdown. The District may inspect DART equipment.

L. Vandalism

Drivers will inspect buses and equipment prior to loading students to determine condition of the buses and equipment. Following disembarkment, an inspection shall be made to determine if any vandalism has taken place. A driver shall notify DART of any damage and DART shall notify the District. Students committing acts of vandalism are subject to the disciplinary procedures of DART and the District. Restitution for damages resulting from vandalism will be sought by DART from the student or responsible parents or guardians.

III. PROCEDURES – POLICIES TO BE AVAILABLE

A. Requirements and Standards to be Made Available – Acknowledgment

The District shall provide to DART and DART to the District the policies and standards referenced in Part II, Item E. 1-16, or DART equivalent or similar policies, for review. The District or DART shall make appropriate persons available to answer any questions relating to the contents of the documents referenced in Part II, Item E. The parties shall acknowledge that they have been given the opportunity to review the policies and they understand and will comply with the requirements imposed upon bus drivers and other personnel whose duties relate to the transportation of students.

B. Waiver of Requirements – Written Statement

The District may waive compliance with its requirements by DART if the requirements are inappropriate based on DART service, duplicate requirements of DART, different DART equipment, or for good cause shown. The waiver shall be specific and in writing.

IV. RESOLUTION OF DISPUTES

Should disputes over the interpretation of this agreement arise, including but not limited to disputes regarding services and payments called for in the Appendices, they will be

resolved by the Chief Executive Officer of DART and the Chief Operations Officer for the District. Should they not be able to resolve the matter, the dispute shall be submitted to a mutually agreed upon third party chosen by the General Manager and the Chief Operations Officer. That individual's determination shall be a final and binding resolution of the dispute in accordance with the provision of Iowa Code Chapter 679A.

V. DURATION OF CONTRACT AND TERMINATION OF CONTRACT

This contract shall be effective July 1, 2023 and shall continue until June 30, 2028 subject to four (4) annual renewal approvals by both DART and the District. This contract shall be considered to take precedence over the contract between the two parties that concludes on June 30, 2023. As of the effective date of this contract, the previous contract shall be considered null and void. The contract shall be renewed annually unless: (1) if contract terms for the upcoming school year cannot be reached by May 1 of any year, either party may terminate the contract with thirty (30) days notice; or (2) either party provides notice to the other by March 1 of each year (commencing with March 1, 2024) of its intent to terminate the agreement. All payments due shall be prorated to the date of termination.

Accepted this _____ day of _____, 2023

DES MOINES INDEPENDENT COMMUNITY SCHOOL DISTRICT

By: _____

DES MOINES AREA REGIONAL TRANSIT AUTHORITY

By: _____

Appendix I – Services Provided

The routes and services listed below comprise the specific services DART will provide in order to serve Des Moines Public School ridership in addition to its normal fixed-route transit routes. Per Section 11.C of the contract pertaining to Adjustments, should any additional routes or plug buses beyond those listed above be added or deleted approved by the District, either party reserves the right to renegotiate the annual payment amount.

School	DART Route #	Time Period
Lincoln	6A	AM/PM
Lincoln	6C	AM/PM
Lincoln	7/6	PM
(We supplement our normal #7 fixed-route schedule in the afternoon with an additional plug bus.)		
Lincoln	7 (Fixed Route)	AM/PM
Lincoln	8 (Fixed Route)	AM/PM

School	DART Route #	Time Period
McCombs	6B	AM/PM
McCombs	6D	AM/PM
McCombs	6E	AM/PM
McCombs	6 (TBD)*	AM/PM
* In 8/2023 adding service at Melbourne Apts; cost neutral due to moving 1 of 2 buses on Callanan to McCombs		
McCombs	7D	AM/PM
McCombs	6 (Fixed Route)	AM/PM
McCombs	7 (Fixed Route)	AM/PM

School	DART Route #	Time Period
Harding	15A	AM/PM
Harding	15B	AM/PM
Harding	16D	AM/PM

School	DART Route #	Time Period
Hoyt	1 (fixed route service)	AM/PM

School	DART Route #	Time Period
Hoover	5A	AM/PM
Hoover	14 (fixed route service)	AM/PM
Hoover	14B	AM/PM
Hoover	16A	AM/PM

School	DART Route #	Time Period
Hoover/Meredith	14B	AM/PM
Meredith	14C	AM/PM
Meredith	5C	AM/PM
Meredith	5D	AM/PM
Meredith	16B	AM/PM
Meredith	16C	AM/PM

School	DART Route #	Time Period
Brody	7A	AM/PM
Brody	7B	AM/PM
Brody	8A	AM/PM
Brody	8B	AM/PM
Brody	8C	AM/PM

School	DART Route #	Time Period
Weeks	13A	AM/PM
Weeks	13B	AM/PM
Weeks	13C	AM/PM
Weeks	13D	AM/PM

School	DART Route #	Time Period
Callanan	5E	AM/PM

School	DART Route #	Time Period
Merrill	11A	AM/PM

School	DART Route #	Time Period
East	13E	AM/PM
East	#1	AM/PM
(We supplement our normal #1 fixed-route schedule in the afternoon with an additional plug bus.)		
East	#17 and #50	AM/PM
(Students are also riding fixed routes #17 and #50.)		

School	DART Route #	Time Period
Roosevelt	11B	AM/PM
Roosevelt	14D	AM/PM
Roosevelt	#60	AM/PM
(We provide 6 trips for Roosevelt on our #60 fixed-route service.)		
Some transferring on fixed routes #3, #5, #15 and #16.		

School	DART Route #	Time Period
North	#15, #17, and #50	AM/PM
(Students are assigned to fixed route #15 with transfers to/from fixed routes #17 and #50.)		
In 8/2023, we will supplement our #17 fixed-route schedule in the afternoon with an additional plug bus.		

Appendix II 2023-2024 Transportation Costs

<u>Labor Costs</u>	<u>2022-2023</u>	<u>2023-2024</u>
PT Wage	\$ 21.63	\$ 22.28
PT Benefit Cost	\$ 8.44	\$ 8.77
PT Total	\$ 30.07	\$ 31.05
FT Wage	\$ 26.78	\$ 27.58
FT Benefit Cost	\$ 11.21	\$ 11.66
FT Subtotal	\$ 37.99	\$ 39.24
FT Total With Overtime	\$ 56.98	\$ 58.86
Labor Rate Average	\$ 39.04	\$ 40.32
<i>(2/3 part-time, 1/3 full-time at OT)</i>		
Total Hours	93.50	93.50
Labor Costs	\$ 609,552.64	\$ 629,577.26
<i>Calculations are based on # of school days:</i>		
	167	167
<u>Mileage Costs</u>		
Total Mileage	849.50	849.50
Mileage Rate	\$ 2.14	\$ 2.25
Mileage Costs	\$ 303,594.31	\$ 318,774.03
Estimated School Service Costs	\$ 913,146.95	\$ 948,351.29
<u>Other Costs</u>		
Printing Costs	\$ 1,000.00	\$ 1,000.00
Supervisor	\$ 27,040.00	\$ 28,121.60
Support Costs	\$ 28,040.00	\$ 29,121.60
TOTAL DMPS-DART SERVICE	\$ 941,186.95	\$ 977,472.89
One-ride tickets - 1,000	\$ 750.00	\$ 750.00
All Students/All Employees Ride Free (*See Clarifications Below)	\$ 69,300.00	\$ 69,300.00
TOTAL DMPS-DART CONTRACT	\$1,011,236.95	\$1,047,522.89

*Clarifications

- Ride DART Free Privileges for secondary school students assigned to DART routes and all DMPS
- Students not assigned to DART buses may ride DART free during all non-school hours (after 4:30 pm on school days as well as all-day on weekends/breaks/summer)

ONE-RIDE TICKETS:

DART will provide DMPS with 1,000 one-ride tickets. Additional tickets can be provided at \$0.75 each.

2023-2024 DAILY RATE:

The daily rate for DART to provide service for additional school days is \$5,679

The daily rate for virtual days during the course of the school year is \$3,770

There will be an additional fee for late start days of \$2,839

Appendix III - Fare Media

DMPS Student ID's shall be the primary method of fare payment.

DMPS will be responsible for the following:

- The issuance of ID cards.
- Ensuring all cards must have a unique identifier per the agreed upon format.
- Description of hotlist maintenance process.
- Determination of transportation and times eligibility.
- Coding an expiry date for each ID.
- Reissuance of cards annually.

DART will be responsible for the following:

- Providing transportation when a valid card is presented to the bus operator.
- Ridership data in the format requested by DMPS.



CONSENT ITEM



7D: August 2023 Service Change

Action: Approve service changes to select fixed routes effective August 20, 2023.

Staff Resource: Tony Filippini, AICP, Planning and Development Manager

Background:

- Each August, DART implements a service change to add service to support the Des Moines Public Schools academic year and make any necessary route and/or schedule changes to continue to improve service for its customers. All service changes are brought to the Commission for approval.
- The proposed changes include a re-alignment to Route 14 and reinstatement of service to Des Moines Public Schools.
- Trip time adjustments are also proposed for Express Routes 92, 93, 98 and 99.

Proposed Changes:

1. Realign Portion of Route 14 – Beaver Ave. in Sherman Hill (Des Moines)

- Route 14 currently operates on Center Street and 19th Street in the Sherman Hill neighborhood between 15th Street and Crocker Street. Changes in lane configuration and traffic patterns have increased the time needed to travel this area, particularly the left turning movement outbound from 19th Street onto Cottage Grove.
- DART is proposing straightening out the route, therefore reducing the number of turns, to improve the travel time and improve reliability.
- Five bus stops along the discontinued segment of the route would be replaced by three new stops. New stops are approximately 1-block away from the existing stops.
- Impacted bus stops have been posted with information on the proposed changes. Two comments were filed, and both were in support of the changes.

2. Add service for Des Moines Public Schools 2023-2024 Academic Year

- DART is in a contractual agreement with Des Moines Public Schools to provide student transportation to schools. The most recent contract was approved by the DART Commission in June 2023.
- School trippers will be added to the schedule to run on school days only and support the influx of student ridership on bus routes in coordination with bell times.

CONSENT ITEM
7D: AUGUST 2023 Service Change



3. Shift Trips on Select Express Routes

- Four Express Route schedule updates are proposed to improve the efficiency of bus operations.
 - Route 92 – Hickman Express
 - Route 93 – NW 86th Express
 - Route 98 – Ankeny Express
 - Route 99 – Altoona Express
- These minor changes result in one trip departing approximately five minutes earlier or later than currently scheduled.

Title VI:

- As required by Federal regulations and consistent with DART's adopted Title VI Program, staff determined the proposed changes to not meet the threshold of a "major service change". Therefore, no equity analysis is required.

Impacts:

- Paratransit: Paratransit service areas and span will not be impacted by changes proposed in the June service package.
- Property Tax Formula: The proposed changes do not change any tier service levels for any community.

Recommendation:

Approve the above listed service changes to select fixed routes effective August 20, 2023.



CONSENT ITEM



7E: Revised Interim CEO Contract

Action: Approval to modify Interim CEO's Employment Contract.

Staff Resource: Matthew Brick, Attorney, Brick Gentry Law Firm

Background:

- Upon Elizabeth Presutti's resignation in November 2022 as DART's CEO, Sheri Kyras was hired as its Interim CEO while the organization conducted a nationwide search for a new leader.
- The Commission approved an employment contract with Sheri at the December 6, 2022 Commission meeting stating her terms of service/compensation and she began at DART on December 19, 2023.
- With the CEO search continuing, Sheri has requested a modification to her contract to include flexibility on her in-office versus remote work schedule to include the option of multiple days per week working remotely.
- A revised employment contract for Sheri is included.

Recommendation:

- Approve the revised Interim CEO employment contract to reflect flexibility for remote work.

INTERIM CEO ADMINISTRATOR

PROFESSIONAL SERVICES AGREEMENT

This Agreement is entered into on the 6 day of December 2022 by and between the Des Moines Area Regional Transit Authority ("DART") and Sheri Kyras ("Interim CEO").

WHEREAS, DART has a need to have certain CEO services performed on an interim basis; and

WHEREAS, DART desires to have the Interim CEO perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. Scope of Services. The Interim CEO agrees to begin performing services on December 19, 2022, and perform the functions of DART CEO, as authorized by the DART Commission, and to perform such other legally permissible and proper duties as the Commission shall from time to time assign. In performing such services, Interim CEO shall at all times comply with all federal, state, and local statutes, rules, and ordinances applicable to the performance of such services. The parties agree that Interim CEO shall be allowed to work a flexible work schedule allowing Interim CEO to work from home multiple days each week.
2. Compensation. DART shall pay and provide the Interim CEO with:
 - a. A bank of forty (40) hours of accrued PTO on her start date;
 - b. A full-time salary based on \$100.00 per hour for the CEO work performed;
 - c. A monthly car allowance of \$500.00 gross; and
 - d. A refund of her lost social security benefits in the amount of \$15,000 gross to be paid upon termination of this agreement.
 - e. Provide paid vacation if the assignment lasts through the Interim CEO's planned vacation in July 2023 and in September 2023

The Interim CEO agrees she will not sign up for DART health insurance or DART's 457 Retirement Plan.

3. Duration of Agreement. This Agreement shall be in full force and effect from the date of execution until services are no longer needed—which is anticipated to be on or before September 30, 2023.
4. Indemnification. The Interim CEO shall be defended and indemnified for actions undertaken in her official capacity pursuant to all insurance coverages maintained by the DART. The Interim CEO shall, however, not be indemnified for any act or omission that is willful and wanton.
6. No Permanent Position. The Interim CEO understands that DART is seeking a permanent CEO and the Interim CEO will not be eligible for this position.

7. Termination. This Agreement may be terminated by written mutual agreement of the parties, or by one party giving to the other at least thirty (30) days advance written notice of intent to terminate.
8. Assignment and Subcontract. The Interim CEO shall not assign or subcontract any portion of the services contemplated by this Agreement.
9. Entire Agreement. This Agreement contains the entire agreement between the parties and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either party.
10. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa.

ON BEHALF OF INTERIM CEO:

SHERI KYRAS

Date

ON BEHALF OF DART:

RUSS TRIMBLE, CHAIR

Date



CONSENT ITEM



7F: April FY2023 Consolidated Financial Report

Action: Approve the April 2023 Consolidated Financial Report.

Staff Resource: Amber Dakan, Finance Director

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route Operating revenue is exceeding budget by 1.2% year-to-date. This is a result of higher revenues in Other Contracted Services, School Funding, and Mobile Ticket sales.
- Fixed Route Non-Operating revenue is exceeding budget by 8.7% due to the timing of property tax revenues, higher state operating assistance funds than projected, and CARES funding year-to-date.
- Paratransit Operating revenue is ahead of budget by 2.3%. Polk County Funding, Other Contracted Services, and Mobile Ticketing are all exceeding budget expectations.
- Paratransit Non-Operating revenue is 12.5% under budget year-to-date resulting from drawdown grant fund timing.
- Rideshare revenues are under budget by approximately 38% year-to-date. Rideshare continues to work towards recovery of the program and is working to implement a new rider platform that will aide in attracting new riders.

Operating Expense:

- Fixed Route operating expenses are seeing a 4.0% savings from projections. Services, Salaries, Wages & Fringes, and Equipment Repair Parts are the three categories seeing the most savings.
- Paratransit Operating expenses are exceeding budget by 11.2% year-to-date. Fuel & Lubricants, Services, and Equipment Repair Parts are seeing the highest over budget levels.
- Rideshare has a budget savings of 4.8% year-to-date for operating expenses. Services and Miscellaneous Expenses are seeing the largest savings to-date.

Recommendation:

- Approve the April FY2023 Consolidated Financial Report.

**** TOTAL Un-Audited Performance of April FY2023 Year-to-Date as Compared to Budget:**

Fixed Route	\$ 3,502,040	Reserve for Accidents (See Balance Sheet):
Paratransit	\$ (744,701)	\$309,113.89
Rideshare	\$ (156,563)	
Total	\$ 2,600,776	

FY2023 Financials:
April 2023

FIXED ROUTE	April 2023			Year-To-Date-(10) Months Ending 04/30/2023		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	319,694	361,371	(41,677)	3,656,071	3,613,708	42,363
Non-Operating Revenue	2,264,777	2,614,763	(349,986)	28,428,632	26,147,633	2,280,999
Subtotal	2,584,471	2,976,134	(391,663)	32,084,703	29,761,342	2,323,362
Operating Expenses	2,622,984	2,976,134	353,151	28,582,663	29,761,342	1,178,679
Gain/(Loss)	(38,513)	-	(38,513)	3,502,040	-	3,502,040

PARATRANSIT	April 2023			Year-To-Date-(10) Months Ending 04/30/2023		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	44,066	50,880	(6,814)	520,298	508,800	11,498
Non-Operating Revenue	197,042	295,313	(98,272)	2,585,423	2,953,133	(367,711)
Subtotal	241,108	346,193	(105,086)	3,105,720	3,461,933	(356,213)
Operating Expenses	418,098	346,193	(71,904)	3,850,422	3,461,933	(388,488)
Gain/(Loss)	(176,990)	-	(176,990)	(744,701)	-	(744,701)

RIDESHARE	April 2023			Year-To-Date-(10) Months Ending 04/30/2023		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	14,704	33,333	(18,629)	209,223	333,333	(124,110)
Non-Operating Revenue	-	13,592	(13,592)	81,131	135,917	(54,786)
Subtotal	14,704	46,925	(32,221)	290,354	469,250	(178,896)
Operating Expenses	51,649	46,925	(4,724)	446,917	469,250	22,333
Gain/(Loss)	(36,945)	-	(36,945)	(156,563)	-	(156,563)

SUMMARY	April 2023			Year-To-Date-(10) Months Ending 04/30/2023		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	378,464	445,584	(67,120)	4,385,592	4,455,842	(70,250)
Non-Operating Revenue	2,461,819	2,923,668	(461,850)	31,095,186	29,236,683	1,858,503
Subtotal	2,840,282	3,369,253	(528,970)	35,480,778	33,692,525	1,788,253
Operating Expenses	3,092,730	3,369,253	276,522	32,880,001	33,692,525	812,524
Gain/(Loss)	(252,448)	-	(252,448)	2,600,776	-	2,600,776



ACTION ITEM



8A: RideShare Fare Policy

Action: Approve new RideShare Fare Policy, effective July 1, 2023

Staff Resource: *Erin Hockman, Chief External Affairs Officer*

Background:

- DART has not updated its Rideshare Fare Policy since August 2011.
- Under the current policy (fare chart pictured to the right), passengers pay a monthly rate based on miles traveled and number of passengers per van. As a result, this creates:
 - Fare uncertainty for passengers as vanpool rates change without warning when people join and leave vanpools.
 - Steep discounts offered to full passenger vans; and
 - Manual fare calculation and administration for DART staff.
- Individual passenger fares range from a minimum of \$84/month to \$396/month.

MILES	PASSENGERS			
	5-6	7-8	9-10	11-14
1-30	\$84	\$84	\$84	\$84
31-40	\$96	\$89	\$87	\$84
41-50	\$110	\$103	\$94	\$85
51-60	\$131	\$116	\$97	\$88
61-70	\$140	\$122	\$102	\$89
71-80	\$146	\$128	\$106	\$92
81-90	\$162	\$132	\$110	\$93
91-100	\$177	\$137	\$113	\$100
101-110	\$197	\$152	\$122	\$109
111-120	\$213	\$164	\$139	\$114
121-130	\$231	\$175	\$148	\$121
131-140	\$247	\$189	\$156	\$131
141-150	\$261	\$200	\$164	\$138
151-160	\$313	\$235	\$188	\$156
161-170	\$334	\$250	\$200	\$166
171-180	\$354	\$265	\$212	\$177
181-190	\$374	\$282	\$224	\$188
191-200	\$396	\$297	\$238	\$198

New Fare Policy Proposal:

- Staff is working hard to rebuild DART's vanpool program following the pandemic and has identified three goals for a new fare policy:
 - Ensure passenger fares cover operating cost of the vanpool.
 - Retain current customers and attract new customers by offering affordable commuting options and consistent monthly fares; and
 - Improve efficiency of fare administration and reduce possibility for error.
- To achieve these goals, DART staff is recommending a new fare policy that assesses a monthly fare based on a set cost per passenger mile.
- Proposed Fare:
 - The cost for full fare passengers traveling in DART's current vanpool service area is \$0.095 per passenger mile.



ACTION ITEM

8A: RideShare Fare Policy

- Passengers using Rideshare part-time (less than 12 days/month) as well as passengers traveling outside of DART's existing service area will pay a minimum of \$0.10 per mile.
- DART reserves the right to charge a minimum of \$0.10 per mile for any unique vanpool situations in which it is determined the minimum established rate will not sufficiently cover the costs of operating the vanpool.
- To minimize fare increases for current passengers, staff is proposing existing customer fare increases be capped at \$10/month.
- New passengers on or after July 1, 2023, will pay a monthly fare based on the cost per passenger mile.
- If adopted, the new full-time minimum monthly fare will be \$95/month and the maximum monthly fare will be \$400/month.
- DART staff will review the per mileage rate charged each year to determine if any adjustments to the rate are necessary. If a rate adjustment is necessary, the policy will be updated to reflect that and approved by the DART Commission before it takes effect.

Passenger Feedback

DART staff has communicated the proposed fare policy change with all current vanpool participants and received no negative feedback or any indications that it will impact their continued use of the program. A few customers have reached out with questions to ensure they understand the new fare structure and to confirm what their new monthly rate will be.

Recommendation:

Approve the new Rideshare Fare Policy, effective July 1, 2023.



DART VANPOOL PROGRAM FARE POLICY



Scope: DART Employees and Vanpool Participants (individual passengers or employers)

Responsible Department: RideShare

Effective Date: July 1, 2023

Approved By:

Purpose

This fare policy is intended to describe the DART fare structure in relation to its vanpool program. Fare policy issues affect all aspects of public transportation and fare-related decisions greatly affect ridership, revenue, the amount of service that can be offered, and community perceptions of public transportation.

A modest increase in fare levels is recommended at least every two years to ensure that fare revenues keep pace with inflation and reflect a fair-share contribution by riders to the costs of operating the vanpool program.

The fare policy elements presented herein provide guidance for fare-related decisions in the context of fulfilling the mission of the transit system, protecting the public interest, and supporting the financial policies adopted by the DART Commission.

Objectives:

- Encourage ridership with affordable pricing such that participating in a vanpool is more affordable than driving alone.
- Establish a fare structure that is simple and readily understandable by current and potential vanpool participants.

Policy

Effective July 1, 2023, individual vanpool fares shall be based on a cost per passenger mile structure.

1. The initial minimum rate for an individual passenger will be \$0.095 per passenger mile.
2. The following limitations shall apply:
 - i. Full Time Passenger Monthly Fares
 1. Passengers riding 12 or more days per month are defined as full time and will be charged at a rate of \$0.095 per mile for 22 days per month regardless of the number of days they ride. For example, if a roundtrip commute is 50 miles the monthly fare is \$104.50 ($50 \times 0.095 \times 22$).
 2. Passengers will be subject to a minimum monthly fare of \$95 and a maximum monthly fare of \$400.
 - ii. DART reserves the right to charge a minimum of \$0.10 per passenger mile for:
 1. part-time passengers (riding less than 12 days /month);



2. fares for vanpools operating entirely outside of DART's service area;
and
 3. any other scenario in which it is determined the minimum established rate will not sufficiently cover the costs of operating the vanpool.
- iii. Current customer fare increases (active customers in June 2023) shall not exceed \$10 per month for any individual customer.

RIDESHARE FARE ADJUSTMENT POLICY:

An annual assessment of program expenses shall be conducted beginning July 2024 to ensure financial programmatic goals are met. If increased adjustments are determined to be necessary, they would take effect the following fiscal year and shall not exceed \$10 per month for any individual customer. The purpose of the planned adjustments is to ensure that fare revenues keep pace with inflation, to reflect a fair-share contribution by riders to the costs of operating a transit system, and to practice wise stewardship of public funds. This does not preclude the DART Commission from approving fare adjustments at other times to compensate for unusual, uncontrollable increases in operating costs, e.g., very significant fuel cost increases.

REVISION LOG:

1. DATE: July 1, 2023



ACTION ITEM



8B: New Facility - Activities/Budget

Action: Approve Task Orders with Substance Architecture and Sidekick Development to Develop the Facility to 30% Design, and Related Tasks, with a Not to Exceed of \$325,000.

Staff Resource: *Luis Montoya, Chief Planning Officer*

Background:

- DART's current Maintenance and Operations Facility, located at 1100 DART Way, was built in 1978 with a useful life of 40 years. It is currently 45 years old, with some areas having been added or renovated over time.
- In an effort to ensure we have an understanding of the facility needs over the next 10-20 years in order to maintain a state of good repair, DART completed a facility assessment in 2018 to identify and estimate upcoming infrastructure requirements that will be required to ensure the operational capability of the facility
- The preliminary findings of the assessment included:
 - An overview of the existing condition of the property.
 - A summary of the existing operational challenges that are inherent to the current design including: narrow garage doors, lack of storage and undersized paint booth.
 - There are also challenges with the existing facility location including potential for flooding and real estate pressures and limitations on renovating and growing the footprint to meet evolving needs, such as battery electric buses.
- The total estimated cost to keep the facility in a State of Good Repair over the next 20 years exceeds \$63 million and doesn't take into account the facility constraints or the infrastructure necessary for a full migration to electric buses. Additionally, the FTA has expressed that they would not support rehabilitation of the existing facility with competitive grants due to the site constraints and risk of flooding.
- The assessment recommended that DART explore the potential of a new facility for the following reasons: age of the existing buildings, immediate need to replace a majority of the utility infrastructure, limitation on electric bus accommodation and development pressures adjacent to the site.
- The Commission authorized moving forward with 10% design in February 2019 to get a better understanding of the cost of the facility, as well as how the facility could be built in phases. This work was completed in the summer of 2019. At the conclusion of this phase of the design process, the cost of a new facility was estimated at approximately \$68 million. There was also a short-term plan developed to build the facility in two phases, which would temporarily increase operational costs.
- In November 2019, DART was awarded a Buses and Bus Facilities grant from the Federal Transit Administration for \$17,275,000 towards the construction of the new facility.
- A Facility Design Study was also completed in 2021 to identify the total and each functional area square footage needed in the facility to efficiently operate in the future.
- In February 2021 the DART Commission authorized task orders to complete 30% design and cost estimates, not to exceed \$650,000.



ACTION ITEM

8B: New Facility - Activities/Budget

- Substance Architecture and their subconsultants completed 30% design on the initial site selection at E. 25th and Maury; however, a new site eventually had to be selected due to the discovery of possible archaeological artifacts.
- Substance Architecture and their subconsultants have completed an environmental review on the new site at E. 36th between Vandalia and the future extension of MLK Parkway. Some conceptual design elements have been updated based on the new sites sizing/layout, value engineering and funding scenarios.
- DART staff expects to hear a determination on its second federal grant request of FTA's Buses and Bus Facility Program by July 1. Following that determination, DART staff will develop an updated project budget, funding and phasing plan to share with the Commission in August.
- In order to get a more accurate cost estimate for the facility on the new site and to continue to make progress toward our anticipated groundbreaking in 2024, staff is recommending that the Commission authorize a site survey and additional design work, not to exceed \$325,000 to be secured with local dollars committed to the 2019 federal grant award.
- The specific 30% design work elements are:
 - Geotechnical and topographical surveys of the new site
 - Revisions to the programming/design based on the new site
 - Revised preliminary engineering on the structure and systems
 - Site evaluations – soil borings and underground utility locations
 - Revised cost estimates

Each of these work elements will allow staff to move forward with the project so that more accurate information can be developed for the August Commission Facility Workshop.

- Sidekick Development has also been supporting the project through new site selection, updated conceptual design, environmental review, and real estate negotiations

Budget Considerations:

- Funding for these task orders would come from Phase 1 local capital funds set aside for this project as detailed below. Approving this work does not spend federal grant dollars or commit DART to any future actions at this time.
- DART staff will present a full project budget and funding plan to the DART Commission for consideration of approval to move forward with detailed design and construction in August.

Project Activity	Phase 1 (Fully Funded)
Formula Funds – On Hand	\$8,268,800
2019 Grant Award	\$17,275,000
2023 Grant Request	\$0
TOTAL FEDERAL FUNDING	\$25,543,800
Formula Local Match – On Hand	\$2,068,000
Local Match 2019 Grant – On Hand	\$4,318,750
Local Capital Funding – On Hand	\$2,359,150
Iowa DOT State Grant	\$500,000
TOTAL	\$34,789,700



ACTION ITEM

8B: New Facility - Activities/Budget

Recommendation:

- Approve task orders with Substance Architecture and Sidekick Development to develop 30% design and related tasks, not to exceed a total of \$325,000.



DISCUSSION ITEM



9A: Brand Refresh Update

Staff Resources: Carissa Meredith, Marketing & Communications Manager

- Staff will provide an update on how it is evolving the DART brand to better reflect DART's current array of services and to update the brand so it is engaging for a wide range of audiences.



MONTHLY REPORT



9B: Performance Report – April 2023

Staff Resource: Nate Bleadorn, Business Intelligence Manager

Summary of April 2023 Monthly Performance:

- April ridership was flat compared to March and was up about 20% over April of last year. While Fixed Route ridership was up about half of a percent, Paratransit and Rideshare numbers were down 8% and 9% respectively.
- For March, preventable accidents occurred at a rate of 0.25 per 100,000 miles. This is well below our goal of being under 1 per 100K miles and is one of our best months in recent history. Our year-to-date rate is also below our target of 1 at .75 per 100,000 miles. Non-preventable accidents occurred at a rate of 1.27 per 100,000 miles in April, and we are at 1.22 per 100,000 YTD. April was the first month since before the pandemic that we didn't have a preventable accident on Fixed Route.
- On-Time Performance (OTP) was 81.41% for the month of April. This is below our target of 85%, and our YTD sits at 83.69%. The decrease in OTP is attributable to construction and detours on several routes.
- Road calls per 100,000 miles, where our buses need service while in operation, were 9.14 for the month of April.
- DART On Demand Average Wait Times for On Demand rides went down from roughly 30 minutes in March to roughly 21 minutes in April. This is partially attributable to an extra vehicle that was added toward the end of the month.



Performance Summary - April 2023

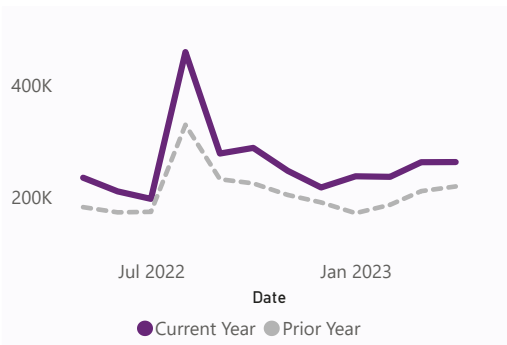
5/1/2022

4/30/2023

Ridership

Monthly
262,825
FY22: 219,262 (+19.87%)

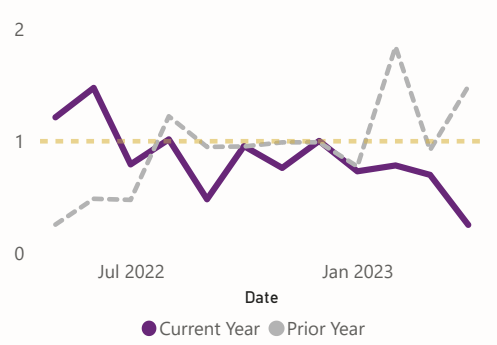
YTD
2,686,337
FY22: 2,143,339 (+25.33%)



Preventable Accidents/100k Miles

Monthly
0.25
FY22: 1.49 (+82.97%)

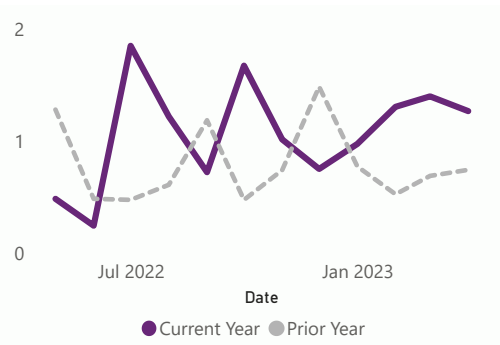
YTD
0.75
FY22: 1.06 (+28.65%)



Non-Preventable Accidents/100k

Monthly
1.27
FY22: 0.74 (-70.29%)

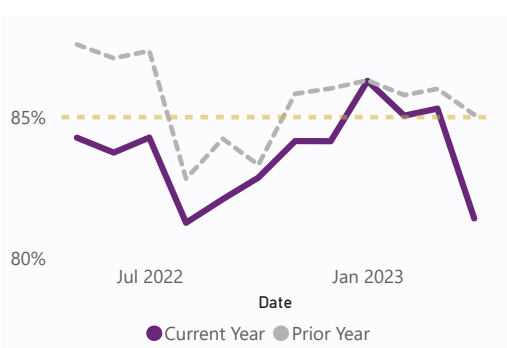
YTD
1.22
FY22: 0.77 (-58.23%)



On-Time Performance

Monthly
81.41%
FY22: 85.09% (-4.32%)

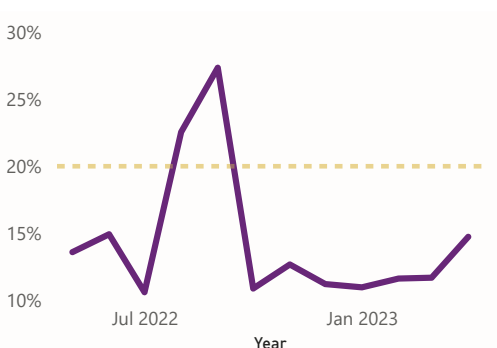
YTD
83.69%
FY22: 85.27% (-1.85%)



Farebox Recovery Ratio

Monthly
14.72%
FY22: 10.55% (+39.5%)

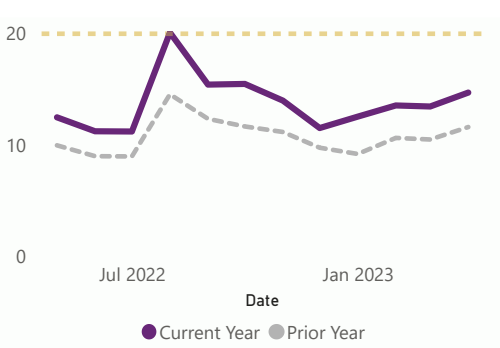
YTD
13.99%
FY22: 13.67% (+2.34%)



FR Passengers / Revenue Hour

Monthly
14.72
FY22: 11.63 (+26.6%)

YTD
14.37
FY22: 11.13 (+29.16%)





Fixed Route Performance

5/1/2022

4/30/2023

Ridership

Monthly

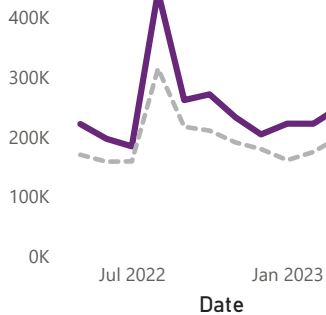
248,749

FY22: 206,835 (+20.26%)

YTD

2,536,213

FY22: 2,011,500
(+26.09%)



On-Time Performance

Monthly

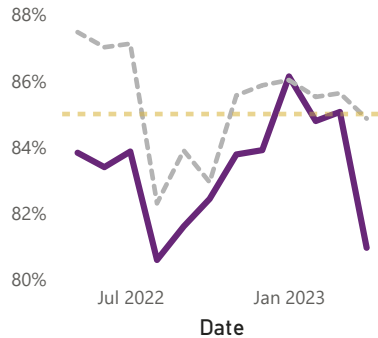
80.96%

FY22: 84.86% (-4.6%)

YTD

83.32%

FY22: 84.96% (-1.94%)



Operating Cost/Rev. Hour

Monthly

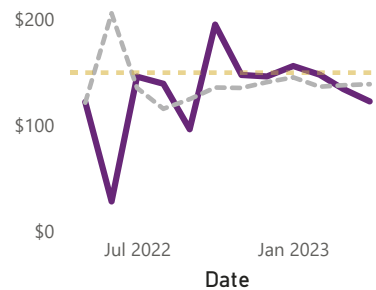
\$122.89

FY22: \$139.12 (+11.66%)

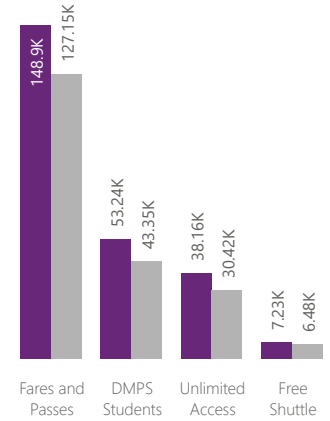
YTD

\$143.40

FY22: \$134.49 (-6.63%)



Monthly Ridership by Fare Group



Preventable Acc./100k

Monthly

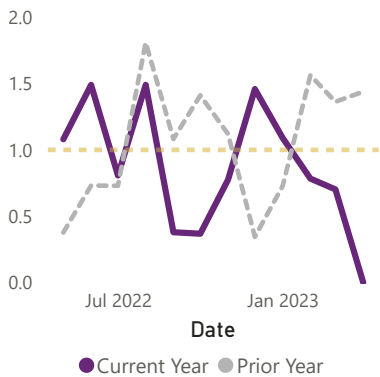
0.00

FY22: 1.44 (+100%)

YTD

0.81

FY22: 1.17 (+30.97%)



Non-Preventable Acc./100k

Monthly

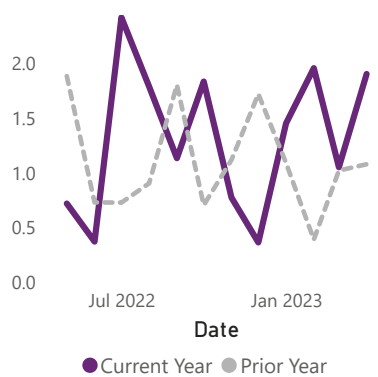
1.90

FY22: 1.08 (-76.44%)

YTD

1.47

FY22: 1.06 (-38.07%)



Road Calls/100k Miles

Monthly

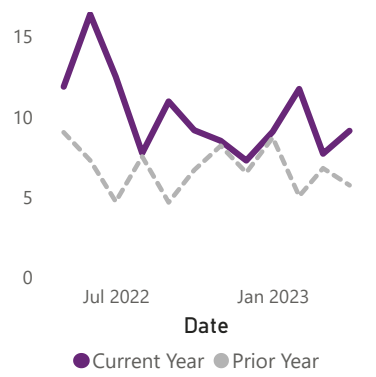
9.14

FY22: 5.76 (-58.79%)

YTD

9.30

FY22: 6.51 (-42.94%)



Complaints/100k Passengers

Monthly

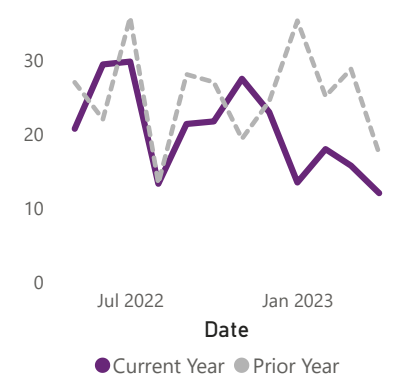
12.06

FY22: 17.41 (+30.71%)

YTD

18.89

FY22: 24.46 (+22.78%)





Paratransit Performance

5/1/2022

4/30/2023

Ridership

Monthly

9,476

FY22: 7,640 (+24.03%)

YTD

91,052

FY22: 68,476 (+32.97%)



On-Time Performance

Monthly

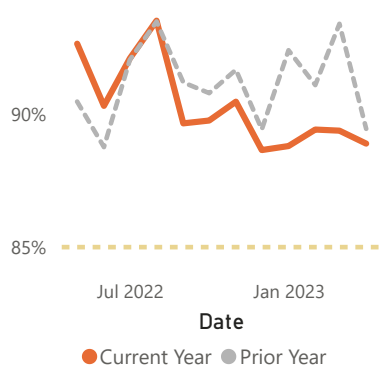
88.91%

FY22: 89.47% (-0.63%)

YTD

90.05%

FY22: 91.54% (-1.63%)



Operating Cost/Passenger

Monthly

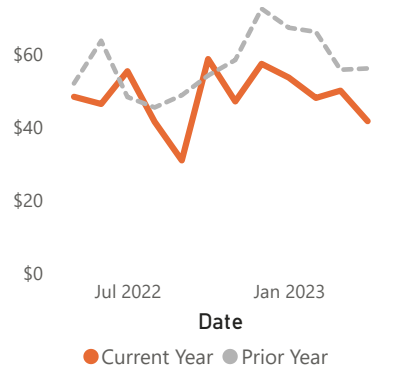
\$41.67

FY22: \$56.08 (+25.7%)

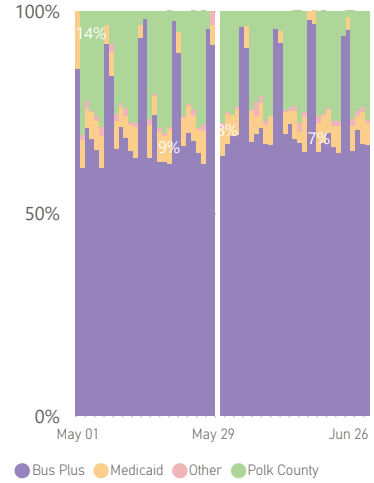
YTD

\$48.30

FY22: \$57.17 (+15.51%)



Paratransit Customer Type Breakdown



Preventable Acc./100k

Monthly

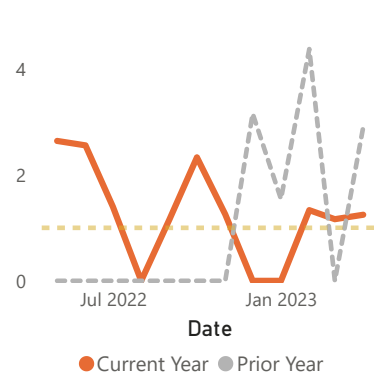
1.25

FY22: 2.90 (+56.96%)

YTD

0.99

FY22: 1.24 (+20.02%)



Non-Preventable Acc./100k

Monthly

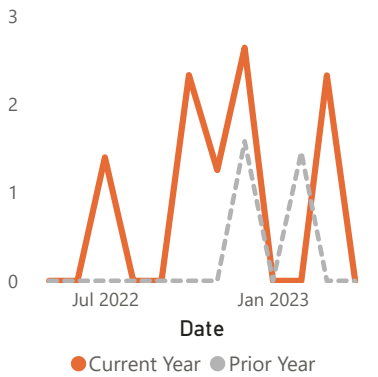
0.00

FY22: 0.00

YTD

0.99

FY22: 0.31 (-219.94%)



RideShare - Ridership

Monthly

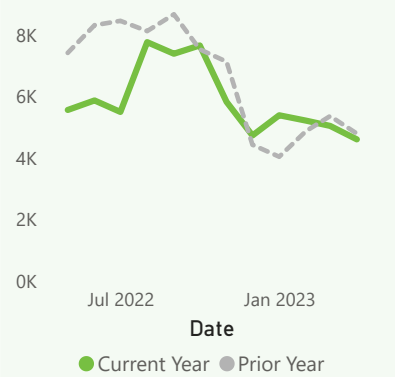
4,600

FY22: 4,787 (-3.91%)

YTD

59,072

FY22: 63,363 (-6.77%)



RideShare - Op. Cost/Passenger*

Monthly

\$12.76

FY22: \$13.42 (+4.9%)

YTD

\$11.71

FY22: \$11.71 (-0.02%)





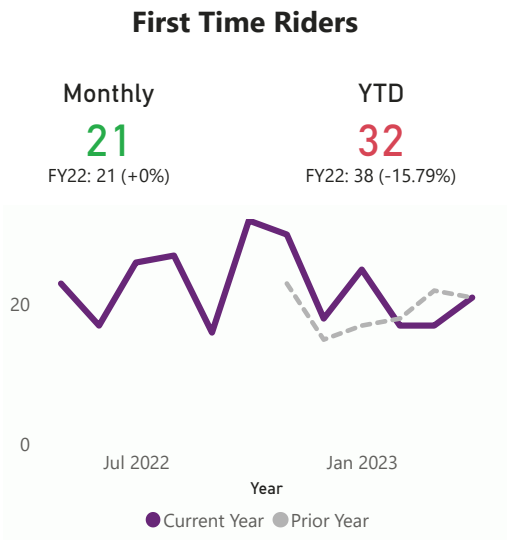
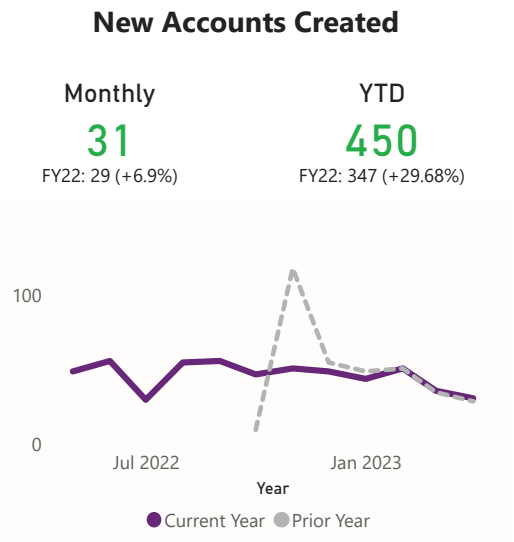
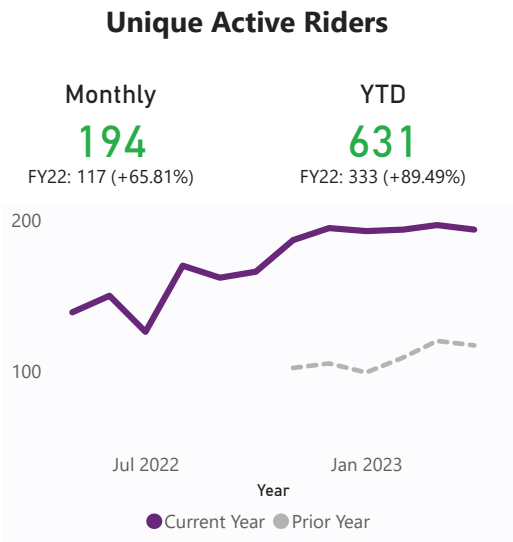
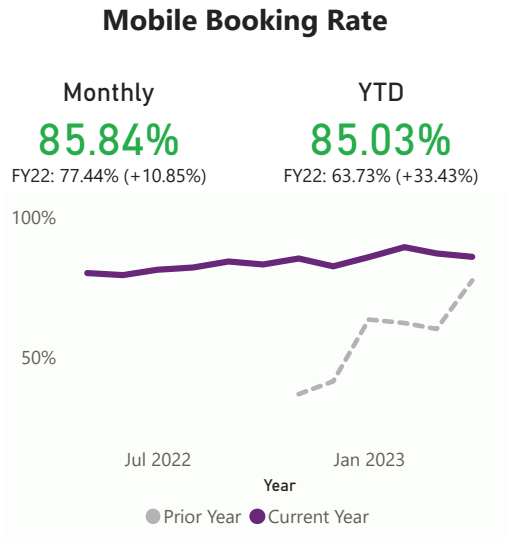
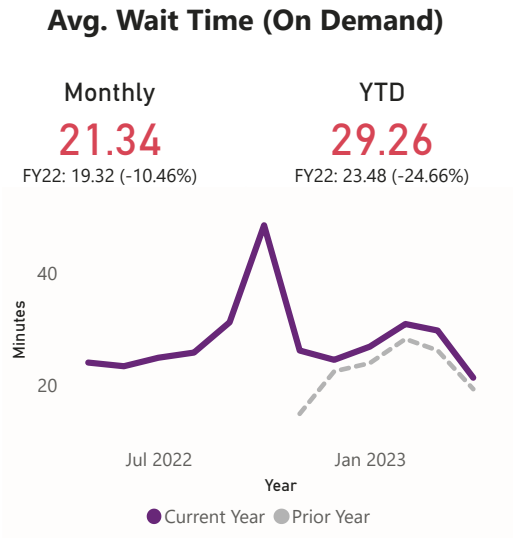
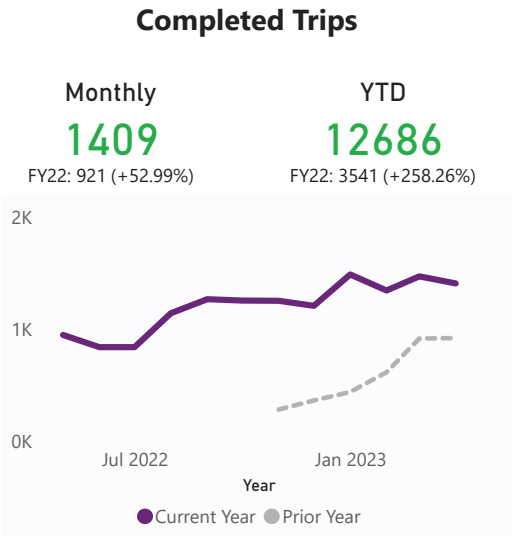
DART On Demand Performance

Booking Type

All

5/1/2022

4/30/2023





Route Details

Month

April 2023



Program	Route	Month Ridership	Month Last Year	YTD Ridership	Last Year YTD Ridership	YTD Change	YTD Change %	YTD Passengers/ Revenue Hour	YTD On-Time Performance
1. Local	#1 - Fairgrounds	10,728	9,703	325,875	233,503	92,372	39.6%	26.14	68.69%
	#3 - University	24,559	21,931	233,395	199,123	34,272	17.2%	15.37	86.23%
	#4 - E. 14th	10,313	8,820	96,540	85,808	10,732	12.5%	11.38	87.05%
	#5 - Franklin Ave/Johnston	9,819	6,703	86,544	63,067	23,477	37.2%	9.84	78.17%
	#6 - Indianola	22,347	17,642	206,183	153,149	53,034	34.6%	19.48	86.94%
	#7 - SW 9th St.	26,809	22,790	244,895	207,480	37,415	18.0%	24.80	89.09%
	#8 - Fleur Dr.	2,059	2,588	21,823	20,745	1,078	5.2%	13.78	86.23%
	#10 - East University	1,188	958	9,725	8,348	1,377	16.5%	6.90	83.82%
	#11 - Ingersoll/Valley Junction	3,331	1,358	27,714	11,936	15,778	132.2%	15.85	79.05%
	#13 - Evergreen	4,636	4,703	41,251	30,916	10,335	33.4%	34.62	83.77%
	#14 - Beaver Ave.	14,261	11,064	131,475	105,578	25,897	24.5%	14.80	85.13%
	#15 - 6th Ave.	17,845	13,590	161,246	126,250	34,996	27.7%	18.95	83.40%
	#16 - Douglas Ave.	28,415	22,541	258,012	197,056	60,956	30.9%	17.03	80.95%
	#17 - Hubbell Ave.	19,197	15,706	180,728	140,071	40,657	29.0%	13.73	84.99%
	#50 - Euclid	5,433	3,943	50,225	37,819	12,406	32.8%	7.59	88.10%
	#52 - Valley West/Jordan Creek	8,412	7,995	90,181	73,011	17,170	23.5%	8.32	88.10%
	#60 - Ingersoll/University	22,655	19,990	213,139	184,598	28,541	15.5%	14.51	81.51%
	#72 - West Des Moines Loop	4,583	3,499	42,722	28,642	14,080	49.2%	5.05	82.21%
	#74 - NW Urbandale	647	384	5,163	3,037	2,126	70.0%	3.93	87.85%
2. Shuttle	Link Shuttle	1,127	576	7,861	5,050	2,811	55.7%	2.82	78.31%
	Downtown Shuttle	5,797	5,487	58,784	54,036	4,748	8.8%	10.34	87.55%
3. Express	#92 - Hickman	289	600	3,726	4,448	-722	-16.2%	3.47	78.02%
	#93 - NW 86th	738	644	6,515	5,534	981	17.7%	3.37	80.50%
	#94 - Westown	282	483	3,660	4,188	-528	-12.6%	5.18	81.45%
	#95 - Vista	158	104	2,102	1,308	794	60.7%	4.40	73.61%
	#96 - E.P. True	934	649	7,752	5,232	2,520	48.2%	7.76	80.68%
	#98 - Ankeny	1,858	1,952	19,490	17,024	2,466	14.5%	6.51	81.88%
	#99 - Altoona	329	430	2,617	3,622	-1,005	-27.7%	3.10	79.84%
5. On Call	Ankeny			1	584	-583	-99.8%	Infinity	
	NW Johnston / Grimes								
	Regional		2	28	48	-20	-41.7%	2.91	93.93%
6. DART On Demand	DART On Demand - Ankeny	1,409	921	12,760	3,458	9,302	269.0%	3.34	
Cab	Paratransit: Taxi	1,011	318	6,522	4,416	2,106	47.7%	4.20	
Paratransit	Paratransit: Bus/Van	7,001	6,418	71,626	59,657	11,969	20.1%	1.88	90.05%
RideShare	RideShare	4,600	4,787	59,072	63,363	-4,291	-6.8%	4.64	
Total		262,770	219,279	2,689,352	2,142,105	547,247	25.5%	11.56	83.69%



MONTHLY REPORT



10A: Operations Team Report

Staff Resources: *Brandon Smiley, Chief Operations Officer*

DART Rodeo: On May 20, 2023, DART held its annual Bus Operator Rodeo at the Iowa State Fairgrounds. The winners of the small and large bus competitions will have the opportunity to compete at the State Rodeo on June 10, 2023.

Large Bus – Competition Class

1st place – Cesar Chavez
2nd place – Justin Hazebroek
3rd place – Dysia Geneyan

Large Bus – Open Class

1st place – Dysia Geneyan
2nd place – Rusty Devore
3rd place – Paul Mast

Small Bus – Competition Class

1st place – Kurt Mackel-Wiederanders
2nd place – Joe Vitale
3rd place – Julie Hibbard

Small Bus – Open Class

1st place – David Shore
2nd place – Cesar Chavez
3rd place – Brian Burns



Iowa State Fair: The Operations team is beginning work for the 2023 Iowa State Fair. This includes planning, contracts, and scheduling. No major changes are expected this year, and we are looking forward to another great State Fair!

Maintenance – Keith Welch, Fleet Manager

- **Light Duty FrontRunner Buses 2022:** Our 7 new Light Duty FrontRunner buses, have been received at DART. Vontas has been conducting ITS installation, the weeks of May 8th and May 15th, with commissioning being completed the week of May 15th. Next steps are to have the buses wrapped through Marketing. Once the titles and license plates have been received, operator training will follow. The intention is to have the buses in service by mid-June.
- **Gillig 30' Buses (4):** All 4 buses were received in May and ITS installations were started in May. ITS commissioning is intended for early June. Once the titles and plates have been received, we are planning to have these buses in service by the end of June.

MONTHLY REPORT
10A: Operations



Transportation – Lewis Lowry, Transportation Director; Joy Crutcher, Fixed Route Manager; Skip Herbold, Mobility Services Manager

- **DART On-Demand (DOD) Added Service Update:** On April 24, 2023, a fourth vehicle was added to DOD servicing the Ankeny area. Over the following three weeks, the average wait time dropped dramatically from 25 minutes for a ride request to 14.3 minutes. This reflects a 79% reduction in wait time for Ankeny residence using DOD.
- **Newest Operations Supervisor:** Pam Cozad has accepted the position of Operations Supervisor. Pam has been with DART for 5 years and currently has been a Relief Field Supervisor. Her experience and knowledge of DART will make her a great member of the team.
- **Summer Work Bids:** Bus operators will be placing their bids for summer work assignments in June. These bids include Fixed Route, Paratransit and DART On-Demand work, as well as the RAGBRAI Event and the Iowa State Fair.

Facilities – Ben Cross, Facilities Manager

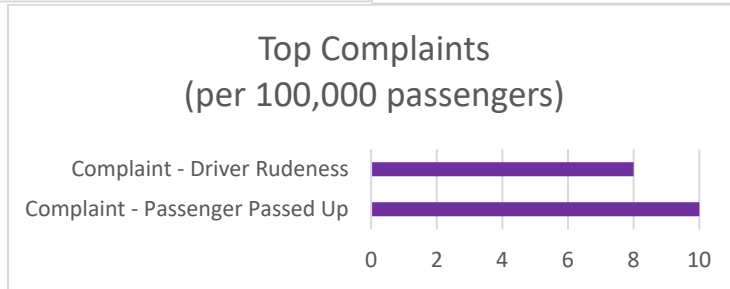
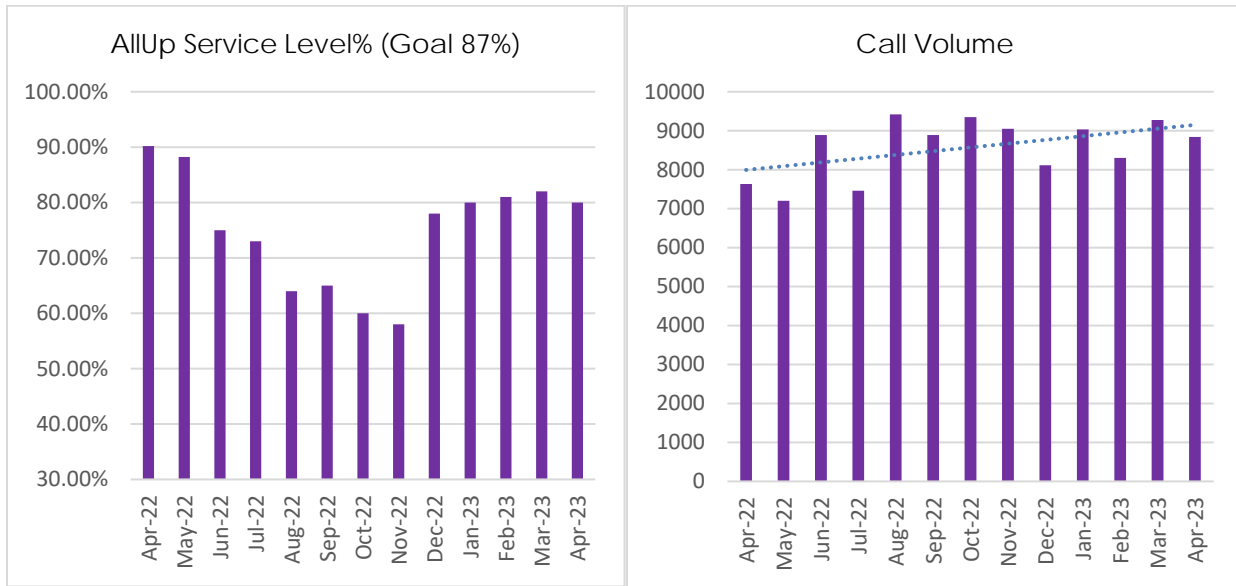
- **Shelters:** Art Panels were removed from the Roosevelt shelter after vandals damaged/broke all the panes. Clear panes have been installed in their place until the new panes arrive.

MONTHLY REPORT
10A: Operations



Customer Experience – Steve Wright, Customer Experience Manager

Service Level: The percentage of calls answered within 60 seconds.





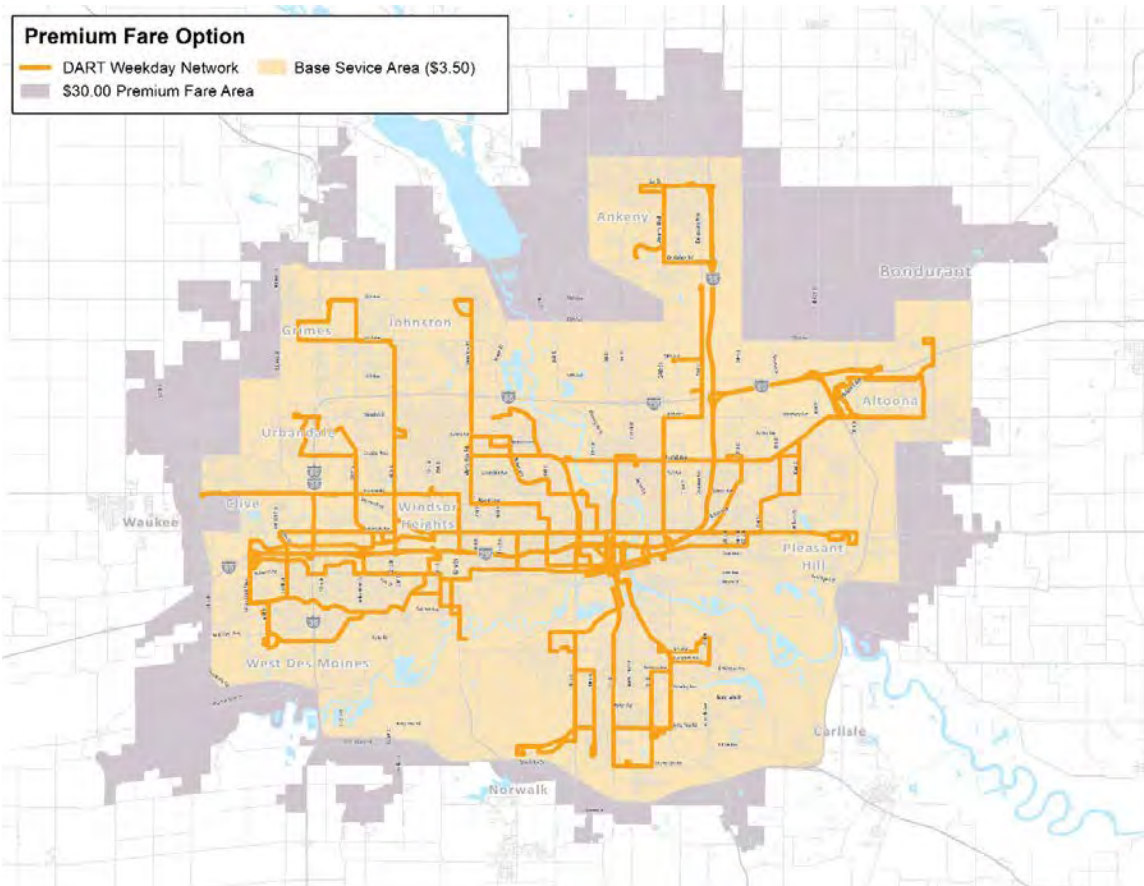
MONTHLY REPORT



10B: Planning Team Report

Staff Resources: Luis Montoya, Chief Planning Officer

- **New Service Requests:** DART staff are developing proposals in response to requests from businesses in SE Des Moines and Urbandale. The proposals would require outside funding, such as through unlimited access partnerships.
- **Commission Follow Ups:** Several items came up in the May Commission meeting that required some follow-up:
 - Weekday DMPS student ridership has been roughly 2,100 for this academic year.
 - DART Staff have sent HIRTA information about the proposed DART paratransit premium zone and offered to meet. The proposed expansion overlaps with part of HIRTA's service area and could provide opportunities for greater coordination.
 - Below is the image of the proposed paratransit expansion zone map. For the \$30 fare, customers could be picked up or dropped off anywhere in any member community (unincorporated Polk County is more limited).



MONTHLY REPORT

10B: Planning



- **Principal Foundation Pilot - River Bend DOD:** Staff are preparing to launch this new service on June 12th.
- **DART on Demand West Des Moines:** Staff are preparing to launch this new DART On Demand zone in southwest West Des Moines on June 12th. It will function as a First-mile/Last-mile service to distribute customers from Route 52 and 72 at Jordan Creek Town Center to DMACC and other destinations along Grand Ave. This service change will also include related changes to fixed routes 52 and 72 to improve efficiency.
- **DART on Demand Ankeny:** Ridership continues to be strong. Thanks to our success in hiring new operators, we have been able to add an additional operator to the service to try and reduce wait times and improve reliability.
- **Ankeny Art Shelter:** DART partnered with the City of Ankeny to install an art shelter on W 1st Street.
- **Operations and Maintenance Facility:** DART staff are awaiting the results of the FY24 grant that was recently submitted (expected by July 1) before holding a commission workshop to determine next steps. Staff expects to hold a Commission workshop in August to share an updated funding plan, as well as updated design and operational details based on available funding.



MONTHLY REPORT



10C: External Affairs Team Report

Staff Resources: *Erin Hockman, Chief External Affairs Officer*

- **DMDC Sponsorship and Hill Visits:** DART sponsored the Friday breakfast during the Greater Des Moines Partnership's DMDC trip May 10-12. DART Commission Chair Russ Trimble spoke on behalf of DART about the importance of public transit for a growing region. Several Commissioners joined DART and MPO staff for Hill visits with DART's federal delegation, requesting support for DART's Buses and Bus Facilities grant application. Following our Hill visits, Senator Grassley's office called the DOT to express the Senator's support of our grant applications and DART's federal lobbyists with Cardinal Infrastructure provided talking points for Rep. Nunn and Senator Ernst to call the DOT and/or FTA to express their support as well.
- **Open Communications Manager Position:** DART has been seeking to fill a Public Relations Manager position (formerly Public Affairs Manager) since mid-January. Unfortunately, two candidates accepted the position and then later turned it down due to receiving higher counter offers from their current employer. During this time, DART's Communications Specialist accepted a position with the City of Altoona, leaving another opening for an entry-level communications position. Given the growing communications needs related to public input, public perception, media relations and more, the Public Relations Manager position has been evolved into a Communications Manager that will oversee all internal and external communications, as well as supervise the Communications Coordinator.
- **FY25 Budget Planning:** Staff is working to outline budget and service scenarios for the Commission to provide feedback on during a fall workshop following the passage of SF 569 allowing the City of Des Moines to increase their franchise fee to 7.5%.

Marketing and Communications – Carissa Meredith, Marketing and Communications Manager

- **RideShare Campaign:** As a part of the initiative to fill seats in our current RideShare vans, we've partnered with the Human Resources Managers at our partner companies to build awareness around the RideShare program with messaging specific to the low price of travel using RideShare from home to work. Tactics for this campaign include digital advertising, flyers, and panel cards to be distributed by current RideShare riders.
- **June Service Change:** External communications continue through Sunday, June 11, notifying riders and the public about the upcoming service change. The change includes the introduction of DART On Demand Jordan Creek and DART On Demand River Bend, as well as map and/or schedule changes for several of DART's Local and Express Routes. The Marketing and Communications team is carrying out communications sharing this information, including website posts, social media posts, on bus audio announcements, on bus printed newsletters, signage posted on bus stops and at DART Central Station, and coordinated efforts with partners from our member cities, local businesses and human service organizations sharing information about the service change.

MONTHLY REPORT

10C: External Affairs Team Report



- Promotional events:** Spring and summer are busy with event opportunities to increase awareness of DART services in central Iowa. Staff attended the Des Moines Safe Summer Kick-Off at the Grub YMCA May 13 (*pictured right*) and Out to Lunch on May 17. Upcoming events include the Downtown Farmer's Market on June 3, Heart of Des Moines Farmer's Market on June 10, Johnston Green Days Parade on June 17th, Iowa Juneteenth on June 17th, the 80/35 Music Festival July 7-8, and Ankeny Summerfest on July 8.



DART in the News

[DART Program moves to the suburbs with new Ankeny Art Shelter, more to come across metro](#)

-The Des Moines Register, 05/12/23

[Iowa Republicans pass property tax breaks, in-person caucuses](#)

-Axios, 05/08/23

[DART's D-Line to offer transport to and from farmer's market every Saturday - Business Record](#)

-The Business Record, 05/05/23

Marketing Analytics Report

Metric	Nov 2022	Dec 2022	Jan 2023	Feb 2023	March 2023	April 2023	April 2022	Year Prior
MyDART App Accounts	46,480	47,227	48,214	49,177	51,647	52,390	37,752	39%
Website Unique Visitors	20,595	23,439	23,482	18,627	21,469	20,632	20,905	-1%
Facebook Followers	6,139	6,182	6,199	6,210	6,224	6,227	6,023	3%
Twitter Followers	2,547	2,562	2,558	2,552	2,547	2,547	2,506	2%
Instagram Followers	1,597	1,606	1,615	1,627	1,641	1,646	1,517	9%
LinkedIn Followers	874	897	915	929	945	949	707	34%
Email Subscribers	14,368	14,332	14,330	14,327	14,329	14,416	13,500	7%
Trip Plans	41,737	39,756	46,979	47,027	48,479	49,176	31,214	58%
Real-time Map	27,918	25,995	33,892	31,777	33,488	35,530	21,248	67%
Next DART Bus	355,217	422,748	360,694	541,033	406,783	412,866	245,454	68%
SMS Text Messaging	123,713	117,559	116,365	115,289	127,199	125,269	135,373	-7%

MONTHLY REPORT
10C: External Affairs Team Report



MyDART App Report

Metric	Nov 2022	Dec 2022	Jan 2023	Feb 2023	March 2023	April 2023	TOTAL FY 2023
Downloads	1,058	1,121	1,197	963	1,181	1,654	13,839
iOS	290	320	342	241	352	322	4,358
Android	768	801	855	722	829	1,332	9,481
Accounts Created	725	747	987	705	933	743	11,125
Orders Placed	4,466	5,089	5,259	5,420	6,213	5,936	57,922
Passes Purchased	6,302	7,069	7,284	7,478	8,563	7,947	84,101
Revenue	\$27,684	\$29,466	\$31,261	\$30,305	\$34,262	\$30,825	\$316,177

Business & Community Partnerships – Matt Harris, Business & Community Partnerships Manager

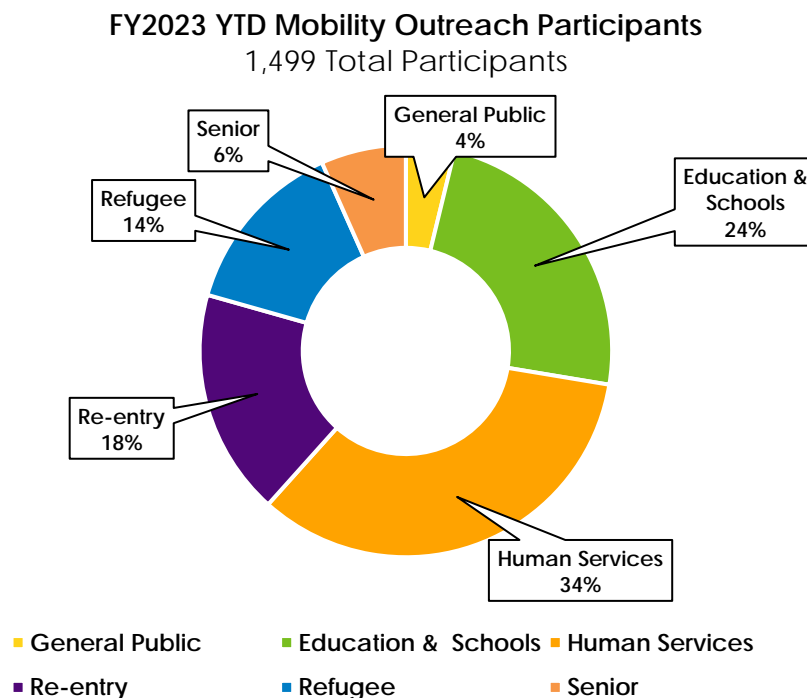
- **Star Lofts Breaks Ground:** DART was proud to celebrate the groundbreaking of Star Lofts on Ingersoll Avenue whose residents will enjoy free use of DART bus routes thanks to a new Unlimited Access partnership with Cutler Development.
- **Anawim Housing Joins Unlimited Access Program:** DART will soon welcome Anawim Housing as its newest Unlimited Access partner thanks to a partnership that will launch later this year offering Anawim residents free use of all DART bus routes. Anawim Housing is the state’s largest provider of permanent, supportive housing.
- **Art Shelter Recognition** – The 6th Avenue Corridor art shelter project was recently recognized by the Iowa Economic Development Authority at the 2023 Main Street Iowa Awards, winning in the Placemaking Category. The 6th Avenue Corridor was recognized alongside DART and the Greater Des Moines Public Art Foundation among more than 50 Main Street programs statewide.



MONTHLY REPORT
10C: External Affairs Team Report



- **Mobility Coordination** - Mobility outreach training through April 2023 participation is shown in the chart.



RideShare – Victoria Henderson Weber, RideShare Supervisor

- **New Technology Systems Implementation:** DART staff is continuing to work with HBSS to finalize the new vanpool platform. We anticipate rolling out access and use of the system in phases beginning in July with a final completion date to be set at that time. The new system will allow riders to search, book, and pay for joining the vanpool program. The portal is a significant upgrade to the customer experience and will make converting interested passengers into vanpool participants a more streamlined process for the passenger and DART staff.

As a continuation of our previous technology relationship with the Iowa DOT, DART staff is working to solidify terms, draft an intergovernmental agreement, and begin working to support their transition to our HBSS vendor as well. The Iowa DOT's site for commute matching will support our efforts to increase awareness around vanpooling for Iowans.





- **RideShare Recovery:** The entire External Affairs team is working to rebuild DART's vanpool program. The recovery strategy includes implementing the improved technology platform, updating the fare policy, rebranding the program, increasing awareness to attract new vanpool participants and new vanpool partners. This fiscal year, staff has been focused on retiring vanpools with too few passengers and increasing the number of passengers in each vanpool to ensure the vans we are operating are generating expected corresponding revenue. Our goal is for each vanpool to have a minimum of 5-7 passengers. The chart below shows that to-date this fiscal year, the program has on average more than 6 people per

MONTHLY REPORT

10C: External Affairs Team Report



vanpool, achieving the target for this key performance indicator. Staff is now focused on increasing the number of vanpools in service and have set a target to have 46 vanpools in operation by the end of FY25, which staff projects will generate enough fare revenue to fully fund the operating cost of the vanpools in service.

FY	Vanpools	Ave. Pass Per Van	Pass Miles
			
FY19	88	7.24	8,467,267
FY20	49	4.29	6,197,708
FY21	48	4.96	3,074,463
FY22	32	6.53	3,318,638
FY 23 YTD	29	6.58	2,668,714
FY25 Target	46	7.69	7,383,192



2023 End of Session Report

Des Moines Area Regional Transit (DART)



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INTRODUCTION

OVERVIEW OF THE 2022 LEGISLATIVE SESSION & BEGINNING OF SESSION PRIORITIES

Introduction

Thursday, May 4, Sine Die, marked the last day of the first session of the 90th Iowa General Assembly. Legislators were able to reach an agreement on the FY2024 budget in the final weeks and adjourn just 6 days after April 28th; the last day they receive their per diem expenses. The Cornerstone team would like to thank all our clients for the opportunity to serve and represent you at the Statehouse. We look forward to the continued partnership. The following report provides details on highlights from the legislative session including the FY2024 budget, caucus priorities, and bills that were either enacted into law or failed to survive. Please reach out to any member of the team if you have questions on the information provided below.

Overview of Session

Due to redistricting and the 2022 elections 1/3 of the legislature was compromised of newly elected members. The Senate welcomed 14 new members. Senate Republicans gained four seats in the Senate to increase their majority to 36 Republicans versus 14 Democrats. The House welcomed 39 new members. House Republicans also gained four seats to increase their majority to 64 Republicans and the Democrats dropped to 36 seats. With Governor Reynolds winning her re-election, Republicans continued their 'GOP-trifecta.' Pat Grassley (R-New Hartford) continued to lead the House Republicans as Speaker with Matt Windschitl (R-Missouri Valley) as Majority Leader. In the Senate, Jack Whitver (R-Ankeny) continued as Majority Leader with Amy Sinclair (R-Allerton) as Senate President. Representative Jennifer Konfrst (D-Windsor Heights) remained as House Minority Leader and in the Senate, Zach Wahls (D-Coralville) continued in his leadership role as Minority Leader. Several committee chair positions were different in both chambers due to transitions.

Governor Reynolds Priorities

In January, Governor Reynolds gave her Condition of the State. Reynolds advocated for education reform, maternal health, tort reform, defeating the opioid crisis, and shrinking state government and administrative rules. Below is more information on these priorities and where they stand after sine die.

Rulemaking Executive Order: Shortly after her Condition of the State Address, Governor Reynolds signed Executive Order 10, which places a moratorium on administrative rulemaking and directs each state agency to conduct a comprehensive review of all existing administrative rules. The Governor stated, "Iowa's Administrative Code contains over 20,000 pages and 190,000 restrictive terms, putting undue burden on Iowans and the state's economy, increasing costs for employers, slowing job growth, and impacting private sector investments. In Iowa, we're taking a commonsense approach that gets government out of the way and leads to a more robust economy in every community." The EO can be found [here](#).

School Choice: Reynolds top priority of the year was **reforming education** in the State, a topic that has garnished a lot of attention in the last couple of years. Reynolds' position is focused on giving parents the right to choose where they send their kids to school. Her proposal was captured in House File 68 titled,

the Students First Act. It made it through the legislative process in the first couple of weeks of session and became the first bill that she would sign into law. Under this new law, families will be able to apply to the Iowa Department of Education for an Education Savings Account (ESA). If approved, each student will receive \$7,598 to utilize towards tuition at a school of their choosing. The ESA begins for the school year starting in the fall of 2023. Any student whose family is at or below 300% of the federal poverty level will be eligible. In the fall of 2024, the same students are eligible in addition to families that are at or below 400% of the federal poverty level. All students in Iowa will be eligible regardless of income level starting in the fall of 2025. The state has signed a contract with Odyssey to manage program administration for Students First Education Savings Accounts, including applications, financial transactions, compliance, fraud prevention and customer service. Odyssey was selected through a competitive bid process based on its ability to securely administer funds, provide families with direct customer service and support and offer the state real-time insight into the program's effectiveness. More information can be found [here](#).

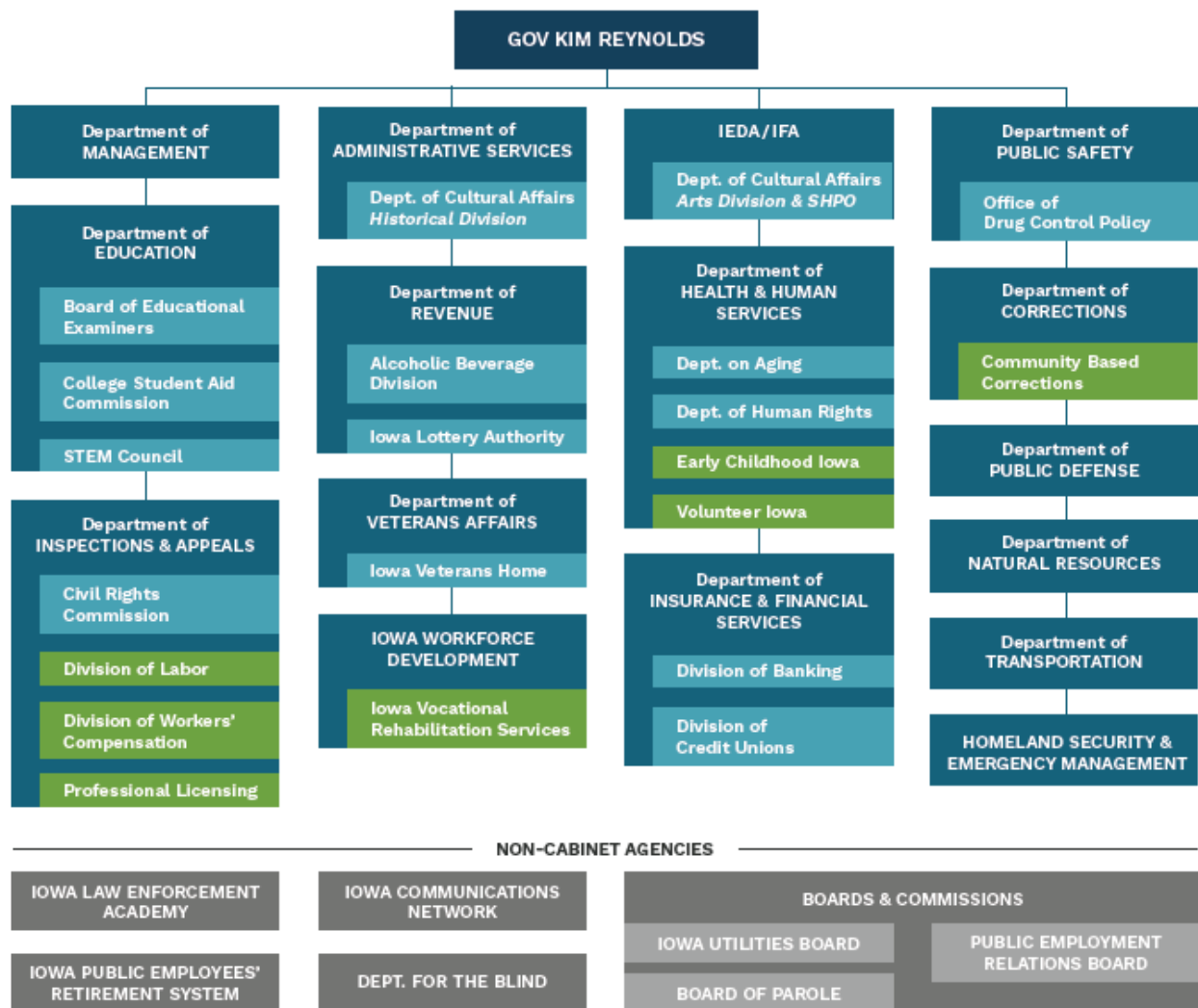
Education Omnibus bill: Along with School Choice, Governor Reynolds had a wide-ranging education bill that bounced between the House and Senate a few times this session. Senate File 496 makes a number of changes to required school library operations, school transparency, and special education services. [Read more here](#).

Tort Reform: During the fifth week of the legislative session, the Legislature crossed another shared republican priority off their to-do list - Medical Malpractice Tort Reform. [House File 161](#) passed the House, 54-46, and In the Senate, 29-20. The bill limits the amount of noneconomic damages for medical malpractice claims to \$2 million for causes of action involving a hospital and \$1 million for all other causes of action. This bill maintains the existing limit for noneconomic damages at \$250,000 when there has not been a substantial loss or impairment of a bodily function, disfigurement, loss of pregnancy, or death. The legislation does not cap economic damages. Proponents of the bill indicate that this legislation will be a big part of the solution to address the ongoing healthcare workforce needs in Iowa. It will help recruit and keep physicians in Iowa and help maintain existing medical residency programs that are essential at training future physicians. The Governor signed the bill into law shortly after its passage.

The Legislature also took up commercial trucking tort form later in session. The Senate passed a previous version of the proposal in February, however the House amended the bill on the floor resulting in the Senate having to take another vote on it. Ultimately, the Senate agreed to the House's amendments and the bill passed. The final version of the bill will impose a \$5 million cap on noneconomic damages, which include pain and suffering, mental anguish, and depriving family for the loss of a spouse, parent, or child. The law also sets limits on the extent to which trucking companies could be held liable in their hiring practices. The legislation provides exceptions to the \$5 million limit, such as drunk driving, excessive speed, or using a commercial motor vehicle in a felony. The bill also allows for inflation adjustments and designates that 100% of punitive damages be awarded to a plaintiff.

Government Reorganization: Governor Reynolds' proposal to reorganize Iowa's state government Senate File 514 [passed in week 10 of session](#). The bill was 1,500 pages in length and due to its complex nature, a subcommittee comprised of seven legislators hosted several public hearings to hear from constituents on the proposal. A 40-page amendment was ultimately adopted that addressed several concerns and issues found throughout this review process. Governor Reynolds has stated that this reorganization, once effective, will save over \$200 million over the course of four years and allow Iowans to better navigate the cumbersome government services offered. This new law will cut down the number of state agencies in Iowa from 37 to 16. It takes certain cabinet-level agencies and puts them under the direction of a broader, more overarching department. No layoffs or service cuts are anticipated during the transition. The bill becomes effective July 1, 2023.

A new organization chart for state agencies is below:



Addressing Fentanyl in Iowa: This year, the Legislature passed a bill put forth by Governor Reynolds that increases penalties, enhances prison sentences, and expands access to medication that can reverse the effects of an opioid overdose. House File 595 was passed and sent to the Governor for her signature in the final weeks of session. The bill aims to deter people from selling fentanyl-laced drugs by raising penalties for the manufacture, distribution and possession of drugs containing fentanyl, with a maximum 50-year sentence for high quantities of the drug. It also would triple sentences for people convicted in cases involving a death, and double sentences in cases involving an injury due to the drug. In addition to the increased punishments, the bill also expands the availability of naloxone, a drug that can prevent death when administered to an overdose victim.

Maternal Health: Governor Reynolds also outlined a wide-ranging healthcare bill that addresses maternal health and women's health in Iowa. Senate File 324 and House File 427 were two proposals that were discussed during session. House File 427 failed to make it past the funnel deadlines, but Senate File 324 was still being discussed in the final weeks of session. Ultimately, it did not make it across the finish line. Two major pieces of her proposal, medical malpractice tort reform (as discussed above) and licensure for Rural Emergency Hospitals (REH), were ran in standalone bills and ultimately

passed and signed into law earlier in the year. The remaining priorities of the bill include, provide \$2 million to pregnancy resource centers that counsel against abortion, and add programming for fathers, allow for over-the-counter birth control, and offer paid parental leave for Iowa state employees.

Senate File 75 created a licensure for Rural Emergency Hospitals in Iowa. Based on a federal law that passed in 2020, Rural Emergency Hospitals receive a different reimbursement rate from Medicare and Medicaid than other hospitals. This includes an additional five percent increase to reimbursement for health care services and quarterly payments from the Centers of Medicare and Medicaid Services. In order for a state to allow a hospital to convert to a Rural Emergency Hospital it must first license these facilities as a health care facility that maintains a 24-hour emergency room but doesn't include acute inpatient care. The goal of the legislation is to allow small rural hospitals to convert and not have to staff inpatient beds that are very underutilized.

Caucus Priorities

House and Senate leaders from both parties highlighted their priorities of their respective caucuses for the Legislative session in January. Education, property tax reform, and tort reform were top priorities for the Republican caucus. Access to health care, legalizing marijuana, support for public schools, and property tax reform were priorities outlined by Democratic leadership.

A shared priority across both parties was the desire to reform property taxes in Iowa. Property Tax reform discussions caught steam in the final weeks of session. Senate Republicans introduced a study bill in week 15, while House Republicans amendment House File 1 with their proposal. Both chambers had very different ideas on how to reform the tax system. Both bills passed off the floor almost unanimously, showcasing the willingness of legislators to reach across the aisle and address property taxes. An agreement was reached in the final week of session and the legislature passed a bipartisan property tax solution that is estimated to save property taxpayers 100 million once fully implemented. It also sets the table for more reform in the coming years. Governor Reynolds signed this bill into law on May 4. These reforms will take effect before the new assessments received last month are used in calculating property tax bills Iowans will receive in September 2024 and March 2025. Details are below:

****Specifically, Division III** Allows cities with a population exceeding 200,000 to increase their franchise fee to 7.5% without a special election. The Revenue generated in excess of 5% must be used to lower transit property tax levies.

House File 718 – Property Tax Reform

Division I—County Property Taxes and Budgets

See Division II (same thing happens here for counties as does for cities in Division II).

General Basic County Levy (\$3.50)/Rural Basic County Levy (\$3.95).

Levies not impacted: pioneer cemetery, debt service, EMS, LE, flood and erosion, natural disaster.

Division II—City Property Taxes and Budgets

Creates a new general maximum levy by combining levies with current general levy.

- Takes whatever you are currently levying for your \$8.10. (counties \$3.50/3.95)
- Adds whatever you are currently levying in most voted-in levies—15 in total (memorial building, civic center, emergency, etc.)
- This is your new combined maximum general levy.
- *Levies not impacted: municipal transit, aviation authority, insurance premiums, local emergency management, EMS, liability, debt service, IPERS, LE, police/fire retirement, and ag land.*

Then the bill then sets taxable value growth triggers to adjust the property tax rate down.

- If taxable valuation grows 6% or more -> growth rate is reduced by 3% and the levy is recalculated
- If taxable valuation grows 3 to 5.99% -> growth rate is reduced by 2% and the levy is recalculated
- If taxable valuation grows less than 3% -> no recalculation

The levy growth recalculation will occur for the FY 25-28 budgets. Divisions I and II sunset. After the 2028 budget.

Division III—Public Education and Recreation Tax Levy (PERL)

PERL restriction – No new (only). Current levies are grandfathered in.

Division IV—County Sheriff Fee Report

County Sheriff Fee Report eliminated.

Division V—Homestead Property Tax Credit

New 65 and over Exemption (not income restricted and in addition to regular homestead credit)

- 2024 – \$3,250
- 2025 – \$6,500

Division VI—Military Service Property Tax Exemption and Credit

Military service credit is currently an exemption that gets paid for in part by the state through a credit.

This division increases the exemption amount for veterans and eliminates the state funding for the credit. \$1,852 (credit) becomes a \$4,000 (exemption).

Division VII—Property Tax Benefits and Incentives

Requires minimum assessment agreements on commercial abatements

Prospectively eliminates residential abatement just on the school levy (404-Urban Revitalization Areas)

Does not affect TIF, RIZ, etc.

****Division VIII—Transit Funding**

As it relates to transit, this bill would allow the City of Des Moines to increase their franchise fee without a special election from the current 5% cap to 7.5%. Any revenue collected above 5% would have to be used to either reduce their transit levy or to maintain service levels. Importantly, if this bill passes, the franchise fee does not automatically change. Any change in the franchise fee would require action of the Des Moines City Council.

Division IX—County Auditor Valuation Reports

Requires an annual report to DOM that distinguishes valuations within a tax jurisdiction.

Identify new growth vs. organic growth due to assessment increases.

Division X—Local Government Budgets and Taxpayer Statements

For cities, counties, and school districts it sets up a new hearing within the budget process for information mailed to the taxpayer. These entities will have to deliver to property owners a standardized statement and show percentages of the budget each represents.

Budget deadlines are extended to April 30.

Division XI—Driver's Licenses and Nonoperator's Identification Cards

\$10 optional county convenience fee for DLs or IDs for non-county residents.

Division XII—Writing Fees

\$2 mandatory fee for title or transferring title of snowmobiles, ATVs, boats.

Division XIII—Bond Elections

Moves all elections for bonding to the general election date (every November).

Notice is to be sent to taxpayers.

Division XIV—County and City Financing

Debt Thresholds: Increases bonding threshold by 30%. (Can do more expensive projects without a vote).

In addition, for general obligation bonds, it will index values.

STATE OF IOWA BUDGET

OVERVIEW

By law, the Legislature must approve the budget before adjourning for the year. Procedurally, the Governor, Senate, and House all release their budget ‘targets’ during session and then have conversations in order to reach a consensus on final numbers. Governor Reynolds called for state spending to increase by 3.3% to \$8.4866 billion. The majority of the increased funding in her proposed budget would go towards K-12 education. The largest investment was earmarked for Educational Savings Accounts through the Students First Act, which was enacted into law. She also recommended a 2.5% increase in Supplemental State Aid (SSA), which would total \$82.8 million. Lastly, she recommended extending the 2.5% raise in spending to the Iowa Tuition Grant Program, state universities, community colleges, the School for the Deaf, and educational services for the blind. The Senate followed the Governor’s proposal and released their preliminary budget numbers during session, proposing a budget of \$8.48. The House proposed an \$8.58 billion plan for FY2024, which is an increase of about 4.5 percent from FY2023. The House and Senate were approximately \$100 million apart in their initial budget targets. The House proposal included a 3% increase in state funding for K-12 public schools, and a new law adjusting an erroneous property tax formula, which added nearly \$45 million more to state income. Their budget targets also include another \$50 million to fund House Republican priorities.

The Revenue Estimating Conference (REC) met in March and for Fiscal Years 2023 and 2024. They estimated revenues grew more than expected from the December REC meeting. However, based on last year’s tax law reform package, the overall revenues for FY23 are estimated to decrease from the FY22 reported numbers (\$9,750,400.00, down \$53,000,000.00 from FY22). The March REC estimates indicated that Iowa would collect roughly \$9.65 billion in the next budget year. By law, state lawmakers cannot spend more than 99 percent of that estimate. Republicans have consistently spent less than that 99 percent in the past several years.

Ultimately, Iowa lawmakers reached an agreement on the various FY2024 budget bills in the last week of session and sent them to Governor Reynolds’ desk for her signature. The general fund budget totaled \$8.5 billion for the fiscal year starting July 1, a 3.7 percent increase over the FY2023 budget. When the legislature is in session and a bill is sent to the Governor’s desk, she has 72 hours to determine whether to sign or veto the legislation. Upon adjournment this timeframe is extended to 30 days. Unlike a policy bill where the Governor must sign or veto the entire bill, she could “line-item” veto specific provisions budget bills.

Below are the overall budget figures:

Budgets	FY 2023	FY 2024	Difference
Administration and Regulation	\$50,112,268	\$70,538,208	\$20,425,940
Agriculture and Natural Resources	\$41,943,95	\$43,544,227	\$1,600,276
Economic Development	\$45,300,251	\$41,799,448	(3,500,803)
Education	\$992,891,954	\$982,908,928	(9,983,026)
Health and Human Services	\$2,068,509,367	\$2,123,773,594	\$55,264,227
Justice System	\$826,032,788	\$881,712,725	\$55,679,937
Judicial	\$193,700,000	\$212,500,000	18,800,000
Rebuild Iowa Infrastructure Fund (RIIF)	\$175,100,000	\$181,200,000	\$6,100,000
Standings	\$4,181,086,968	\$4,372,330	\$191,244
General Fund Total	\$8,532,733,596	\$4,542,349,460	\$144,577,795

Budget Line Items of Interest

Public Transit Infrastructure Grant Fund:

- Appropriates \$1.0 million in FY 2024 from the RIIF to the DOT for public transit infrastructure grants through the Public Transit Infrastructure Grant Fund.
- DETAIL: Between FY 2012 and FY 2023, there has been an annual appropriation of \$1,500,000 from the RIIF for the Grant Program, with the exception of FY 2021 when \$500,000 was appropriated from the RIIF. Transit agencies may apply for grants that are approved through the Transportation Commission, and projects must meet the definition of vertical infrastructure. The State match requirement may be up to 80.00%. Funds are used for capital projects such as new bus storage buildings, administrative buildings, maintenance facilities, storage buildings, reconstruction of steam cleaning areas, or vehicle storage and wash bays, as well as for replacing roofs or other improvements.



MONTHLY REPORT



10D: Finance/IT/Procurement Team Report

Staff Resources: Amber Dakan, Mike Gulick, and Kyle Foster

Finance Department – Amber Dakan, Finance Director

- **Government Finance Officer Association Conference** – Amber Dakan attended the annual Government Finance Officer Association Conference in May which provides multiple days of training on various topics such as updates to new accounting standards, improved budgeting techniques and changing trends in financial reporting.
- **Federal Grant Activation** – Finance staff are currently working on ensuring that all available federal grants allocated to the agency are activated with the Federal Transit Administration in order to ensure no funds are at risk of federal reappropriation.
- **Payment Integrity Information Act (PIIA) Audit** – DART was selected for an audit through the PIIA as a review of COVID funding. The review process has been constructed as a measure to review relief funding usage and to conclude no improper payments had occurred. This review is iterative in nature and is still ongoing.

Procurement Department – Mike Gulick, Procurement Manager

Upcoming Projects and Procurements:

- **Human Resource Information System (HRIS)** - DART is seeking a fully HRIS integrated cloud solution, including software and subscription, implementation, data conversion, integrations, training, hardware, other additional services, and managed services.
 - July Commission Action Item

Contracts and Task Orders Approved Recently:

- **Medium Duty Buses** – DART has placed a purchase order off a State Contract for four (4) 29' Gillig Buses. Estimated time for delivery is 2nd quarter 2023.
 - On March 1, 2022, the Commission approved the purchase of Four (4) Gillig, LLC Heavy-Duty 30-foot Buses at a cost not to exceed \$2,260,000.
 - Buses arrived and are currently going through commission process.
- **FY2024 Bus Passes** - DART has placed a purchase order for FY2024 Bus Passes from Trapeze/Vontas for an estimated \$51,078.
 - ETA for Delivery is expected in late May/June 2023.

Future Procurements:

- Passenger Information Display System (PIDS)
- Property, Risk, Vehicle, Flood, Crime, Cyber Insurance Broker Services
- FY2024 Fleet Order
- Bond/Financing Counsel Services
- Art Wall Refresh
- Appraiser(s) Services

MONTHLY REPORT
10D: Finance/IT/Procurement



IT Department – Kyle Foster, IT Director

- **Technology Roadmap** – Underutilization of existing software and solutions, as well as aging infrastructure equipment were two key points identified in a technology audit.
 - System wide upgrades of software, along with consolidation of duplicate solutions are a key focus to 2023. The goal will be to have all solutions upgraded to the latest versions by the end of the year.
 - Staff training will be coordinated after upgrades are complete, to take advantage of new features and improve efficiency.
 - Server hardware is getting past its useful life. Storage, servers, and network equipment are all in the process of being upgraded in 2023/2024.
 - Storage has been replaced and cut over to as of Q1.
 - Quotes will be obtained for server replacement in June, with an anticipated purchase slated for August.
 - Network equipment will be audited this fall, with anticipated replacement purchases in early 2024.
- **Disaster Recovery/Incident Response** – DART IT staff are currently undergoing a full update/re-write of our DR and Incident Response Plan. Cyber Security threats, loss of power, loss of facility, and individual system failures are all being taken into consideration to meet all critical system recovery time objectives.
 - The first draft of the re-write was completed as of 4/19/2023
 - All systems are being tested individually to finalize processes and procedures over the next few months. The goal is to have a end to end test procedure built by year end.
- **Document Management Discovery** – DART has utilized many different solutions to store documents over time, which has caused some confusion in where to find things at. It was identified that we need to establish a single solution for all document management needs.
 - Departmental discovery has been completed to identify DART's business requirements for a future document management solution.
 - RSM has been engaged to do an audit of our existing Sharepoint implementation over the next month.
 - Next steps will be solution discovery and RFP creation later this year.



MONTHLY REPORT



10E: Human Resources, Training & Safety Team Report

Staff Resource: Beth Hanson, Chief Administrative Officer

Human Resources – Alaina Severino, Human Resource Manager

- **Recruitment Update:** The HR department is currently interviewing for the following openings.
 - Bus Operator (Para)
 - State Fair Bus Operators (11)
 - Maintenance Tech
- **Recent Hires:**
 - 2 - Paratransit Operators – 6/5/23
 - 1 - Maintenance Admin. Coord. – 6/12/23
 - 1 - Building & Grounds Person – 6/5/23
 - 4 - Iowa State Fair operators - July
- **Four-Week Call Off Average:** Fixed route 14.83%, Paratransit is 3.21%
- **Turnover Rate** – May – 2.0% YTD - 10.5%
- **United Way Stuff the Bus** – DART has successfully wrapped up Stuff the Bus. A total of 391 books were donated to United Way by DART employees.
- **Open Enrollment** – Tentatively scheduled for June 7 thru June 21
- **Year-End Performance Review Process** – June 1- July 31

Training – Matt Johnson, Training Manager

- **Paratransit Trainees:** Training continues for eight Paratransit Operators.
- **Paratransit Graduates:** Four Paratransit Operators completed training to graduate to part-time operators.
- **Operator and Maintenance Safety Meetings:** Safety Meetings were held with all operators and maintenance personnel. Topics highlighted included safe driving in practice, as well as organizational updates and highlights.
- **Mental Health Awareness Month:** Employee and Family Resources came onsite to provide an overview of resources available to employees around mental health, as well as other available resources.
- **Service Change Preparation:** Training updated the Fixed Route Operator route guides in preparation for the June service change.

Safety – Pat Daly, Safety Manager

- Delivered new employee safety plan, hazard and near miss reporting orientations.
- Met with new bus operators on their last day of classroom training to discuss various topics related to the safe operation of their bus.



MONTHLY REPORT

10E: Human Resources, Training and Safety Team Report

- Held the 2023 DART ROADEO at the Iowa State Fair Midway on Saturday, May 20th. 22 bus operators and maintenance staff tested their bus driving skills against a driving course with 12 skills stations designed to challenge their bus maneuvering abilities. The two top place finishers in the fixed route and paratransit categories will represent DART at the state ROADEO on June 10th in Iowa City.
- Worked with Planning and Training to determine the location for our RAGBRAI shuttle pick-up and drop-off at Water Works Park.



MONTHLY REPORT



10F: Chief Executive Officer

Staff Resource: Sheri Kyras, *Interim Chief Executive Officer*

- **DART Executive Committee** - The DART Executive Committee met on Wednesday, May 17th. The discussion items presented during the meeting included:
 - RideShare Van Donation
 - FY25 Service and Budget Planning
 - New Facility Design
 - Health Insurance Renewal Update
- **DART CEO Search Committee** – Staff has spent a considerable amount of time this last month in preparing for and assisting the Commission in holding CEO interviews. This has included communications with/for the Commissioners and DART Leadership, to coordinating tours of the city/DART facilities and engaging with candidates to ensure a positive experience.
- **Possible New Grant Opportunity** – The Federal Highway Administration has released a new grant opportunity (PROTECT grant) with applications due on August 18th. DART's new Operations and Maintenance Facility could possibly be eligible for this program. Staff has reviewed the grant requirements, which are materially different than the Federal Transit Administration's grant (Buses & Bus Facilities) submitted in April and is still determining the potential of receiving these federal dollars. One reason to apply for the grant might be if the new facility does not receive full funding under the Buses & Bus Facilities grant program for its Phase 2 project as this new grant program could be a source of federal funding to complete the phase and provide the dollars needed for approximately 75% of the facility. As a result, staff will begin preliminary discussions regarding the PROTECT grant requirements and be prepared to present a Commission request at the August 1, 2023 meeting for approval to submit a PROTECT grant if sufficient Phase 2 funding is not received in a Buses & Bus Facilities grant and if staff determines that the project will score well under the new grant program. Award announcements for the Buses & Bus Facilities grants are anticipated in late June/early July, which would give staff 30-45 days to complete the grant.

If the facility project is approved by the DART Commission, future rounds of the PROTECT grant program could be a potential source of Phase 3 funding to complete the facility funding.



FUTURE DART COMMISSION ITEMS



Future Agenda Items:

July 11, 2023 – 12:00 P.M.	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> • Passenger Information Display System (PDIS) RFP • FY24 Bus Purchase • Van Donation Policy & 2023 Van Donation • Human Resources System (HRIS) • FY 2024 Iowa Communities Assurance Pool (ICAP) Renewal 	<ul style="list-style-type: none"> • Transit Riders Advisory Committee Update • Iowa State Fair Updates/Reminders • DART O & M Facility Grant Award Announcements/Next Steps • October Service Change • Business Plan Update • RideShare Service Area Discussion
August 1, 2023 – 12:00 P.M.	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> • October Service Change • Advertising Policy • Trapeze/Vontas Agreement 	<ul style="list-style-type: none"> • Transit Riders Advisory Committee Update • FY25 Service and Budget Planning • Iowa State Fair Updates/Reminders • Mobility Coordinator Update • Quarterly Investment Report • Quarterly Financial Update • Quarterly Safety Report
September 5, 2023 – 12:00 P.M.	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> • New O&M Facility Approval • Appraisal RFP (New O&M Facility) • Review of Appraisal RFP (New O&M Facility) • Substance/Sidekick/DCI (New O&M Facility) Contracts Update 	<ul style="list-style-type: none"> • Transit Riders Advisory Committee Update

Upcoming DART Meetings:

MEETING	DATE	TIME	LOCATION
June DART Executive Committee	Wednesday, June 21, 2023	12:00 p.m.	Zoom
Commission O&M Facility Workshop	Potential Dates - August 25-28, 2023 (date and time to be determined)	TBD	Hybrid
Commission FY25 Service and Budget Planning Workshop	September (date and time to be determined)	TBD	Hybrid