



Meeting Minutes

DES MOINES AREA REGIONAL TRANSIT AUTHORITY TRANSIT RIDERS ADVISORY COMMITTEE

MARCH 11, 2020 – NOON

DART Central Station, Multimodal Room
620 Cherry Street, Des Moines, Iowa

TRAC Members Present:

Hayley Anderson (Chair), Allen Root (Vice Chair), Nicholas Phillip, Susan Wells, Zacharey Bradley, Cindy Tonsfeldt, Cecilia Martinez, Jennifer Naber, Emmanuel Smith

TRAC Members Absent:

Carrie Kruse

DART Staff Present:

Catlin Curry, Julia Belt, Luis Montoya, Matt Harris, Amanda Wanke, Erin Hockman, Carl Saxon, Elijah Dantzler, Amber Dakan, Rachel Simon, Pat Daly

A. ROLL CALL AND ESTABLISHMENT OF QUORUM

The meeting was called to order by Chair, Hayley Anderson at 12:00 PM.
Roll call was taken, and a quorum met.

B. INTRODUCTIONS

C. APPROVAL OF JANUARY 8TH, 2020 MEETING MINUTES

Chair, Hayley Anderson called for any corrections to the January 8th, 2020 meeting minutes. It was moved by Cindy Tonsfeldt and seconded by Susan Wells to approve the meeting minutes as presented. The motion carried unanimously.

D. PUBLIC COMMENT

1. Frank Strong- Stated that the Platform D audio message does not work. He has reported it before.

E. ACTION ITEMS

None.

F. DISCUSSION ITEMS

1. Planning Updates (Luis Montoya)

Planning and Development Manager Luis Montoya provided an overview of how successful the February service change went. The next service change will be in June to update the school routes. He stated that e-scooters will not be happening in Des Moines. He also gave an update on Uber Micro Transit possibly using our DART vehicles for customers.

2. DART Budget Updates (Amber Dakan)

Finance Manger Amber Dakan provided an overview of the approved FY21 Budget for DART. She gave brief explanations of what the revenue and expenses went towards. She also talked about the revenue assumptions and the expense assumptions for FY21. She also provided the FY21 Tax Levy Rates for the different cities.

3. Coronavirus Safety Message (Pat Daly)

Safety Manager Pat Daly provided an overview of the actions DART is taking to help be prepared for the Coronavirus. He stated that DART is receiving constant communication from IDPH, PCHD and the CDC. Drivers are being given hand sanitizer and disinfecting wipes to help maintain the cleanliness throughout the day. DART has increased cleaning of the buses at night throughout the week. He also stated that employees are encouraged to stay home when sick and self-report any symptoms.

4. Funding Formula (Amanda Wanke)

Chief External Affairs Officer/Interim Chief Operations Officer Amanda Wanke provided information on the Funding Formula that is being worked on. She explained how they are working on determining how the tax levy is distributed among the member cities. She also gave an overview of why the tax levy is applied to each member city differently.

5. Marketing and Communication Updates (Erin Hockman)

Marketing and Communications Manager Erin Hockman provided an update on all that marketing is doing in the upcoming months. She asked everyone to participate in Transit Employee Appreciation Day on March 18th by writing in a commendation for drivers. She stated that Get on Board Day is April 16th and Bike Month is in May.

Planning and Development Manager Luis Montoya provided an update on the Transit Optimization Study. He shared the goals for the study are to optimize the existing service and figure out the long-term vision for DART service.

6. Reduced Fare Task Force (Catlin Curry)

TRAC Coordinator Catlin Curry provided information on the Reduced Fare Task Force. He stated the goals for the task force are to reduce barriers for customers, simplify burdens for staff and encourage ridership by creating better access. The process will be internal evaluation, industry research and external partner and commission input.

7. Van Donation Update (Catlin Curry)

TRAC Coordinator Catlin Curry provided an update on DART's Van Donation Program. He stated that every year DART donates retired RideShare vans to eligible non-profit organizations. This year, DART received 25 applicants compared to 15 applicants last year. The awarded organizations are Anawim Housing, Iowa Congolese Organization & Center for Healing (ICOACH), and Starts Right Here.

G. TRAC MEMBER COMMUNICATIONS

H. FUTURE AGENDA ITEMS

1. Discussing different languages throughout website/customer service

I. UPCOMING MEETINGS

1. DART Commission – Noon Tuesday, April 7th, 2020, DART Central Station
2. TRAC – Noon Wednesday, May 13th, 2020, DART Central Station

J. ADJOURN

Chair, Hayley Anderson adjourned the meeting at 1:05 PM. It moved by Jennifer Naber and seconded by Cecilia Martinez. The motion was carried unanimously.