

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES**

**620 Cherry Street – Des Moines, Iowa 50309
February 4, 2014**

ROLL CALL

Commissioners Present: Angela Connolly, Tom Gayman, Christine Hensley, Gaye Johnson, Joann Muldoon (Arrived at 12:04), Steve Peterson and Steve Van Oort

Commissioner Absent: Skip Conkling and Bob Mahaffey

Alternates Present: Keith Ryan

CALL TO ORDER

The meeting was called to order by Chair, Steve Van Oort at 12:02pm. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Mr. Van Oort called for approval of the February 4, 2014 meeting agenda.

It was moved by Ms. Hensley and seconded by Mr. Ryan to approve the February 4, 2014 Agenda. The motion carried unanimously.

PUBLIC COMMENT

No Comments

TRAC UPDATE

TRAC Chair, Greg Boeschen provided an update to the Commission on their last meeting in January.

Commissioner Muldoon arrived at 12:04pm.

- Received a presentation on the DART Budget
- Discussed service increases as it related to the DART Forward 2035 Plan
- Reviewed the bus stop amenities and design guidelines

CONSENT ITEMS

7A – January 7, 2014 Minutes

It was moved by Mr. Peterson and seconded by Mr. Ryan that the consent item be approved. The motion carried unanimously.

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ACTION ITEMS

8A – Financial Management Oversight Program Agreed Upon Procedures Review Response and Center Street Park & Ride Memorandum of Agreement with the City of Des Moines

Ms. Presutti provided an update to the Commission on the standing of the agreement. DART has been working with the City of Des Moines and FTA since August to draft a response.

It was moved by Ms. Hensley and seconded by Ms. Johnson that the Commission approve the Financial Management Oversight Program Agreed Upon Procedures Review Response and Center Street Park & Ride Memorandum of Agreement with the City of Des Moines. The motion carried unanimously.

8B – The Tomorrow Plan Resolution of Support

Mr. Olson provided background on the Resolution to the Commission. The DART Forward 2035 Plan was incorporated into The Tomorrow Plan in November 2013.

It was moved by Ms. Connolly and seconded by Mr. Ryan that the Commission approve The Tomorrow Plan Resolution of Support. The motion carried unanimously.

8C – December 2013 Financials

Ms. Dakan provided a presentation on the December 2013 financials to the Commission. DART is seeing approximately \$500,000 in savings in operating expenses versus revenue.

It was moved by Mr. Peterson and seconded by Ms. Muldoon that the Commission approve the December 2013 Financials. The motion carried unanimously.

8D – FY 2015 Budget Public Hearing Date

Ms. Schug provided an update to the Commission on the budget for FY 2015. The Teamsters contract has been approved for six years and will come before Commission for approval at the March meeting. Staff is still in discussion with Holmes Murphy on the type of health coverage that will be offered for the part-time Operators. Staff went back through the budget at the Commissions request, and were able to make some reductions to get the tax levy rate down to 8.97. Commissioners were provided handouts comparing the budget with a 10 cent tax levy versus a 8.97 levy.

It was moved by Ms. Hensley and seconded by Mr. Gayman that the Commission set the FY 2015 Budget Public Hearing Date for Tuesday, March 4, 2014 at 12:00pm. The motion carried unanimously.

DISCUSSION ITEM

9A – Windsor Heights Wal-Mart Bus Stop

Mr. Tishim provided the Commission a presentation on the Windsor Heights Wal-Mart Bus Stop project. A committee has been formed to provide direction on the project as ridership continues to increase. Staff hopes to begin the project this summer with completion in the fall.

9B – Quarterly Safety Report

Mr. McKern provided the Commission a report on safety and accident analysis for 2nd quarter of FY 2014. There has been a rise in collisions, mostly with other vehicles into DART buses including hit and runs. DART has restructured shifts for supervisory staff to monitor the routes more closely in an effort to reduce accidents and reinforce safety.

Commissioner Gayman departed the meeting at 1:10pm.

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9C - December 2013 Performance Report

Ms. Presutti made note of the recent press release as it related to increased ridership. Routes 7, 15, 60, 72 and the Ankeny Express all had large increases. We expect to see a decrease in January due to the weather and loss of school days.

MONTHLY REPORTS

10A - Operations Report

No update

10B - Marketing Report

No update

10C - Planning Report

No update

10D - Procurement

No update

10E - General Manager

Ms. Presutti made note of the new monthly report for Procurement, and that we can expect to get an update on projects that are being worked on and any task orders that are issued.

Peg Hadley, DART Customer Service Specialist participated in the APTA Call Center Challenge. Peg is a finalist and will be competing in New Orleans at the Marketing Conference for Customer Service Rep of the Year.

The IPTA Legislative Breakfast has been canceled.

Mr. Van Oort, Ms. Presutti and Mr. Olson will be traveling to Washington, DC, March 9 - 11 for the APTA Legislative Conference.

FUTURE AGENDA ITEMS

COMMISSIONER ITEMS

Ms. Hensley asked to have a meeting set up with Jay Byers, Nationwide and DART to discuss BRT prior to the meeting scheduled at the end of the month with the city.

OTHER - Communications

Next Meeting

March 4, 2014 at 12:00pm

ADJOURNMENT

A motion by Mr. Peterson and second by Mr. Ryan to adjourn the regular Commission Meeting was made at 1:16pm. The motion carried unanimously.

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Future 2014 Meeting Dates

Mar 4, Apr 1, May 6, Jun 3, Jul 1,
Aug 5, Sep 2, Oct 7, Nov 4, Dec 2

Chair

Clerk

Date