



DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
620 CHERRY STREET – DES MOINES, IOWA 50309
DECEMBER 1, 2015 12:00 P.M.



ROLL CALL

Commissioners Present: Angela Connolly, Tom Gayman, Christine Hensley, Gaye Johnson, Bob Mahaffey, Joann Muldoon, Steve Peterson, Steve Van Oort

Commissioners Absent: Skip Conkling, Steve Van Oort

Alternates Present:

APPROVAL OF DECEMBER 1, 2015 AGENDA

It was moved by Ms. Hensley and seconded by Ms. Johnson to approve the December 1, 2015 agenda. The motion carried unanimously.

PUBLIC COMMENT

No Public Comment

TRANSIT RIDERS ADVISORY COMMITTEE (TRAC) UPDATE

Jay Peterson, TRAC President provided a brief update on the November TRAC meeting:

- DART Forward 2035 Plan Update – Amanda Wanke, Chief Engagement and Communications Officer
- Merle Hay Mall Stop Relocation – Jim Tishim, Planning Manager
- 2015 TRAC Goal Updates – DART Staff
- RideShare Program Update – Jennifer Long, RideShare Program Coordinator
- 2015 TRAC Leadership Elections

DES MOINES AREA METROPOLITAN PLANNING ORGANIZATION (MPO) PRESENTATION

Todd Ashby, Executive Director, provided a presentation on the Des Moines Area Metropolitan Planning Organization (MPO) and The Tomorrow Plan. Highlights included:

- Trends
- Update on The Tomorrow Plan
- DART Funding and Performance Measures

CONSENT ITEM

8A – Commission Meeting Minutes – November 3, 2015

8B – FY 2020 Federal Surface Transportation Program (STP) Funding Request

8C – FY 2020 Federal TAP Funding Request

It was moved by Ms. Hensley and seconded by Ms. Connolly to approve the consent items. The motion carried unanimously.

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ACTION ITEMS

9A – ATU Local #441 Labor Agreement

It was moved by Ms. Muldoon and seconded by Ms. Johnson to grant approval for the General Manager to sign a three (3) year labor agreement with the Amalgamated Transit Union Local 441. The motion carried unanimously.

9B – Security Services Contract

It was moved by Ms. Muldoon and seconded by Ms. Johnson to approve a three (3) year contract with two (2), one (1) year options with American Security and Investigations for Security Services for the amount Not to Exceed \$775,000.00. The motion carried unanimously.

9C – 1100 DART Way Operations Area Renovations Architecture & Engineering Services

It was moved by Mr. Mahaffey and seconded by Ms. Johnson to approve a task order with

Substance Architecture for the Architecture and Engineering for the 1100 DART Way Operations Area Renovation. The task order will be for the amount Not to Exceed \$110,250.00. The motion carried unanimously.

9D – State Legislative Priorities

It was moved by Ms. Connolly and seconded by Mr. Gayman to approve the 2016 State Legislative Priorities; 1) Long-term Funding Options 2) Protect DART's Civil Servants. The motion carried unanimously.

9E – FY 2015 Audit

It was moved by Ms. Connolly and seconded by Mr. Mahaffey that the Commission accept the FY 2015 Audited Financial Statements as presented by Ms. Jodi Dobson, Partner with Baker Tilly Virchow Krause, LLP, DART's auditor. The motion carried unanimously.

9F – October 2015 Financials

Ms. Amber Dakan, Finance Manager, provided a presentation on the October FY 2015 Financials. Fixed Route revenues performed .71% below budget projections as of October year to date. Operating expenses are 4.84% below budget projections year to date.

Paratransit revenue is 10.19% lower than budget expectations. Operating expenses are currently 11.47% below forecasted levels.

Rideshare revenues are 18.48% below budgeted levels year to date. Operating expenses are below budgetary expectations by 19.50%.

It was moved by Ms. Muldoon and seconded by Mr. Mahaffey that the Commission approve the October FY 2015 Consolidated Financials as presented. The motion carried unanimously.

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DISCUSSION ITEMS

10A – Strategic Planning

Ms. Presutti, General Manager, provided an update of the DART Organizational Priorities developed as part of the Strategic Planning process. DART's Executive Leadership Team followed with an explanation of their respective priorities to the Commission. The priority areas were identified as; Safety and Operations Excellence, Financial Stewardship and Sustainability, Workforce Performance, Readiness and Wellbeing and Partnership and Engagement. Ms. Presutti thanked the staff and management team for their time and efforts on this project.

10B – DART Paratransit Medicaid Modernization Analysis

Mr. Matt Johnson, Paratransit Manager provided an overview on the potential impacts DART may face as a result of the Medicaid Modernization Act effective January 1, 2016. DART Paratransit trips are fully funded by the State through Medicaid which accounts for sixty (60)% of DART's total Paratransit ridership. DART Currently provides fully funded trips through Medicaid, Contracted Services and DART's Bus Plus. An update of the Medicaid Modernization Act will be provided at the January Commission meeting.

10C – FY 2017 Budget Development

Ms. Jamie Schug, Chief Financial Officer provided a review of the FY 2017 budget development process. Ms. Schug stated the presentation of the budget book will be structured in alignment with the DART strategic priority areas. The Commission will be asked to formally adopt the FY 2017 Budget in March so it may be filed by the March 15, 2015 deadline.

10D – October Performance Report

Ms. Elizabeth Presutti provided an update on the October Performance. Ridership was down slightly in October primarily due to the number of weeks in October FY 2014 vs October FY 2015. November ridership is looking to be more stable with a slight upward tick.

MONTHLY REPORTS

10A – Operations Report

No update.

10B – Engagement

No update.

10C – Procurement

No update.

10D – General Manager

DART meetings with member communities have been completed with the exception of Pleasant Hill which is soon to be scheduled. Ms. Presutti stated the community meetings have gone well and were well received by the Mayors and City Manager's. DART and the community leaders will continue to hold the member meetings on an annual basis.

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FUTURE AGENDA ITEMS

No update.

COMMISSIONER ITEMS

Mr. Peterson made note of the 2016 DART Commission Meeting dates listed in the packet.

Due to the July 4th holiday, the July 5, 2016 regularly scheduled Commission meeting will be held on Tuesday, July 12, 2016.

OTHER COMMUNICATIONS

No update.

NEXT MEETING

January 5, 2016 at 12:00 pm

ADJOURNMENT

A motion by Ms. Connolly and second by Ms. Muldoon to adjourn the regular Commission Meeting was made at 2:03 pm. The motion carried unanimously.

FUTURE 2016 MEETING DATES

February 5, March 1, April 5, May 3, June 7, July 12

Chair

Clerk

Date