

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

**Des Moines Area Regional Transit Authority - 1100 DART Way  
December 16, 2008**

**ROLL CALL**

Commissioners Present: Robert Parks, Bob Mahaffey, Angela Connolly, Tom Gayman, ,  
Gaye Johnson, Skip Conkling, Steve Van Oort was present via  
speakerphone call

Commissioners Absent: Christine Hensley, Ted Boesen

Alternates Present: Rick Clark for Christine Hensley

Staff Present: Brad Miller, General Manager; Elizabeth Presutti, Chief  
Development Officer, Sharon Cramer, Finance Director;  
Rebecca Lovig, RideShare Manager; Carol Pelfrey, Maintenance  
Director; Chet Bor, Paratransit Director; Jim Tishim,  
Transportation Director; Randy Ross, Human Resources  
Director; Debra Meyer, Capital Grants Manager; Kirstin Baer-  
Harding, Advertising Manager; Michelle Orfield-Koranda,  
Planning; PJ Sass, Customer Service Manager; Nolden Gentry,  
Legal Counsel

Others Present Cynthia Reynaud and Rox Laird, Des Moines Register; Paula  
Dierenfeld and Jim Sanders, Johnston; DART drivers Sherrie  
Taha and Cheryl Wolf; Dylan Mullenix, MPO,

**CALL TO ORDER**

The meeting was called to order by Chair Skip Conkling at 11:07 a.m. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

**APPROVAL OF MINUTES**

Chair Conkling called for corrections to the November 18, 2008 minutes.

There being no comments on the minutes, it was moved by Mr. Bob Mahaffey and seconded by Mr. Tom Gayman that the minutes be approved. The minutes were approved as written.

**PUBLIC COMMENTS SECTION**

No public comments were received.

## CONSENT ITEMS

- A. Telephone System Replacement
- B. Des Moines Area MPO and CIRTPA staff representation for DART
- C. November Fixed Route Financial Report
- D. November Paratransit Financial Report
- E. November RideShare Financial Report

It was moved by Mr. Mahaffey and seconded by Ms. Angela Connolly that the Consent Items be approved. The motion carried unanimously.

## ACTION ITEMS

### **Action Item 7A – Approve Public Input process and FY-2010 DART Budget Update**

General Manager Brad Miller updated the commissioners on the status of the budget. He stated that DART is in better shape than expected, due to having purchased 90% of next year's fuel at historically low prices, which means that DART will not have to cut any services in the FY-2010 budget year. He announced that there will be a number of public workshops scheduled in January to get input for service changes/improvements:

- Tuesday January 6 over lunch at the Downtown Library
- Tuesday January 6 at 5 p.m. at Johnston City Hall
- Wednesday January 7 at 11 a.m. at the Downtown Library
- Thursday January 8 at 4:30 p.m. at the Urbandale Public Library

He said that the FY-2010 Budget must be approved by the Commission at the February 24, 2009 Commission meeting. Chair Conkling added that it must be voted on at that meeting since all city budgets and the DART budget are certified on March 15, 2009.

Mr. Gayman added that he had received more input from his constituents on the issue of DART service cuts than on any other, and he asked that the record should state that there will be no DART service disruptions or eliminations for the FY-2010 fiscal year, and that this news should be publicized as widely as possible in a positive manner. Mr. Miller said that DART has received a large number of communications from customers as well, and that staff will make sure to communicate to the public that there will be no service cuts in this budget cycle. Mr. Clark asked how the current projections compared with the forecasted numbers earlier in the year. Mr. Miller said that Ron Carzoli in the Polk County Auditors Office stated that the numbers are coming in close to what DART staff projected last fall, and said that he was confident that DART will be able to maintain those rates that were presented in September and October. Mr. Parks asked if only Polk County numbers had been received, and Mr. Miller said DART has received all but Warren County's numbers.

Mr. Miller said that there will be one service reduction that has been known for months – that the MLK Shuttle from the parking lot to Principal, and that was funded by Principal will be ending when the new parking ramp that Principal is constructing is finished, eliminating the need for remote parking and the shuttle. Mr. Miller said that some Des Moines Public School District employees have been parking at the remote lot and riding the shuttle to their downtown offices, and that DART staff and the school district were working to find alternative arrangements for those people.

It was moved by Ms. Connolly and seconded by Mr. Parks that the commission approve the public input process to discuss FY-2010 recommended service improvements and the elimination of the MLK Parking Shuttle in downtown Des Moines.

The motion carried unanimously.

*(Mr. Van Oort ended his speakerphone call at this time.)*

## **DISCUSSION ITEMS**

### **Discussion Item 8-A – Operations Committee Update**

Ms. Elizabeth Presutti explained that staff would be taking a new look at what kinds of options DART might have in light of the better budget outlook. She said that staff would be making a list of items that could be outlined and presented to TRAC to review prior to review by the DART Commission, such as:

- Fare policy
- Performance plans
- Developing service standards

Mr. Miller added that DART has had in place an ongoing, longer-range planning process with two parallel efforts, including the 2010 process for long-term evaluation of service.

## **PERFORMANCE REPORTS**

Mr. Miller said that even though November ridership was down from last month's, it was still up 7% over last November's (even with two fewer working/school days in the month). He also said that it appeared that many new riders were staying with DART even though fuel prices are down.

## **MONTHLY REPORTS**

Mr. Miller thanked Chairman Conkling and Ms. Connolly for attending the Mass Transit Interim Committee meeting at the Statehouse recently.

## **FUTURE AGENDA ITEMS**

Mr. Parks asked for a report on expanding and developing of routes in the western suburbs for a future commission meeting.

## **COMMISSIONER ITEMS – Compensation Committee**

The Compensation Committee consisting of the following members:

- Ted Boesen
- Tom Gayman
- Bob Mahaffey

gave their recommendation to the Commission for approval of a new contract with the General Manager for 2009. Mr. Gayman thanked the General Manager for his outstanding leadership during the past difficult year, and said that Mr. Miller had received excellent marks both within DART and out in the community, and that everyone appreciates his untiring efforts. Mr. Mahaffey thanked the

General Manager for doing a great job in a difficult year. Mr. Miller thanked the commissioners for their input and comments.

It was moved by Mr. Mahaffey and seconded by Mr. Gayman that the commission approve the revised contract.

The motion carried unanimously.

**Nominating Committee Recommendations:**

- 2009 Chair: Angela Connolly, Polk County
- 2008 Vice-Chair: Robert Mahaffey, Region 5
- 2008 Secretary/Treasurer: Ted Boesen, Region 6
  
- The Bylaws require that nominations shall also be accepted from the Commissioners present at the December meeting.
  
- The new officers would assume their roles at the January 2009 Commission meeting.

It was moved by Mr. Gayman and seconded by Ms. Johnson that the Nominating Committee recommendations be approved.

The motion carried unanimously.

Chair Conkling remarked on the difficult year just past, and commended both commission and DART staff for their help during his tenure. He also stated that regardless of the difficulties and growing pains, he truly believes that DART will truly become a regional system, with cooperation from all communities.

Mr. Parks thanked Chair Conkling for his helpful guidance during the year. Mr. Mahaffey also praised Mr. Conkling for a job well done.

Ms. Presutti announced that there will be a first meeting of the TRAC members on January 14<sup>th</sup> at 11:30 a.m. at the Partnership offices, 700 Locust Suite 100. It will be published as a public meeting.

**ADJOURNMENT**

The meeting was adjourned at 11:46 a.m.

**2009 Meeting Dates**

Jan 20, Feb 24, Mar 31, Apr 28, May 19, Jun 30,  
Jul 28, No meeting in August, Sep 29, Oct 27,  
Nov 17, Dec 15 and holiday luncheon

Date: \_\_\_\_\_

Chair \_\_\_\_\_ Secretary \_\_\_\_\_