

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

**1100 DART Way – Des Moines, IA 50309  
April 27, 2010**

**ROLL CALL**

Commissioners Present: Bob Mahaffey, Angela Connolly, Tom Gayman, Ted Boesen, Skip Conkling

Commissioners Absent: Chris Hensley, Steve Brody, Steve Van Oort, Gaye Johnson

Alternates Present: Paula Dierenfeld, Steve Peterson, Ron Olson, Merrill Stanley

Staff Present: Brad Miller, General Manager; Sharon Cramer, Finance Director; Elizabeth Presutti, Chief Development Officer; Randy Ross, HR Director; Scott Reed, Senior Maintenance Manager; Chet Bor, Paratransit Director; Jim Tishim, Senior Planning Director; Randy McKern, Transportation Manager; Kirstin Baer-Harding, Advertising Manager; Rebecca Lovig, RideShare Manager; Mike Kaiser, Safety Manager; Gunnar Olson, Public Information Officer; Transportation Supervisor Greg Schmitt, Suzanne Robinson, Clerk to the Commission; Nolden Gentry, Legal Counsel

Others Present: Cynthia Reynaud, Des Moines Register; Dana Cox, TMA ; David Jenson and Betty Glover, Windsor Heights City Council; John Halsband, DART Customer

**CALL TO ORDER**

The meeting was called to order by Chair Angela Connolly at 5:00 p.m. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

**APPROVAL OF MINUTES**

Chair Connolly called for corrections to the March 30, 2010 minutes.

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

**RECOGNITION OF RETIRING IOWA DOT STAFF**

Item deferred to May 25 Commission meeting.

**PUBLIC COMMENTS SECTION**

None

## **CONSENT ITEMS**

- A. Light Duty Paratransit Bus Purchase
- B. Benefits Consultant Agreement
- C. March 2010 Financial Report

It was moved by Mr. Ted Boesen and seconded by Mr. Steve Peterson that the Consent Items be approved. The motion carried unanimously.

## **ACTION ITEMS**

### **Action Item 8A – Public Hearing Schedule for Debt Issuance**

General Manager Brad Miller listed the cities that have approved issuance of bonds and said that Ankeny would be the last council meeting to vote. He announced that there will be a special DART Commission meeting to be held at DART on June 16 at Noon to award General Obligation bonds. The meeting shouldn't last more than 30 minutes.

It was moved by Mr. Conkling and seconded by Mr. Boesen that the Commission set a date for a public hearing and an issuance date for \$3.5 million in limited Tax Obligation Bonds for Tuesday, May 25, 2010 at 5:05 p.m.

The motion carried unanimously.

### **Action Item 8B – 2035 Regional Transit Services Plan and Alternatives Analysis**

Ms. Presutti said that the special committee formed to review the Scope of Work for the 2035 Regional Transit Services Plan and Alternatives Analysis (Commissioners Van Oort, Brody and Boesen, Ms. Presutti and Mr. Miller) met on April 23, and discussed a greater time frame for the plan to reach out 20-25 years, and have added a new task to reflect that expanded scope in the RFP. She said that DART will have a 10-year very specific plan, with the longer range a taking a broader view. Mr. Boesen added that it is DART's hope that this work will be complementary to the ongoing studies/work of the MPO and Greater Des Moines Partnership. Ms. Presutti added that DART is starting with a blank slate with no assumptions in its assessment.

It was moved by Ms. Dierenfeld and seconded by Mr. Mahaffey that the commission authorize DART staff to issue a Request for Proposals for a 2035 Regional Transit Services Plan and Alternatives Analysis pending FTA approval.

The motion carried unanimously.

## **DISCUSSION ITEMS**

### **9-A – April 25, 2010 Service Change Update**

Ms. Presutti began a PowerPoint presentation regarding the work done to date for the April 25, 2010 service changes:

- Public Meetings summary and update.
- Major route changes.
- New schedules compiled and printed.
- Comments from public listed, with most customers unhappy with fewer buses and greater wait times, or reduction in hours of service.

Ms. Dierenfeld asked what route changes were getting the most comments, and Ms. Presutti said that all the changes had been commented on at about the same rate, none stood out. Chair Connolly added that all the publicity and materials produced on all media, and flyers handed out to riders and the public in general was awesome, and that the outreach has more than been accomplished for notification. Mr. Conkling said that he's received comments about the Saturday service changes in particular affecting local hospital personnel who might not be able to continue to ride the bus to work and back, and Ms. Presutti mentioned that DART's service to the disabled community was negatively impacted as well.

Ms. Presutti said that the next steps in the process would be instituting more changes in June and in August. She announced that a CMAQ grant to bring mid-day service to Altoona would begin in August. Mr. Miller noted that other new service will go into Johnston as well, and said that Gunnar Olson, DART's Public Information and Communications director was working on a process to highlight these initiatives. Mr. Miller also said that DART's On-Call service has been working with all the regular riders in Urbandale, particularly those that work at Marsh, and that all have been accommodated by the On Call service.

### **9-B - Quarterly Safety Report**

Mr. Miller said that the many days of severe winter weather were not good ones for DART, and that an increased number of weather-related accidents, some deemed preventable but more judged as non-preventable were incurred. He said that many of them were caused by other vehicles sliding into the buses. But things are much better for the month of March. Mr. Mahaffey asked about the statistics at the top of the page for the 3<sup>rd</sup> Quarter and Ms. Presutti said that it was an oversight and they would be corrected.

### **9-C - Performance Reports**

Mr. Miller said that ridership was strong in March returning to September 2009 levels after 5 months of decline due largely to the harsh winter. Ms. Dierenfeld noted that Route #93 is continuing to do very well, and Mr. Miller added that the West Des Moines routes that have had declining ridership were doing better. Mr. Mahaffey asked about the estimated figures for October, and Mr. Miller reminded commissioners that it was because of a farebox technology system crash that left DART without statistics that month.

### **MONTHLY REPORTS**

Mr. Miller thanked DART staff for doing an incredible job in getting the service changes accomplished, particularly Ms. Presutti and her customer service staff. He also said that involuntary layoffs were not necessary since two drivers volunteered to be laid off in hopes that full-time work would again be available by autumn. He said that since DART has not been hiring, attrition has been such that DART is now scheduling mandatory overtime, and new part-time drivers will be needed soon. Mr. Boesen asked if DART had received any candidates via the Job Fair, and Mr. Miller said that none for drivers, but there were some maintenance technicians who were interested in the part-time work. Human Resources Manager Randy Ross added that since we had to tell potential candidates that they might be laid off, this stymied DART's attempts in hiring.

Mr. Miller also announced a new Employee Recognition Program that is being planned and will be instituted in the near future to reward employees who go above and beyond in their job duties.

**FUTURE AGENDA ITEMS**

No discussion

**COMMISSIONER ITEMS**

Mr. Miller reminded commissioners that the seats held by Mr. Boesen and Mr. Van Oort will open for renewal or reassignment on July 1, 2010.

**CLOSED SESSION**

Chair Connolly called for a motion to recess and reconvene in a closed session.

**Closed Session:**

It was moved by Mr. Boesen and seconded by Mr. Conkling that the Commissioners of the Des Moines Area Regional Transit Authority go into closed session to discuss strategy with counsel on a matter that is presently in litigation where its disclosure would be likely to prejudice or disadvantage the position of Dart in that litigation.

Roll Call: Gayman yes, Conkling yes, Connolly yes, Boesen yes, Mahaffey yes, Olson yes, Peterson yes, Stanley yes, Dierenfeldt yes.

The motion carried unanimously

Chair Connolly recessed the meeting at 5:32 pm. It was moved by Mr. Boesen and seconded by Mr. Mahaffey that the closed session be adjourned.

Roll Call: Gayman yes, Conkling yes, Connolly yes, Boesen yes, Mahaffey yes, Olson yes, Peterson yes, Stanley yes, Dierenfeldt yes.

The motion carried unanimously.

The closed session was adjourned at 5:50 pm.

The regular Commission meeting was resumed at 5:50 pm.

The Chair stated for the record that no action was taken during the closed session.

**ADJOURNMENT**

The meeting was adjourned at 5:51 p.m.

2010 Meeting Dates

May 25, June 16 – Noon, Jun 29, Jul 27, no meeting in Aug, Sep 28, Oct 26, Nov 23, Dec 21

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

Chair: \_\_\_\_\_

Secretary: \_\_\_\_\_