

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

**1100 DART Way – Des Moines, IA 50309
June 28, 2011**

ROLL CALL

Commissioners Present: Bob Mahaffey, Gaye Johnson, Tom Gayman, Angela Connolly, Ben Champ for Ted Boesen; Steve Peterson for Steve Brody, Steve Van Oort, Christine Hensley, Skip Conkling

Commissioners Absent: Steve Brody, Ted Boesen

Alternates Present: Steve Peterson, Ben Champ

Staff Present: Brad Miller, General Manager; Elizabeth Presutti, Chief Development Officer; Tom Reynolds, Chief Operating Officer; Rebecca Lovig, RideShare Manager; Kirstin Baer-Harding, Advertising Manager; Randy Ross, HR Director; Gunnar Olson, Public Information Officer; Jim Tishim, Planning Director; Chet Bor, Paratransit Director; P.J. Sass, Customer Service Manager; Nolden Gentry, Legal Counsel; Suzanne Robinson, Clerk to the Commission;

Others Present: Dana Conn, TMA; Zach Young, MPO; Rox Laird, Des Moines Register; Mike Kaiser and Paula Covington, DART staff members

CALL TO ORDER

The meeting was called to order by Chair Angela Connolly at 5:02 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 May 31, 2011, meeting minutes. There being no comments on the minutes, it was moved by Mr. Mahaffey and seconded by Mr. Peterson that the minutes be approved. The minutes were approved as written.

PUBLIC COMMENTS SECTION

None

CONSENT ITEMS

6-A – DART Signatory Designee for Checks

6-B – May 2011 Financial Reports

It was moved by Mr. Van Oort that Consent Item 6A be modified to read:

The DART Commission names a DART Permanent Signatory Designee for checks, and that Permanent Signatory be General Manager designee Elizabeth Presutti.

Ms. Hensley seconded the motion. The motion was approved unanimously as amended.

ACTION ITEMS

Action Item 7A – DART Forward 2035 Draft Recommendations Release to the Public

Ms. Presutti summarized that the five guiding principles for the development of the plan recommendations were approved by the DART Commission on May 31, 2011, and stated that on June 15, 2011, the Steering Committee for the DART Forward 2035 plan met to review the draft recommendations being proposed by Transportation Management and Design, Inc. She said that feedback from the Steering Committee was positive regarding the proposed recommendations. Mr. Miller added that the commission would be approving the public meetings that are to begin on July 18. Ms. Presutti said that DART is advancing a very aggressive schedule for the public meeting process. She also announced that a firm date has been set for the Commission Workshop that will put commissioners in possession of all the details of the recommendations, and which will take place on July 12. After that comes the meeting with member community City Managers on recommendations to take place on the morning of July 13, and a meeting with DART Transit Riders Advisory Committee on the afternoon of July 13, with the public meetings to take place the week of July 18 at various locations around the community.

It was moved by Ms. Hensley and seconded by Ms. Johnson that the Commission approve the release of the DART Forward 2035 draft recommendations to the public for review and comment. The motion carried unanimously.

Action Item 7B – RideShare Program Fare Adjustment

Ms. Lovig reminded the commissioners that at the DART Commission Meeting on May 24, 2011 the Commission approved the advertisement of a public hearing and opportunity for public comment for RideShare customers in addition to written comment. She stated that on June 2, 2011 all active customers were notified of the proposed change and upcoming hearing. Customers were offered the opportunity to submit comment by mail or email in lieu of attending the public hearing. Thirteen comments were received by email, with the Public Comment Hearing being held on Wednesday, June 15, 2011, at 12:00 p.m. noon at the Central Library in Des Moines. Only one person was in attendance. Ms. Lovig stated that DART staff worked with the FTA to confirm the Title VI fare equity analysis would not apply to RideShare. Ms. Lovig stated that staff recommends a onetime fare adjustment of 10 percent to be implemented with the October 2011 fares with the following provisions:

1. The adoption of a fare policy whereby fares would be increased bi-annually at a rate not to exceed 5 percent per adjustment period to be in alternating years beginning July 2013.
2. The addition of new fare brackets for increased commute distance.
3. Personal mile allotment for those driving seven passenger vehicles decreased from 200 per month to 150 personal miles per month.
4. No change for those driving larger vehicles.

5. Increase the fee charged for going over the monthly allotment from the current rate of \$0.55 per mile to the rate posted by the IRS each year.
6. Rate will be adjusted each year in July to the current IRS rate.

Chair Connolly asked when the last fare increase took place and Ms. Lovig stated in 2008. Ms. Hensley asked if a fuel surcharge should be added, and Ms. Lovig stated that staff decided that would appear to customers as if the only reason for the fare increase is because of fuel cost increases, which is not the case. Mr. Conkling added that as a compromise, perhaps a \$4 per gallon cap could be included in the language, at which point a fuel surcharge could begin, just in case there were a catastrophic increase in fuel costs, which would also give the ability to adjust fares if necessary more than every other year. Ms. Hensley added that something unexpected could always happen, so best to be prepared. Ms. Lovig said that she would add the suggested language to the document and bring it back to the commission at the next meeting. Chair Connolly suggested that the commission pass the current Action Item, so that work could begin, and just amend it to include the new language at the next meeting. Commissioners agreed.

It was moved by Mr. Conkling and seconded by Ms. Hensley that the commission approve a one-time 10% fare increase for RideShare and adopt a fare policy to include bi-annual fare increase not to exceed 5%.

The motion carried unanimously.

DISCUSSION ITEMS

Discussion Item 8A – DART Central Station Update

Ms. Presutti updated the commission on the status of construction of DART Central Station. She said that Mark Trost will begin updating the commission at each monthly meeting on the construction status. She said that groundbreaking would take place in mid-to-late July. Chair Connolly asked when demolition at the site will be completed. Ms. Presutti said that lead paint has contaminated the current structure, so that portion will come off the property first and be taken to a landfill prior to the deconstruction and recycling of the rest of the structure.

Discussion Item 10B – Performance Reports:

Mr. Miller stated that ridership is up, and that starting last month comparisons in the stats are now apples to apples since we're beginning the first full year since the service cuts in 2010. He also announced that commendations are up 86%.

MONTHLY REPORTS

Mr. Reynolds introduced DART's new Facilities Manager, Jim Garrett. He added that Mr. Garrett will be an asset to DART as it begins work on the Central Station building, especially since he has LEED certification training.

Mr. Reynolds announced the State Rodeo results, stating that three drivers competed, with Louis Valle taking first place in the small bus competition, and Paul Flores coming in second. He said that Meshack Koech took third in the large bus competition.

Mr. Miller thanked Carmella Comito for hosting on DART's behalf the APTA Risk Management Workshop here in Des Moines. He said that 40 Risk Managers from all over the country attended the conference which was held at the Embassy Suites.

COMMISSION ITEMS

Chair Connolly expressed the grateful thanks of all the DART Commissioners and DART staff for the exemplary service of departing General Manager, Brad Miller, who leaves tomorrow to take a new position as Chief Executive Officer at the transit system in St. Petersburg, Florida, and announced that a small reception would take place for Mr. Miller directly following the meeting.

The DART Commission will not meet at the previously posted July 26, 2011 date, and instead will meet on Tuesday, August 2, 2011, at 4:00 p.m.

ADJOURNMENT

The meeting was adjourned at 5:35 p.m.

2011 Meeting Dates

August 2, Sep 27, Oct 25, Nov 22, Dec 20

Date: _____

Chair: _____

Secretary: _____