



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
NOTICE OF COMMISSION MEETING AND AGENDA
AUGUST 2, 2011 – 4:00 p.m.
DART MULTI-PURPOSE ROOM, 1100 DART Way**

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

**1100 DART Way – Des Moines, IA 50309
Special Commission Meeting
June 27, 2011**

ROLL CALL

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

Commissioners Absent: Tom Gayman

Alternates Present: Ben Champ for Ted Boesen

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

Others Present: Dana Conn, TMA; Jason Pulliam, Des Moines Register; Alexander Grgurich, TRAC; Dylan Mullenix, MPO; Matt Rodekamp and Todd Garner, Substance Architecture; and DART staff Mike Kaiser, Diana Duncan, Anita Geisler, Greg Schmitt

CALL TO ORDER

The meeting was called to order by Chair Angela Connolly at 12:00 Noon. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

ACTION ITEMS

Action Item 4A -

The DART Commission received a report from the DART Nominating Committee and a recommendation to employ a new General Manager.

Action Item 4B -

The DART Commission authorized Chair Angela Connolly to execute an Employment Contract with the new General Manager, Elizabeth Presutti.

ADJOURNMENT

The meeting was adjourned at 12:05 p.m.

2011 Meeting Dates

Jun 28, August 2

Sep 27, Oct 25, Nov 22, Dec 20

Date: _____

Chair: _____

Secretary: _____

**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: _____

CONSENT ITEM



8A:	Signatory Authorizations for New General Manager
Action:	Approve Elizabeth Presutti, DART General Manager as Signatory for Grant and Other Financial Documents as Required

Staff Resource: Jamie Schug, Chief Financial Officer

Background:

Federal & State Grants

- The Federal Transit Administration (FTA) and IDOT's Office of Public Transit (OPT) are requesting formal approval that Elizabeth Presutti, DART's General Manager, be authorized to act as signatory on behalf of the Des Moines Area Regional Transit Authority (DART).
- Additionally, FTA requires the General Manager to be authorized to:
 - Execute and file various FTA-required documents, most notably, the annual Federal Certifications and Assurances.
 - Federal treasury draws on grants
- To perform tasks within FTA's electronic grants software, "TEAM," the General Manager may appoint a designee to complete these processes. The General Manager intends to assign these responsibilities to Debra Meyer in the same manner as the previous General Manager did.
- To perform federal treasury draws, the General Manager authorizes accounting staff to access "ECHO" to request reimbursement on grant expenditures. Chief Financial Officer Jamie Schug is being added as back-up to staff accountant Heidi Culbertson.
- Approval to file each individual grant application may still require an authorizing resolution from the DART Commission before being submitted to the funding agency.

Bankers Trust Company, N.A. Accounts

- The DART Commission authorized Elizabeth Presutti be added to the list of approved signatures at the June 28, 2011 meeting.

Recommendation:

- Approve Elizabeth Presutti, DART's General Manager to execute and file various grants and other agreements as noted above.

CONSENT ITEM



8B:	Des Moines Area MPO and CIRTPA Staff Representation for DART
Action:	Appoint the DART Staff representatives at certain MPO and CIRTPA meetings

Staff Resource: Suzanne Robinson

Background:

- The Des Moines Area Metropolitan Planning Organization (MPO) and the Central Iowa Regional Transportation Planning Alliance (CIRTPA) require annual approval of staff representatives serving as:

MPO

- A voting member to the Policy Committee.
- A voting member to the Transportation/Technical Committee.

CIRTPA

- An Advisory member on the Policy Committee
- A voting member on the Technical Committee

Recommendation:

Appoint the following DART staff members to serve for the remainder of 2011 given the recent personnel changes at DART:

MPO:

Voting Member on Policy Committee

Representative: Elizabeth Presutti
Alternate: Jamie Schug

Voting Member on Technical Committee

Voting Member: Vacant
Alternate: Jim Tishim

CIRTPA:

Advisory Member on Policy Committee

Representative: Elizabeth Presutti
Alternate: Jamie Schug

Voting Member on Technical Committee

Voting Member: Vacant
Alternate: Jim Tishim

CONSENT ITEM



8C: FY2013 ICAAP Applications

Action: Authorize submission of three applications to the Iowa Clean Air Attainment Program (ICAAP) Fund to the Iowa Department of Transportation (IDOT) and MPO.

Staff Resource: Debra Meyer, Capital Planning Manager

Background:

DART staff recommends submitting two grant applications for the State of Iowa's Clean Air Attainment Program (Federal CMAQ funds) to support the initiatives described below:

1. Route #7 FT DSM/Hubbell Service Improvements

DART received a FY2011 ICAAP grant to extend the Route #7 Hubbell to Altoona and increase mid-day service on the FT DSM leg. The extension to Altoona provides public transportation to employment destinations as well as retail opportunities to residents in East Des Moines; the additional trips on the south leg reduce standing loads and increase demand for the mid-day service. We are requesting funding for third year operating and marketing.

2. Route #11 West Des Moines Service Improvements

DART received a FY2011 ICAAP grant to expand the hours of operation on Route #11 West Des Moines/ Jordan Creek Mall. The expanded hours serve commuters traveling to employment destinations along Mills Civic Parkway including the new Aviva facility. We are requesting funding for third year operating and marketing. Should the DART Forward recommendations be implemented during this time period, DART is requesting that the funding be used towards the new Route #52 that will service this part of West Des Moines.

Recommendation:

- The deadline for submitting these applications to the Iowa DOT is Friday, August 19, 2011.
- Approve the submission of all three grant applications as presented to the Iowa DOT and DMAMPO.

CONSENT ITEM



8D:	RideShare Van Purchase
Action:	Approve a Fourteen Vehicle Purchase of Passenger Vans for the Rideshare Program at a cost not to exceed \$400,000.

Staff Resource: Mike Drottz, Purchasing Manager

Background:

- DART's RideShare fleet includes minivans, 12-passenger vans and 15-passenger vans.
- The current purchase contract for 12 and 15-passenger vans was awarded to Karl's Chevrolet of Ankeny, Iowa.
- The cost for each 12-passenger van would be \$25,701.25. DART would be purchasing four of these units for a total of \$102,805.00. The cost for each 15-passenger van is \$28,806.25. DART would be purchasing ten of these units for a total of \$288,092.50. The total for the 14 units would be \$390,867.50. A contingency of \$9,133.50 is being allotted for any unforeseen expenses related to the purchase.
- Estimated delivery is 6 to 8 weeks from Notice to Proceed.
- These 14 vans will be 2012 model-year vehicles and be used to replace the oldest vans in the fleet, plus provide for expansion capacity to meet the growing demand.

Procurement:

- DART conducted a Request for Proposal for the purchase of passenger vans in September 2009. Karl's Chevrolet received the highest respective scores for the vehicles they proposed and are providing DART with "best value".
- Additionally, DART has allowed other transit agencies in the state to purchase from this contract. This has allowed other agencies to save procurement process time as well as receive expedited delivery.

Funding:

- Adopted DART Capital Program.

Recommendation:

- Approve a Fourteen Vehicle Purchase of Passenger Vans for the Rideshare Program at a cost not to exceed \$400,000.

CONSENT ITEM



8E:	June FY2011 Consolidated Financial Report
Action:	Approve the June FY2011 Consolidated Financial Report

Staff Resource: Jamie Schug, Chief Financial Officer

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route Operating Revenue finished the year 8.4% greater than budgeted. Fare revenue was \$290,145 better than budget and other contracted services was \$51,319 greater than budget.
- Fixed Route Non-Operating Revenue ended the year approximately 1% better than budgeted levels.
- Paratransit Operating Revenue is 8.8% below budget for the fiscal year, primarily in the area of Medicaid reimbursement.
- Rideshare Revenues ended the year approximately 10.9% below budget. Rideshare fare revenue was lower than projected during the majority of the fiscal year as there were fewer vanpools as a result of layoffs at major employers. More vanpools were added in the spring as fuel prices continued to rise.

Operating Expense:

- Fixed Route Budget Summary – operating expenses are 1.1% below budget. The majority of the savings was from lower than budgeted insurance related expenditures.
- Paratransit Budget Summary- operating expenses finished the year significantly lower than budgeted. Taxicab expenses were an area of substantial savings with actual expenses 43% below budget. Vehicle repair parts ended 29% below budget and salaries, wages and fringes were a combined 12% below budget.
- Rideshare Expenses are 7.5% below budgetary expectations, helping to offset the lower revenue collections. Savings were predominantly in the area of vehicle repairs.

**** TOTAL Un-Audited June FY2011 as Compared to Budget:**

Fixed Route	\$ 666,359	Reserve For Accidents (See Balance Sheet):
Paratransit	\$ 465,678	FY2011 - \$ 1,031,298
Rideshare	\$ -25,288	
Total	\$ 1,106,749	

**Staff is currently preparing for the annual financial statement audit. Denman & Co will be on site performing fieldwork during the week of August 22nd.

FY2011 Financials:

June 2011

FIXED ROUTE	June 2011			Year-To-Date-(12) Months Ending 06/30/2011		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	381,953	336,882	45,071	4,383,873	4,042,408	341,465
Non-Operating Revenue	1,075,526	1,111,004	(35,478)	13,470,876	13,331,355	139,521
Subtotal	1,457,479	1,447,886	9,593	17,854,749	17,373,763	480,986
Operating Expenses	1,430,081	1,309,697	(120,384)	15,536,333	15,721,706	185,373
Gain/(Loss)	27,398	138,189	(110,791)	2,318,416	1,652,057	666,359

PARATRANSIT	June 2011			Year-To-Date-(12) Months Ending 06/30/2011		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	201,021	213,430	(12,409)	2,334,609	2,560,973	(226,364)
Non-Operating Revenue	58,126	63,090	(4,964)	914,462	756,783	157,679
Subtotal	259,147	276,520	(17,373)	3,249,071	3,317,756	(68,685)
Operating Expenses	362,076	385,559	23,483	4,091,528	4,625,891	534,363
Gain/(Loss)	(102,928)	(109,039)	6,110	(842,457)	(1,308,135)	465,678

RIDESHARE	June 2011			Year-To-Date-(12) Months Ending 06/30/2011		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	73,875	84,587	(10,712)	903,802	1,015,000	(111,198)
Non-Operating Revenue	2,736	-	2,736	2,861	-	2,861
Subtotal	76,611	84,587	(7,976)	906,663	1,015,000	(108,337)
Operating Expenses	96,113	92,170	(3,943)	1,022,599	1,105,648	83,049
Gain/(Loss)	(19,502)	(7,583)	(11,919)	(115,936)	(90,648)	(25,288)

ACTION ITEM



9A: DART Forward 2035 Plan Update and Alternatives Analysis Corridor Selection

Action: Approval to select the Ingersoll/University Loop as DART's first corridor for further study as part of Federal Transit System Alternatives Analysis program.

Staff Resource: Elizabeth Presutti, General Manager

Background:

- The five guiding principles for the development of the plan recommendations were approved by the DART Commission on May 31, 2011.
- On June 28, 2011, the DART Commission approved the release of the draft recommendations to the public for review and comment.

DART Forward 2035 Plan Update:

- During the week of July 18th, nine public meetings were held throughout the DART Service area to collect comment on the draft service recommendations.
 - Nearly 200 people attended the meetings and more than 150 number comment cards, emails and phone calls had been received as of Thursday afternoon (July 28).
 - A summary of the comments will be provided at the meeting.
- Staff is working with the consulting team to summarize all of the comments to identify trends and other areas of concern.
- Based on the feedback, the consulting team and staff will work to finalize the recommendations over the next four weeks in order to present a finalized service and financial plan at the planned workshop in mid-September.
- Staff intends to present the DART Forward Plan for adoption at the September DART Commission meeting.

Alternatives Analysis:

- The final phase of the DART Forward project is to conduct an Alternatives Analysis on one corridor that has the potential to warrant future capital investment.
- Several corridors were identified as potential corridors, including:
 - University Avenue from downtown west to the office area west of I-35/80.
 - University/Ingersoll Loop between downtown and 42nd Street on University Avenue and Ingersoll Avenue.
 - Douglas/Martin Luther King Parkway from downtown to Merle Hay Mall.
 - 6th Avenue from downtown to Douglas Avenue.
 - 9th Street from downtown to Army Post Road.
- All of the criteria that must be met at some level to move forward in the program for additional capital investment and they include:
 - Existing Ridership
 - Current Service Levels

DISCUSSION ITEM

9A: DART Forward 2035 Plan Update and Alternatives Analysis Corridor Selection

- Land Use and Development
- Trip Generators
- Consistency with Plans and Community Preferences
- All of the corridors scored high in some of the criteria; however, the only corridor that scores the highest in all of the criteria is the University/Ingersoll Loop between downtown and 42nd Street on University Ave and Ingersoll Ave.
- Attached is a memo from the consulting team outlining the program and detailing the evaluation of the corridors against the criteria.

Staff Recommendation:

- Approve the selection of the Ingersoll/University Loop as its first corridor for further study as part of Federal Transit System Alternatives Analysis program.

Technical Memorandum

dart Forward 2035 Alternatives Analysis



To: Elizabeth Presutti, General Manager and DART Commission
From: John Dobies, HNTB Project Manager
Subject: Alternatives Analysis Corridor Selection
Date: July 28, 2011

DART Forward 2035 defines a clear vision for creating a truly regional transit system in Greater Des Moines. As part of the broader transit service recommendations five candidate corridors were identified for the Alternatives Analysis.

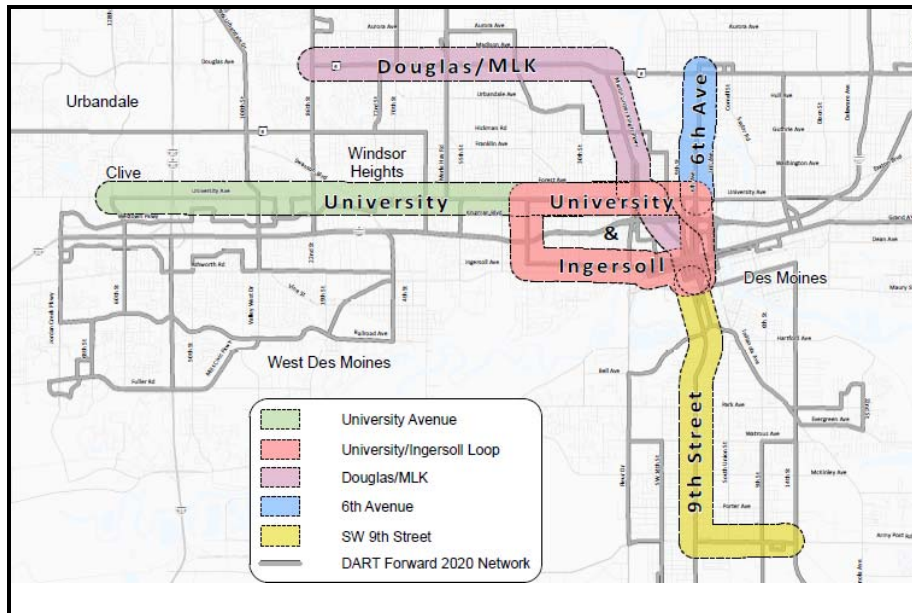
Advancing a transit project through planning and ultimately through engineering and construction requires compliance with the Federal Transit Administration (FTA) "New Starts Process" and its initial phase the Alternatives Analysis. An Alternatives Analysis (AA) is an investment study that considers the costs and benefits of various alternative approaches to improving transit. The AA is a technical study, but it includes public involvement and begins the environmental process as well. The AA concludes with the locally preferred alternative (LPA).

The FTA New Starts program now includes a new project category called "Very Small Starts." These projects are simple, low-risk projects that qualify for a highly simplified project evaluation and rating process by FTA. To qualify for Very Small Starts a project cannot have a total capital cost of more than \$50 million and must meet other project criteria. The program is directed at Bus Rapid Transit (BRT) projects similar to the one envisioned for Des Moines.

The five corridors identified in the DART Forward plan are:

- University Avenue from downtown west to the office area west of I-35/80. This corridor is currently served by Route 3 University and Route 94 Westtown Express.
- University/Ingersoll Loop between downtown and 42nd Street on University Avenue and Ingersoll Avenue. This corridor is currently served by Routes 3 University and Route 11 Ingersoll Ave/West Des Moines.
- Douglas/Martin Luther King Parkway from downtown to Merle Hay Mall. This corridor is currently served by Route 6 West 9th-Douglas.
- 6th Avenue from downtown to Douglas Avenue. This corridor is currently served by Route 3 Highland Park.
- 9th Street from downtown to Army Post Road. This corridor is currently served by Route 7 Fort Des Moines.

The graphic on the following page shows these corridors.



Before the Alternatives Analysis (AA) can proceed it is necessary to formally select one corridor to study in detail during the AA. An initial step of the AA is to conduct an evaluation of the candidate corridors. The Federal Transit Administration (FTA) requires that only one corridor be included in an AA.

The consultant, with input from DART staff, performed the corridor selection evaluation using criteria addressing both transit and funding considerations. The evaluation used input from DART Forward and data on current and forecasted development from the Des Moines MPO.

The rating criteria address transit service and performance, land use and development and community plans and preferences.

The University/Ingersoll Loop is recommended as the preferred initial AA corridor based on the following considerations:

- *Existing Ridership.* The Loop has the highest existing ridership, in excess of 2,200 weekday passenger boardings. Existing ridership is one of FTA’s most important Very Small Starts program criteria.
- *Current Service Levels.* The combined service of Route 3 University and Route 11 Ingersoll Ave/West Des Moines provide relatively high service levels indicating current investment in transit. Existing service in each of the five corridors is considered “medium” in terms of meeting this criterion. However, the loop service concept fits well with the recommended service reconfiguration.
- *Land Use and Development.* Development along University Avenue and Ingersoll Avenue is conducive to enhanced transit with relatively high residential densities and a mix of residential, commercial and institutional land uses. The Loop, unlike other corridors, has a consistent development pattern with few voids that can reduce transit service efficiency. The forecast for the Loop corridor reflects the potential for future ridership growth.
- *Trip Generators.* The Loop corridor includes more important destinations than the other corridors, including Drake University, Des Moines Area Community College, the Mercy Medical Center, Des

Moines University, Iowa Department of Human Service, Polk County General Assistance & Polk County Campus.

- *Consistency with Plans and Community Preferences.* Ongoing projects to enhance the streetscape along University Avenue and develop the Ingersoll Business Corridor are consistent with the development of BRT service.

The figure below summarizes the corridor selection evaluation process in a qualitative manner using the “Consumer Reports” method. A full circle indicates the corridor best address the criterion; a half circle indicates partial fulfillment of the criterion; and an open circle indicates the criterion is not met.

Corridor	Existing Weekday Ridership	Current Service	Land Use Growth (# of New Residents)	Land Use Growth (# of New Employees)	Major Generators	Conformance to Plans	Overall Ranking
University Avenue							
University/Ingersoll Loop							
Douglas/MLK							
6th Avenue							
SW 9th Street							

The evaluation confirmed the University/Ingersoll Loop as the corridor with the characteristics to best support an investment in enhanced transit service and the most likely to receive favorable consideration for an FTA Very Small Starts grant for BRT development.

The consultant team will proceed with the AA for the preferred corridor. A recommendation on a locally preferred alternative (LPA) is expected prior to the end of 2011. Other corridors can be pursued in subsequent projects.

Next Steps:

- Initiate the AA by completing the AA initiation packet, Purpose & Need statement and initial alternatives (August 2011)
- Public outreach on the initial alternatives (early September 2011)
- Complete technical analyses and comparison of alternatives (September through November 2011).
- Recommendation of a locally preferred alternative (early December 2011)
- Community review of the AA and LPA (December 2011 and January 2012)
- Formal adoption of the LPA by DART Commission and Des Moines MPO (January and February 2012)
- Environmental clearance (NEPA process) preliminary engineering 2012 and 2013
- Final engineering 2013 and 2014
- Construction and start of revenue service 2014 and 2015

ACTION ITEM



9B:	RideShare Fare Policy
Action:	Adoption of a Fare Policy to include bi-annual fare increase not to exceed 5 percent and that can be adjusted at anytime to compensate for uncontrollable increases in operating costs.

Staff Resource: Rebecca Lovig, RideShare Manager

Background:

- At the DART Commission Meeting on June 26, 2011 the Commission approved a fare increase for the RideShare program of 10 percent to take effect in October 2011.

Recommendation:

- Approve the attached RideShare Fare Policy that will allow for the following:
 - A bi-annual increase not to exceed 5 percent per adjustment period to be in alternating years beginning in July 2013.
 - Fare adjustments at other times to compensate for unusual, uncontrollable increases in operating costs, e.g. very significant fuel cost increases.



DART RIDESHARE VANPOOL PROGRAM FARE POLICY		
Date Issued: August 2, 2011	Responsible	Department(s):
RideShare		

PURPOSE:

This fare policy is intended to describe the DART fare structure in relation to RideShare Vanpool Program. Fare policy issues affect all aspects of public transportation and fare-related decisions greatly affect ridership, revenue, the amount of service that can be offered, and community perceptions of public transportation.

A modest increase in fare levels is recommended every two years to ensure that fare revenues keep pace with inflation and reflect a fair-share contribution by riders to the costs of operating a transit system.

The fare policy elements presented herein provide guidance for fare-related decisions in the context of fulfilling the mission of the transit system, protecting the public interest, and supporting the Financial Policies adopted by the DART Commission.

OBJECTIVES:

- Encourage ridership by pricing transit affordably for RideShare customers such that using RideShare is more affordable than driving alone.
- Establish a fare structure that is simple and readily understandable by current and potential riders.

RIDESHARE FARES:

Vanpool fares shall be based in part on the roundtrip miles, with higher fares associated with longer trip lengths. Vanpool fares shall be priced in recognition of the greater travel speeds, longer average trip lengths and the additional passenger amenities offered by such service.

RIDESHARE FARE ADJUSTMENT POLICY:

A bi-annual increase not to exceed 5 percent per adjustment period to be in alternating years beginning in July 2013. The purposes of the planned fare increases are to ensure that fare revenues keep pace with inflation, to reflect a fair-share contribution by riders to the costs of operating a transit system, and to practice wise stewardship of public funds. This does not preclude the DART Commission from approving fare adjustments at other times to compensate for unusual, uncontrollable increases in operating costs, e.g. very significant fuel cost increases.

ACTION ITEM



9C: Des Moines Public School Contract

Action: Approve a One-Year Extension to DART's Des Moines Public School Transportation Contract at a Cost of \$657,732

Staff Resource: Brad Miller, General Manager

Background:

- DART has been providing Des Moines Public School middle and high school students transportation to and from school since 1993.
- Over 2,500 student trips per day are provided on DART's regular fixed route services as well as 41 additional bus routes that include slight variations off a DART route.
- In 2007, the DART Commission and the Des Moines Public School Board approved a new, streamlined fixed-price contract that included an Unlimited Access program for school employees and the 2,500-3,000 eligible school employees.

Costs:

- DMPS will pay DART an amount not to exceed \$657,732 subject to the addition or deletion of any existing routes, school days, or major cost escalation (fuel).
- The DMPS School Board approved this contract extension on May 16, 2011.

Recommendation:

- Approve this one-year 2011-2012 school year contract value not to exceed \$657,732.

DISCUSSION ITEM



10A:	DART Central Station Construction Update
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Staff Resource: Elizabeth Presutti, General Manager

Presentation:

- A brief update on the status of construction of DART's Central Station will be provided at the Commission meeting by Mark Trost, DART Owner's Representative for the project.

DISCUSSION ITEM



10B: Quarterly Safety Report

Staff Resource: Mike Kaiser, Safety Training Manager

Analysis of accidents for the 4TH Quarter of FY2011:

ACCIDENTS BY TYPE:	4 TH QTR <u>FY11</u>	4 TH QTR <u>FY 10</u>	YTD <u>FY11</u>	YTD <u>FY 10</u>
BUS INTO FIXED OBJECT	10	7	35	36
PERSONAL INJURY	1	0	3	9
BUS INTO VEHICLE	0	8	12	25
VEHICLE INTO BUS	5	8	45	77
OTHER	0	0	7	18
MAINTENANCE	0	0	0	0
VANDALISM	0	0	1	0
TOTALS	16	23	103	165

ACCIDENTS BY ROUTE:	4 TH QTR <u>FY11</u>	4 TH QTR <u>FY 10</u>	YTD <u>FY11</u>	YTD <u>FY 10</u>
#1 - WDM/FAIRGROUNDS	0	0	1	12
#3 - UNIV/HIGH OAK PARK	0	2	14	18
#4 - URBANDALE/E 14TH	0	3	6	8
#5 - CLARK/E 6TH & 9TH	3	0	5	11
#6 - DOUG/IND HEIGHTS	0	2	6	10
#7 - FORT DSM/WALKER	1	1	3	4
#8 - HAVENS/S UNION	0	1	1	8
#9 - EXPRESSES	1	2	7	8
#10 - PLEASANT HILL	0	0	0	1
#11 - JORDAN CREEK	0	0	3	4
#12 - CHRTR/ON PROPERTY	4	1	7	12
#40 - LINK	0	0	4	4
#42 STATE CAPITAL/D-LINE	0	2	3	2
#SS - SCHOOL ROUTES	1	1	4	8
#20 - PARATRANSIT	4	3	18	29
#R - RIDESHARE	2	4	16	19
#A- ADMIN	0	0	2	4
SF- STATE FAIR	0	0	1	3
Training	0	1	2	1
TOTALS	16	23	103	165

DISCUSSION ITEM
10B: Quarterly Safety Report



ACCIDENTS BY CHARGEABILITY

CODE:	4 TH QTR	4 TH QTR	YTD	YTD
	<u>FY11</u>	<u>FY10</u>	<u>FY11</u>	<u>FY10</u>
NON PREVENTABLE	6	16	46	79
PREVENTABLE	8	6	38	72
NOT GRADED	2	1	19	14
TOTALS	16	23	103	165

Accident Costs FY 09, FY10 and FY11:

	DART	DART	Claims	Total	YTD
	<u>Repair Costs</u>	<u>Paid Out</u>	<u>Collected</u>	<u>DART</u>	<u>DART</u>
				<u>Cost</u>	<u>Cost</u>
FY2009	\$74,296	\$158,422	\$48,554	\$184,164	\$131,215
FY2010	\$14,564	\$2,670,218*	\$3,627	\$2,681,155#	\$2,413,411*
FY2011	\$2,449	\$1,567,355#	\$28,970	\$1,540,834#	\$1,406,962#

*Includes \$2M injury payout July of 2009

#Includes \$1.1M payout in Oct. 2010 and 90th payout in Nov. 2010 for pedestrian claims



System Summary Performance Report June 2011

	December 2011	January 2011	February 2011	March 2011	April 2011	May 2011	June 2011	June 2010	Percent Change 2011/2010	FY11 Year To Date	FY10 Year To Date	Percent YTD Change 2011/2010
DART Fixed Route												
Total Ridership	278,278	300,404	285,233	322,732	322,599	320,484	282,469	280,489	0.71%	3,744,743	4,037,859	-7.26%
OTT Ridership	16,718	15,639	17,768	20,463	18,961	18,541	19,147	14,856	28.88%	214,567	159,899	34.19%
Unlimited Access Ridership	40,709	45,047	42,829	49,278	39,071	37,830	36,119	45,644	-20.87%	511,561	621,225	-17.65%
Bike Rack Usage	1,316	636	868	2,252	3,075	3,884	4,646	3,828	21.37%	35,706	42,157	-15.30%
Passengers/Revenue Hour	18.52	19.26	19.91	20.09	21.15	21.02	18.67	16.57	12.67%	17.14	17.32	-1.03%
Avg. Passengers Weekday	13,079	13,251	13,150	13,049	14,069	14,077	11,815	11,800	0.13%	11,587	14,733	-21.36%
Avg. Passengers Weekend Day	1,669	2,213	2,780	2,826	3,016	2,764	2,817	2,610	7.93%	3,132	10,360	-69.77%
Complaints/100,000 Riders	17.97	38.95	28.40	23.86	24.18	32.45	33.63	40.64	-17.25%	28.36	25.61	10.75%
Commendations/100,000 Riders	3.23	3.33	2.80	0.93	2.79	2.50	3.19	3.21	-0.70%	2.64	2.67	-1.16%
Accident Frequency Rate by Service:												
Preventable/100,000 Miles	1.53	0.00	0.52	1.90	1.51	1.51	0.52	2.04	-74.53%	1.18	1.97	-40.41%
Non-Preventable/100,000 Miles	5.09	1.51	2.61	0.48	0.50	0.50	2.07	0.51	307.47%	0.96	1.46	-34.21%
Maintenance:												
Total Miles Operated	196,375	198,988	191,894	210,140	198,408	198,408	192,820	196,423	-1.83%	2,380,347	2,684,941	-11.34%
Road Calls/100,000 Miles	21.90	25.63	30.75	13.80	15.62	26.21	20.23	21.89	-7.61%	21.17	20.07	5.47%
Active Vehicles in Fleet	117	117	117	117	117	117	117	117	0.00%	117	120	-2.36%
DART Paratransit												
Total Ridership	11,918	12,248	11,196	13,660	13,677	12,369	12,593	14,106	-10.73%	152,736	165,027	-7.45%
Passengers/Revenue Hour	3.02	3.08	3.05	3.17	3.44	3.10	3.10	3.28	-5.49%	3.13	3.17	-1.29%
Average Trip Length	6.07	5.91	6.19	5.71	5.26	5.89	6.09	5.97	2.01%	6.11	5.40	13.11%
Accident Frequency Rate by Service:												
Preventable/100,000 Miles	2.95	1.48	0.00	0.00	0.00	0.00	1.35	3.85	-64.79%	0.71	2.58	-72.63%
Non-Preventable/100,000 Miles	0.00	0.00	1.52	0.00	0.00	0.00	1.35	1.28	5.64%	0.59	1.46	-59.65%
Maintenance:												
Total Miles Operated	67,684	67,560	65,856	74,316	69,095	69,809	73,847	78,015	-5.34%	849,997	743,735	14.29%
Active Vehicles in Fleet	29	29	29	29	29	29	29	28	3.57%	29	27	7.41%
DART RideShare												
Total Ridership	21,978	23,254	21,690	29,000	24,374	24,568	25,331	25,320	0.04%	282,513	296,028	-4.57%
Total Vans in Circulation	93	91	91	94	94	94	96	100	-4.00%	94	100	-6.02%
Total Rideshare Customers	822	818	822	842	856	873	885	874	1.26%	834	867	-3.76%
Accident Frequency Rate by Service:												
Preventable	0.00	0.00	0.65	0.00	0.00	1.73	0.00	0.00	#DIV/0!	0.19	0.05	323.07%
Non-Preventable	0.00	0.00	0.00	0.53	0.00	0.00	0.00	0.00	#DIV/0!	0.34	0.69	-50.64%
Maintenance:												
Total Miles Operated	167,901	160,904	153,619	187,862	173,045	173,041	181,923	191,646	-5.07%	\$2,064,232	2,183,274	-5.45%
Active Vehicles in Fleet	116	116	116	116	116	116	116	105	10.48%	115	106	7.93%



System Performance Ridership Report June 2011

	December 2011	January 2011	February 2011	March 2011	April 2011	May 2011	June 2011	June 2010	Percent Change 2011/2010	FY11 Year To Date	FY10 Year To Date	Percent YTD Change 2011/2010
DART Fixed Route Ridership	278,278	300,404	285,233	322,732	322,599	320,484	282,469	280,489	0.71%	3,744,743	3,694,630	1.36%
Local Routes:												
#1 - Fairgrounds	15,032	17,144	14,827	16,955	17,116	16,993	13,325	15,108	-11.80%	352,267	513,075	-31.34%
#3 - University	56,603	59,219	56,131	63,564	62,447	61,099	62,434	63,808	-2.15%	736,275	734,160	0.29%
#4 - Urbandale	26,832	28,819	26,976	30,673	29,958	29,506	25,816	26,299	-1.84%	342,056	315,646	8.37%
#5 - Clark	14,314	15,977	15,585	17,352	16,939	16,257	13,488	14,119	-4.47%	183,666	206,790	-11.18%
#6 - Douglas	42,422	43,671	42,999	47,365	48,813	49,115	43,747	40,512	7.99%	534,298	481,976	10.86%
#7 - Ft. Des Moines	34,879	36,609	37,284	44,957	45,778	45,332	37,616	34,143	10.17%	469,275	427,079	9.88%
#8 - South Union	7,426	9,152	8,557	9,389	10,643	10,976	8,277	7,535	9.85%	104,779	98,558	6.31%
#10 - Pleasant Hill**	0	0	0	0	0	0	0	0	#DIV/0!	0	67,680	-100.00%
#11 - Ingersoll/WDM	20,635	22,125	21,657	24,274	24,309	22,295	19,829	17,437	13.72%	259,417	55,110	370.73%
#12 - Urbandale Business Park	0	0	0	0	0	0	0	0	#DIV/0!	0	4,036	-100.00%
#13 - SE Park Ave.	5,938	6,991	6,290	5,760	6,600	6,782	1,446	2,272	-36.36%	64,779	50,422	28.47%
#71 - Ankeny/Delaware**	651	649	782	1,079	987	828	884	1,090	-18.90%	10,712	9,444	13.43%
Shuttle Routes:												
Link Shuttle	1,513	1,678	1,030	1,444	1,600	1,463	1,401	7,138	-80.37%	18,336	100,542	-81.76%
Dline	15,398	14,674	14,594	15,651	14,385	16,422	18,274	14,804	23.44%	196,195	187,895	4.42%
DMACC	102	169	147	101	148	85	148	76	94.74%	1,708	1,186	44.01%
Lincoln/McCombs	6,736	8,556	7,339	6,585	8,402	9,354	1,156	2,414	-52.11%	77,565	74,454	4.18%
Express Routes:												
#90 - Airport South Business Park	1,039	1,014	612	849	712	717	816	1,157	-29.47%	10,801	10,406	3.80%
#91 - Northwest	1,254	1,502	1,280	1,770	1,407	1,569	1,534	1,621	-5.37%	17,249	18,232	-5.39%
#92 - Urbandale	2,556	3,296	2,654	3,168	2,644	2,487	2,702	3,897	-30.66%	35,281	35,488	-0.58%
#93 - NW 86th Express	3,568	4,070	3,831	4,637	4,422	4,595	4,775	2,810	69.93%	47,021	37,767	24.50%
#94 - Westown	1,287	1,632	1,333	1,607	1,796	1,691	1,408	2,469	-42.97%	18,378	17,438	5.39%
#95 - Vista	2,653	3,134	3,181	3,566	3,056	2,647	3,172	3,224	-1.61%	37,100	32,419	14.44%
#96 - E.P. True	3,092	3,694	3,355	3,829	3,470	3,664	3,729	5,414	-31.12%	43,581	48,708	-10.53%
#98 - Ankeny	6,970	8,380	7,312	8,784	8,052	8,039	8,053	5,459	47.52%	89,666	85,258	5.17%
#99 - Altoona	2,299	2,636	2,198	3,266	3,070	2,791	2,716	2,277	19.28%	29,527	27,268	8.28%
On-Call Routes (Operated by Paratransit):												
On-Call: Ankeny	166	152	152	146	145	180	124	192	-35.42%	1,914	2,473	-22.60%
On-Call: Des Moines	299	332	307	368	322	304	279	256	8.98%	3,433	3,216	6.75%
On-Call: Urbandale	2,372	2,670	2,478	2,927	2,594	2,438	2,322	2,285	1.62%	29,726	24,859	19.58%
On-Call: West Des Moines	1,687	1,680	1,608	1,801	1,923	1,998	1,863	2,022	-7.86%	20,121	16,615	21.10%
On-Call: Clive	465	653	596	680	728	748	795	246	223.17%	7,164	4,149	72.67%
On-Call: REGIONAL	90	126	138	185	133	109	340	405	-16.05%	2,453	2,281	7.54%
DART Paratransit Ridership	11,918	12,248	11,196	13,660	13,677	12,369	12,593	14,106	-10.73%	152,736	165,021	-7.44%
Bus/Van	11,158	11,432	10,639	13,006	13,139	11,844	12,120	13,061	-7.20%	143,718	151,122	-4.90%
Cab	760	816	557	654	538	525	473	1,045	-54.74%	9,018	13,899	-35.12%
DART RideShare Ridership	21,978	23,254	21,690	29,000	24,374	24,568	25,331	25,320	-2.97%	282,513	296,028	-5%
TOTAL RIDERSHIP	312,174	335,906	318,119	365,392	360,650	357,421	320,393	319,915	0.15%	4,179,992	4,155,679	0.59%

* Last day of operation 4/23/10

** April 23 was the last day of operation. Is now route 1.

MONTHLY REPORT



11A: Development Department

Staff Resource: Elizabeth Presutti, General Manager

June Employer Presentations:

- Principal (4 visits)
- OPTIMAE Train the Trainer for 15 staff members
- Mercy Bus Training for 25 residents
- EMC Urbandale-Rideshare and DART Service Presentation

June Customer Service Statistics:

- 65 email replies were provided.
- 95 complaints were received.
- 9 commendations were received.

-
- Customer comments were down slightly however we did see an increase in Bus Early/Late. Out of the 25 early/late comments only 5 were found to be proven. Most of the unproven comments, the video showed no one was at the bus stop.
 - Driving Skills did show a reduction. Out of the 25 comments entered only 6 were found to be proven.
 - Passed-up Customer was up in numbers from last month, however out of the 19 called in only 3 were found to be proven.
 - Rude Comments were down significantly for the month.
 - Many of the Commendations were driven by the operators responding to the customer in a polite and positive way. The Customer Service department received 2 of the commendations for their professional and positive attitude while assisting the DART customers. And again this month our singing bus driver made some of our passengers smile, which is always a good thing.
 - The supervisors work very hard investigating the comments called in. For the month of June 2011 the 95 total comments entered, 76% were found to be unproven.

Public Information and Communications:

- Staff arranged interviews for and provided information to the Des Moines Business Record for a lengthy piece about the recent past and near future of DART that appeared in the July 8 issue. The piece not only looked back at the accomplishments of the first five years of the agency under former General Manager Brad Miller; it also looked ahead to the many big projects expected to come on line in the coming years under new General Manager Elizabeth Presutti. DART Chair Angela Connolly was also interviewed.

MONTHLY REPORT
11A: Development Department



- Staff also helped arrange for the Des Moines Business Record to publish “A Closer Look” section on DART’s newly named General Manager, Elizabeth Presutti. The piece was published on July 29th and was accompanied by a brief video interview with Elizabeth that appears online.
- DART staff coordinated the schedule and staffing of the public meetings for the DART Forward 2035 meetings. In order to accommodate back-to-back meetings each night Monday through Friday, two advance teams worked independently to make sure each of the meeting locations were set up prior to planning staff and the consulting team arriving and breaking down the meeting rooms afterward. Great credit is due to Rebecca Lovig, PJ Sass, Tom Reynolds, Kirstin Baer-Harding and Bobbi Fellenz for their hard work.
- DART staff produced and published content for the website about the DART Forward 2035 Recommendations and Alternatives Analysis.
- DART staff worked with members of the media on coverage of the DART Forward 2035 Recommendations. Most notably, The Des Moines Register published a lengthy piece on Monday, July 18th, previewing the proposed changes on the first day of the public meetings. The meetings were also previewed by WHO TV, KCCI and ABC-5, as well as WHO Radio. Ron Cheatem announced the meetings on each of his morning reports that week on WHO TV. The meetings were covered by The Des Moines Register, The Des Moines Register Ankeny and Urbandale sections, a new web-based news site called Ankeny Patch, and the Des Moines Business Record.

New Bus Garage Expansion Project:

- All the construction on the bus garage expansion project is completed.
- Substantial Completion documents were signed on June 28, 2011.
- Parsons Brinckerhoff will perform the final punchlist walk thru on July 27, 2011.
- Any punchlist items that are found will be corrected before the final paperwork or payments are completed.

Bus Shelter Request for Proposal (RFP):

- The Planning Department completed an RFP for the design and purchase of new bus shelters.
- Tolar Manufacturing submitted the winning RFP.
- The initial shelter design meeting was held on June 28, 2011.
- We are currently working with Tolar to finalizing the design and begin production of the new shelters.
- The new bus shelter design will incorporate the design of the new DART Central Station.
- We are planning to begin installation of our new shelters later this fall.

Windsor Heights Wal-Mart/Sam’s Club Bus Stop Enhancement Project:

- The Planning Department is working with the City of Windsor Heights and Wal-Mart on a bus stop enhancement project.
- The current bus stops do not have a good safe surface for passengers to wait for the bus, proper sidewalks, provide shelter from the elements or have other amenities that would make the site attractive to customers. In addition stopping for passengers inhibits safe traffic flow through the intersection of Buffalo Rd. and the Frontage Rd.

MONTHLY REPORT
11A: Development Department



- The design will incorporate a bus pull off area from the main drive with our newly designed bus shelters, shopping cart stalls, bike racks, improved sidewalks and other possible amenities.
- The project is being planned in two phases. The first phase will be the east side of the Frontage Road. The second phase will complete the west side of the Frontage Road.
- The City of Windsor Heights and Wal-Mart will complete the construction and DART will supply the bus shelters.
- It is our hope that the first phase of the project will be completed this fall.

RideShare:

- Conducted a lunch and learn at EMC Insurance, Urbandale Campus.
- Two new vanpools started, Altoona to Grinnell and Ankeny to West Des Moines.
- Over 50% of RideShare primary drivers have now been recertified with all to be recertified by the end of the calendar year.

DART Advertising Program – New June Advertisers:

- Country Financial

Other Marketing Activities:

- August 11 to 21 – Iowa State Fair

MONTHLY REPORT



11B: Operations (Fixed Route & Maintenance) Department

Staff Resource: Tom Reynolds, Chief Operating Officer

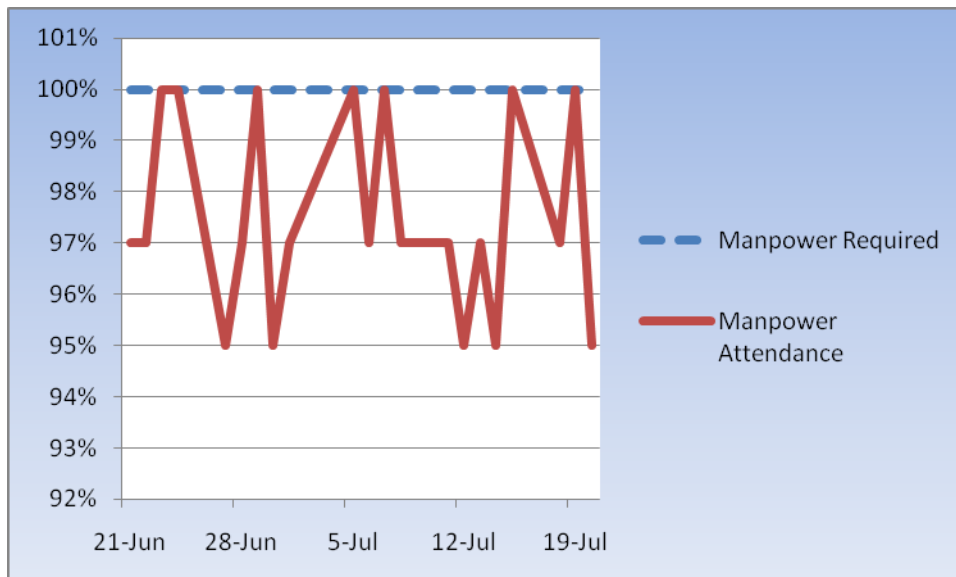
Operations:

HOT HOT HOT...everybody knows it was hot here in the Greater Des Moines area. In a couple of Ron Cheatem’s morning reports he said our buses will be a cool place to be. Maintenance did a good job of living up to Ron’s remarks. DART had some A/C problems, but they were quickly addressed and the fleet held up very well in the adverse conditions. Operators kept their cool when problems occurred, but the Maintenance Technicians did a fantastic job in keeping the fleet up and running cool. Manager Scott Reed and Maintenance Supervisor Don Matz did a great job and they appreciated the extra effort put out by everyone in the Shop.

It’s time for the Iowa State Fair! It was in the middle of the Fair when I arrived at DART last year. I did not have the opportunity to participate in the planning of it, but now I can appreciate the organizing efforts of Bobbi Jo Fellenz and Jim Tishim. All of the Operations departments are gearing up for the Fair and we are looking forward to making this year more successful than last.

Transportation:

Manpower Report - Attendance for AM Pull-outs was very favorable for the last few weeks. The number of 100% attendance days increased from the prior periods.



Full Roster - Human Resources filled our roster with Bus Operators thanks to the efforts of Ms. Diana Duncan and Safety/Training Manager Mike Kaiser following up to train them. A full roster reduces the amount of overtime required to meet service. With a full roster, DART is planning to meet State Fair manpower needs with fewer outside Operators compared to prior years. This was

MONTHLY REPORT

11B: Operations Department

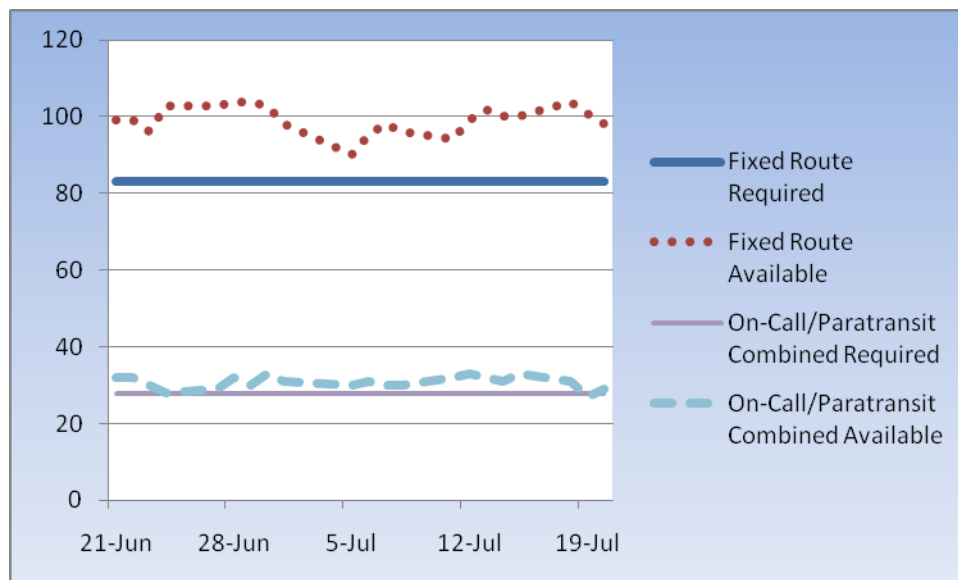


an effort DART was working on with the ATU at the request of President Cheryl Wolfe. Many of our Operators take pride in making this happen. After the State Fair, DART immediately goes into providing the extra service for the school year. Having a full roster helps DART meet the extra service we provide the schools.

Schools – Later in August is when most of the Des Moines Public Schools will open. This effort has its share of service challenges ranging from schools with no IDs till October to students missing buses to behavior problems. As a means to improving our efforts in serving the schools, Transportation Manager Randy McKern, Customer Service Manager PJ Sass and I will be reaching out to schools to increase communication. DART did not know the Charter school was starting in late July, mainly because no special service was requested. Transportation responded with extra Supervisors to assist with after-school ridership concerns. DART also worked out a temporary pass for the students, rather than staying with the school’s initial suggestion to allow students to ride if they wore their uniforms.

Maintenance:

While Vehicle Maintenance did a great job during the hot spells for Fixed Route, it did not meet its service goals for the On-Call service needs for one day (7/19/11). Maintenance was able to meet service levels later that day, but renewed its efforts to prevent future problems.



Purchasing:

Light Duty Bus Deliveries - One effort to help Maintenance meet service levels is the arrival of two light duty buses. The buses, according to Manager Mike Drottz, are in the final stages of production/quality control checks. They should be at DART prior to or near the date of the Commission meeting. Maintenance will perform its own quality checks prior to releasing them for service. Implementing this practice after the last delivery has put the manufacturer on notice that DART expects a quality product.

Heavy Duty Bus Orders - DART has two 40-foot buses from Orion in the early stages of production with an expected delivery date of early October. The other two Gillig 30-foot buses are in the engineering phase with a delivery date in early 2012.

MONTHLY REPORT
11B: Operations Department



The Hoist Replacement Project – The contractor has broken ground in one maintenance bay and is ready to install the hoist. The first install requires additional time as both parties find out what's underneath DART's facilities and proceed accordingly to ensure a sound installation.

Rideshare Vans – Ten Rideshare Vans were delivered to DART during the week of July 11th.

Buildings & Grounds:

Manager Jim Garrett is settling in quickly and will be tackling four State Public Transit Infrastructure Grant projects, they include: 1) Repairs to the Operations Washrooms, 2) Installation of a new retention pond pumping system, 3) Installation of a sewer backflow preventer, and 4) a Mid-life Rehab of DART's Bus Washer.

MONTHLY REPORT



11C: Paratransit Department

Staff Resource: Chet Bor, Paratransit Director

Safety Initiatives:

- The July safety meeting included our annual mobility device securement re-certification, including hands-on demonstration. We also covered defensive driving. Three drivers advanced to the next level of the Safe Driving Award.
- Paratransit had a stellar year with regards to safety and the Accident Frequency Rate (AFR). The standard of excellence that we strive for is 100,000 miles between preventable accidents. Paratransit shattered that mark, posting an AFR of **131,164** for the year!

FY11	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD AFR
Paratransit													
Accidents	2	0	1	1	0	2	1	0	0	0	1	1	9
Mileage	97,313	103,836	100,111	99,372	94,235	95,560	95,302	91,990	105,322	97,338	97,194	102,907	1,180,480
AFR	48,657	103,836	100,111	99,372	94,235	47,780	95,302	91,990	105,322	97,338	97,194	102,907	131,164
Per 100K Miles	2.06	0.00	1.00	1.01	0.00	2.09	1.05	0.00	0.00	0.00	1.03	0.97	0.76

- Paratransit earned its 10th Safety Award Barbeque for another 90 consecutive days without a reportable injury. The drivers and staff will enjoy a well earned steak barbeque on August 9th.
- Paratransit driver Paul Flohrs won 2nd Place at the State Rodeo.



State Medicaid Brokerage:

- On June 23rd, DART began providing service to the State Medicaid Brokerage, operated by TMS Management Group, Inc. In June, DART provided 35 trips for an average of 6 per day.
- In July, we are averaging 10 trips per weekday. On an annual basis, we expect to provide approximately 3000–3500 trips, however this is a low estimate and the numbers could be much higher as new clients enter the system.

MONTHLY REPORT



11D:	General Manager
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Staff Resource: Elizabeth Presutti, General Manager

Meetings:

- **DART Forward 2035 Plan:** The DART Forward 2035 plan continues to be the top priority amongst staff, and countless hours have been spent ensuring its success in the community. Over the last month I have met with the following to provide an update on the process, as well as review recommendations:
 - ***City Managers*** – Several City Managers from DART’s service area met on July 13th at DART to review the plan recommendations and provide feedback.
 - ***MPO Planning and Engineering Subcommittee*** – Several planners and engineers from communities in DART’s service area met on July 20th at DART to review the plan recommendations and provide feedback.
 - ***Public Meetings*** – Nine public meetings were held the week of July 18th to outline the recommendations of the DART Forward plan. Over 200 people attended the meetings.
- **Leadership APTA Program** – I attended my last one-week seminar for the Leadership APTA program. It was an eventful week as we presented our research projects to peers and attended workshops on decision making, negotiating and took tours of transit facilities in Los Angeles. In addition, I was elected to serve on the Leadership APTA committee for next year to assist in picking next year’s class, as well as participating in their activities.

Legislative Activities:

- **IPTA Conference Call with Senator Grassley** – The Iowa Public Transit Association invited me to participate on a conference call with the IPTA Board, Ed Redfern (IPTA’s Federal Lobbyist) and Senator Grassley. The IPTA Board and I outlined our growing need for funding and the impact of funding cuts on transit systems across Iowa.
- There has been lots of buzz about legislative alerts in the last few weeks requesting agencies to send letters outlining the importance of a new bill and stating that cuts to the program will impact systems negatively. Attached are the letters that I sent on behalf of DART to our Congressional Delegation regarding the potential bill.



July 14, 2011

Congressman Tom Latham
U.S. House of Representatives
2217 Rayburn HOB
Washington D.C., 20515

Dear Congressman Latham,

It is absolutely essential to the short and long-term economic vitality of Iowa and the United States to maintain, if not increase, federal funding for public transportation. I am writing to ask for your support on this important issue at a most critical time, as a transportation reauthorization bill is being considered by Congress.

We ask that you support at least maintaining the current funding levels for public transportation, particularly the formula funds which DART relies heavily on, by reaching out to your contacts on the Senate Committee on Finance and the House Transportation and Infrastructure Committee. You have our full support in this effort, and we would gladly assist you in any way we can.

DART supports the effort of the Senate for a two-year surface transportation authorization bill that would authorize funding for Fiscal Year (FY) 2012 and FY 2013 at current levels, adjusted for inflation. This would allow DART to maintain the critical funding that it relies on for daily operations and the maintenance to buses.

As you surely know, Congressman John Mica of Florida, the Chairman of the House Transportation and Infrastructure Committee, proposed a transportation bill of \$230 billion over 6 years. That would slash federal transportation funding by more than 30 percent from current levels, and it's far less than investments of \$500 billion or \$550 billion that were previously proposed.

Such a funding cut would have devastating effects on transit agencies in Iowa and across the nation – and, more importantly, on the students, employees and companies who depend on public transit every day. At DART, a cut of 30 percent would result in the loss of approximately \$2.1 million annually. This would deeply impact not only DART's operating budget but also its ability to maintain and replace buses. The loss in operating revenue would require cuts to service, drastically limiting residents' access to jobs, schools and shopping. The net effect would be to delay economic recovery.

The economic benefits of a robust transportation network are hard to overstate. Every \$1 billion invested in public transportation supports and creates 36,000 jobs. In this time of economic recovery, it is crucial for that job support and creation to continue.

Please let me know if I can be of further assistance on this very important transportation issue for Iowa. Thank you for all that you do.

Sincerely,

A handwritten signature in blue ink, appearing to read "Elizabeth Presutti", is written over the typed name.

Elizabeth Presutti
DART General Manager



July 14, 2011

Congressman Leonard Boswell
1026 Longworth House Office Building
Washington, DC 20515

Dear Congressman Boswell,

It is absolutely essential to the short and long-term economic vitality of Iowa and the United States to maintain, if not increase, federal funding for public transportation. I am writing to ask for your support on this important issue at a most critical time, as a transportation reauthorization bill is being considered by Congress.

We ask that you, as a senior member on the Transportation and Infrastructure Committee, maintain the current funding levels for public transportation, particularly the formula funds on which DART heavily relies. You have our full support in this effort, and we would gladly assist you in any way we can.

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Elizabeth Presutti
DART General Manager





July 14, 2011

Senator Tom Harkin
U.S. Senate
731 Hart Senate Office Building
Washington D.C., 20510

Dear Senator Harkin,

It is absolutely essential to the short and long-term economic vitality of Iowa and the United States to maintain, if not increase, federal funding for public transportation. I am writing to ask for your support on this important issue at a most critical time, as a transportation reauthorization bill is being considered by Congress.

We ask that you support at least maintaining the current funding levels for public transportation, particularly the formula funds which DART relies heavily on, by reaching out to your contacts on the Senate Committee on Finance and the House Transportation and Infrastructure Committee. You have our full support in this effort, and we would gladly assist you in any way we can.

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Elizabeth Presutti
DART General Manager





July 14, 2011

Senator Chuck Grassley
U.S. Senate
135 Hart Senate Office Building
Washington D.C., 20510

Dear Senator Grassley,

It is absolutely essential to the short and long-term economic vitality of Iowa and the United States to maintain, if not increase, federal funding for public transportation. I am writing to ask for your support on this important issue at a most critical time, as a transportation reauthorization bill is being considered by Congress.

We ask that you, as a senior member of the Senate's Committee on Finance, maintain the current funding levels for public transportation, particularly the formula funds on which DART heavily relies. In addition, I request that the Committee of Finance provide sufficient resources to advance a surface transportation authorization bill this year. You have our full support in this effort, and we would gladly assist you in any way we can.

DART supports the effort of the Senate for a two-year surface transportation authorization bill that would authorize funding for Fiscal Year (FY) 2012 and FY 2013 at current levels, adjusted for inflation. This would allow DART to maintain the critical funding that it relies on for daily operations and the maintenance to buses.

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Elizabeth Presutti
DART General Manager





Future DART Commission Items

August 2, 2011

DATE TO BE DETERMINED	
Action Items	Information Items
<ul style="list-style-type: none"> - DART Forward 2035 Plan Workshop 	
September 27, 2011 5:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> - DART Forward 2035 Plan Adoption - Grant Applications 	<ul style="list-style-type: none"> - FY 2011 Budget
October 25, 2011 5:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> - 2011 Federal and State Legislative Priorities 	<ul style="list-style-type: none"> - Quarterly Safety Report
November 22, 2011 5:00 P.M.	
Action Items	Information Items
December 20, 2011 5:00 P.M.	
Action Items	Information Items

Key Meetings/Dates:

- October 2-5 – APTA Annual Meeting and EXPO, New Orleans, LA

Other Future Items:

- DART Commission Redistricting