



NOTICE OF COMMISSION MEETING AND AGENDA
DES MOINES AREA REGIONAL TRANSIT AUTHORITY
DART MULTIMODAL ROOM, 620 CHERRY STREET
APRIL 3, 2018 – 12:00 PM



	Page #
1. CALL TO ORDER	
2. ROLL CALL AND ESTABLISHMENT OF QUORUM	
3. NOTICE OF MEETING	
4. APPROVAL OF APRIL 3, 2018 AGENDA	
5. PUBLIC COMMENT (Limit 3 minutes)	
6. TRANSIT RIDERS ADVISORY COMMITTEE	
7. RETIREMENT RECOGNITION – MARK KEUL – 21 YEARS OF SERVICE	
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13. COMMISSIONER ITEMS	
14. NEXT MEETING: Regular DART Meeting - Tuesday, May 1, 2018 – 12:00 P.M.	
A. DART Vision Workshop – Friday, May 18, 2018 – 7:30 A.M.	
15. ADJOURN	

Language, visual, hearing and transportation services are available at meetings upon request. For requests, please call DART at 515.283.8100 at least 48 hours in advance of the meeting.



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
620 CHERRY STREET – DES MOINES, IOWA 50309
MARCH 6, 2018**



ROLL CALL

Commissioners/Alternates Present and Voting:

Vern Willey, Gary Lorenz, Doug Elrod, Andy Lent, Michael McCoy, Frank Cownie, Michael Just, Jeremy Hamp, Treasa Mitchell, Sara Kurovski, Angela Connolly, Tom Gayman, Tom Hadden (arrived at 12.02pm), and Zac-Bales Henry (arrived at 12.02pm).

Commissioners Absent:

John Hathaway, Mike Backous, Paula Dierenfeld, Jason Morse and Gerald Lane

Other Commissioners/Alternates Present:

Josh Mandelbaum

CALL TO ORDER

Tom Gayman, Chair, called the meeting to order at 12.00 p.m. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Tom Gayman, Chair requested a motion to approve the agenda as presented.

It was moved by Michael McCoy and seconded by Sara Kurovski to approve the March 6, 2018 agenda. The motion carried unanimously

PUBLIC COMMENT

No Comments

CONSENT ITEMS

6A – Commission Meeting Minutes – February 6, 2018

6B – RideShare 15-Passenger Van Purchase

6C – Medium-Duty Bus Purchase

It was moved by Vern Willey and seconded by Sara Kurovski to approve of consent items as presented. The motion carried unanimously.



ACTION ITEMS

7A – DART Electric Bus Pilot Program

The proposed project elements for the DART Electric Bus pilot include seven (7) electric buses - range suitable for all-day service, depot charging stations, 1100 DART Way infrastructure improvements, electrical service upgrade Transformer upgrade, generator back-up. The anticipated total pilot project cost is \$7,071,000. Seventy-five percent of the funding is being provided by grants, 13% is local funding and 12% is being funded through a partnership with MidAmerican Energy.

In an effort to secure more funding DART applied for a grant opportunity through the Environmental Protection Agency's Diesel Emission Reduction Act (DERA) grant program. The DERA grant is being managed by the Iowa DOT. DART was recently notified that the electric bus pilot project was selected for funding. The award amount is \$378,000, which will go towards bus and charging station purchases.

DART partnered with Proterra, Inc. to develop a comprehensive electric bus plan including grant writing, training, manufacturing and the implementation of the buses and charging systems. Staff have finalized the bus order and specifications in order to place the bus purchase.

It was moved by Frank Cownie and seconded by Angele Connolly to approve Part A, (Electric Bus Pilot Project and Funding Plan), Part B (grant acceptance for DERA grant) and Part C (a contract for the purchase of seven (7) Battery Electric Buses with Proterra Inc. and the corresponding charging stations for the Not to Exceed amount of \$6,510,000) as presented. The motion was carried unanimously.

7B – RideShare Minivan Purchase

DART's Capital Investment Program calls for the replacement of a Rideshare minivan every five (5) years. This will allow the average age of the fleet to stay near the target of 2.5 years. DART's most recent RideShare minivan purchase was in April 2017.

It was moved by Vern Willey and seconded by Angela Connolly to approve the purchase of five (5) RideShare Minivans from Billion Auto – Clinton Toyota for a Not to Exceed Amount of \$160,000. This includes a 5% contingency for make ready costs and delivery.

7C – January 2018 Financials

Amber Dakan, Finance Manager, provided a presentation on the January 2018 Financials. Fixed Route Operating revenue is 4.69% under budget projections. Operations expenses are 5.69% below budget projections year to date.

Paratransit Operating revenue is 19.37% lower than budget expectations. Operating expenses are currently showing budget savings of 7.3%.

Rideshare revenues were 6.8% below budget. Operating expenses are below budgetary expectations by 4.34%.

It was moved by Sara Kurovski and seconded by Jeremy Hamp to approve the January 2018 Financials. The motion carried unanimously.



7D – Withdrawal Approval from Cities

DART received notification prior to December 31, 2016 from the cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells, requesting to withdraw from DART effective June 30, 2018. Each of the cities requesting withdrawal sent out letters to all of DART's participating communities notifying them of their intent to withdrawal. Article XVI of the Amended and Restated Agreement for Des Moines Regional Transit Authority provides that the DART Commission, in its sole discretion, may require a participating community seeking withdrawal from DART to pay over to DART an amount determined by the Commission to be necessary to fully fund the withdrawing participating community's share of bonds or credit obligations issued to fund the construction of capital improvements or the acquisition of equipment for DART. The total debt service reserve for future debt obligations for the cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells is \$164,616.32. The payments for Carlisle, Elkhart, Mitchellville and Polk City totaling \$159,168 will be levied through property taxes. The payment for Runnells totaling \$5,448 will be paid via check before the end of FY 2018.

It was moved by Michael McCoy and seconded by Tom Hadden to approve the withdrawal of the Cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells provided each pay the pro rata share of outstanding debt as outlined to DART. This will be effective as of June 30, 2018. The motion carried unanimously.

8. PUBLIC HEARING ON FY 2019 BUDGET AND TAX LEVY RATES

Chair, Tom Gayman opened a public hearing at 12:53 p.m. to discuss the DART FY2019 budget and tax levy rates was convened and asked for comments from the floor.

No public comment was heard regarding the FY2019 Budget and Tax Levy Rates.

Chair, Tom Gayman closed the public hearing at 12:54 p.m. of the FY2019 Budget and Tax Levy Rates.

8A – ACTION – Approve FY 2019 Budget and Tax Levy Rates

The DART Board of Commissioners approved DART's budget for FY2019. The budget maintains all bus services without increasing DART's property tax levy rates.

A motion by Ms. Connolly and second by Mr. Hadden to approve the FY2019 Budget and Tax Levy Rates as presented. The motion carried unanimously.

DISCUSSION ITEMS

9A - Performance Report – January 2018

Elizabeth Presutti, CEO shared that the Express ridership is a little down, which is due to the month of January having one less week day. This has a significant impact on these particular routes. Rideshare has grown over 6,000 more rides and nearly 200 more customers when comparing this January to last January. We are seeing continual growth due to our partnership's with businesses in the community.

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Overall ridership is down less than 1% YTD and Fixed Route is down about 2% which we hope as the weather gets better we will see an improvement in these numbers. The weather has significant impact to our overall ridership numbers (school closings etc.).

We started the Deer Ridge service last week and we are seeing approximately 3-5 riders per day. This service goes 2 times a week (noted not in commission report as new information). Training for these riders in conjunction with Des Moines Public Schools will occur this evening (March 6, 2018). Continuing to see an impact in Paratransit from the Medicare changes, which we will continue to monitor.

MONTHLY REPORTS

10A – Operations

No Update

10B – Engagement

No Update

10C – Procurement

No Update

10D - Chief Executive Officer

Elizabeth Presutti shared that the Des Moines Register, the Greater Des Moines Partnership and Young Professionals Connection selected DART's Business Development Coordinator Nick Peterson as the 2017 YP of the Year.

DART has received an APTA AdWheels First Place Award for Best Comprehensive Educational Campaign for the DART Forward 2035 update. This was awarded to some of our staff members at this week's APTA Marketing Conference in San Francisco.

DART is collaborating with DMARC Food Pantry. The Pantry will be at DART Central Station twice a month. Our first engagement was last week and it was very successful, serving over 31 families and over 50 people. DMARC commented that this is the most successful location they have had.

FUTURE AGENDA ITEMS

Friday, May 18th - DART Vision Commission Workshop

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COMMISSIONER ITEMS

None

Chair, Tom Gayman adjourned the meeting at 1:30 p.m.

Chair

Clerk

Date

***OFFICIAL NOTICE OF THE NEXT DART COMMISSION MEETING DATE IS HEREBY PUBLISHED:

The next regular DART monthly Commission Meeting has been scheduled for April 2, 2018 at 12:00 pm in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa.



CONSENT ITEM



8B: FY2019 State Grant Application

Action: Approve the FY2019 consolidated state transit funding application

Staff Resource: Debra Meyer, Financial Analyst

Background:

This consolidated resolution will summarize the individual grant programs included in the annual Iowa Consolidated Transit Funding Application. The Iowa Department of Transportation's Office of Public Transit requires this resolution to be assured that the applying transit system has the necessary local-match resources and the ability to implement the projects according to its rules and regulations. All of the projects in the application support capital and operating projects identified in the FY2019 budgets.

Operating:

State Transit Assistance Formula Funds (STA):

- The State of Iowa allocates approximately \$14.6 million of the registration fees on new vehicle sales to transit; the funds are distributed annually to the 35 rural and urban public transit agencies in Iowa.
- The state estimates the allotment for DART in FY2019 will be \$1.64 million, no increase over the current year. DART will be applying for the funds to offset operating costs.

5311– Federal Rural Formula Program:

- The state distributes these federal funds annually based on populations served by DART outside the defined Des Moines Urbanized Area.
- The state lists DART's portion for FY2019 at \$13,942, a 25% increase from the current year. DART will be applying for the funds to offset paratransit operating costs in the non-urban portions of Polk County.

Capital:

Iowa State Public Transit Infrastructure Grants (PTIG):

- The PTIG program funds vertical infrastructure projects for Iowa transit agencies. The DOT's budget request for FY2019 is \$1.5 million, with no more than 40% of the total going to an individual agency in a single year.
- DART was successful in obtaining prior year grants to renovate the offices of the 1100 DART Way Operations and Maintenance facility. The next project is to upgrade the facility's electrical infrastructure, which primarily dates back to 1977, with repairs made after the 1993 floods.



CONSENT ITEM

8B: FY2018 State Grant Application

- DART will request \$300,000 in state funding, which requires \$75,000 in local match.

5339– PTMS Bus Replacements:

- DART buses are eligible to compete for replacement through the state's Public Transit Equipment and Facilities Management System (PTMS), which is funded with clean air or discretionary 5339 funding. Iowa buses typically have to average over 18 years of age to rank high enough to receive funding, so DART does not score well in the PTMS selection process.
- DART will be applying for \$1,422,432 in capital funding to replace three 2003 heavy-duty buses and one 2010 light-duty bus; if selected for funding, the project requires a \$251,017 local match.

Recommendation:

- Approve the grant submissions outlined above.



CONSENT ITEM



8C:	Software Contract Maintenance Renewals
Action:	Approve the following software maintenance extensions for five (5) year term(s): TransTrack and Microsoft Office 365
	A. TransTrack Contract Amount will be not to Exceed \$450,000
	B. Microsoft Contract Amount will be Not to Exceed \$190,000

Staff Resource: *Mike Tiedens, Procurement Manager*

Background:

- DART has capital investments in various systems and software to help manage the administrative as well as the transportation functions of the organization. As part of this investment, there is software maintenance and support that is required on an annual basis. The software maintenance is recommended for many reasons:
 - Enhancements to the functionality of the software
 - Security updates and bug fixes
 - Support from the vendor and upgrades when available
 - Support integrations between multiple systems
- The extended renewal will minimize the administrative effort
- DART also wishes to term the agreements to the DART fiscal year to assist the budgeting function as well as coordinate the payments with the fiscal calendar.

Products:

- TransTrack
 - In the fall of 2014, DART conducted a RFP for a data management and warehousing system. The system would aggregate data across all of DART's functional systems into one central location where the information is utilized to provide analytical and reporting tools to management to assist in making business decisions.
 - The contract was awarded to TransTrack.
 - Some of the key functions of the system include:
 - Key performance indicators
 - Performance Report
 - On time performance tracking and reporting
 - NTD Reporting
 - Asset tracking
 - The purpose of the extension is to provide ongoing support and build off the initial investment in the system.



CONSENT ITEM

8C: Software Contract Maintenance Renewals

- Microsoft Office 365
 - All Microsoft applications (Outlook, Word, Excel, PowerPoint, etc.)
 - DART receives government pricing for the Microsoft Office 365 products

Rates:

Vendor	Software Maintenance					Functionality, Reports, and Integrations	Total
	Year 1	Year 2	Year 3	Year 4	Year 5		
TransTrack	\$45,900.00	\$46,820.00	\$49,100.00	\$51,600.00	\$54,200.00	\$200,000.00	\$447,620.00
Microsoft	\$34,272.00	\$35,985.60	\$37,784.88	\$39,674.12	\$41,657.83	\$0.00	\$189,374.43

Funding:

- Funding will come from budgeted operating funds.

Recommendation:

- Approve individual five (5) year software maintenance extensions for the following existing systems: TransTrack and Microsoft Office 365.
 - The TransTrack contract amount will be Not to Exceed \$450,000
 - The Microsoft contract amount will be Not to Exceed \$190,000



ACTION ITEM



9A: Financial Audit Services

Action: Approve a three (3) year contract with two (2), one (1) year options with Baker Tilly Virchow Krause, LLP for Financial Audit Services for the amount Not to Exceed \$238,040.

Staff Resource: Mike Tiedens, Procurement Manager

Background:

- DART is seeking a qualified contractor to provide independent financial audit services. Services will include, but not be limited to the annual independent audit of DART's financial records and assistance to DART with preparation of audited financial statements.
- The contractor must also perform procedures required of FTA funding recipients:
 - Supplementary information required by the Governmental Accounting Standards Board (GASB).
 - Independent Auditor Statement for Federal Funding Allocation (IAS-FFA).
 - National Transit Database (NTD) reporting and auditing requirements.
- The contract term will be for fiscal years 2018 – 2020 with option years for 2021 and 2022.
- The procurement and recommendation for award for Financial Audit Services was reviewed by the DART Executive Committee at their March 2018 meeting.

Procurement:

- DART conducted a Request for Proposals (RFP) for the project. The RFP was published on January 30, 2018 and proposals were due at 2:00 PM Central on February 23, 2018.
- DART conducted on-site interviews with all proposers during the week of March 5, 2018.

Evaluation Summary:

Proposer	Baker Tilly	RSM US	Eide Bailly
Score	4.814	4.133	3.586
Price	\$216,400	\$239,215 (11% higher than BT and EB)	\$216,000
Transit Experience on proposed team?	Yes DART, VIA Metro, PACE, and many others	No Nationally they do have transit experience	Limited City of Ames/ CyRide (not a direct recipient)
Experience with Direct Recipients of FTA Funding?	Yes	Limited Only on a National level	No
Experience with NTD Testing?	Yes	Limited Only on a National level	No
Field Work Timeframe	4 days August/September	15 days August/September	No estimate October
Transtrack Experience?	Yes	No	No



ACTION ITEM

9A: Financial Audit Services

- After on-site interviews were conducted and evaluations were completed, Baker Tilly Virchow Krause, LLP had the highest score:
 1. Baker Tilly Virchow Krause, LLP – 4.81
 2. RSM US, LLP – 4.13
 3. Eide Bailly, LLP – 3.59

Baker Tilly Virchow Krause, LLP Background:

- Current Financial Audit Services provider to DART.
- Based out of Madison, WI with over 220 audit professionals dedicated to the public sector.
- Annually provide audit services to over 600 utility and transit entities.

Financial Proposal:

Item	Amount
Year 1	\$38,400
Year 2	\$39,600
Year 3	\$40,800
Year 4	\$42,000
Year 5	\$43,300
Payroll Services Review	\$9,900
Implement CAFR	\$2,400
Sub-Total	\$216,400
Contingency (10%)	\$21,640
Total	\$238,040

Funding:

- Funding will come from budgeted operating funds.

Recommendation:

- Approve a three (3) year contract with two (2), one (1) year options with Baker Tilly Virchow Krause, LLP for Financial Audit Services for the amount Not to Exceed \$238,040. This includes a 10% contingency.



ACTION ITEM



9B: February FY2018 Consolidated Financial Report

Action: Approve the February FY2018 Consolidated Financial Report

Staff Resource: Amber Dakan, Finance Manager

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route Operating revenue is 6.56% under budget projections. Other Contracted Services and School Funding are outperforming budget while Cash Fares and fare pass media are under budget.
- Fixed Route Non-Operating revenue is currently 0.22% above budget.
- Paratransit Operating revenue is 22.11% lower than budget expectations. All three categories are lower than expected. Primarily, Other Contracted Services trips makes up the largest variance which is attributed to the ongoing changes with the Iowa Medicaid program.
- Paratransit Non-Operating revenue is 0.71% below budget.
- Rideshare revenues are 5.58% below budget. Rideshare revenue is continuing to climb monthly and is forecasted to meet budget expectations by year end.

Operating Expense:

- Fixed Route Budget Summary – Operating expenses are 7.31% below budget projections year to date. Fuel and Lubricants, Salaries, Wages & Fringes, and Insurance are seeing the largest savings.
- Paratransit Budget Summary – Operating expenses are currently showing budget savings of 8.46%. Fuel and Lubricants, Salaries, Wages & Fringes, and Equipment Repair Parts are the categories seeing the most savings.
- Rideshare Budget Summary – Rideshare expenses are below budgetary expectations by 3.33%. Fuel & Lubricants, Salaries, Wages & Fringes, and Miscellaneous Departmental Expenses are the three categories seeing the most savings.

Recommendation:

- Approve the February FY2018 Consolidated Financial Report.

**** TOTAL Un-Audited Performance of February FY2018 Year to Date as Compared to Budget:**

Fixed Route	\$	1,141,287	Reserve for Accidents (See Balance Sheet):
Paratransit	\$	(94,640)	\$281,070.97
Rideshare	\$	<u>(12,363)</u>	
Total	\$	1,034,284	

FY2018 Financials: February 2018

FIXED ROUTE	February 2018			Year-To-Date-(8) Months Ending 2/28/2018		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	370,466	463,642	(93,176)	3,465,648	3,709,133	(243,486)
Non-Operating Revenue	1,756,143	1,848,126	(91,983)	14,817,286	14,785,005	32,281
Subtotal	2,126,609	2,311,767	(185,159)	18,282,934	18,494,139	(211,205)
Operating Expenses	1,864,795	2,311,767	446,973	17,141,647	18,494,139	1,352,492
Gain/(Loss)	261,814	-	261,814	1,141,287	-	1,141,287

PARATRANSIT	February 2018			Year-To-Date-(8) Months Ending 2/28/2018		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	88,340	150,983	(62,643)	940,820	1,207,867	(267,047)
Non-Operating Revenue	112,485	113,417	(931)	900,866	907,334	(6,468)
Subtotal	200,825	264,400	(63,575)	1,841,686	2,115,201	(273,515)
Operating Expenses	229,442	264,400	34,958	1,936,326	2,115,201	178,875
Gain/(Loss)	(28,617)	-	(28,617)	(94,640)	-	(94,640)

RIDESHARE	February 2018			Year-To-Date-(8) Months Ending 2/28/2018		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	72,451	68,792	3,659	519,638	550,333	(30,695)
Non-Operating Revenue	-	-	-	-	-	-
Subtotal	72,451	68,792	3,659	519,638	550,333	(30,695)
Operating Expenses	71,242	68,792	(2,450)	532,001	550,333	18,332
Gain/(Loss)	1,209	-	1,209	(12,363)	-	(12,363)



DISCUSSION ITEM



10A: Survey synthesis to inform DART Commission long-term planning

Staff Resource: Amanda Wanke, Chief External Affairs Officer

- DART and Flynn Wright staff will be presenting a synthesis of community surveys from the last two years in order to inform the DART Commission's long-term planning efforts.



DISCUSSION ITEM



10B: Upcoming Marketing and Communications Initiatives

Staff Resource: Erin Hockman, Marketing and Communications Manager

- A presentation regarding upcoming marketing and communications initiatives will be shared at the meeting.



DISCUSSION ITEM



10C: August 2018 Service Change

Staff Resource: Amanda Wanke, Chief External Affairs Officer

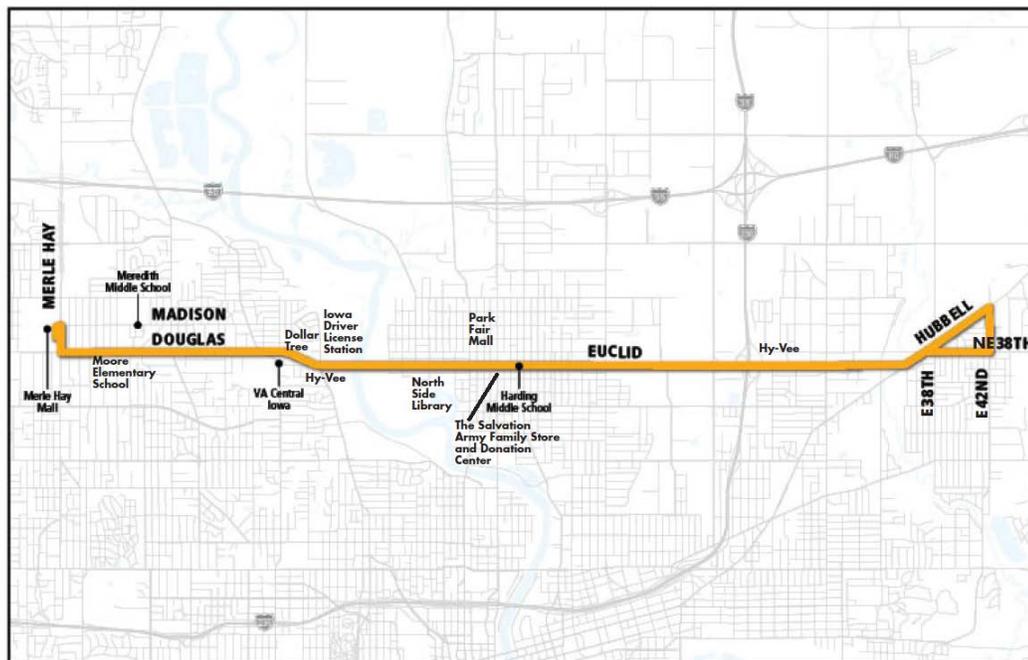
Background:

- Each August, DART implements a service change in order to make any necessary route and/or schedule changes to continue to improve service for its customers.
- Staff are proposing a number of service improvements for August 2018 that will be possible thanks to an Iowa Clean Air Attainment Program grant as well as implementation of schedule efficiencies, found through a schedule analysis, that will allow for earlier bus service in the morning on several local routes as well as improved frequency on a number of routes.
- Public input on the changes will be gathered in April, and staff will seek final approval on the recommended service changes from the Commission at their regularly scheduled May meeting.
- The public input plan will include online surveys, public meetings, digital outreach and more.
- At the Commission meeting, staff will be presenting the following changes in detail to the Commission for discussion and feedback:

Proposed August 2018 Service Change:

1. Implementation of the Route 50 Crosstown

- Service Level - Weekday service with 40-minute frequency
- Span - approximately 5 a.m. to 11 p.m.



ROUTE 50 - EUCLID CROSSTOWN

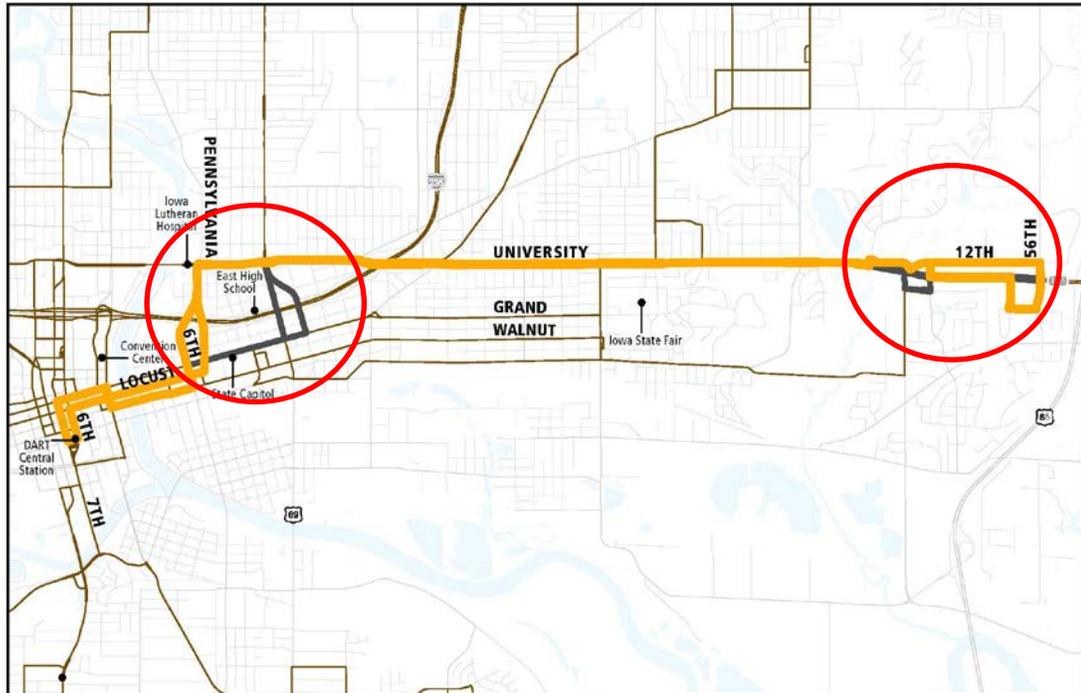
 Proposed Alignment
 Discontinued Segment



DISCUSSION ITEM
10C: August 2018 Service Change

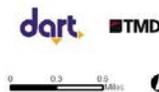


- Minor route modifications to the Route 10 to better serve Pleasant Hill and expand coverage in Des Moines.



ROUTE 10 - UNIVERSITY AVE

— Proposed Alignment — Existing Network
— Discontinued Segment — Streets



- Adjustments to school-related trips to accommodate the new bell times for DMPS.
- Schedule improvements to better serve customers.
 - Staff has been working to complete a comprehensive review of schedule/timetable for every route in the DART system with the assistance of DART's planning consultant Transportation Management & Design.
 - As part of the analysis, staff has found opportunities to improve the level of service on the street through efficiencies found in the schedules. Through the recalibration of running times on routes and layover requirements, DART is able to improve the level of service on key local routes without increasing the the total number of revenue hours of service DART operates annually.
 - Furthermore, the efficiencies gained through this process will allow DART to:
 - offer service on local routes starting earlier each weekday so that area employees are able to get to work by 6 a.m., and
 - provide more mid-day frequency on several local routes.
 - Both of these improvements—earlier service and more mid-day frequency—are frequently requested by riders and businesses.



DISCUSSION ITEM

10C: August 2018 Service Change

- o Express Route riders will see slight changes in their bus schedules. The changes will better reflect current running times for the routes.

DRAFT ROUTE FREQUENCY CHANGES FOR AUGUST 2018

Route	Current Frequency	Proposed Frequency
Route 1	15-30 peak / 30 midday	30 all day
Route 3	20 peak / 30 midday	20 all day
Route 4	30 peak / 60 midday	30 peak / 60 midday
Route 5	30 peak / 50 midday	30 peak / 60 midday
Route 6	10-20 peak/ 30 midday	20 all day
Route 7	15-20 peak/ 30 midday	20 all day
Route 10	60 all day (except 30 first hour)	60 all day (except 30 first hour)
Route 14	30 peak / 60 midday	30 all day
Route 15	15 peak / 30 midday	20 all day
Route 16	10-15 peak/ 30 midday	20 all day
Route 17	30 minute (all frequency out to Altoona, 15 minutes on Hubbell Short line in the peaks)	30 minute (all frequency out to Altoona, 15 minutes on Hubbell Short line in the peaks)
Route 52	30 peak / 60 midday	30 all day
Route 60	20 all day	20 all day
Route 50	--	40 all day

Proposed recommendation that will be brought to the Commission in May based on public input:

- Implementation of the Route 50 Crosstown with 40-minute frequency from 5 a.m. to 11 p.m.
- Minor route modifications to the Route 10 to better serve Pleasant Hill and expand coverage in Des Moines.
- Adjustments in schedules to serve the new bell times for DMPS.
- Schedule improvements to better serve customers.



System Summary Performance Report

February 2018

	August 2017	September 2017	October 2017	November 2017	December 2017	January 2018	February 2018	February 2017	February % Change FY18	FY18 February YTD	FY17 February YTD	YTD % Change FY18
Fixed Route												
Passengers	554,545	366,180	383,886	353,419	307,576	321,007	310,431	343,089	(9.52%)	2,862,785	2,939,875	(2.62%)
Mobile Ticketing Ridership	264	254	1,160	7,066	7,786	9,023	8,332	0	0.00%	33,885	0	0.00%
OTT Ridership	20,542	20,390	21,931	21,284	19,312	16,780	17,750	19,042	(6.79%)	156,143	155,504	0.41%
Unlimited Access Ridership	28,678	28,746	28,198	26,100	21,443	25,317	25,053	26,911	(6.90%)	207,503	221,398	(6.28%)
Bike Rack Usage	7,141	6,369	5,652	4,386	3,203	1,895	1,756	3,154	(44.32%)	36,562	37,196	(1.70%)
Passengers Per Revenue Hour	24.7	21.0	20.4	19.8	17.6	17.3	18.1	20.4	(11.04%)	19.5	20.0	(2.36%)
Average Passenger Trip Length	4.36	4.35	4.33	4.33	4.32	4.37	4.36	4.37	(0.07%)	4.35	4.37	(0.35%)
Complaints Per 100,000 Passengers	14.25	21.30	19.54	18.67	12.03	10.59	9.02	11.95	(24.52%)	15.02	10.54	42.44%
Commendations Per 100,000 Passengers	1.62	2.46	1.82	0.85	0.33	4.36	1.93	2.62	(26.32%)	2.03	1.56	29.48%
On-Time Performance	76.98%	77.69%	79.20%	83.23%	84.19%	85.02%	82.49%	82.95%	(0.56%)	81.36%	82.91%	(1.87%)
<u>Accident Frequency Rate by Service:</u>												
Preventable/100,000 Miles	2.53	1.11	2.73	2.52	1.85	0.35	3.75	1.15	226.61%	1.93	1.32	45.53%
Non-Preventable/100,000 Miles	2.25	1.48	0.68	1.08	1.11	1.39	3.00	2.30	30.64%	1.66	2.52	(33.85%)
<u>Maintenance:</u>												
Total Service Miles	356,040.4	270,161.2	292,939.7	277,902.1	270,461.1	288,119.7	266,443.2	261,064.9	2.06%	2,282,461.9	2,264,903.8	0.78%
Roadcalls/100,000 Miles	31.46	21.47	19.12	15.47	15.90	19.44	12.76	37.54	(66.01%)	22.52	36.25	(37.88%)
Active Vehicles In Fleet	123	123	123	123	123	123	123	127	(3.15%)	123	126	(2.08%)
Paratransit												
Passengers	9,423	8,904	9,586	8,417	7,772	8,329	7,543	8,981	(16.01%)	68,304	73,241	(6.74%)
Passengers Per Revenue Hour	2.4	2.5	2.4	2.3	2.3	2.2	2.2	2.6	(17.04%)	2.3	2.6	(9.69%)
Average Passenger Trip Length	8.89	8.95	8.96	8.98	8.97	9.04	9.08	8.88	2.27%	8.97	8.88	0.96%
Complaints Per 100,000 Passengers	84.90	101.08	83.46	83.17	193.00	180.09	159.09	11.13	1,328.77%	122.98	38.23	221.68%
Commendations Per 100,000 Passengers	10.61	33.69	0.00	0.00	0.00	12.01	26.51	0.00	0.00%	13.18	0.00	0.00%
On-Time Performance	84.63%	81.62%	82.33%	81.88%	84.18%	81.57%	82.43%	92.28%	(10.68%)	82.74%	92.61%	(10.66%)
<u>Accident Frequency Rate by Service:</u>												
Preventable/100,000 Miles	0.00	0.00	1.30	0.00	1.53	1.39	3.04	1.48	105.65%	1.04	2.12	(50.68%)
Non-Preventable/100,000 Miles	1.27	0.00	1.30	0.00	0.00	2.77	0.00	0.00	0.00%	0.87	1.41	(38.35%)
<u>Maintenance:</u>												
Total Service Miles	79,005.0	72,019.5	76,769.0	69,268.2	65,194.4	72,111.2	65,781.3	67,641.1	(2.75%)	574,547.5	566,717.0	1.38%
Roadcalls/100,000 Miles	10.13	11.11	5.21	10.11	12.27	4.16	7.60	4.44	71.38%	8.01	9.53	(15.98%)
Active Vehicles In Fleet	23	23	23	23	22	22	22	22	0.00%	23	22	3.39%
Rideshare												
Passengers	19,429	17,612	19,518	19,205	18,258	22,503	19,845	15,643	26.86%	152,453	123,391	23.55%
Passengers Per Revenue Hour	5.5	5.4	5.4	6.4	6.7	6.0	5.1	5.5	(6.50%)	5.7	5.1	10.39%
Rideshare Customers	633	636	657	684	713	732	707	600	17.83%	674	564	19.45%
Rideshare Vans In Circulation	95	93	95	97	97	100	99	86	15.12%	96	84	14.56%
Average Passenger Trip Length	38.76	38.64	38.40	38.07	38.37	38.51	38.67	39.82	(2.88%)	38.56	40.06	(3.75%)
Complaints Per 100,000 Passengers	0.00	0.00	0.00	0.00	0.00	4.44	0.00	0.00	0.00%	1.97	0.00	0.00%
Commendations Per 100,000 Passengers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
<u>Accident Frequency Rate by Service:</u>												
Preventable/100,000 Miles	0.00	0.00	0.00	0.00	1.36	0.00	0.00	0.00	0.00%	0.16	0.19	(14.73%)
Non-Preventable/100,000 Miles	0.00	0.00	0.00	0.00	1.36	0.00	0.00	0.00	0.00%	0.16	0.19	(14.73%)
<u>Maintenance:</u>												
Total Service Miles	166,241.0	142,285.0	163,547.0	153,024.5	147,427.1	173,751.0	156,887.0	129,841.0	20.83%	1,242,976.6	1,059,683.7	17.30%
Active Vehicles In Fleet	109	109	109	109	107	107	107	105	1.90%	108	108	0.58%
System Total												
Farebox Recovery Ratio	25.75%	23.31%	22.98%	22.70%	20.13%	19.33%	22.68%	27.56%	(17.70%)	21.91%	26.11%	(16.08%)



System Performance Ridership Report

February 2018

	August 2017	September 2017	October 2017	November 2017	December 2017	January 2018	February 2018	February 2017	February % Change FY18	FY18 February YTD	FY17 February YTD	YTD % Change FY18
Fixed Route	554,545	366,180	383,886	353,419	307,576	321,007	310,431	343,089	(9.52%)	2,862,785	2,939,875	(2.62%)
1. Local:												
#1 - Fairgrounds	247,010	19,810	20,612	18,083	15,629	15,441	16,967	17,689	(4.08%)	366,613	377,738	(2.95%)
#3 - University	31,544	32,331	33,378	32,409	28,845	28,315	26,607	30,386	(12.44%)	241,944	263,493	(8.18%)
#4 - E. 14th	16,396	16,010	16,152	16,062	13,742	15,122	14,432	17,072	(15.46%)	121,965	132,618	(8.03%)
#5 - Franklin Ave	7,164	9,374	11,016	11,491	8,983	9,937	9,880	7,971	23.95%	72,935	63,227	15.35%
#6 - Indianola Ave	26,008	30,459	32,019	29,462	25,578	26,405	26,297	28,524	(7.81%)	216,153	234,119	(7.67%)
#7 - SW 9th St	30,791	38,564	41,572	37,205	33,108	33,939	31,380	35,391	(11.33%)	271,078	264,127	2.63%
#8 - Fleur Dr	3,792	5,798	6,084	5,692	4,176	4,473	5,033	5,193	(3.08%)	37,217	35,543	4.71%
#10 - East University	2,902	3,299	3,533	3,078	2,778	2,867	2,704	2,889	(6.40%)	23,094	8,882	160.01%
#11 - Ingersoll Ave	2,031	1,924	2,019	1,780	1,476	1,677	1,579	1,824	(13.43%)	14,080	16,976	(17.06%)
#13 - Evergreen/SE Park Ave	3,170	7,873	8,715	7,828	5,891	7,095	7,360	7,291	0.95%	48,555	47,819	1.54%
#14 - Beaver Ave	18,176	22,293	23,844	21,466	18,438	19,348	18,523	20,595	(10.06%)	155,935	156,371	(0.28%)
#15 - 6th Ave	21,920	27,165	28,820	26,546	23,306	23,037	21,951	23,826	(7.87%)	190,579	189,825	0.40%
#16 - Douglas Ave	31,302	37,557	38,225	36,228	31,591	32,908	32,377	37,262	(13.11%)	265,400	281,547	(5.74%)
#17 - Hubbell Ave	23,365	23,307	26,596	23,709	22,076	22,071	21,339	22,509	(5.20%)	183,383	184,870	(0.80%)
#52 - Valley West/Jordan Creek	14,816	14,670	14,781	13,424	13,505	11,769	11,775	12,927	(8.91%)	107,679	112,862	(4.59%)
#60 - Ingersoll/University	31,299	34,862	36,851	33,414	28,870	31,378	29,860	31,610	(5.54%)	252,631	252,753	(0.05%)
2. Shuttle:												
Dline	16,165	16,583	14,875	12,822	11,345	12,970	11,560	13,871	(16.66%)	111,337	108,702	2.42%
Link Shuttle	714	632	667	620	523	730	545	966	(43.58%)	5,202	7,873	(33.93%)
3. Express:												
#91 - Merle Hay Express	1,380	1,056	0	0	0	0	0	1,210	(100.00%)	3,501	8,012	(56.30%)
#92 - Hickman Express	2,368	2,128	2,502	2,363	1,870	2,502	2,572	2,413	6.59%	17,978	20,124	(10.66%)
#93 - NW 86th Express	3,061	2,546	2,811	2,587	2,299	3,059	2,698	3,189	(15.40%)	21,656	26,722	(18.96%)
#94 - Westtown	1,265	1,023	1,100	1,383	815	943	874	1,182	(26.06%)	8,444	9,271	(8.92%)
#95 - Vista	1,308	1,132	1,123	881	744	954	1,005	1,327	(24.27%)	8,291	10,869	(23.72%)
#96 - E.P. True	2,500	2,097	2,403	1,985	1,618	1,902	1,664	2,257	(26.27%)	16,359	17,698	(7.57%)
#98 - Ankeny	6,799	6,617	7,122	6,477	5,191	6,883	6,685	7,061	(5.33%)	51,441	54,519	(5.65%)
#99 - Altoona	1,582	1,608	1,616	1,541	1,106	1,419	1,306	1,757	(25.67%)	11,608	13,569	(14.45%)
4. Flex:												
#72 Flex: West Des Moines/Clive	4,512	4,239	4,194	3,737	3,184	2,776	2,456	3,610	(31.97%)	28,962	28,785	0.61%
#73 Flex: Urbandale/Windsor Heights	213	211	245	193	172	228	199	213	(6.57%)	1,643	1,718	(4.37%)
#74 Flex: NW Urbandale	677	744	756	623	471	552	493	508	(2.95%)	4,854	4,096	18.51%
5. On Call:												
On-Call: Ankeny	113	121	106	112	83	127	102	185	(44.86%)	841	1,700	(50.53%)
On-Call: Johnston/Grimes	138	98	99	170	133	143	183	196	(6.63%)	1,068	1,898	(43.73%)
On-Call: Regional	64	49	50	48	30	37	25	185	(86.49%)	359	1,549	(76.82%)
Paratransit	9,423	8,904	9,586	8,417	7,772	8,329	7,543	8,981	(16.01%)	68,304	73,241	(6.74%)
Cab	783	999	1,014	1,022	981	1,221	1,236	842	46.79%	7,973	7,103	12.25%
Bus/Van	8,640	7,905	8,572	7,395	6,791	7,108	6,307	8,139	(22.51%)	60,331	66,138	(8.78%)
Rideshare	19,429	17,612	19,518	19,205	18,258	22,503	19,845	15,643	26.86%	152,453	123,391	23.55%
Total Ridership	583,397	392,696	412,990	381,041	333,606	351,839	337,819	367,713	(8.13%)	3,083,542	3,136,507	(1.69%)



11A: Operations

Staff Resources: Tim Sanderson, Chief Operating Officer

- Over the past six weeks, a multi-disciplinary team from DART has completed site visits to fellow American Bus Benchmarking Group (ABBG) transit systems in Dayton, Ohio and Fort Worth, Texas; systems that share similar operating characteristics to DART. The purpose of these visits was to learn and observe their innovative methods and best practices so that DART may adopt or modify them for our purposes. These visits proved to be extremely valuable and informative and will result in several new initiatives at DART. Some examples include:
 - Partnerships with TNC's (Uber, Lyft) to compliment traditional transit services.
 - On-Street supervision innovations.
 - Best practices in developing a Safety Management System.
 - Leveraging data for better decision making.
 - Call center processes and metrics.

In addition to specific areas of interest, the team was able to build relationships with their direct counterparts in these systems, which is an invaluable resource when developing new programs and procedures.

- On March 26 and 27, DART performed a final inspection on four 35' and three 40' Heavy Duty replacement buses at the New Flyer Plant in St. Cloud , MN. The purchase of these replacement buses was approved by the commission in July 2017 and we are anticipating delivery in early April.



11B: External Affairs Team Report

Staff Resources: Amanda Wanke, Chief External Affairs Officer

External Affairs – All Team:

- **Veterans Ride-for-Free Promotion:** DART and Polk County Veterans Affairs are partnering together to offer free rides to veterans with a valid ID during the month of May. Ridership numbers from the month will be used to determine the need and feasibility of a long-term program. The marketing team is working closely with Veterans Affairs and organizations that serve veterans to make veterans aware of the promotion and allow enough time to secure a valid ID for boarding DART for free.
- **August Service Change Public Input Process:** Staff are preparing for several potential major service changes in August, including the addition of the Euclid-Douglas Crosstown and implementation of major schedule changes due to the new Des Moines Public Schools bell times and an optimization of DART's schedules to improve efficiency. The DART Commission will see a preview of the changes at the April Commission meeting and public input will be gathered in April. The final recommendations for the service change will be brought to the Commission for consideration in April.

Marketing and Communications – Erin Hockman, Marketing and Communications Manager:

- **Ridership Marketing Campaign:** Staff is working with Flynn Wright to develop a new marketing campaign targeting non-riders to encourage trial and repeat ridership. The campaign will begin in mid-April and run for 12-18 months. Digital advertising will direct people to unique landing pages on ridedart.com. Ad click-through rates and website unique visitors will be tracked and used to optimize the campaign's performance.
- **Winter Stakeholder Newsletter:** The winter stakeholder newsletter was mailed in February. This edition featured public-private partnerships, including DART's partnership with TPI Composites and Dee Zee Manufacturing.
- **Des Moines Civil & Human Rights Symposium:** Staff worked with the City of Des Moines to provide free rides for Symposium attendees by showing their event ticket to the bus operator upon boarding.
- **Annual ABBG Customer Satisfaction Survey:** DART participates in the annual ABBG Customer Satisfaction survey, which is open Monday, April 9 through Sunday May 6, 2018. The survey will be available online and in print, and promoted via email, social media, on the bus audio and text, signage at DART Central Station and through website content.
- **Bike Month:** DART will offer free Bike & Ride trips during the month of May to celebrate National Bike Month and promote alternative transportation. Staff is sponsoring the Bike Collective's month-long programs, as well as promoting to DART riders and bicyclists to encourage using the bike racks on buses.
- **New Trip Planner Launch:** A new trip planner will launch in the MyDART app and on ridedart.com in early to mid-April. The marketing team will focus efforts on existing users of the MyDART App as well as RideTime users to promote that mobile ticketing, trip planning and next bus arrival and departure information is available in the MyDART app.

MONTHLY REPORT
11B: External Affairs



- **Business Development** – DART’s business partnerships coordinator held several meetings with area employers to discuss transportation, including:
 - Met with Greater Des Moines Partnership to discuss transit issues around helping Puerto Rican evacuees transition to Central Iowa
 - Attended a Newton Job Fair put on by the Newton Development Corp. to promote RideShare
 - Met with DMACC staff regarding transit options
 - Discussed transit options with Adventureland for summer employment
 - Continued meetings with Bytemark to work on Unlimited Access use of mobile ticketing

Meetings and contract renewals with current Unlimited Access partners are ongoing.

Marketing Analytics Report

Metric	Aug. 2017	Sept. 2017	Oct. 2017	Nov. 2017	Dec. 2017	Jan. 2018	Feb. 2018	Feb. 2017	% Change Year Prior
MyDART App Accounts	n/a	n/a	655	1,049	1,287	1,583	1,805	n/a	n/a
Website Unique Visitors	38,486	33,777	35,487	30,299	28,421	33,800	38,319	28,759	24.95%
Facebook Likes	2,927	3,011	3,039	3,061	3,069	3,112	3,130	2,689	14.09%
Twitter Followers	1,953	1,961	1,976	1,988	1,992	2,005	2,028	1,848	8.88%
Email Subscribers	4,940	4,980	5,470	5,480	5,770	5,750	5,750	4,570	20.52%
Next Bus	3,618	3,418	3,665	3,574	3,623	3,682	4,211	3,677	12.68%
Schedules	3,481	2,701	2,319	1,978	1,817	2,040	2,099	1,156	44.93%
Trip Plans	9,678	8,662	8,515	6,453	5,274	7,304	6,612	6,994	-5.78%
RideTime App	36,643	34,298	38,170	37,331	35,067	38,601	37,992	34,107	10.23%
SMS Text Messaging	65,834	66,685	87,471	76,266	79,234	78,014	88,738	66,960	24.54%
IVR	10,180	9,963	9,268	8,440	8,119	7,696	7,634	7,186	5.87%

MyDART App Report

Metric	Oct. 2017	Nov. 2017	Dec. 2017	Jan. 2018	Feb. 2018	TOTAL
Downloads	1,012	580	341	407	319	2,659
iOS	437	250	133	170	141	1,131
Android	575	330	208	237	178	1,528
Accounts Created	655	394	238	296	222	1,805
Orders Placed	428	927	1,099	1,339	1,186	4,979
Passes Purchased	550	1,254	1,381	1,629	1,609	6,423
Revenue	\$4,645	\$8,847	\$10,023	\$13,278	\$11,794	\$48,588

MONTHLY REPORT
11B: External Affairs



Customer Experience – Alison Walding, Customer Experience Manager

February 2018 Website Communication and Messages:

- Bus Stop/Shelter Requests = 0
- Contact/Feedback Form = 49
- Voicemails = 120

Total Calls for February 2018

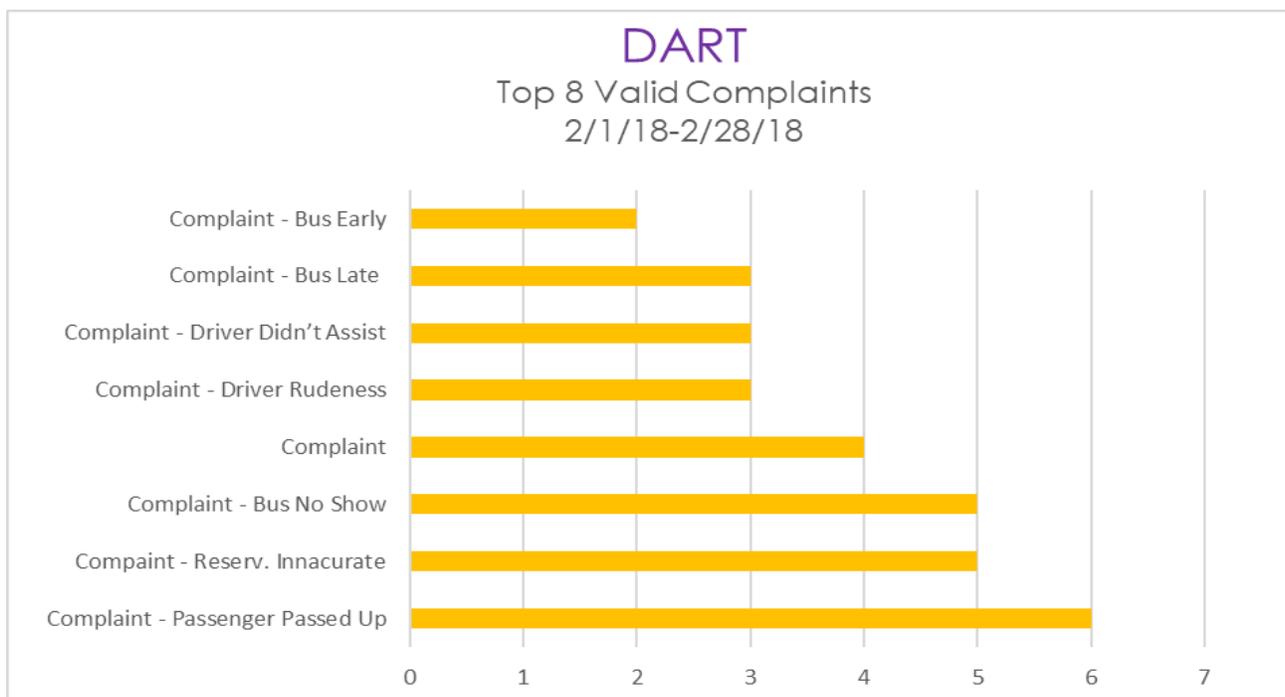
- Schedule Information – 5555
- Paratransit - 4110
- Spanish Line – 64
- Receptionist – 313
- RideShare – 289

Mobility Coordination

Mobility Coordinator Activities February 2018

- How to Ride Fort DSM (89)
- DART How to Ride (8)
- Discovery Group Education (33)
- How to Ride Bridges of Iowa (8)
- How to Ride House of Mercy (11)

Top 8 Valid Complaints (per 100,000 passengers) as of February 28, 2018



MONTHLY REPORT
11B: External Affairs



RideShare

- Provided two driver trainings
 - February 9 and February 24
- Ran a Facebook ad Feb 23-28
 - 35,602 impressions
 - 13,330 people reached
 - 171 clicks
- Removed two low-rider vans from the road while they seek out more riders to improve efficiency

Planning – Emily McMahon, Interim Planning Manager

- **Schedule Analysis:** Staff continue to work with Transportation, Management & Design (TMD) to do a review of DART's bus schedules in order to identify opportunities to increase ridership and customer satisfaction through schedule changes, as well as opportunities for efficiencies. The process will take several months. Recommendations will likely be brought to the Commission in spring 2018.
- **Upcoming Major Service Changes:** Staff are preparing for the June and August service changes. With the Des Moines Public Schools bell times changes, the implementation of the Euclid-Douglas Crosstown, and potential other changes, August is shaping up to be a fairly major change. Updates will be brought to the Commission throughout the spring.
- **Long-Term Shelter Plan:** Staff are preparing a long-term shelter plan that identifies potential future locations for shelters, funding needed, and an implementation timeline.



MONTHLY REPORT



11C:	Procurement
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Staff Resource: Mike Tiedens, Procurement Manager

Upcoming Procurements:

Lawn Care / Lawn Maintenance Services – DART is seeking a Contractor to provide lawn care and lawn maintenance services at DART Central Station and the Operations and Maintenance Facility at 1100 DART Way. Services include, but are not limited to mowing, trimming, tree trimming, fertilization, seeding and weed control.

- o Request for Quotes published in March 2018

Waste Management and Recycling Services – DART is seeking a Contractor to provide periodic waste and recycling removal from DART Central Station and the Operations and Maintenance Facility at 1100 DART Way.

- o Request for Quotes to be published in April 2018

Contracts and Task Orders Approved Recently:

Substance Architecture, On-Call Architecture and Engineering Services Contract

- Facility Assessment – Phase 2 – Tasks include, but are not limited to reviewing current and future staffing plans, touring existing facilities, reviewing fleet plan, and developing a space program.
 - o Task order was approved for Not to Exceed amount of \$81,235.44

Transportation Management & Design, Inc. (TMD), On-Call Planning Services Contract

- Scheduling Support for August 2018 Bid – Planning support that will include route building, trip building, blocking, runcutting, rostering, and reports for the August 2018 work bid.
 - o Task order was approved for the Amount Not to Exceed \$51,399

Forklift – DART solicited quotes for a 5,000 pound capacity pneumatic forklift to replace the existing forklift which has met its useful life.

- o The winning bidder was Van Wall Equipment and the purchase price was \$18,400

Scissor Lift – DART solicited quotes for a scissor lift with a capability of lifting up to twenty-five feet high. The new scissor lift replaces the existing lift which as met its useful life.

- o The winning bidder was Duke Aerial Equipment and the purchase price was \$14,525

Future Procurements:

- | | |
|--|-------------------------------|
| • HVAC Maintenance Services | • Bus Wash |
| • Janitorial Services (both locations) | • Heat Pump Replacement – DCS |
| • Employment/Staffing Services | • Printing Services |



MONTHLY REPORT



11D: Chief Executive Officer

Staff Resource: Elizabeth Presutti, Chief Executive Officer

- **DART Executive Committee:** The DART Executive Committee met on Friday, March 16. The discussion items presented during the meeting included a Draft Survey Summary with Flynn Wright, a new DART Marketing Campaign, Partnership DC Trip Luncheon Sponsorship, Recommendation for Audit Services RFP and August Service Change and Schedule Analysis.

The next DART Executive Committee meeting is scheduled for April 20, 2018 at 8:00 am.

- **ABBG Paratransit Workshop:** DART will be hosting the American Bus Benchmarking Group Paratransit Workshop in Des Moines, April 10-12, 2018. This group provides a confidential forum for mid-sized bus organizations in America to learn from each other by comparing performance, sharing experiences, and identifying best practices. We are excited to host and use the new Hilton Des Moines Downtown for the event.
- **DART Triennial Review:** The FTA federally mandates a triennial review for DART and other organizations of the like. They will be onsite April 17-18, 2018 to audit every aspect of the DART business including but not limited to procurement, maintenance and a deep dive into grants. Our staff has been diligently preparing for this over the past several months so we can be as prepared as possible for the site visit.
- **APTA Legislative Conference:** The conference was held in Washington, D.C. March 18-20, 2018. We met with Congressman Young and Senator Grassley's staff as well as our lobbyist Michael Esposito. We also had conversations with transit leaders from across the country and APTA staff on the upcoming infrastructures bill as well as conversations on the appropriations bills and their impact on transit.
- **2018 Prometheus Awards Finalist:** The MyDART App has been selected as a finalist for the 2018 Prometheus Awards in the Mobile App of the Year category. The Prometheus Awards are the most prestigious recognition for Iowa's technology industry, which brings together leaders from technology, business, education and government to celebrate the year's most momentous innovations. The awards dinner is on April 12th where the winners will be announced. DART is very much honored to have our MyDART App be selected as a finalist!



FUTURE DART COMMISSION ITEMS



FUTURE AGENDA ITEMS:

May 1, 2018 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> • Bus Shelter Installation Services • Janitorial Services 	<ul style="list-style-type: none"> • Quarterly Safety Report • Quarterly Investment Report • SWOT Analysis
June 5 2018 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> • Participating Community Status of Withdrawal Cities • Capital Plan • Facility Assessment • Architecture and Engineering Services Contract 	
July 10, 2018 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> • Safety Management Policy 	<ul style="list-style-type: none"> • Quarterly Safety Report • Quarterly Investment Report • SWOT Analysis

Other Future Agenda Items:

- Bus Shelter Planning
- Bus Wash

Upcoming DART Executive Committee Meetings:

- Friday, April 20, 2018 at 8:00 am
 - Location - DART Central Station

DART Commission Vision Workshop:

- Friday, May 18, 2018 at 7:30 am
 - Location - The Robert D. and Billie Ray Center - Collier-Scripps Hall, 2702 Forest Avenue, Des Moines