

**Meeting of the Board of Directors
TOPEKA METROPOLITAN TRANSIT AUTHORITY (TOPEKA METRO)
June 19, 2017 – 3:15 p.m.
Quincy Street Station - 820 SE Quincy St.**

1. ROLL CALL

PRESENT: Elsie Eisenbarth, Jim Ogle, Jim Daniel, Andy Vogel, Scott Tummons and Beverly Hall.

EXCUSED: Rodd Miller.

STAFF: Susan Duffy, Karl Fundenberger, Terri Miller, Chip Falldine, John Cassidy, Alan Parrish, Keri Renner, Andy Fry and Adam Weigel.

Meeting called to order at 3:16pm by Chair Elsie Eisenbarth.

2. APPROVAL OF MINUTES

Jim Daniel made a motion to accept the minutes from the May 15, 2017 meeting. Motion seconded by Beverly Hall; motion carried unanimously.

3. PUBLIC COMMENT – None.

4. ADMINISTRATIVE/FINANCE REPORT

a) May Finance Report

- May Finance Report - Chip Falldine presented the Finance Report and asked for questions. KPERs liability will have a net expense of \$15K.

Jim Ogle made a motion to accept the administrative/finance report as presented. Motion seconded by Beverly Hall; motion carried unanimously.

- FY 2018 Budget – Mr. Falldine reworked budget revenue and expenses and reduced both by \$46K to allow for the final county configuration of the property tax mill. Topeka Metro is not due to replace any buses until 2023, but with the retirement of the four Opus buses our existing running bus fleet is stretched. If the SOTO route becomes a reality Topeka Metro will likely utilize a paratransit bus to start.

Andy Vogel made a motion to approve the FY 2018 budget as presented. Motion seconded by Jim Daniel; motion carried unanimously.

- Transportation Alternatives (TA) Grant – Federal funding through KDOT.
 - 1) Bus stops – \$1.3M application grant will be submitted. If the entire grant is approved, it will provide funding bus stops and amenities for which the city of Topeka becomes 100% ADA compliant.
 - 2) Topeka Metro Bikes (TMB) is submitting an application for five bikeshare stations and bike racks.
 - 3) The city and county are submitting applications also. The MPO will be reviewing the applications on Thursday. There are \$18M dollars state-wide to be awarded.

KC Metro and Wichita are excluded from the grant as they are larger urban transits. Applicants will be advised in the fall of the award status.

- QSS HVAC contract – Recommend that the contract be awarded to Trinity Team which has been in business since 2013. References were checked as well as the BBB. Several follow up questions were asked of the business. They are a DBE business and were present at the pre-bid conference.

Jim Daniel made a motion to award the QSS HVAC contract to Trinity Team. Motion seconded by Scott Tummons; motion carried unanimously.

- Bike paint repair – The Bikeshare workgroup will make recommendations to the board.

Beverly Hall made a motion to authorize GM Duffy to award the bike paint repair contract. Motion seconded by Jim Daniel; motion carried unanimously.

5. DEPARTMENTAL REPORTS

- a) **Ridership Report**
- b) **Operations Report**
- c) **Maintenance Report**
- d) **Bikeshare Report**

6. COMMITTEE REPORTS

- a) **Finance Committee** – Rodd Miller was absent. The group held a FY 2018 budget discussion.
- b) **Planning Committee** - Jim Ogle reported on the recent Louisville TARC tour. TARC has 16 electric buses. Winter weather takes a toll on the electric chargers. Recommended that we purchase the heated version. Three to four minutes of charging time nets approximately 25 minutes of run time. The buses are very quiet. TARC has realized significant fuel and maintenance cost savings since implementation. They are looking at a battery alternative due to space issues. Feel that electric buses are a positive for the community and have improved TARC's image and public perception. Mr. Ogle suggests Topeka Metro move forward with obtaining an electric bus. The federal government appear to be underwrite clean diesel buses that need replacement, so electric is the way of the future.

Columbia, MO has a different brand of electric buses in their fleet. Mr. Ogle recommends a trip site visit of their facility.

Charging times should be considered when planning routes – Night charging vs on-route charging. Investigate if we can charge during “dead” time.

Want to be sure the upgraded model electric bus has enough room to accommodate larger drivers. The existing cabin space is small.

Mr. Ogle requested a list of questions from board members and staff so that Topeka Metro can be ready to submit the grant application by September 1st. Each bus costs approximately \$800K which does not include the cost of infrastructure. Topeka Metro will look for partners to assist with electric bus acquisition/infrastructure. AECOM will assist with our grant application. Region VII is aware of our interest in obtaining an electric bus.

7. OLD BUSINESS – None.

8. NEW BUSINESS

- a) FY 2018 Chair and Vice-Chair Selections – Jim Ogle as Chair; Jim Daniel as Vice-Chair.

Scott Tummons made a motion to accept the nominations and instill Mr. Ogle and Mr. Daniel in their respective positions. Motion seconded by Andy Vogel; motion carried unanimously.

10. GENERAL MANAGER REPORT

- a) John Folsick, TSA & Homeland Security – An audit was performed on Topeka Metro facilities approximately two years ago. We have implemented most of John’s suggestions. The digital camera system is the remaining item that should be considered.
- b) USD 501 – Ms. Duffy met with the USD 501 Topeka Public School Board Thursday night and shared our proposal to provide transit for all high school students. The school board was unable to make a decision. They may do so at their June 28th board meeting. Inquiry was made about middle schoolers using bus passes.
- c) TIGER Grant – President Trump has cut funding for TIGER grant. The Administration is advocating that cities, local units of government and state provide transportation funding.
- d) VA – Ms. Duffy met with the VA about implementing a program in November for a camera ID system to be installed there instead of coming to QSS. Ms. Duffy is recommending all veterans will be able to purchase passes at the Reduced Income level. A small group will be formed including staff from Congresswoman Lynn Jenkins, Scott Gales and Barbara Stapleton with GO Topeka.
- e) Justin Houck and Illuminator – There is a meeting scheduled in late July to discuss advertising and non-static signage inside QSS.
- f) Opus Buses – The buses have all been officially retired and removed from Topeka Metro grounds.
- g) Bus Shelter Damage – Further vandalism has occurred to shelters. A reward is being considered.

- h) New Employee – Ms. Duffy introduced new employee Andy Fry to the board. Andy will assist with special projects and is the amenities coordinator for the Bus Stop Integration Plan.
- i) Possible Routes – Ms. Duffy met with Barbara Stapleton with GO Topeka. There are opportunities in August/September to discuss the SOTO route. A new Learning Center on the East side of town and the new Reser’s facility were discussed. New budget goes into effect in January. Need to do more homework on Uber and Capital City Taxi.

EXECUTIVE SESSION

- Jim Ogle made a motion for the board to recess into executive session at 4:13 PM for the purpose of having an attorney-client privileged consultation with our attorney to discuss confidential legal matters, to discuss matters relating to employer-employee negotiations for purposes of ongoing discussions with ATU 1360, and to discuss personnel matters of nonelected personnel in order to discuss individually identifiable employees. The open meeting session would resume at 5:00 PM. The motion was seconded by Jim Daniel, and the motion passed unanimously.
- At 4:48 PM the open meeting session resumed.

10. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 4:48pm.

Respectfully submitted,

Leisa Shepherd
Topeka Metro Board Secretary