



**Topeka Metro  
Board of Director's Minutes  
August 16, 2021**

<b>MEMBER'S NAME</b>	<b>ORGANIZATION</b>	<b>PRESENT / ABSENT / EXCUSED</b>
Dr. Alan Bearman, Chair	Topeka Metro	Present
Scott Tummons, Vice-chair	Topeka Metro	Present
Jim Daniel	Topeka Metro	Present By Zoom
Beverly Hall	Topeka Metro	Absent
Rodd Miller	Topeka Metro	Present By Zoom
Jim Ogle	Topeka Metro	Present By Zoom
Joseph Ledbetter	Topeka Metro	Present

<b>Staff/Visitors</b>	<b>ORGANIZATION</b>	<b>PRESENT / ABSENT / EXCUSED</b>
Bob Nugent, General Manager	Topeka Metro	Present
Denise Ensley, Interim General Manager/COO	Topeka Metro	Present
Chip Falldine, CFO	Topeka Metro	Present
John Cassidy, General Counsel	Topeka Metro	Present by Zoom
Andy Fry, Director of Planning	Topeka Metro	Present by Zoom
Keri Renner, Director of Marketing and Communications	Topeka Metro	Present by Zoom
Jared Culbertson, Director of Information Technology	Topeka Metro	Present by Zoom
Terri Miller, Director of Human Resources	Topeka Metro	Present by Zoom
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present by Zoom
Brenda Vink-Wilson, Executive Assistant	Topeka Metro	Present
Efren Mazas, Union President	Topeka Metro	Present

TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
<b>Call to Order</b>	Chair Bearman called the meeting to order at 4:00pm.		Dr. Alan Bearman
<b>Minutes 7.19.21</b>	Minutes from the July 19, 2021 Board meeting were reviewed.	Motion: Jim Ogle moved and Scott Tummons seconded the motion to approve the minutes as presented. The motion was approved 6–0.	Dr. Alan Bearman
<b>Public Comment</b>	None		Dr. Alan Bearman
<b>Finance Committee Report</b>	<p>Mr. Tummons requested that the graphs presented at the finance committee be sent to Board members.</p> <p>Mr. Miller requested an illustration of changes in fares and the effects on ridership at the next Finance Committee Meeting.</p> <p>Mr. Ledbetter requested year-to-year operating costs. Mr. Nugent reminded him the 2020 COVID will impact those costs.</p>		Rodd Miller/ Bob Nugent
<b>Departmental Reports</b> Planning/Ridership  Operations  Maintenance  Finance	<p>Attached. No Comments.</p> <p>Attached. Following a BOD question, Mr. Cassidy, legal counsel, briefly described the nature of the risk management claims.</p> <p>Attached. No Comments.</p> <p>Financial statements for July were finalized in preparation for the September audit.</p>	<p>Motion: Jim Daniel moved and Scott Tummons seconded the motion to accept the financial statement as presented. The motion passed unanimously 6-0.</p>	Andy Fry  Denise Ensley  Alan Parrish  Chip Falldine

<p><b>Action Items</b></p> <p>Award QSS Roof Replacement Contract</p>	<p>A request for bid for the Roof replacement for QSS was submitted on three occasions. This was the original roof built in 2002. Even though, the bid exceeded the estimated contract price it was reviewed and approved by KDOT.</p>	<p>Motion: Rodd Miller moved and Joe Ledbetter seconded the motion to approve the QSS Roofing replacement contract to Meridian Roofing Solution. The motion passed unanimously 6-0.</p>	<p>Chip Falldine</p>
<p>Award Security Cameras Contract</p>	<p>Two lower bids were submitted but not recommended by evaluators based on the lack of maintenance support and warranty.</p>	<p>Motion: Jim Daniel moved and Scott Tummons seconded the motion to award the Security Camera contract for QSS and 201 Administration Building to DH Pace Company. The motion passed unanimously 6-0.</p>	<p>Chip Falldine</p>
<p><b>Continuing Business</b></p>	<p>None</p>		<p>Dr. Alan Bearman</p>
<p><b>New Business</b></p>	<p>Mr. Daniel made mention of the passing of Ed Dulworth, a former TMTA Board Member. He was the plant manager at the Gaines Pet Food Plant in Topeka.</p>		<p>Jim Daniel</p>
<p><b>Executive Session</b></p>	<p>Dr. Bearman asked if the Board needed to adjourn into Executive Session at 4:30 pm. Executive Session concluded at 4:40 pm.</p>	<p>Motion: Scott Tummons moved and Rodd Miller seconded to recess into Executive Session at 4:30 pm for 10 minutes to discuss personnel matters of nonelected personnel to discuss individually identifiable employees. The motion was unanimously approved 6-0.</p>	<p>Dr. Alan Bearman</p>

<b>Adjourn</b>	Chair Bearman adjourned the meeting at 4:40 pm.		Dr. Alan Bearman
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Respectfully submitted,

Brenda Wilson, Board Secretary