



**Topeka Metro
Board of Directors Minutes
May 19, 2025**

MEMBER'S NAME	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Scott Tummons, Chair	Topeka Metro	Present QSS
Rodd Miller	Topeka Metro	Present QSS
Fatima Perez-Luthi	Topeka Metro	Present QSS
Alan Bearman	Topeka Metro	Present via Zoom
Beverly Hall	Topeka Metro	Present via Zoom
Candis Meerpohl, Vice Chair	Topeka Metro	Present via Zoom

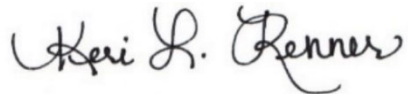
Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present QSS
Richard Appelhanz, Chief Financial Officer	Topeka Metro	Present QSS
Keri Renner, Director of Marketing and Communications/Board Secretary	Topeka Metro	Present QSS
Denise Ensley, Chief Operations Officer	Topeka Metro	Present via Zoom
Jessica Moberly, Director of Planning	Topeka Metro	Present via Zoom
Terri Miller, Director of Human Resources	Topeka Metro	Present via Zoom
Jared Culbertson, Director of Information Technology	Topeka Metro	Present via Zoom
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present via Zoom
Shawn Auten, Transit Route Scheduler	Topeka Metro	Present via Zoom
John Cassidy, Legal Counsel	Topeka Metro	Present via Zoom

TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
Call to Order	Meeting called to order at 4:00 p.m.	6 of 6 members present	Scott Tummons
Public Comment	No public in attendance	N/A	Scott Tummons
Meeting Minutes		MOTION: Rodd Miller moved, and Fatima Perez-Luthi seconded to accept the April 21, 2025, TMTA BOD meeting minutes as presented. Motion passed 6-0.	Scott Tummons
Department Reports			
Planning Report	Jessica said the ridership numbers look good & continues to improve compared to last January & February. MOD has remained consistent with over 900 trips a month. The 960 completed trips are the highest to date.		Jessica Moberly
Operations Report	Denise shared staffing issues for operations. There are two operators on medical leave, one operator resigned to take a position in our maintenance dept., one operator took a supervisor position, a couple of others left for greener pastures, and one who left for another state. We have two new operators graduating this week. We are working with our training specialist to host our own job fair that is operated by TMTA. We are looking for locations to do that.		Denise Ensley
Maintenance Report	Alan said we have a couple of projects. The roofing project at the maintenance building is complete. The mill & overlay of the parking lots has begun. It's about 25% done at this time. Bob shared that he & Alan just got back from California doing specs for the for the upcoming production of four new electric Gilligs.		Alan Parrish

Finance Report	Richard had nothing to add to the finance report.	MOTION: Candis Stiles moved, and Beverly Hall seconded to approve the April 2025 finance report. Motion passed 6-0.	Richard Appelhanz
	Richard presented a recommendation to award the Audit Services contract to BT&Co., P.A. for five years (for FY2025-2029) for our annual audit. Even though we only had one bid, we did reach out to eight companies for the opportunity to bid and followed up with them. Our current contract is with BT&Co.	MOTION: Rodd Miller moved, and Fatima Perez-Luthi seconded to award RFB TO-25-11 to BT&Co., P.A. for \$155,750., for Topeka Metro annual audit services. Motion passed 6-0.	Richard Appelhanz
	The second recommendation was for the award of a Transit Bus and Van Tire Lease Agreement. This would be for five years. We received two bids. Our current contract is with Goodyear and Goodyear was the lowest bidder for this contract.	MOTION: Rodd Miller moved, and Candis Stiles seconded to award RFB TO-25-10 to Goodyear in the amount of \$224,006.30, to Topeka Metro for transit bus and van tire lease. Motion passed 5-0. (Scott Tummons recused himself due to conflict of interest as he is employed by Goodyear).	Richard Appelhanz
	Scott Tummons took action to elect our board members for the next fiscal year 2025-26. These positions are in effect for the period of two years.	MOTION: Rodd Miller nominated, and Alan Bearman seconded, Candis Stiles as Topeka Metro Board Chair, and Fatima Perez-Luthi as Vice Chair beginning July 1, 2025, for the next two years. Motion passed 6-0.	Scott Tummons
Old Business	Richard discussed the FY2026 Budget. Our mill levy receipts so far for the year are at \$4.3 million. We still have one more payment to go in June. Two years ago, that payment was \$2.1 million, last year it was \$2.4 million, so this year, I'm expecting it to be at least \$2.4, or maybe even \$2.5 or \$2.6. I had previously reduced our mill levy from \$6.8 million to \$6.5—almost \$6.6 million for FY 2026. Now, based on what we're expecting to	MOTION: Fatima Perez-Luthi moved, and Candis Stiles seconded to move the Monday, June 16, 2025, Board of Directors meeting to Monday, June 23, 2025, so that we may gather more information to plan the 2026 budget. Motion passed 5-0. (Rodd Miller was not present).	Richard Appelhanz

	receive in June, I'll most likely take the mill levy back up into that \$6.8 range that it was for 2025. Once I do that, our 2026 deficit will go from \$430,000., to more around \$168,000. We'll know more by our June study session; we'll have zeroed in on finalizing the budget, then approving it at the June BOD meeting. Richard said he usually gets the mill levy amount in June and then the revenue neutral rate mid-June. Bob mentioned that we may have to have an extra meeting because we've done that a few times just for the budget. Candis suggested having the meeting a week later instead of an extra meeting, which would be Monday, June 23, 2025.		
Executive Session	N/A		
Adjourn	Board meeting adjourned at 4:40 p.m.	MOTION: Fatima Perez-Luthi moved, and Beverly Hall seconded to adjourn the meeting. Motion passed 5-0.	Scott Tummons

Respectfully Submitted –



Keri Renner, Topeka Metro Board Secretary