



**Topeka Metro
Board of Director's Minutes
Monday, March 15, 2021**

MEMBER'S NAME	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Rodd Miller, Chair	Topeka Metro	Present via phone
Dr. Alan Bearman, Vice-Chair	Topeka Metro	Present via phone
Jim Daniel	Topeka Metro	Present via phone
Beverly Hall	Topeka Metro	Present via phone
Scott Tummons	Topeka Metro	Present via phone
Jim Ogle	Topeka Metro	Present via phone
Joseph Ledbetter	Topeka Metro	Present via phone

Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present via phone
Denise Ensley, Chief Operations Officer	Topeka Metro	Present via phone
Chip Falldine, CFO	Topeka Metro	Present via phone
John Cassidy, General Counsel	Topeka Metro	Present via phone
Keri Renner, Director of Marketing and Communications	Topeka Metro	Present via phone
Jared Culbertson, Director of Information Technology	Topeka Metro	Present via Phone
Terri Miller, Director of Human Resources	Topeka Metro	Present via phone
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present via phone
Mike Spadafore, Director of Mobility Management	Topeka Metro	Absent
Andy Fry, Director of Planning	Topeka Metro	Present via phone
Brenda Vink-Wilson, Executive Assistant	Topeka Metro	Present via phone
Ray Hazzard, Supervisor	Topeka Metro	Present QSS
Efren Mazas, Union President	Topeka Metro	Present QSS
Chris Guerrero, Union Financial Secretary	Topeka Metro	Present QSS
David Adams, Bus Operator	Topeka Metro	Present QSS
Pam Campbell	Public	Present QSS

TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
Call to Order	Chair, Rodd Miller called the meeting to order at 3:15 pm.		Rodd Miller
Minutes Approval	Minutes from the February 16, 2021 were submitted for approval.	MOTION: Jim Daniel moved and Jim Ogle seconded the motion to approve the February 16, 2021 minutes as presented. The motion was unanimously approved 7-0.	Rodd Miller
Public Comment	Pam Campbell asked if getting rid of early morning buses had been decided upon. Bob Nugent stated the BOD had not planned any schedule changes at this time.		Rodd Miller
Financial Report	Rodd Miller requested a draft budget in April with the intentions of meeting to begin finalization of the budget in May. He would like to adopt a 0-based budget that is non-COVID related in June.	MOTION: Jim Daniel moved and Scott Tummons seconded the motion to accept the financial report as presented. The motion was unanimously approved 7-0.	Chip Falldine
RFB TO-21-07 Bus Stop Amenities	Chip Falldine recommended awarding the contract to Kimble & Sons Construction. Three bids were submitted with Kimble being the low bid and is Topeka Metro's current contractor. This includes installing shelters, trash receptacles, bike racks. Depending on the type of shelter, Kimble assembles and bolts on-site, while other structures need to be assembled prior.	MOTION: Scott Tummons moved and Joe Ledbetter seconded the motion to award Kimble & Sons Construction, RFB TO-21-07 bus stop amenities. The motion was unanimously approved 7-0.	Chip Falldine
Department Reports			
Operations Report	Operations report as submitted.		Denise Ensley
Planning Report	Planning report as submitted.		Andy Fry
Maintenance Report	Maintenance report as submitted.		Alan Parrish

Committee Reports			
Finance	Bob Nugent is reaching out to AECOM regarding a study on Topeka Metro’s budget, design and efficiency. He will share his findings at the April Committee Meeting before proceeding. Joe Ledbetter was concerned about a need for a consultant, and felt management had the ability to cut a route or whatever is necessary.		Bob Nugent
Planning	Per SWTA, \$3.9 million through FTA may be available to transit agencies for COVID funding. Nothing official has been confirmed per Bob Nugent.		Bob Nugent
Continuing Business	No Report		Rodd Miller
New Business	No Report		Rodd Miller
Adjourn	Rodd Miller adjourned the meeting at 3:47pm.		Rodd Miller

Respectfully Submitted –

Brenda Wilson, Board Secretary

