



**Topeka Metro  
Board of Directors Minutes  
May 15, 2023**

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

Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present QSS
Richard Appelhanz, CFO Officer	Topeka Metro	Present QSS
Keri Renner, Director of Marketing and Communications	Topeka Metro	Present QSS
Andy Fry, Director of Planning	Topeka Metro	Present QSS
John Cassidy, Legal Counsel	Topeka Metro	Present via ZOOM
Jared Culbertson, Director of Information Technology	Topeka Metro	Present via ZOOM
Denise Ensley, Chief Financial Officer	Topeka Metro	Present via ZOOM
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Present via ZOOM
Terri Miller, Director of Human Resources	Topeka Metro	Present via ZOOM

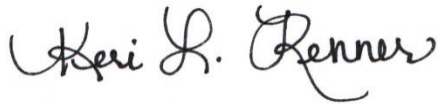
TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
<b>Call to Order</b>	Called the meeting to order at 4:00 p.m.	6 of 7 members present	Alan Bearman
<b>Approval of Board Minutes</b>	Receive and approve April 17, 2023, Board of Director meeting minutes as submitted.	<b>MOTION:</b> Rodd Miller moved, and Scott Tummons seconded the motion to approve the April 17, 2023. The motion passed 6-0.	
<b>Public Comment</b>	No public in attendance.		
<b>Department Reports</b>			
<b>Planning Report</b>	Andy reported that ridership for MOD is increasing. For reporting purposes, Topeka Metro will begin to measure MOD performance by number of passengers per hour, day and month. Bob mentioned that the Lift passengers are 2-3 per hour and MOD has about six passengers an hour. MOD ridership is somewhere in-between the Lift and the Fixed Route number of passengers.		Andy Fry
<b>Operations Report</b>	Operations report as submitted.		Denise Ensley
<b>Maintenance Report</b>	Maintenance report as submitted.		Alan Parrish
<b>Finance Report</b>	Finance report as submitted.		Richard Appelhanz

<p><b>Action Items</b></p>	<p>Rodd shared that he had talked to Scott Tummons, and Scott agreed to assume Board Chair beginning in July 2023. Candis has agreed to be Vice Chair starting July 2023. The board will also vote for Keri Renner to continue to be the TMTA Board Secretary. Board members will vote for officers at the June 19, 2023, board meeting.</p> <p>Approval of April 17, 2023, board meeting minutes.</p>	<p><b>MOTION:</b> Rodd Miller moved, and Candis Meerpohl seconded the motion to accept the financial report for April 17, 2023, as presented. The motion was approved 6–0.</p>	<p>Rodd Miller</p> <p>Alan Bearman</p>
<p><b>Discussion Items</b></p>	<p><b>FY2024 Budget:</b></p> <ul style="list-style-type: none"> <li>• USD 501 passes.</li> <li>• Andy Fry will attend MPO meetings.</li> <li>• State Funds, Federal Funds, and other (investments from \$21,000 to \$300,000).</li> <li>• Expenses - Union members will receive a raise; non-union employees won't receive a raise.</li> <li>• Fuel – It is currently down slightly.</li> <li>• Aging fleet being replaced by electric (Alan Parrish said the buses are expected to come off the line July 5 or 6, 2023.) Still expecting chargers for the buses. Maintenance might have to adjust to different parts than in the past.</li> </ul> <p>Joe asked about insurance and benefits. Terri Miller said that she had received a Year-To-Date analysis and we are at a 60% loss ratio (how much we've paid vs. paid premiums). Richard said that he budgeted for an increase in insurance benefits.</p>		<p>Richard Appelhanz</p>

	<p><b>Service of Routes</b></p> <ul style="list-style-type: none"> <li>• Bob Nugent presented an updated slideshow showing graphs regarding ridership for each bus route—both weekdays and Saturdays.</li> <li>• Some routes have average, good or dropping off ridership.</li> <li>• Some of those dropping off need to be assessed whether to keep half-hour service or go to hourly service.</li> <li>• Bob noted the #10 route is doing well and is showing 140% or better on Saturdays.</li> </ul> <p>Alan Bearman asked if staff could put together what our service could look like in January 2024. Maybe some routes will bounce back if we only offer hourly service.</p>		Bob Nugent
Continuing Business	<p><b>Labor Negotiations</b></p> <p>Still in negotiations with the Union. Bob mentioned that it has been difficult to recruit bus operators. So many employers across the nation are trying to find good help.</p> <p>Joe asked about part-time operators and Bob said many don't want part-time, although we are still advertising it. Just not getting the candidates that are a good match for TMTA.</p> <p><b>MOD</b></p> <p>Andy said that MOD ridership is moving upward in increments. We did see in the analytics that there had been a high use of credit cards now that we are accepting them. Also saw an increase of rides after Mayor Mike Padilla's Facebook showed his ride-along on MOD April 18th.</p> <p>We have 458 people registered to ride in our system. There are 119 recurring riders. We also realized that even though our system runs until 6:40 p.m. that we had an issue with one person not being able to book a ride after 6, so we are tweaking</p>		Bob Nugent

	our procedures and making sure that calls are answered, and the passenger doesn't get a message on their phone that they can't ride within the time parameters posted.		
<b>New Business</b>		N/A	Alan Bearman
<b>Executive Session</b>	The board went into executive session to discuss matters relating to employer-employee negotiations to discuss a matter raised with our local union KSA 75-4319(b)(3).	<b>MOTION:</b> Joe Ledbetter made the motion to go into executive session and Scott Tummons seconded at 4:51p.m. The motion was approved 6-0. The board did not take action after the executive session, which ended at 5:01 p.m.	
<b>Adjourn</b>	Board meeting adjourned at 5:01 p.m.		Alan Bearman

Respectfully Submitted –



Keri Renner, Topeka Metro Board Secretary