



**Topeka Metro  
Board of Directors Minutes  
February 18, 2025**

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

Staff/Visitors	ORGANIZATION	PRESENT / ABSENT / EXCUSED
Bob Nugent, General Manager	Topeka Metro	Present via Zoon
Keri Renner, Director of Marketing and Communications/Board Secretary	Topeka Metro	Present via 201 Admin.
Richard Appelhanz	Topeka Metro	Present via Zoom
John Cassidy, Legal Counsel	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
Denise Ensley, Chief Operations Officer	Topeka Metro	Present via Zoom
Jared Culbertson, Director of Information Technology	Topeka Metro	Absent
Alan Parrish, Director of Maintenance & Facilities	Topeka Metro	Absent
Shawn Auten, Transit Route Scheduler	Topeka Metro	Absent

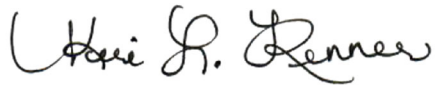
TOPIC	KEY DISCUSSION	RECOMMENDED ACTION / STATUS	PERSON RESPONSIBLE
Call to Order	The meeting was called to order at 4:07 p.m.	5 of 6 members present	Scott Tummons
Public Comment	No public in attendance	N/A	Scott Tummons
Meeting Minutes		<b>MOTION:</b> Rodd Miller moved to approve, and Fatima Perez Luthi seconded the January 2025 TMTA BOD meeting minutes as presented. Approved 5-0.	Scott Tummons
Department Reports			
Planning Report	We suspended service on January 4 <sup>th</sup> late in the day due to ice, then we did not operate service Monday, January 6 <sup>th</sup> & Tuesday, January 7 <sup>th</sup> due to 14.1 inches of snow. We were closed on January 1 <sup>st</sup> for the New Year and then we ran a limited service on Martin Luther King Jr. Day. Ridership for MOD was in the 900s.		Jessica Moberly
Operations Report	The snow & ice event was a big deal, especially in Operations. The after effect was the city plowing the snow into piles and bus operators had to pick up passengers where they were, not necessarily at the stop. Bob suspended service around 4 p.m. It was announced to the media, on our website and on social media. On Sunday, we announced that we would not be operating on Monday the 6 <sup>th</sup> . On Monday, we announced that we would not be operating on Tuesday the 7 <sup>th</sup> . We checked the answering machine for messages for the Lift and made return phone calls to let them know we were closed, and passengers would have to make other arrangements.		Denise Ensley

Maintenance Report	Alan was not present. There were no questions.		Alan Parrish
Finance Report	Richard had nothing to add to the Finance report.	<b>MOTION:</b> Alan Bearman moved to accept the January Finance Report, and Rodd Miller seconded. Approved 5-0.	Richard Appelhanz
	We ask approval so that we can put the Demand Response Service out to bid.	<b>MOTION:</b> Rodd Miller moved to post the RFP for Demand Response Service, and Alan Bearman seconded. Approved 5-0.	Richard Appelhanz
<b>Old Business</b>	TMTA Bylaws	<p>The board saw the initial draft of the bylaws at the last board meeting &amp; since that time, some board members suggested revisions. Those changes have been made. Essentially, the bylaws now provide for proxies. The proxy has to be submitted to the board secretary before the vote and proxies count toward a quorum on the agenda item identified in the proxy.</p> <p>Scott asked what the limitation of the format the proxy would be—in writing, email, or text? John said that the bylaws do not specify a specific required method of delivery. The bylaws just identify the contents of the proxy—what the proxy must include. There is a proxy statement form that breaks out all the contents into separate paragraphs to make it easy to complete. John said that the proxy statement must be in writing and signed. Rodd said that we should ponder whether we would include texting for proxies.</p>	John Cassidy

	<p>MOD service</p>	<p>John recommended that the board adopt the revisions and approve the revised bylaws today.</p> <p>Scott asked about the change in terms for the board chair and vice chair being extended to two-year terms versus one year. John verified that it was presented at the last study session.</p> <p><b>MOTION:</b> Rodd Miller moved to adopt the revisions and substitute wording for the method of proxy and approve the revised bylaws today. Fatima Luthi seconded. Approved 5-0.</p> <p>Bob stated that not everyone was present for the February Study Session, so he wanted the opportunity to speak to it again. Alan had some suggestions or if there are any others who had some thoughts about the service. He said that a handful of people were asking him when MOD was going to come to the Washburn campus. Alan is not sure why people think it's free. Rodd said that if we operate MOD, it's not free, it costs us, it's expensive but maybe it's cheaper than an Uber.</p> <p>Alan stated that from an operational standpoint TMTA has done a good job executing the service. Funding is an issue. We don't have the funding to sustain the service.</p>	<p>Bob Nugent</p>
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		Fatima suggested providing a survey to passengers of the top three things that make sense to focus on for the MOD service, let them rate 1 to 3 for their priority. I see a need & want to help, but from a business perspective it's not sustainable and it's unrealistic for our community to expect. Rodd said that might be a good idea to focus on the ridership in that area (not the non-riders). Bob said we could do an on-board survey focused on what is more valuable—Microtransit or the Indiana or California routes.	
<b>Executive Session</b>	N/A		
<b>Adjourn</b>	Board meeting adjourned at 4:43 p.m.	<b>MOTION:</b> Scott moved to adjourn the meeting.	Scott Tummons

Respectfully Submitted –



Keri Renner, Topeka Metro Board Secretary