

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
June 11, 2024**

Charles Savannah
Tricia Kradel
Joseph Hasychak
Lance Calvert
David Johnston

John H. Paul, Executive Director
Rebecca Black, Lutz, Pawk & Black
Ryan Saeler, Butler Media Group
Eddie Trizzino, Butler Eagle
Tiffany Fosnaught

Joseph Hasychak (in Chris Rearick's absence) called the meeting to order at 5:00pm with a moment of silence followed by the pledge of allegiance.

ROLL CALL: Tiffany called the roll. Charles Savannah, Joseph Hasychak, Tricia Kradel, Lance Calvert and David Johnston were present. Chris Rearick was absent.

MINUTES OF THE MEETING: David Johnston motioned to approve the minutes from the May 2024 Board Meeting as presented. This motion was seconded by Tricia Kradel. Roll call indicated all ayes.

CORRESPONDENCE: None.

PUBLIC COMMENT ON AGENDA: None.

OLD BUSINESS: None.

- **Committee Reports (TOE- Terminal, Office and Equipment, Public Relations, Sub-Contractor, Capital Improvements and Expansion) – None.**

NEW BUSINESS

ADA COMPLIANCE PURCHASE- BLUE ARCHER- John explained that this purchase will ensure that BTA's website remains up-to-date and ADA compliant. The setup fee is \$500 and the yearly cost is \$1,243.55 (including tax). Widgets and accessible monitors are used to monitor the website. This is a new service. Charles Savannah made a motion to approve the purchase of ADA Compliance Website Services from Blue Archer at a cost of \$500 one-time setup fee and \$1,243.55 annually. Tricia Kradel seconded the motion. Roll call indicated all ayes.

CODE OF CONDUCT- MUSIC/SPEAKER ON PHONE- Rebecca shared that this is a minor revision in BTA's Code of Conduct Policy. The Policy needed updated to include cell phones. The policy will state that music cannot be played on devices with speakers and loud conversations cannot be conducted through the speakers at the terminal or on the buses as to not disturb other passengers, drivers or BTA staff. The current policy did not include cell phones and did not include the terminal or other BTA facilities. David Johnston made a motion to adopt the changes to BTA's Code of Conduct Policy as presented and Charles Savannah seconded the motion. Roll call indicated all ayes.

BASE FARE INCREASE FROM \$1.25- NEW FARE \$1.50 7/1/24- John announced that BTA had the public comment period (public hearing, online and at the terminal) regarding the proposed fare increase. BTA received nothing. Charles Savannah made a motion to approve BTA's fare increase from \$1.25 to \$1.50 effective 7/1/24. Tricia Kradel seconded the motion. Roll call indicated all ayes.

TAG FAREBOX LIGHTS- John shared that the Board has already approved the purchase of the TAG fareboxes. BTA has now learned that there is an attachment for adding lighting to assist in viewing the fares that are placed in the box. Kelly was able to obtain pricing for farebox lights for 12 fareboxes at a total of \$4,125. Charles Savannah asked when they would be installed. John stated that BTA would install them when the fareboxes are installed. Joseph Hasychak asked when and how these lights would be paid. John is looking to add them to the capital request and BTA will have to wait for the invoice. It may not arrive until the new fiscal year. Tricia Kradel made a motion to approve BTA's purchase of farebox lights at a total of \$4,125. David Johnston seconded the motion. Roll call indicated all ayes.

FINANCIAL REPORT/STATEMENT- Tiffany presented the May 2024 financial reports for approval. Charles Savannah made a motion to approve the May 2024 financial reports as presented. Tricia Kradel seconded the motion. Roll call indicated all ayes. Tiffany shared that she just started using the new accounting software and that the Board should expect new reports next month.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check number 545 from the Project Checking Account. David Johnston made a motion to approve check number 545 from the Project Checking Account and Charles Savannah seconded the motion. Roll call indicated all ayes. Tiffany asked for approval of check numbers 29112 through 29142 from the Regular Checking Account. Charles Savannah made a motion to approve check numbers 29112 through 29142 from the Regular checking account and Tricia Kradel seconded the motion. Roll call indicated all ayes. Tiffany shared that BTA has received their official annual audit dates from Maher Duessel. The annual audit will begin September 16, 2024.

EXECUTIVE DIRECTORS REPORT- Evening and day-time service trips totaled 15,086 for May 2024. An increase of 1,691 trips from May 2023.

Commuter service total trips totaled 1,613 for May 2024. An increase of 115 trips from May 2023.

BTA received word that the front end and parts arrived at MCI for Bus 226 to finally begin making repairs. Bus 226 has been at MCI for almost a year. It is projected to be completed by early September 2024.

The next regular scheduled board meeting is Tuesday July 9, 2024 at 5:00pm at the BTA Transit Center Board room at 130 Hollywood Drive.

QUESTIONS FROM MEDIA/VISITORS- Eddie asked about the details regarding the passengers who have been served regarding BTA's Fare Evasion Policy. John shared the information that Eddie requested. Eddie also asked about the consequences of violations to the newly added revision to the Code of Conduct this evening. John shared that the consequences remain the same. They are outlined in the policy. Eddie asked about the significant increase in ridership. John thinks it may be because of the economy. There will be a more extensive report on ridership once the fiscal year ends.

Ryan asked if there will be any action taken following the Executive Session. John explained that the Executive Session is for Informational Purposes and that there will not be any action taken afterwards.

ADJOURNMENT – Joseph Hasychak made a motion to adjourn into Executive Session without returning at 5:21pm. Charles Savannah seconded the motion. Roll call indicated all ayes.