

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 17th day of December 2024 at 4:00p.m. at the Metro Bus Operations Center. Commissioner Miller presided with the following present:

Commissioners:	1. Dave Kleis	(Absent)
	2. Rick Miller	
	3. Ryan Fitzthum	(Absent)
	4. Kurt Hunstiger	
	5. Dave Masters	
Chief Executive Officer:	Ryan Daniel	
Chief Administration Officer:	Sunny Hesse	
Chief Operations Officer:	Dave Green	
Director of Finance:	Nene Israel	

Additions or Changes to the Agenda: Item number 8 under Consent Agenda was moved under General Business. **Commissioner Hunstiger moved, and Commissioner Masters seconded a motion to approve the agenda as amended. Motion carried.**

Consent Agenda:

- 5.) Minutes of December 17, 2024, Regular Meeting
- 6.) December 2024 Balance Sheet, Income Statement
- 7.) December 2024 List of Bills

Commissioner Hunstiger moved, and Commissioner Masters seconded a motion to approve the Consent Agenda. Motion carried.

Open Forum: No one spoke.

General Business.

8.) December 2024 Ridership Reports for Fixed Route, Dial-a-Ride, and Northstar Link. Dave Green stated that there was an error in the November 2023 ridership numbers when the ridership reports were finalized. There were no issues with the November 2024 ridership numbers. **Commissioner Hunstiger moved, and Commissioner Masters seconded a motion to approve the Amended November 2023 Ridership numbers. Motion carried.**

9.) Consideration of HR Policy – 4.7 Staff Recognition Policy. Sunny Hesse informed the Commissioners that the Staff Recognition Policy was created to reflect the acknowledgement and appreciation programs Metro Bus has been using. This policy was created to formalize the process moving forward. **Commissioner Masters moved, and Commissioner Hunstiger seconded a motion to approve HR Policy – 4.7 Staff Recognition Policy. Motion carried.**

10.) Consideration of HR Policy Updates: Chapter 9 Leaves of Absence. Sunny Hesse noted that there was a change in the language to the structure of the sick leave maximum payout. Ms. Hesse also added that the vacation accrual policy was adjusted to allow employees to have more than their maximum accrual of vacation as long as the vacation is spent down to the maximum amount, prior to the employee's following anniversary date. Any vacation amount over the maximum allowable amount would be forfeited. **Commissioner Hunstiger moved, and Commissioner Masters seconded a motion to approve HR Policy Updates: Chapter 9 Leaves of Absence. Motion carried.**

Department Updates.

Planning Analyst, Michael Kedrowski updated the Commissioners on the overall ridership during fiscal year 2024, noting that Metro Bus provided a total of 810,505 rides across their service. Fixed Route service saw a 4% increase in 2024 along with a 7% increase in Dia-a-Ride ridership and a 14% increase

in ridership on Northstar Link. Mr. Kedrowski informed the Commissioners that Metro Bus is currently in the process of updating their long-range transit plan, Metro Bus Forward. Metro Bus has been working with Nelson Nygaard Consulting Associates on this project for the past few years to redesign the current fixed route structure. The Western Transit Center project is also ongoing and there will be updates on that as they become available.

Marketing and Communications Manager, Nate Ramacher updated the Commissioners on the recent success of Jolly Trolley, noting Metro Bus and their partners were able to procure 9,766 pounds of non-perishable food items, as well as raise \$1851.00 in cash. Food and cash donations were distributed equally on Friday, December 13 between the Promise Neighborhood, Catholic Charities, and Salvation Army.

Adjournment. **Commissioner Miller adjourned the meeting at 4:20 p.m.**