



TANK Board of Directors Meeting

June 10, 2020

Call to Order: 5:30 p.m. via Zoom conference

ATTENDANCE, Board Members:

- Brian Ellerman, Chair
- Ed Kuehne, Vice-Chair
- Tim Donoghue
- Jim Parsons
- Gina Rittinger
- Laura Thompson
- Scott Guenther
- Dave Sogar

ATTENDANCE, Staff/Other:

- Andrew Aiello, General Manager
- Mike Duncan, Legal Counsel
- Gina Douthat, Deputy General Manager
- Sean O’Leary, Director of Operations
- Bill Hock, Director of Maintenance

AUDIENCE RECOGNITION:

Mr. Aiello noted that staff will be monitoring the comments section of the Facebook Live event. Staff will relay questions to the Board throughout the meeting. **See summary below.**

APPROVAL OF MINUTES:

Motion to approve the May 13, 2020 Board Minutes.

Motion: Tim Donoghue
 Second: Ed Kuehne
 Discussion: None
 Action: **Motion Passed**, Unanimously

REPORTS:

Finance Committee Report

April FY20 Financial Statements

Mr. Parsons reported that the Finance Committee met on June 2nd, 8:30 a.m. via Zoom conference. All members were present. The Committee reviewed the April Financial Statements. April was the first month to be entirely impacted by the COVID-19 pandemic. TANK has not been charging fares, so revenues are behind budget. Expenses are also behind budget, so we are in decent financial shape given the situation.

Mr. Parsons discussed how TANK’s local ridership was down significantly, but there are still many passengers using the local routes – these are important and critical services.

Tire Leasing IFB

Mr. Parsons referenced the memo related to TANK’s Tire Leasing IFB 2020-01. TANK leases its bus tires and it is time to rebid the leasing services. Three bids were received in accordance with IFB 2020-01. The lowest and recommended bid came from Goodyear Tire & Rubber Company – the current leasing provider.

The Finance Committee recommends the approval a three-year contract with Goodyear Tire & Rubber Company, Inc. for an amount not to exceed \$669,030.77.

Motion: Jim Parsons

Second: Tim Donoghue

Discussion: None

Action: **Motion Passed**, Unanimously

FY 2021 Final Operating & Capital Budget

Mr. Parsons stated the committee reviewed the Final FY 2021 Operating & Capital Budget. The expenses in this final version of the budget are the same as were shown in the draft budget. Also, the total county contributions remain unchanged from the draft budget. However, due to the pandemic, passenger revenue has been decreased and the federal CARES Act funds have been included to offset losses in passenger revenue and losses in state match / toll credits.

The TANK System Redesign is also included in this budget. The action to approve this budget will be the final Board action as it relates to the System Redesign. Mr. Aiello provided a recap of the public involvement process and the changes to the plan as a result of the public involvement.

Mr. Aiello reported that the Board received today an additional round of feedback from the City of Covington. This feedback came in a letter that all Board Members received. The letter from the City acknowledged that some changes were made to the plan as a result of feedback from the City/residents and the City was appreciative of those changes. The letter also highlighted a few components of the plan with which the City disagreed.

Mr. Ellerman stated that given the amount of money allotted to TANK to run the system, this is the best plan to make the best use of those resources.

Mr. Guenther stated that he agreed with Mr. Ellerman’s comments. He added that the concerns of the Counties that led to the System Redesign were legitimate concerns – declining ridership and increasing costs that would impact the sustainability of the system moving forward – something had to change. The System Redesign makes the best use of the funds available to TANK and will also result in a better transit system for many people in our core areas.

Motion to approve the FY 2021 Operating & Capital Budget.

Motion: Tim Donoghue
Second: Scott Guenther

Discussion:

Prior to taking final action on the budget and Redesign, the Board paused to hear the public feedback coming in via Facebook Live.

Ms. Douthat relayed that a comment came in from the City of Covington. “The City of Covington is appreciative of the major changes shown in the final draft, but we would be remiss not to take an additional opportunity to push for the following: Restoration of access to St. Elizabeth Hospital (1500 James Simpson Jr. Way). The restoration of any omitted routes and stops to low usage high need neighborhoods. The continued prioritization of a Northern Kentucky first transit model.”

Ms. Thompson stated that she thought the letter brought forward some good points. She appreciated highlighting the concerns about low-ridership and underserved areas – these are things that we have been trying to balance for a very long time. She stated that she has concerns about access to the hospital in Covington as well and acknowledged the City’s letter and the City’s points made about the hospital being a testing site for COVID-19.

Mr. Aiello provided some stats regarding the ridership at St. Elizabeth Covington site (the location off 12th Street in Covington). The location is served by Route #5. The route currently deviates away from Holman Ave. to serve the hospital. Prior to the pandemic (Sept. 2019) that stop accounted for approximately 3% of total Route #5 ridership (down to only 1% of total route ridership in May 2020). However, the deviation out/back to Holman Avenue represents about a 23% delay in travel time – inconveniencing 97% of the passengers by increasing their travel time by 23%. It was noted that this route serves low-income and minority communities, delaying these passengers who need to get to their destination (home, work, grocery, etc.) quickly and efficiently.

Mr. Aiello also stated that there is a stop at 16th and Holman, about 2,000 feet away from St. Elizabeth Covington, that would be maintained in the Redesign.

Mr. Aiello restated one of the statistics that has come out of the Redesign plan. The number of Transportation Disadvantaged Households (low-income, minority, zero-car) with access to frequent transit service will increase by 157% once the plan is in place.

Mr. Aiello stated, from a staff perspective, that TANK’s staff has appreciated the feedback and the working relationship with the City of Covington staff. They have been helpful throughout the process in providing feedback and getting citizens engaged in the process.

Ms. Douthat relayed another comment from the City of Covington, “The City recognizes that the TANK Board is operating under the budget constraints being passed down by the Fiscal Courts. Although we recognize these difficulties, we would again advocate for the Board to adopt a plan that continues to keep our most vulnerable and transit deficient communities connected with the healthcare facilities, educational facilities, employment facilities, and retail amenities of the Northern Kentucky region.”

Ms. Douthat relayed another comment about the Redesign, “Please don’t eliminate the 11. It already has a very limited schedule and many people like myself need this route!”

Mr. Parsons mentioned that all parties interested in transit will need to consider some of the funding constraints that are in place that will impact the counties’ ability to fund TANK long-term like the caps on the Kenton County transportation payroll fee.

Mr. Parsons also asked staff to explain the plan to reduce some of the inefficiencies associated with TANK’s current operation between the Covington Transit Center (CTC) and downtown Cincinnati. Mr. Aiello stated that the Redesign plan recommends reducing the number of trips between the CTC and downtown Cincinnati from approximately 700 trips a day down to 500 trips a day. 500 trips a day is still a very large number of trips, providing all-day opportunities to travel between the two hubs. The plan then takes the inefficiency (the 200 extra trips) and redeploys those resources in the form of better transit service in the neighborhoods and more frequent bus service on the street. Although TANK heard a concern from the City on this change, TANK did not hear much negative feedback from passengers on this recommendation as most of the routes to be removed from the CTC do not gather a lot of ridership at the CTC.

Action: **Motion Passed**, Unanimously

FY 2021 Admin Comp Plan Update

Mr. Parsons reviewed the FY 2021 Administrative Compensation Update for non-bargaining (administrative) employees.

Finance Committee recommends approval of the FY 2021 Administrative Compensation Update.

Motion: Jim Parsons

Second: Ed Kuehne

Discussion: None

Action: **Motion Passed**, Unanimously

General Manager’s Report

Mr. Aiello reported on TANK’s plan to return to weekday bus service. He stated phase 3 will begin June 20th when TANK will be returning to about 90% of our regular service levels. We



will begin full weekday service on all routes with two exceptions. We will continue to hold in the Southbank Shuttle and Route 35X.

We are holding in these two routes for two main reasons: 1) We currently don't have enough bus drivers to operate at 100% of our service level. We lost operators as we naturally would over a four-month period, and with the BMV, government agencies, and background check processes closed due to the pandemic, we have just now been able to start the hiring process again. The second reason we are holding in these two routes is due to lack of demand for the service. The Southbank Shuttle serves riverfront hotels, attractions and stadiums that are currently empty; and the 35X serves NKU which is currently operating online.

For all other routes, local, express Park & Ride service, etc. – we will be returning to the full weekday service schedules. Demand to reopen to full service has grown and we are excited to get back to serving more of our community again. We will be making a public announcement about our return to weekday service later this week.

Even though we are returning to weekday service, we will still not be charging fares. Fixed-route passengers will still board through the rear door and not pay a fare. We will eventually get back to charging fares, but it will only be after we outfit every fixed-route bus with some form of shield to protect the operator. We are working on this now and will have more to report on that in the near future.

AUDIENCE RECOGNITION SUMMARY:

No other comments.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

GENERAL COUNSEL'S REPORT:

Mr. Duncan reported, as a reminder, that the TANK by-laws call for the election of officers as the last item of New Business at the July board meeting each year. Under the by-laws the current chair and vice-chair are eligible to be reelected if they so choose to stand for election.

Executive Session:

*Motion to enter Executive Session pursuant to KRS 61.810(1)(c) to discuss pending litigation.
No action will be taken in Executive Session.*

Motion: Tim Donoghue
Second: Ed Kuehne



MINUTES

Discussion: None
Action: **Motion Passed**, Unanimously

Motion to exit Executive Session. No action was taken in Executive Session.

Motion: Ed Kuehne
Second: Tim Donoghue
Discussion: None
Action: **Motion Passed**, Unanimously

ADJOURN:

Motion to adjourn the meeting.

Motion: Laura Thompson
Second: Scott Guenther
Discussion: None
Action: **Motion Passed**, Unanimously, 6:20 p.m.