



TANK Board of Directors Meeting

April 12, 2023

Call to Order: 5:30 p.m.

CALL TO ORDER AND PLEDGE:

Mr. Guenther called the meeting to order and asked all to stand for the Pledge of Allegiance.

ATTENDANCE, Board Members:

- Scott Guenther, Chair
- Ed Kuehne
- Laura Thompson
- Missy Miles
- Gina Rittinger
- Brian Ellerman
- Jim Parsons

ATTENDANCE, Staff/Other:

- Gina Douthat, General Manager
- Mike Duncan, Legal Counsel
- Sean O’Leary, Deputy General Manager
- Bill Hock, Director of Maintenance
- Alex Fuchs, Director of Finance
- Renae Agramonte-Turner Director of HR/Admin
- Gary McCulley, Assistant Director of Operations
- Frank Busofsky, Assistant Director of Communications and Development

AUDIENCE RECOGNITION:

Mr. Guenther asked for Audience Recognition.

Two guests addressed the Board of Directors.

1. Ms. Yolanda Gould, vocational rehabilitation counselor working at the KY Career Center in Florence KY
 - a. Advocate for a client that is experiencing issues with RAMP scheduling
 - b. Jennifer (consumer) works a 9 a.m. to 1 p.m. schedule and has a challenge with trying to schedule trips around her work schedule. It takes longer than the 30 minutes between 8:30 a.m.-9:00 a.m. to get through to schedule her trips. On one day she redialed over 200 times trying to get through.
 - c. If she can’t get a trip scheduled, she has to rely on friends and family, which is a burden.
 - d. Usually rides with only 1 or 2 other people
 - e. Impacts – positive – service helps her be more independent; negative – the stress of scheduling has made her anxiety increase and she is struggling to get trips

- f. Concerned with ADA compliance
 - g. Making the board aware that there are RAMP customers in vocational rehab that are struggling through this process.
2. Ms. Michelle Cobb, branch manager at KY Career Center
- a. Were here about 4 years ago asking about subscription services
 - b. Stated that the ADA does not allow people to wait in these long “lines” waiting to schedule and that his happening today on RAMP
 - c. Calls are dropped and people lose their place in the queue
 - d. Having more subscriptions would help ease the call volume and make for better service for our customers.

APPROVAL OF MINUTES:

Motion to approve the March 8, 2023 Board Minutes.

Motion: Ed Kuehne

Second: Gina Rittinger

Discussion: None

Action: **Motion Passed**, unanimously.

Motion to approve the April 4, 2023 Combined Committee Board Minutes.

Motion: Gina Rittinger

Second: Missy Miles

Discussion: None

Action: **Motion Passed**, unanimously.

REPORTS:

FINANCE COMMITTEE was the only committee to report:

February FY 2023 Financial Statements

Mr. Parsons reported that ridership continues to steadily increase on all services. Monthly passenger revenues are over budget. Expenses are under budget this month and we are still over budget year to date. Overall financial condition remains good.

FY 2024 Draft Budget

Ms. Douthat gave a brief overview of the Draft Fiscal Year 2024 Operating & Capital Budget presentation. The board held a combined committee meeting on April 4 and staff provided the full budget presentation at that time.

- Context: Service Levels & Service Reliability
 - 93% of planned service on the street
 - Service reliability has improved to 99.9%-System is operating smoothly
 - Inflationary pressures (labor, fuel, vehicle parts) are impacting this budget
- Budget Approach

- Keep bus service on the street
- Continue to hire operators in order to restore full service in August 2023
- Use federal funds received during pandemic to offset increased cost and lost revenue in the operating budget
- Expenses & Revenues
 - Expenses up 7.3%
 - County contributions will increase by 8% overall
 - Budget shows the use of reserve funds to supplement the overall increase in order to keep the overall increase in county subsidy at a more reasonable level
- County Funding Formula
 - FY24 formula now uses 2020 census population data, 2022 employment data (affecting Boone County) and minor schedule changes (affecting Kenton County hours)

Mr. Parsons discussed the approach to using federal funds to supplement some of the increased expenses and reminded the board that there will come a time when those federal funds that are now subsidizing operations are gone. As that time approaches, staff will need to look at the budget and find ways to cut expenses; the resulting gap between subsidy contributed by the counties and the cost to support the full operation will be substantial. We will need to begin to look at ridership data and make some determinations about ways to plan to decrease costs as use of federal funds tapers off.

Motion to approve the draft FY 2024 budget as presented and authorize the General Manager to present the draft budget to the fiscal courts for approval.

Motion: Jim Parsons

Second: Ed Kuehne

Discussion: None

Action: **Motion Passed**, unanimously.

Fixed Route Bus Procurement

Staff managed a joint RFP to secure a five-year fixed route bus contract. The previous fixed-route bus contract has expired and, in an effort, to gain more competitive pricing and to reduce administrative overhead, TANK partnered with three other large urban systems (Lexington, Louisville and Cincinnati) and five smaller systems (Paducah, Owensboro, Allen County, Evansville and Clarksville) to create a joint procurement. TANK's current bus replacement program calls for replacing 8 to 12 buses per year over the next five years. Gillig was the sole respondent to the RFP. Their proposal met all technical specifications and their price was reasonable, in line with the Independent Cost Estimate.

Motion to authorize the General Manager to execute a 5-year contract between TANK and Gillig LLC for the manufacture and delivery of heavy-duty, low-floor, ADA compliant fixed-route buses.

Motion: Jim Parsons

Second: Missy Miles

Discussion: None

Action: **Motion Passed**, unanimously.



GENERAL MANAGER REPORT:

Ms. Douthat reported that we are working with UPass contracts to update agreements as needed. Thomas More University recently opted to join this partnership and we are working out details of that contract.

Bike to Work Day will be May 19. TANK will provide free rides to customers that bring their bicycles on board.

April 18 – Gov. Beshears office will be holding a check presentation for several KY grant awards. TANK’s recent CMAQ award will be held at that time. Board members are welcomed and encouraged to attend.

OLD BUSINESS: None

NEW BUSINESS: None

GENERAL COUNSEL:

Motion to Enter into Closed Executive Session pursuant to KRS 61.810(1)(c) – re: pending litigation.

Motion: Ed Kuehne
Second: Laura Thompson
Discussion: No action will be taken after the closed session.
Action: **Motion Passed**, Unanimously.

Motion to exit Executive Session and return to normal meeting.

Motion: Ed Kuehne
Second: Gina Rittinger
Discussion: None
Action: **Motion Passed**, Unanimously

ADJOURN:

Motion to adjourn the meeting.

Motion: Jim Parsons
Second: Laura Thompson
Discussion: None
Action: **Motion Passed**, Unanimously, 6:40 p.m.