



MINUTES

TANK Board Meeting

February 12, 2025

Call to Order: 5:30 p.m.

CALL TO ORDER AND PLEDGE:

Ms. Rittinger called the meeting to order and asked all to stand for the Pledge of Allegiance.

IN ATTENDANCE, Board Members:

Brian Ellerman	Ed Kuehne	Eric Hall
Lisa Cooper	Scott Guenther	Kimberly Rossetti
Gina Rittinger		

IN ATTENDANCE, Staff/Other:

- Michael Duncan, Board Attorney
- Gina Douthat, General Manager
- William Hock, Director of Maintenance
- John Young, Director of Operations
- Sutton Rowley, Manager of Financial Planning and Analysis
- Jacob Morris, Accounting Manager
- Renae Agramonte-Turner, Director of Admin and HR
- Gary McCulley, Asst. Director of Operations

AUDIENCE RECOGNITION:

None.

APPROVAL OF MINUTES:

ACTION ITEM:

Motion to approve the Board Meeting Minutes for January 8.

Motion: Eric Hall

Second: Ed Kuehne

Discussion: None

Action: **Motion Passed** unanimously.

Reporting:

PENSION COMMITTEE

Gina Douthat provided a pension committee report.

The Pension Committee met on January 29, and the entire committee present at the meeting. The US Bank representatives provided a market review for the fourth quarter and provided information on the projections for the year and what they might expect the market to do over the next couple of months. Our plan is a managed plan, and it continues to hold a balanced investment objective. The account currently has a portfolio balance of roughly \$12.2 million, and the current yield on the fund is 2.75%. We spent most of the meeting discussing the actuarial work we had Cooney Rust and Strenk do, which counseled the committee regarding plan termination options. We've had some discussions at the Finance Committee meeting over the last year, and so we wanted to bring that update to the board. There has been a desire by the Pension Committee to look at other options that may exist for our pension plan. We are not in the state pension. The TANK pension is

a very bare bones plan and members are interested in looking at more modern options. So we did some actuarial work to look at termination options for the current plan, and then what it would take to move to a defined contribution plan, away from the defined benefit plan. That work told us that our current plan is the only option that will be solvent in the future. In order for us to close our plan, we would have to buy annuities for every member and every retiree effectively, and the cost of that ranges anywhere from \$18 million to \$24 million as an initial investment by the authority, which is not affordable. So the Pension Committee, after hearing all of that, determined that they were not going to take any action. We're going to continue to let the plan grow and stay as it is. The CR&S work completed is available for any board or pensioner to see, if they would like.

FINANCE COMMITTEE

December Financial Statements

Mr. Rowley provided a summary of the December financial statements and operating stats.

Sutton noted a decrease in ridership compared to December last year. Fringe expenses were about \$380,000 above the normal average, primarily due to increases in employee medical expenses and pay out of holiday and attendance days earned but not taken.

Capital Budget

Mrs. Douthat presented the draft capital budget for review. The capital budget is on page 24 of the February Board Packet. The capital budget is divided into four segments. Bus purchases and preventive maintenance as one section, the short term projects, facility and rehab projects, and then the fourth section is federal operating assistance. It's important to note that for this year, we are not projecting any big bus purchases, so the only bus purchases that we will be making in this fiscal year are the RAMP vehicles and then our normal preventive maintenance. We are not increasing that amount from fiscal 25 so we are keeping that at \$4 million. Moving to the next section- short term projects. Those are often projects that carry over year to year. So it includes things like software licensing or PC replacement. This year, we've added a few new projects to that list:

- fare collection software, an open payment option to our fare collections system.
- a new payroll system
- four or five different large pieces of shop equipment
- planning study and transit plan development will happen starting in July.

Facility rehab projects make up the third section of the capital budget. Those projects in this year's capital plan are focused on the hoist project you've heard about over the last few months. We're securing the final bit of funding for the hoists, and then all of the funding for the installation of those hoists in this budget, and then the operational assistance. We're continuing that planned pandemic funding step-down that we've talked about. So we are planning to put \$3 million into the 2026 operating budget. Last year, we put 5 million in from operating so that's a big step down. There is no local component to the capital budget. We're not asking for any local match.

ACTION ITEM:

Motion to approve the Capital Budget for FY26 as presented.

Motion: Lisa Cooper

Second: Scott Guenther

Discussion: None

Action: **Motion Passed** unanimously.

OPERATIONS COMMITTEE

Mr. Hall provided the report. The operations and safety committee met on February 4, at 10 am. John provided an update on driver safety, and Olivia provided an update on the upcoming service and fare changes beginning on March 22. We also had a discussion about long term planning and the importance of communicating with the public that we are constantly evaluating the condition of TANK, what the needs are, and looking for ways to be forward-thinking and creative in how we meet the needs of the community.

GM REPORT:

Gina Douthat discussed the remaining budget process for FY26-the operating budget will be presented in March.

Renovations are wrapping up in mid-February, so all March meetings will take place at TANK.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

GENERAL COUNSEL:

Mr. Duncan did not have anything new to report.

ADJOURN:

Motion to adjourn the meeting at 5:45 p.m.

Motion: Ed Kuehne

Second: Eric Hall

Discussion: None

Action: **Motion Passed**, Unanimously