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ST CLOUD METROPOLITAN TRANSIT COMMISSION BOARD AGENDA

Tuesday, October 17, 2023 4:00 p.m.

1. Call to Order
2. Roll Call
3. Additions or Changes to the Agenda
4. Approval of Agenda

Consent Agenda

5. September 19, 2023 Meeting Minutes *
6. September 2023 Dial-a-Ride, Fixed Route, Northstar Link Reports *

Open Forum

General Business

7. Resolution #2024-01 Designating the Official Depositories and Newspaper of the St. Cloud Metropolitan Transit Commission.
* *Paula Mastey*
8. Resolution #2024-02 Authorization to Purchase Eight(8) Class 400 CNG Vehicles. * *Paula Mastey*
9. Consideration of HR Policy Update: Policy 7.6 Voluntary Life, Short-Term Disability and Long-Term Disability Insurance. * *Sunny Hesse*
10. Long Range Transit Plan Update: November 8, 2023 Event. *Dave Green*

Department Update

11. Planning Update. *Michael Kedrowski*

Adjournment

* Attachment(s) Included

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 19th day of September 2023 at 4:00 p.m. at the Metro Bus Operations Center. Commissioner Kleis presided with the following present:

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

Additions or Changes to the Agenda: **Commissioner Fitzthum moved, and Commissioner Hunstiger seconded a motion to approve the agenda as presented. Motion carried.**

Consent Agenda:

5.) Minutes of August 15, 2023, Regular Meeting

6.) August 2023 Balance Sheet, Income Statement

7.) August 2023 List of Bills

8.) August 2023 Ridership Reports for Fixed Route, Dial-a-Ride, and Northstar Link

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

Open Forum: No one spoke.

General Business.

9.) Consideration of FY2024 Final Budget and CIP. Paula Mastey noted that there were no changes from the preliminary operating budget and CIP that were presented in August. Ms. Mastey informed the Commissioners that moving forward there would be some changes on the state and federal level that would change how Metro Bus would be able to use funds for Marketing and Communications messaging as well as the use of funding for commissioner travel. It was the recommendation by the Commissioners that Metro Bus review their current policies in place and make any changes necessary to remain in compliance with the impending changes. **Commissioner Libert moved, and Commissioner Hunstiger seconded a motion to approve FY2024 Final Budget and CIP. Motion carried.**

10.) Resolution #2023-08 Setting Final Levy on Taxable Property in the Transit Area. **Commissioner Fitzthum moved, and Commissioner Libert seconded a motion to approve Resolution #2023-08 Setting Final Levy on Taxable Property in the Transit Area. Motion carried.**

11.) Liability and Worker's Compensation Insurance Policy Renewal Update. Sunny Hesse informed the Commissioners that there was a 4.6% increase in coverage cost this year compared to last year. She also noted that there was a 3% decrease in Works Compensation Premiums over that same time. **No Motion.**

Department Update.

12.) IT Update. Steve Williams informed the Commissioners that Metro Bus recently upgraded some of the audio and visual equipment in the Board Room as well as the Quarry Room at the Mobility Training Center. Mr. Williams also noted that Metro Bus had implemented a new phone system in June as the current phone system had reached the end of its useful life. Mr. Williams stated that starting in October,

Metro Bus would be moving their online Board Meeting from Webex to the Microsoft Teams platform. The Webex contract has ended, and Metro Bus has no plans to renew that platform moving forward.

Adjournment. **Commissioner Fitzthum moved, and Commissioner Hunstiger seconded a motion to adjourn the meeting at 4:52 p.m. Motion carried.**

Dial-a-Ride Service - Monthly System Ridership Summary

Combined Service	Service Hrs			Passengers			Passengers Per Hr		
	Sep-23	Sep-22	Diff	Sep-23	Sep-22	Diff	Sep-23	Sep-22	Diff
ADA Special Service	4,067	3,916	151	10,412	9,297	1,115	2.56	2.37	0.19
Personal Care Attendants				1,304	854	450	0.32	0.22	0.10
ADA Companions				173	239	-66	0.04	0.06	-0.02
Senior Rider Program				0	0	0	0.00	0.00	0.00
General Public				0	0	0	0.00	0.00	0.00
Totals	4,067	3,916	151	11,889	10,390	1,499	2.92	2.65	0.27

Weekday Service	Service Hrs			Passengers			Passengers Per Hr		
	Sep-23	Sep-22	Diff	Sep-23	Sep-22	Diff	Sep-23	Sep-22	Diff
ADA Special Service	3,440	3,501	-61	9,152	8,352	800	2.66	2.39	0.27
Personal Care Attendants				1,107	703	404	0.32	0.20	0.12
ADA Companions				114	182	-68	0.03	0.05	-0.02
Senior Rider Program				0	0	0	0.00	0.00	0.00
General Public				0	0	0	0.00	0.00	0.00
Totals	3,440	3,501	-61	10,373	9,237	1,136	3.01	2.64	0.37

Saturday Service	Service Hrs			Passengers			Passengers Per Hr		
	Sep-23	Sep-22	Diff	Sep-23	Sep-22	Diff	Sep-23	Sep-22	Diff
ADA Special Service	390	199	191	760	508	252	1.95	2.55	-0.60
Personal Care Attendants				122	77	45	0.31	0.39	-0.08
ADA Companions				25	23	2	0.06	0.12	-0.06
Senior Rider Program				0	0	0	0.00	0.00	0.00
General Public				0	0	0	0.00	0.00	0.00
Totals	390	199	191	907	608	299	2.32	3.06	-0.74

Sunday Service	Service Hrs			Passengers			Passengers Per Hr		
	Sep-23	Sep-22	Diff	Sep-23	Sep-22	Diff	Sep-23	Sep-22	Diff
ADA Special Service	237	216	21	500	437	63	2.11	2.02	0.09
Personal Care Attendants				75	74	1	0.32	0.34	-0.02
ADA Companions				34	34	0	0.14	0.16	-0.02
Senior Rider Program				0	0	0	0.00	0.00	0.00
General Public				0	0	0	0.00	0.00	0.00
Totals	237	216	21	609	545	64	2.57	2.52	0.05

Fixed Route Service - Monthly Cumulative Ridership Summary

Rt #	ROUTE NAME	Service Hours			Passengers			Passengers Per Hour		
		Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff
1	Route 1	480	480	0	8,035	7,569	466	16.74	15.77	0.97
2	Route 2	485	485	0	6,070	5,923	147	12.52	12.21	0.30
3	Route 3	607	615	-8	5,163	5,708	-545	8.51	9.28	-0.78
4	Route 4	208	210	-2	2,358	2,449	-91	11.34	11.66	-0.33
5	Route 5	412	416	-4	6,363	6,152	211	15.44	14.79	0.66
6	Route 6	329	334	-5	4,606	4,030	576	14.00	12.07	1.93
7	Route 7	0	0	0	0	0	0	0.00	0.00	0.00
8	Route 8	324	329	-5	2,514	2,054	460	7.76	6.24	1.52
9	Route 9	208	210	-2	1,582	1,612	-30	7.61	7.68	-0.07
10	Route 10	334	338	-4	1,142	1,314	-172	3.42	3.89	-0.47
11	Route 11	330	336	-6	2,368	2,327	41	7.18	6.93	0.25
12	Route 12	431	437	-6	3,023	2,415	608	7.01	5.53	1.49
21	Route 21	245	256	-11	3,195	3,060	135	13.04	11.95	1.09
22	Route 22	166	160	6	971	913	58	5.85	5.71	0.14
31	Route 31	377	383	-6	2,578	2,491	87	6.84	6.50	0.33
32	Route 32	352	458	-106	619	1,169	-550	1.76	2.55	-0.79
33	Route 33	411	416	-5	2,904	2,690	214	7.07	6.47	0.60
		0	0	0	0	0	0	0.00	0.00	0.00
19	Trolley	0	0	0	0	0	0	0.00	0.00	0.00
91	Route 91	0	0	0	0	0	0	0.00	0.00	0.00
92	Route 92	0	0	0	0	0	0	0.00	0.00	0.00
93	Route 93	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
CnX	ConneX	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
887	Northstar Link	162	168	-6	1,075	1,048	27	6.64	6.24	0.40
887F	Northstar Link MID	0	0	0	0	0	0	0.00	0.00	0.00
SUMMARY INFORMATION		Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff
BASE SYSTEM		5,699	5,863	-164	53,491	51,876	1,615	9.39	8.85	0.54
HUSKY SHUTTLE		0	0	0	0	0	0	0.00	0.00	0.00
SUNDOWNER		0	0	0	0	0	0	0.00	0.00	0.00
NORTHSTAR LINK		162	168	-6	1,075	1,048	27	6.64	6.24	0.40
GRAND TOTALS		5,861	6,031	-170	54,566	52,924	1,642	9.31	8.78	0.53

Fixed Route Service - Monthly Weekday Ridership Summary

Rt #	ROUTE NAME	Service Hours			Passengers			Passengers Per Hour		
		Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff
1	Route 1	340	356	-16	6,488	6,399	89	19.08	17.97	1.11
2	Route 2	340	357	-17	4,947	4,959	-12	14.55	13.89	0.66
3	Route 3	480	503	-23	4,145	4,744	-599	8.64	9.43	-0.80
4	Route 4	160	168	-8	1,948	2,031	-83	12.18	12.09	0.09
5	Route 5	320	335	-15	5,117	5,093	24	15.99	15.20	0.79
6	Route 6	261	274	-13	3,751	3,405	346	14.37	12.43	1.94
7	Route 7	0	0	0	0	0	0	0.00	0.00	0.00
8	Route 8	255	268	-13	2,200	1,840	360	8.63	6.87	1.76
9	Route 9	160	168	-8	1,298	1,320	-22	8.11	7.86	0.26
10	Route 10	286	300	-14	1,054	1,208	-154	3.69	4.03	-0.34
11	Route 11	262	276	-14	2,014	1,992	22	7.69	7.22	0.47
12	Route 12	340	357	-17	2,521	2,094	427	7.41	5.87	1.55
21	Route 21	245	256	-11	3,195	3,060	135	13.04	11.95	1.09
22	Route 22	80	84	-4	437	396	41	5.46	4.71	0.75
31	Route 31	300	315	-15	2,181	2,107	74	7.27	6.69	0.58
32	Route 32	280	410	-130	544	1,030	-486	1.94	2.51	-0.57
33	Route 33	320	336	-16	2,308	2,198	110	7.21	6.54	0.67
		0	0	0	0	0	0	0.00	0.00	0.00
19	Trolley	0	0	0	0	0	0	0.00	0.00	0.00
91	Route 91	0	0	0	0	0	0	0.00	0.00	0.00
92	Route 92	0	0	0	0	0	0	0.00	0.00	0.00
93	Route 93	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
CnX	ConneX	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
887	Northstar Link	162	168	-6	1,075	1,048	27	6.64	6.24	0.40
887F	Northstar Link MID	0	0	0	0	0	0	0.00	0.00	0.00
SUMMARY INFORMATION		Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff
BASE SYSTEM		4,429	4,763	-334	44,148	43,876	272	9.97	9.21	0.76
HUSKY SHUTTLE		0	0	0	0	0	0	0.00	0.00	0.00
SUNDOWNER		0	0	0	0	0	0	0.00	0.00	0.00
NORTHSTAR LINK		162	168	-6	1,075	1,048	27	6.64	6.24	0.40
GRAND TOTALS		4,591	4,931	-340	45,223	44,924	299	9.85	9.11	0.74

Fixed Route Service - Monthly Saturday Ridership Summary

Rt #	ROUTE NAME	Service Hours			Passengers			Passengers Per Hour		
		Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff
1	Route 1	80	64	16	990	698	292	12.38	10.91	1.47
2	Route 2	85	68	17	747	588	159	8.79	8.65	0.14
3	Route 3	73	58	15	663	592	71	9.08	10.21	-1.12
4	Route 4	28	22	6	270	246	24	9.64	11.18	-1.54
5	Route 5	55	44	11	848	660	188	15.42	15.00	0.42
6	Route 6	41	33	8	557	370	187	13.59	11.21	2.37
7	Route 7	0	0	0	0	0	0	0.00	0.00	0.00
8	Route 8	41	33	8	201	114	87	4.90	3.45	1.45
9	Route 9	28	22	6	180	162	18	6.43	7.36	-0.94
10	Route 10	48	38	10	88	106	-18	1.83	2.79	-0.96
11	Route 11	41	33	8	227	183	44	5.54	5.55	-0.01
12	Route 12	55	44	11	317	187	130	5.76	4.25	1.51
21	Route 21	0	0	0	0	0	0	0.00	0.00	0.00
22	Route 22	50	40	10	336	315	21	6.72	7.88	-1.16
31	Route 31	45	36	9	253	223	30	5.62	6.19	-0.57
32	Route 32	40	28	12	36	82	-46	0.90	2.93	-2.03
33	Route 33	55	44	11	390	306	84	7.09	6.95	0.14
		0	0	0	0	0	0	0.00	0.00	0.00
19	Trolley	0	0	0	0	0	0	0.00	0.00	0.00
91	Route 91	0	0	0	0	0	0	0.00	0.00	0.00
92	Route 92	0	0	0	0	0	0	0.00	0.00	0.00
93	Route 93	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
CnX	ConneX	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
887	Northstar Link	0	0	0	0	0	0	0.00	0.00	0.00
887F	Northstar Link MID	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
SUMMARY INFORMATION		Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff
BASE SYSTEM		765	607	158	6,103	4,832	1,271	7.98	7.96	0.02
HUSKY SHUTTLE		0	0	0	0	0	0	0.00	0.00	0.00
SUNDOWNER		0	0	0	0	0	0	0.00	0.00	0.00
NORTHSTAR LINK		0	0	0	0	0	0	0.00	0.00	0.00
GRAND TOTALS		765	607	158	6,103	4,832	1,271	7.98	7.96	0.02

Fixed Route Service - Monthly Sunday Ridership Summary

Rt #	ROUTE NAME	Service Hours			Passengers			Passengers Per Hour		
		Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff
1	Route 1	60	60	0	557	472	85	9.28	7.87	1.42
2	Route 2	60	60	0	376	376	0	6.27	6.27	0.00
3	Route 3	54	54	0	355	372	-17	6.57	6.89	-0.31
4	Route 4	20	20	0	140	172	-32	7.00	8.60	-1.60
5	Route 5	37	37	0	398	399	-1	10.76	10.78	-0.03
6	Route 6	27	27	0	298	255	43	11.04	9.44	1.59
7	Route 7	0	0	0	0	0	0	0.00	0.00	0.00
8	Route 8	28	28	0	113	100	13	4.04	3.57	0.46
9	Route 9	20	20	0	104	130	-26	5.20	6.50	-1.30
10	Route 10	0	0	0	0	0	0	0.00	0.00	0.00
11	Route 11	27	27	0	127	152	-25	4.70	5.63	-0.93
12	Route 12	36	36	0	185	134	51	5.14	3.72	1.42
21	Route 21	0	0	0	0	0	0	0.00	0.00	0.00
22	Route 22	36	36	0	198	202	-4	5.50	5.61	-0.11
31	Route 31	32	32	0	144	161	-17	4.50	5.03	-0.53
32	Route 32	32	20	12	39	57	-18	1.22	2.85	-1.63
33	Route 33	36	36	0	206	186	20	5.72	5.17	0.56
		0	0	0	0	0	0	0.00	0.00	0.00
19	Trolley	0	0	0	0	0	0	0.00	0.00	0.00
91	Route 91	0	0	0	0	0	0	0.00	0.00	0.00
92	Route 92	0	0	0	0	0	0	0.00	0.00	0.00
93	Route 93	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
CnX	ConneX	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
887	Northstar Link	0	0	0	0	0	0	0.00	0.00	0.00
887F	Northstar Link MID	0	0	0	0	0	0	0.00	0.00	0.00
		0	0	0	0	0	0	0.00	0.00	0.00
SUMMARY INFORMATION		Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff	Sep 23	Sep 22	Diff
BASE SYSTEM		505	493	12	3,240	3,168	72	6.42	6.43	-0.01
HUSKY SHUTTLE		0	0	0	0	0	0	0.00	0.00	0.00
SUNDOWNER		0	0	0	0	0	0	0.00	0.00	0.00
NORTHSTAR LINK		0	0	0	0	0	0	0.00	0.00	0.00
GRAND TOTALS		505	493	12	3,240	3,168	72	6.42	6.43	-0.01



Northstar Link - Monthly Weekday Ridership Summary

	Service Hours			Passengers			Passengers Per Hour		
	Sep 2023	Sep 2022	Diff	Sep 2023	Sep 2022	Diff	Sep 2023	Sep 2022	Diff
887 Northstar Link	162	168	-6	1,075	1,048	27	6.65	6.24	0.41
887F Northstar Link Friday	0	0	0	0	0	0	0.00	0.00	0.00
Northstar Link Total	162	168	-6	1,075	1,048	27	6.65	6.24	0.41

Northstar Link - Monthly Saturday Ridership Summary

	Service Hours			Passengers			Passengers Per Hour		
	Sep 2023	Sep 2022	Diff	Sep 2023	Sep 2022	Diff	Sep 2023	Sep 2022	Diff
887 Northstar Link	0	0	0	0	0	0	0.00	0.00	0.00
887F Northstar Link Friday	0	0	0	0	0	0	0.00	0.00	0.00
Northstar Link Total	0	0	0	0	0	0	0.00	0.00	0.00

Northstar Link - Monthly Sunday Ridership Summary

	Service Hours			Passengers			Passengers Per Hour		
	Sep 2023	Sep 2022	Diff	Sep 2023	Sep 2022	Diff	Sep 2023	Sep 2022	Diff
887 Northstar Link	0	0	0	0	0	0	0.00	0.00	0.00
887F Northstar Link Friday	0	0	0	0	0	0	0.00	0.00	0.00
Northstar Link Total	0	0	0	0	0	0	0.00	0.00	0.00

Northstar Link - Monthly Total Ridership Summary

	Service Hours			Passengers			Passengers Per Hour		
	Sep 2023	Sep 2022	Diff	Sep 2023	Sep 2022	Diff	Sep 2023	Sep 2022	Diff
887 Northstar Link	162	168	-6	1,075	1,048	27	6.65	6.24	0.41
887F Northstar Link Friday	0	0	0	0	0	0	0.00	0.00	0.00
Northstar Link Total	162	168	-6	1,075	1,048	27	6.65	6.24	0.41



Resolution #2024-01
DESIGNATING THE OFFICIAL DEPOSITORIES AND NEWSPAPER OF THE ST.
CLOUD METROPOLITAN TRANSIT COMMISSION

WHEREAS, Minnesota Statutes require political subdivisions to designate, on an annual basis, official depositories for funds and an official newspaper; and

THEREFORE LET IT BE RESOVED, by the St. Cloud Metropolitan Transit Commission that:

1. Wells Fargo, St. Cloud, be designated as official depository.
2. The Commission further designates authority to the Chief Executive Officer per MN Stat. Sec. 118.005 to exercise the powers of the board in designating additional official depositories. Additional depositories to be officially designated at the next Commission regular meeting.
3. The St. Cloud Times be designated as the official newspaper.

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the St. Cloud Metropolitan Transit Commission at a duly authorized meeting thereof held on the 17th day of October, 2023, as shown by the minutes of said meeting.

John Libert
Secretary

Notary:



Resolution #2024-02
AUTHORIZATION TO PURCHASE EIGHT (8) CLASS 400 CNG VEHICLES

WHEREAS, the St. Cloud Metropolitan Transit Commission (Metro Bus) is submitting a grant application to the Minnesota Department of Transportation for the amount up to \$3,080,000 in capital assistance (\$2,772,000 State funds, \$308,000 Local share) for the purchase of eight (8) Class 400 CNG Low Floor vehicles; and

WHEREAS, the replacement of these vehicles follows the Metro Bus Capital Asset Policy regarding useful life of vehicles; and

NOW THEREFORE LET IT BE RESOVED, by the St. Cloud Metropolitan Transit Commission that:

1. Metro Bus enter into an agreement with the State of Minnesota for the capital purchase of eight (8) CNG Class 400 vehicles for a total amount of up to \$3,080,000; \$385,000 per vehicle.
2. The Chief Executive Officer OR the Chairman OR Director of Finance is hereby authorized to execute grant documents and requests for reimbursement from the Minnesota Department of Transportation.

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the St. Cloud Metropolitan Transit Commission at a duly authorized meeting thereof held on the 17th day of October, 2023, as shown by the minutes of said meeting in my possession and that this certification is made to the County Auditors of Stearns, Benton, and Sherburne Counties pursuant to Minnesota Statutes 458A.10.

John Libert
Secretary

Notary:



Agenda Memorandum

Agenda Item: 09
Agenda Date: October 17, 2023
Agenda Subject: HR Policy Updates
Staff Contact: Sunny Hesse, Chief Administration Officer
Previous Action: none

Metro Bus benefit open enrollment is scheduled for November 6 – 20, 2023 for calendar year 2024. Benefit elections during this open enrollment period will go into effect on January 1, 2024.

Each year, Metro Bus reviews its benefit offerings. We work in collaboration with our benefit broker, Gallagher (formerly Mahowald), to seek renewal rates from our current carriers and/or go out to bid for coverage with new vendors as appropriate. We also evaluate the potential for adding, removing, or updating benefit options for employees.

After reviewing benefit options in preparation for the 2024 plan year, policy 7.6 Voluntary Life, Short-Term Disability and Long-Term Disability Insurance is being revised as follows.

7.6 Voluntary ~~Life, Short-Term Disability and Long-Term Disability~~ Insurance Options

All Metro Bus employees scheduled to work twenty (20) or more hours per week are eligible to elect voluntary ~~insurance coverage under various benefit options-life, short-term disability and/or long-term disability insurance.~~

~~If an employee elects long-term disability insurance, Metro Bus will pay 50% of the associated premium. The remaining premium is paid by the employee through direct payroll deduction on a post-tax basis.~~

Premiums for voluntary ~~life and short-term disability~~ insurance benefits are paid 100% by the employee through direct payroll deduction on a post-tax basis.

7.6 Voluntary Insurance Options (clean copy)

All Metro Bus employees scheduled to work twenty (20) or more hours per week are eligible to elect voluntary insurance coverage under various benefit options.

Premiums for voluntary insurance benefits are paid 100% by the employee through direct payroll deduction on a post-tax basis.

Recommended Action: Request Board Approval.