

## Board of Directors of the Kansas City Streetcar Authority

January 25<sup>th</sup>, 2018 at 12:00 p.m.

### Meeting Summary Minutes

Singleton Yard

600 E. 3<sup>rd</sup> St, Kansas City, Missouri 64106

#### 1. Call to Order:

Michael Hagedorn called the meeting to order. Introductions followed.

#### 2. Approval of Previous Meeting Summary Minutes

Jan Marcason moved to approve the November 9th, 2017 meeting summary minutes, David Johnson seconded and the motion unanimously carried.

#### 3. Public Comment

There were no public comments. Tom Gerend introduced Joe Perry as a non-voting member sitting representing Port KC until they name a replacement for Michael Collins.

#### 1. Safety and Security – KCPD/Streetcar Ambassador Update

Major Gates introduced Chief Smith, who thanked the Board for inviting him. He has been Chief of Police for KCPD since August 15, 2017 and believes that the city is best when they have great partnerships. He mentioned that KCPD has partnered with the KC Streetcar since before opening and has heard great things about the cooperation and teamwork with KC Streetcar and KCOD. Tom Gerend thanked Maj. Gates for his ongoing support. The support of KCPD is valuable to the success of the Streetcar.

#### 2. Streetcar On-Board Travel Survey Results

Donna Mandelbaum gave a presentation on the results of the travel survey that was conducted by from August- October 2017.

The surveys were done in-person conducted on board the Main Street MAX and the KC Streetcar. The purpose was to understand travel patterns, trip purpose, access modes and general demographics of transit passengers, to assist with ridership forecasting. ETC collected 642 validated weekday responses and 949 validated weekend responses from KC Streetcar riders. The survey consisted of two major elements:

- On-to-Off survey to identify boarding and alighting paths
- Origin-Destination survey that includes a detailed interview of passengers

The survey answered questions regarding:

- Who is riding the KC Streetcar,
- When and Why are riders taking the KC Streetcar,
- What are riders doing downtown,
- Where are riders going, and
- The riders path of travel (By time and day)

Each district feeds riders to other districts, connecting key employment and entertainment areas on the route.

Tom Gerend added the survey is on [www.kcstreetcar.org](http://www.kcstreetcar.org). In response to a question raised by Russ Johnson regarding using how to use this data for expansion, Mr. Gerend said that the data is being used to determine stop locations and what are the demand generators.

## **6. Committee Reports**

### **Marketing Committee**

Donna Mandelbaum gave the marketing committee update. KC Streetcar Holiday Jam was a success and contributed to high December ridership numbers (150,000). There were nine musical performances; media coverage; and the feedback from the passengers and musicians were wonderful. Tom Gerend added that Ms. Mandelbaum did a great job and was able to stay under budget.

### **Operations Committee**

Tom Gerend gave the operation committee update.

- Total Ridership -3,459,480
- Total 2017 Ridership - 2,060,327
- 2017 Daily Average -5,645
- Cumulative Daily Average - 2016-2017 -5,718

Mr. Gerend reported that staff has been working with HTSI to advance testing operation schedules to tighten headways. The tests have been successful and the new schedules are starting on January 25<sup>th</sup>.

Mr. Gerend talked about the winter weather preventative maintenance plan. There was an ice event that shut the system down. The plans and standard operating procedures (SOPs) that were in place for this type of weather incident worked well. A bus bridge was deployed to continue service and a tow truck was used to bring the streetcar back into the VMF. George Guastello complemented the team on being responsive and proactive during the storm.

### **Budget and Finance**

Tom Gerend said that the financials are in good shape and are on target. Both November and December 2017 reports were at the Board Members places for their review. The annual audit report was at the member places as well. There were no findings on this year's audit.

Jon Copaken moved to accept the November and December financial reports, and the Annual Audit report, Jan Marcason seconded and the motion unanimously carried.

## **7. Expansions Updates**

Mr. Gerend reported that The Kansas City Streetcar Authority (KCSA), in partnership with the Kansas City Area Transportation Authority (KCATA), has issued a Request for Information (RFI) for innovative project delivery methods to support the extension and operations of the KC Streetcar on January 18<sup>th</sup>, 2018. The requests are due by is March 2<sup>nd</sup>, 2018.

Mr. Gerend proposed to amend KCSA budget for consideration of scope of complete the Southern Extension TDD formation.

Task 1. Final TDD Funding Election (est. \$100,000)

Task 2. Legal/Professional Support for TDD Formation and Development of Financing Plan (Est.100,000)

Task 3. Direct Staff Support from KCSA

Mr. Gerend also asked the Board to support additional phase of expansion technical due-diligence, including:

- Federal Funding Grant Application
- Environmental/NEPA Review
- Financial Expertise to support development and review of financial plans

Jon Copaken moved to approve authorizing developing and executing related support agreement with Main Street TDD in an amount not to exceed \$250, 000; amending the budget to shift \$500,000 of KCSA -held reserves to KC Streetcar System Expansion Program and to approve, and authorizing developing and executing related letter agreement with

Kansas City, Missouri, Russ Johnson seconded and the motion carried.

### **8. Closed Meeting**

Russ Johnson moved to vote to temporarily close this meeting to the public, pursuant to our authority to do so under subsections 1, 11, and 12 of Section 610.021 of the Missouri Statutes - which authorizes the Authority to close its meetings to the extent the discussion relates to any confidential or privileged communications with its attorney, sealed bids or proposals or related documents, any documents related to a negotiated contract or specifications for competitive bidding, or employees and that the meeting be reopened to the public upon conclusion of those discussions. George Guastello seconded the motion. A roll call of following board members voted to go into closed session: Mike Hagedorn, Jon Copaken, George Guastello, David Johnson, Russ Johnson, Jan Marcason, and Jason Swords. No board members voted against the motion.

Jan Marcason moved to vote to return to open session. A roll call of the following board members voted to go back into an open meeting Mike Hagedorn, George Guastello, David Johnson, Russ Johnson, Jan Marcason, and Jason Swords. No board members voted against the motion.

The next meeting will be held on Thursday, February 22nd, 2018 at the Singleton Yard, 600 E. 3<sup>rd</sup> St., KCMO.

The meeting was adjourned.

### **Board Members Attending**

George Guastello  
Michael Hagedorn  
David Johnson  
Russ Johnson  
Jan Marcason  
Jason Swords

### **Others attending**

Ralph Davis, KCMO  
Maj. Daniel Gates, KCPD  
Tom Gerend, KCSA  
Brian Hadley, HTSI  
Ebony Jackson, KCSA  
Donna Mandelbaum, KCSA  
Charlie Miller, Lewis Rice  
Joe Perry, Port KC  
Jon Schlegel, HTSI  
Chief Smith, KCPD  
Jason Waldron, City of Kansas City