

Board of Directors of the Kansas City Streetcar Authority

August 23rd, 2018 at 12:00 p.m.

Meeting Summary Minutes

Singleton Yard

600 E. 3rd St, Kansas City, Missouri 64106

1. Call to Order:

Michael Hagedorn called the meeting to order.

2. Approval of Previous Meeting Summary Minutes

Jeff Krum moved to approve the June 14, 2018 meeting summary minutes, Matt Staub seconded and the motion unanimously carried.

3. Public Comment

There were no public comments.

4. Streetcar Expansion Presentations

Tom Gerend gave a presentation on both the Riverfront and the Main Street Extensions.

Riverfront

Riverfront extension's current activity:

- NTP on 30% design work
- Environmental/NEPA nearly complete
- Finalizing design PED/Bike bridge connections
- Finalizing financial strategy

Main Street

Main Street Extension Current Schedule:

- | | |
|-------------------------------------|---------------------------|
| • Project Development | Sept. 2017 to Feb 2019 |
| • Submit Small/New Starts Templates | Sept 2018 |
| • Recommended in FY2020 Budget | Spring 2019 (Speculative) |
| • FTA Construction Grant Agreement | Spring 2020 |
| • Final Design and Procurement | June 2018 to June 2020 |
| • Construction | June 2020 to Dec 2022 |
| • Testing | Jan 2023 to June 2023 |
| • Service Begins | Summer 2023 |

Mr. Gerend announced that installing rails on the outside lanes of streets was decided as the best lane analysis. Primary factors that led to the selection of outside-running lanes were: pedestrian needs, business access, turn restrictions, bus integration, on-street parking/loading and consistency. The full technical report can be accessed at

<http://kcstreetcar.org/about-streetcar/mainstreet-extension/>

The Main Street Expansion study is still in project development phase. The next steps are:

- South of Emanuel Cleaver II Blvd., the streetcar will transition to the Country Club Right of Way (CCTOW),
- Consideration is being given to a potential transit hub on the southeast corner of the intersection of Main Street/Cleaver II Blvd, and the streetcar's lateral position in the street must be carefully coordinated with this hub
- Consideration of a 270-foot-long section of Main Street in the vicinity of 46th Street
- Study significant grade on Main Street just north of Emanuel Cleaver II Blvd.
- One-way east-west streets in the area tend to complicate and concentrate traffic circulation issues and will be

given attention

Mr. Gerend outlined the Main Street financial strategy

- Base-Year Project cost - \$250-\$275m (2019)
- External factors currently influencing planned and assumed cost are:
 - Recent market escalation within industry (higher than forecast bids nationwide)
 - Market uncertainty (federal regulation, tariffs)
 - Shifting FTA guidance and requirements regarding embedded project contingency (30+%)
 - Higher assumed annualized inflation rates (>3.5+% annually)
 - Project schedule (year-of-expenditure)
 - Need to proactively plan for, include, and manage risks in financial plan
- Final project costs will be influenced by above mentioned risks along with guidance & assumptions required by Federal Transit Administration

Mr. Gerend explain the difference between the two available Federal Programs.

Small Starts Capital Investment Grant Program, is for projects under \$300M only and federal share is capped at \$100m. The New Starts Capital Investment Grant Program, is for projects over \$300m. Federal Share is not capped (50/50 is common). Under the New Starts scenario, no new or additional local funding would be required.

Mr. Gerend said that with the Main Street Financial strategy taken in consideration the project team plans to submit a formal application the FTA for the New Starts Capital Investment Grants Program, seeking \$151 million dollars in federal funding and inclusion in the federal 2020-year budget to support the estimated \$316m project.

Mr. Gerend requested approval on two actions for the Main Street extension.

- (1) David Johnson moved to authorize the Executive Director to enter into letter of agreement with the Downtown TDD, and the City of Kansas City, MO for use of up to \$2m in TDD reserve to support next phase of project development, with condition that the funds are to be reimbursed from the expanded TDD once it is activated, Matt Staub seconded and the motion passed unanimously.
- (2) Russ Johnson moved to authorize issuance of competitive procurement to support project development, design, vehicle procurement and for the Executive Director to execute agreements with qualified, selected proposers, Jan Marcason seconded and the motion passed unanimously.

5. Committee Reports

Operations Committee

Safety and Security

Major Daniel Gates, KC Police Department liaison said there wasn't anything new to report. It has been status quo.

Tom Gerend reported that Herzog Transit has had a change in leadership. He introduced Brian Hadley as the new Operations Manager and Don Spenser as the new Director of Safety and Security. There has been extensive preventative maintenance done of the line. Electric panels were replaced on all the streetcar stops and track slabs and handrails have been repaired. The real time arrival signs have been upgraded.

Ridership and system usage

- Total Ridership -4,850,806

- Total 2018 Ridership – 1,391,326
- 2018 Daily Average – 6,023
- Cumulative Daily Average - 2016-2018 = 5,667

There was an operation schedule for a 6 car fleet at the Board Members places for review.

KC Streetcar - 6 Vehicle Operation Plan (FY 2020 Budget)

Service Levels by Day of Week

		Service Frequency	Service Hours Per Day	Vehicles Required	Car Hours Per Day	% of Service By Day of Week
<u>Monday</u>						
6 AM - 12 AM		10-12min	16	3	48	14%
10 AM-2 PM		8 min	4	1	4	
						<i>Seasonal Only (May-August)</i>
<u>Tuesday</u>						
6 AM - 12 AM		10-12min	16	3	48	14%
10 AM-2 PM		8 min	4	1	4	
						<i>Seasonal Only (May-August)</i>
<u>Wednesday</u>						
6 AM - 12 AM		10-12min	16	3	48	14%
10 AM-2 PM		8 min	4	1	4	
						<i>Seasonal Only (May-August)</i>
<u>Thursday</u>						
6 AM - 12 AM		10-12min	16	3	48	14%
10 AM-2 PM		8 min	4	1	4	
						<i>Seasonal Only (May-August)</i>
<u>Friday</u>						
6 AM - 2AM		10-12min	18	3	54	
10 AM-2 PM		8 min	4	1	4	
FF- 4PM-10PM		8-10 min	6	1	6	16%
						<i>Seasonal Only (May-August)</i>
						<i>Seasonal Only (April-September)</i>
<u>Saturday</u>						
7 AM - 2 AM		10-12min	17	3	51	
9 AM - 5 PM		10-12min	8	1	8	17%
						<i>Seasonal Only (May-August)</i>
<u>Sundays</u>						
8 AM - 12 PM		10-12 min	16	3	48	14%
Total - Normal Week					345	
Total- Summer Week					373	
	Additional weekly hrs over current				8	2%
	Additional weekly hrs over current_ summer				28	8%
	Additional Weekly hrs w/ First Friday				34	
	Total Additional Hours	Hours	Weeks	Total		
	Non-summer new hours	8	36	288		
Summer new hours		28	16	448		

First Friday	6	6	36
Totals			772

Mr. Gerend said the ETA for the 2 new cars is late summer/early fall 2019. He has seen pictures and they are currently being build.

Marketing Committee

Donna Mandelbaum gave the marketing committee update.

2018 Art in the Loop (KC Plays) is winding down and was very successful. There were 9 installations or performances on the KC Streetcar line. Starting July 18th the final one scheduled for next week on August 29th. She introduced the Stranger on the Train, a soft sculpture that was a part of Art in the Loop.

Ms. Mandelbaum said that KCSA partnered with the Eric Berry 2018 Backpack challenge which was school supply scavenger hunt along the streetcar line. There was also a partnership with 816 Day planning team and KCSA received a City Council Resolution.

With the help of the Summer Intern, Isaiah Jackson, Ms. Mandelbaum stated that #kcstreetcarstories was launched. They are short videos with riders, residents and business owners discussing how the streetcar has impacted their lives.

Budget and Finance

Tom Gerend reported that an audit is completed. The financials are in good shape and are on target. June’s and July’s 2018 financial statements were at the Board Members’ places for their review.

David Johnson moved to accept the June and July financial reports, Matt Staub seconded and the motion unanimously carried.

Tom Gerend said the KCSA’s financial performance this past fiscal year (FY2019) was on budget and remains consistent with the funding request previously advanced to the City of Kansas City, Missouri. The revised FY2019 maintains original FY2019 funding levels but reflects specific budget categories and details that are reflective of present day conditions, and carry-over from FY2018.

The draft FY2020 budget reflects updated assumptions regarding staffing, operations, and pass-through KCSA expenses based on the best available information this time. Most notable the FY2020 budget assumes operation and maintenance of a 6 vehicle streetcar fleet, and an updated operations plan that will add 4 car service to meet peak seasonal demands.

The KCSA proposed amended FY19 and Draft FY20 were at the Board Members places for their review. It had been emailed prior to the meeting as well. There was a Draft FY2020 budget narrative and highlights provided for the Board Members as well.

David Johnson moved to approve the FY2019 amended budget and FY2020 proposed budget, Matt Staub seconded and the motion passed unanimously.

6. Executive Director Report

Mr. Gerend deferred to Charlie Miller. Mr. Miller explained that if the Board chose to retain Mr. Staub and Mr. Krum as directors, Mr. Staub and Mr. Krum would need to be recommended by the Streetcar Authority and Mr. Staub must be approved by the City and Mr. Krum must be approved by the Port Authority. Mr. David Johnson made the following motions and they were unanimously approved:

I move that the Private Directors of the Streetcar Authority recommend and nominate Jeff Krum, and submit the

nomination to the Port Authority of Kansas City, to serve on the Kansas City Downtown Streetcar Transportation Development District Board, and that the Private Directors of the Streetcar Authority waive submitting a slate of 3 names to the Port Authority. If so approved and appointed by the Port Authority, Mr. Krum would then serve on the Board of Directors of the Kansas City Streetcar Authority.

I move that the Private Directors of the Streetcar Authority recommend and nominate Matt Staub, and submit the nomination to the City of Kansas City, to serve on the Kansas City Downtown Streetcar Transportation Development District Board, and that the Private Directors of the Streetcar Authority waive submitting a slate of 3 names to the City. If so approved and appointed by the City, Mr. Staub would then serve on the Board of Directors of the Kansas City Streetcar Authority.

Also, Mr. David Johnson moved to approve Edward Merriman as Secretary of the Board and Matt Staub seconded the motion. The motion was unanimously approved.

7. Susan Ford- Robinson 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. Mike Hagedorn seconded the motion. A roll call of following board members voted to go into closed session: Mike Hagedorn, George Gustello, David Johnson, Russ Johnson, Jeff Krum, Jan Marcason, Edward Merriman and Matt Staub. No board members voted against the motion.

Mike Hagedorn moved to vote to return to open session. roll call of following board members voted to go into closed session: Mike Hagedorn, George Gustello, David Johnson, Russ Johnson, Jeff Krum, Jan Marcason, Edward Merriman and Matt Staub. No board members voted against the motion.

Charles Miller then announced after the closed session that during the closed session the Board unanimously approved entering into a contract with Sprint for Sprint to continue to be a Streetcar sponsor for one more year.

The next meeting will be held on Thursday, October 11, 2018 at the Singleton Yard, 600 E. 3rd St., KCMO.

The meeting was adjourned.

Board Members Attending

Jon Copaken
Michael Hagedorn
George Gustello
David Johnson
Russ Johnson
Jeff Krum
Jan Marcason
Edward Merriman
Susan Ford Robertson
Matt Staub

Others attending

Maj. Daniel Gates, KCPD
Tom Gerend, KCSA
Brian Hadley, HTSI
Ebony Jackson, KCSA
Donna Mandelbaum, KCSA
Charlie Miller, Lewis Rice

Jackie Nofsinger-Smith, HTSI
Jason Waldron, KCMO