

Board of Directors of the Kansas City Streetcar Authority
March 26, 2020 at 12:00 p.m.
Meeting Summary Minutes
Singleton Yard
600 E. 3rd St, Kansas City, Missouri 64106

1. Call to Order

Tom Gerend called the meeting to order. He mentioned everyone who was attending the meeting and asked for people to mute their audio and gave instruction on how to interject comments or ask questions

2. Approval of Previous Meeting Summary Minutes

Jan Marcason moved to approve the January 16, 2020 meeting summary minutes, George Guastello seconded and the motion unanimously carried.

3. Public Comment

There were no public comments.

4. COVID-19 (Coronavirus) Update

Tom Gerend walked through the timeline of KC Streetcar activities, after Mayor Quinton Lucas issued a 21-day emergency declaration. The #stayathome order stated that public transit was considered essential.

Mr. Gerend updated the Board on the *Modified Operating Schedule and Service, staffing plan* and the timetable. Starting on Friday, March 20, the KC Streetcar started operating on a temporary reduced hour.

Monday-Friday, 6:00 a.m.- 8:00p.m.

Saturday-Sunday, 7:00 a.m.- 8:00p.m.

The shift changes correspond with recent changes in downtown activity levels and allow the KC Streetcar team additional time to clean all streetcar vehicles and stops.

The official responses were included in the Board Members meeting packets.

Donna Mandelbaum said the KC Streetcar Response and Public Communications has been a daily activity. KCSA is coordinating with KCMO, RideKC partners and downtown stakeholders daily.

Pictures of posted signage and the press releases was included in the Board Members meeting packets.

5. KCSA Board Committee Rosters

Tom Gerend thanked everyone who responded regarding committee assignments. After working with everyone the proposed committee assignments are:

Budget and Finance Committee

- Michael Collins, Committee Chair, KCSA
- Jeff Krum, Board Chair, KCSA

- Jon Copaken, KCSA
- Matt Staub, KCSA
- Stacie Paine, KCSA - New

Marketing Committee

- Matt Staub, Committee Chair, KCSA
- David Johnson, KCSA
- Jon Stephens, KCSA - New
- Jan Marcason, KCSA - New
- Mike Hurd, Downtown Council
- Laura Lynch, Private
- Christopher Hernandez, KCMO

Operations Committee

- David Johnson - Committee Chair, KCSA
- Russ Johnson - KCSA
- Susan Ford Robertson - KCSA
- George Guastello - KCSA
- Sherri McIntyre, KCMO Public Works Director
- Ralph Davis, KCMO PM
- Jason Waldron, KCMO Safety Manager
- Wei Sung, KCMO Traffic Control
- Dick Jarrold, KCATA Engineering and Regional Coordinator
- Keith Sanders, KCATA Communications and Regional Coordinator

Personnel Committee

- Jeff Krum, Committee Chair, KCSA
- Susan Ford Robertson, KCSA
- Jon Copaken, KCSA
- Michael Collins, KCSA - New

Executive Committee

- Jeff Krum, Chair
- Michael Collins, Vice-Chair
- Jan Marcason, Secretary
- Jon Copaken, Treasurer

Matt Staub moved to approve the proposed committee, Jon Copaken seconded and the motion passed unanimously.

6. Main Street Extension Update

Tom Gerend gave an update on the progress of the Main Street Extension. The project team is supporting the Federal grant making process. The project is awaiting approval from the FTA to go into

engineering phase. He said every signal from the FTA is positive. He has heard from FTA staff that an approval letter has been drafted and is waiting on Acting Secretary Signature. The anticipated approval date is March 2020. Full Funding Grant Agreement is scheduled for Q1 2021.

- Real estate negotiations are going on.
- Procurement of final design team is near completion and in negotiations.
- Procurement of CM at Risk (construction contractor) is in progress.
- Procurement of Rail Cars – RFP is being developed.
- Public Engagement- A Stakeholder Advisory Committee has been formed and Neighborhood Outreach meetings are being held.

Project Schedule

- FTA Entry into Engineering Approval March 2020
- CMAR- Notice to Proceed, Phase 1 April 2020
- Advance Utility Work (water/sewer) Q3/Q4 2020
- Vehicles-Notice to Proceed February 2021
- Start Track Construction April 2022
- Delivery of 7th Streetcar January 2024
- Construction Substantially Complete March 2024
- Revenue Service Late 2024, Early 2025

7. Committee Reports

Operations Committee

Tom Gerend said the KC Streetcar has hit the 8 Million rides milestone. Daniel Gates said there were no reportable security events. The team is working well together.

2020 Average Daily Ridership	5,812
Total Ridership as of 02/29/2020	8,107,968
2019 Total Ridership	2,228,942
2018 Total Ridership	2,114,717
2017 Total Ridership	2,072,367

Mr. Gerend said with heightened awareness around Coronavirus (COVID-19) the KC Streetcar is closely monitoring the situation and will follow instructions and recommendations issued by the City of Kansas City, Missouri and the Kansas City Health Department.

Cleaning and disinfecting of the Streetcars are done daily, as well as additional precautions are being taken. The CID and KCPD is enforcing the NO Continuous riding policy. George Guastello stressed the importance of security for the major property owners.

Marketing Committee

Matt Staub said that the new route maps will be installed next week. The revised route map was included in the Board Members meeting packets for their review.

Donna Mandelbaum gave a sponsorship update:

Streetcar Stops

- KC Chiefs: January 2020
- Alamo Drafthouse- December 2019 – February 2020 (Library SB)
- Disney Aladdin: March 2020 (Union Station)
- Lead Bank: March – December 2020 (Crossroads NB)

Streetcars

- Sprint for six streetcars: 2020
- Sporting KC: February-April 2020

Ms. Mandelbaum reported that there were two successful events on the Streetcar in February.

1. The rolling out of the Sporting KC Streetcar. Sporting KC created a Sporting KC/Streetcar passport with giveaways. Riders were very excited.

2. Celebrating Black History and Culture on the Streetcars. On Saturday, February 15 there were 2 streetcars with activity on them at the same time. One car was the poetry car w/a violinist and the second car had live art with a small band. It was well received by the riders and the media coverage was good.

Matt Staub said Projects for Art in the Loop have been chosen but not finalized yet. Expected to roll out in May.

Budget and Finance

Tom Gerend reported that the finances are in good shape and are trending favorable. January and February 2020 financial statements were included in the Board Members meeting packets for their review.

Matt Staub moved to accept both financial reports, Stacy Paine seconded and the motion carried.

The Budget and Finance Committee met on March 10, 2020. Mr. Gerend gave a summary of the committee actions.

Capital Improvement Update: Conference Room Upgrades scheduled for March 23rd. New monitor, speaker, and smart projection capability.

Unanimous Approval of KCSA/KCMO/TDD Letter Agreements: Continuation of \$200k annual allocation for KCMO Streetcar Staffing. 1 year term. Approval of city requested \$125k in streetcar funding for route maintenance related expenses (traffic signals, etc.). 1 year term, KCSA ED approval required, clarification re City \$2.039m contribution.

Unanimous Approval of CAF Change Order to support internal monitor reconfiguration. Not to exceed \$50k. Unanimous Approval of ECS Quote for Shop Floor Coating and Sealing Project. Not to exceed \$50k. Unanimous Approval of Faiveley Quote for Vehicle Ice Cutting Equipment. Not to exceed \$60k

Track 4 (Storage Track) construction planned for this fall. Using FY20 and FY21 resources.

There is an upcoming City Ordinance introduction for Main ST. Extension. Ordinance will approve CMAR construction contract (Herzog/SW Joint Venture) and Final Design contract (HDR). Currently scheduled for introduction 3/26, with hearing at Transportation, Infrastructure, and Operations on 4/1.

8. Executive Director Report

Mr. Gerend said the Congress approved stimulus bill included Public Transit. It is too early to know how much will be allocated to the KC Region. He will work with KCATA and MARC to see how the funds will be distributed. He will keep the Board updated.

There is no closed session.

9. The next meeting will be held on Thursday, May 14, 2020 via Zoom conferencing <https://zoom.us/j/3755506186>

The meeting was adjourned.

Board Members Attending

Michael Collins
Jon Copaken
George Guastello
David Johnson
Jeff Krum
Jan Marcason
Edward Merriman
Stacey Paine
Susan Ford- Robertson
Matt Staub
Jason Swords

Others attending

Ralph Davis, KCMO
Daniel Gates, KCPD
Tom Gerend, KCSA
Ebony Jackson, KCSA
Donna Mandelbaum, KCSA
Charlie Miller, Lewis Rice