

Board of Directors of the Kansas City Streetcar Authority
March 30, 2023
Meeting Summary Minutes

Zoom <https://kcstreetcar-org.zoom.us/j/81135807419?pwd=dXdFUFRlQXFFOEtXUTVsZjFEd25vZz09>

600 E. 3rd Street, Kansas City, MO 64106

1. Call to Order

Michael Collins called the meeting to order.

2. Approval of Previous Meeting Summary Minutes

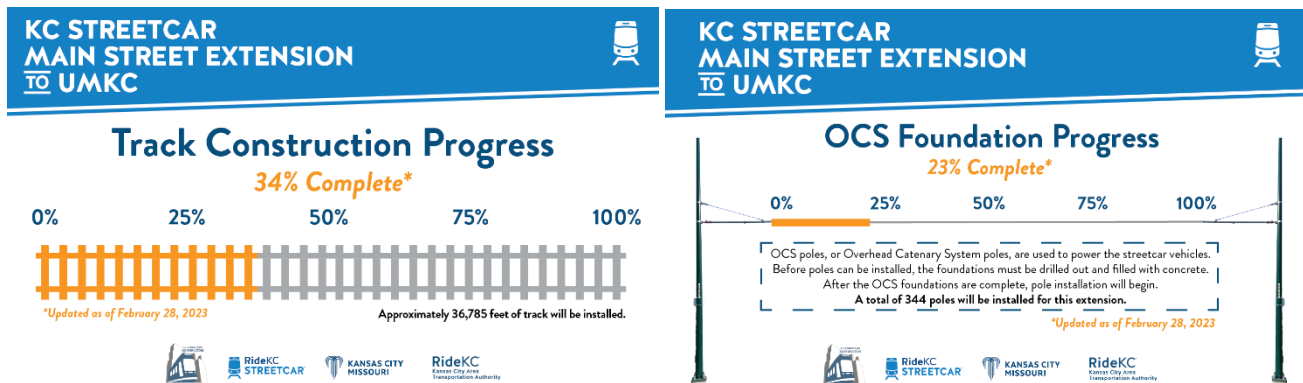
Jan Marcason moved to approve the January 26, 2023 meetings minutes, Russ Johnson seconded and the motion carried.

3. Public Comment

There were no public comments.

4. Streetcar Expansion updates

A. Main Street Extension – Jason Waldron provided an update on the Main Street Extension. We will break ground and begin construction at 38th and Baltimore. The constructors started working on the Brush Creek Bridge. The OCS Foundation and Track Construction are progressing.



The Executive team continues to meet monthly with the KC Streetcar Constructors Joint Venture’s Leadership team, to make sure the project stays on track.

Tom Gerend said the construction team is making progress on the VMF construction. Photos of the progress were shared. Construction of the new warehouse is complete, and the building is occupied, and inventory moved. Site work will start in the Spring. Pre-cast panels and steel setting started in February and will continue into early May. Renovations for the new Operation center in underway; the rough in for plumbing, HVAC, windows, doors, and roof are in, and is expected to be complete Summer 2023.

Jan Marcason offered the Church at 46th and Main’s balcony, that if the constructors want to set up a camera to document the progress.

In response to a question raised by Russ Johnson, Mr. Gerend said the vehicles’ delivery is currently on schedule and the current fleet will be retrofitted after delivery of the new streetcars.

B. Riverfront Extension- Ralph Davis gave the Riverfront Extension update:

- Plans are out for Bid and due back at the end of April 2023
- Construction Notice to Proceed (NTP) are anticipated in Mid-June 2023
- Rail has been delivered and being staged by Port KC

- RFQ for Construction inspection will go out in April 2023
- Overall Construction Bid will go in March
- Construction starting- Spring 2023-2024

Updated plans and cost estimates for the Bike/Pedestrian Bridge are due early April 2023.

Mr. Gerend added that we will not know the impacts of the bridge until a qualified response is received from the construction solicitation. This is the phase where there is the biggest finance risk. Jason Waldron said that short term and long-term mitigations are being considered.

5. KCSA Legal Services

Tom Gerend said that following the completion of a Request for Qualifications (RFQ) public solicitation for Legal support, the KCSA Executive Committee are recommending retaining Lewis Rice as KCSA General Counsel for supportive legal services. There was a strong response to the solicitation. Lewis and Rice have served us well since the beginning of the formation. Doug Stone will be playing a significant role in the primary support.

Jan Marcason moved to approve retaining Lewis Rice as The KC Streetcar Authority General Counsel for supportive legal services and to authorize the Executive Director to execute related letter of agreement, Lynn Carlton seconded, and the motion passed unanimously.

6. Committee Reports

Operations Committee

Tom Gerend updated the Board on operations. Mr. Gerend reported there continues to be steady recovery in ridership and that in February we surpassed 100% recovery. Weekday ridership is still recovering, and weekend ridership is over 150% recovered. March 1-19 ridership was 105,938 and Big XII weekend ridership was 35,327.

There will be a 5-car service test run on April 7, to prepare for the NFL Draft 5-car service. NFL Draft Service + Operations plan is to increase frequency and hours of operations. The terminus will be at the crossroads southbound instead of Union Station. The staff is working on staffing plan, for operators, security and maintenance. Major Gates added that Main Street from 20th to Pershing will be closed to vehicle access. There will be someone to flag the Streetcar through.

Marketing Committee

Donna Mandelbaum reported on the marketing and communication activities. She said that 2023 Sponsorship and Advertising commitments are already at \$135,825. There will be two NFL Draft wrapped streetcars and four wrapped station stops in partnership with Visit KC/Sports Commission. A Poetry contest is going on in partnership with Young Friends of the Library and Crux, with the winner's poem to be installed on a station stop in May.

Ms. Mandelbaum said over 100 applications were received for the Art in the Loop 10th year and the selection meeting is tomorrow.

Matt Staub said the RFQ that was issued for the Marketing and Design Services received 19 proposals. The selection committee reviewed and scored them all. Four design firms were invited for interviews. After the interviews the selection committee recommends the selection of Willoughby Design for system expansion and brand support services, and Lynchpin Ideas for KCSA on-call services.

Lynn Carlton moved to approve the selection of Willoughby Design for system expansion and brand support services, not to exceed \$70,000 and to approve the selection of Lynchpin Ideas for KCSA on-call services with a term not to exceed two years and authorize the Executive Director to execute related agreements pending legal review. Russ Johnson seconded, and the motion unanimously passed.

Budget and Finance Committee

Stacey Paine asked Tom Gerend to update the Board on the Budget and Finance activities. Mr. Gerend said that the City of Kansas City approved their FY24 Budget, and the KCSA approved budget was included.

The December and January financial reports were provided in the Board Packets. A significant deviation from one month to the next, was the last of the COVID relief funds coming in and being deposit in the City held Streetcar fund the next month. We are $\frac{3}{4}$ through the fiscal year and in a healthy position.

The Budget and Finance committee accepted the December 2022 and January 2023 financial reports, Jan Marcason seconded, the motion passed unanimously.

Mr. Gerend said a copy of two audits were included in the Board Packet, one was the FY22 audit and the other is an audit of the COVID Federal funds KCSA received. A deep dive into the audit was done at the Budget and Finance committee.

Stacey Paine moved to accept the FY22 Audit and the Federal Audit, Jon Copaken seconded, and the motion passed unanimously.

7. Executive Director's report

Tom Gerend said that hiring is being ramped up, of Operators and Maintenance Technicians. The start up team is working on the Rail Activation working group, with the City of Kansas City. He thanked HTSI for their consistent and hard work because we have never missed a trip due to lack of an operator. We consider that a major accomplishment considering KCSA's small team and COVID's impacts. Donna Mandelbaum said Staff has partnered with HTSI, to start an aggressive hiring campaign.

We are being challenged with filling KCPD off duty shifts, we are starting to have conversations about what are the alternatives to maintain and enhance security.

Jason Swords added that his company is having safety and security concerns at 12th and Grand.

9. There was no Closed Session

10. The next meeting will be held on May 25, 2023 in person at the VMF with a virtual Zoom option.

The meeting was adjourned.

Board Members Attending

Lynn Carlton
Michael Collins
Jon Copaken
George Guastello
David Johnson
Russ Johnson
Jan Marcason
Stacey Paine
Susan Ford- Robertson
Matt Staub
Jason Swords

Others attending

Ralph Davis, KCSA
Daniel Gates, KCPD
Tom Gerend, KCSA
Ebony Jackson, KCSA
Angie Laurie, KCMO
Donna Mandelbaum, KCSA
Gil Melgajero, HTSI
Jason Waldron, KCMO