

**Board of Directors of the Kansas City Streetcar Authority
May 25, 2023**

Meeting Summary Minutes

Zoom <https://kcstreetcar-org.zoom.us/j/81135807419?pwd=dXdGUFRlR0E0eUJUTVszZjFEd25vZz09>

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

1. Call to Order

Michael Collins called the meeting to order. Mr. Collins welcomed Doug Stone to his first KCSA Board of Directors meeting as legal counsel.

2. Approval of Previous Meeting Summary Minutes

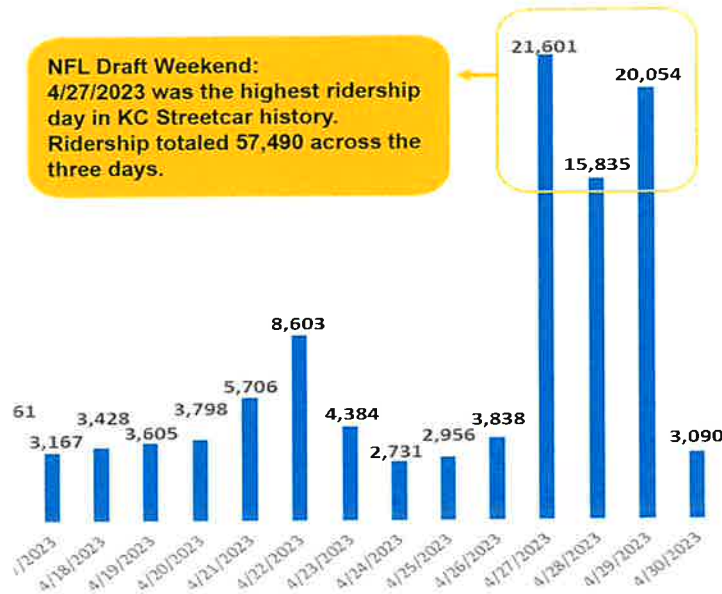
Matt Staub moved to approve the March 30, 2023 meeting minutes, Jon Stephens seconded and the motion carried.

3. Public Comment

There were no public comments.

4. NFL Draft Recap

Tom Gerend gave NFL Draft weekend recap. 5 Car service was run with additional 90 service revenue hours and there were record levels of ridership. KCSA highest ridership ever was achieved on April 27, 2023 with 21,601 passenger trips and a total of 57,490 across the three days. A graph was shared that showed the impact of the NFL draft weekend compared to April's ridership numbers.



Mr. Gerend reported there were 1,589 Staff and Contractor hours served and a total of KC Streetcar Contribution of \$106,000 (\$41,000 Direct Cost and \$65,000 In-Kind of Partner Contributions).

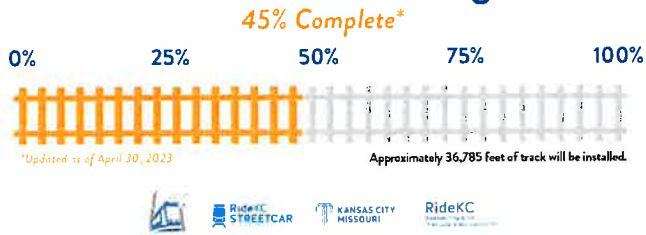
George Guastello said that the KC Streetcar Team was amazing and the preparation that was made for a perfect weekend. He also complimented the coordination with Kansas City Missouri's Public Work department.

5. Streetcar Expansion updates

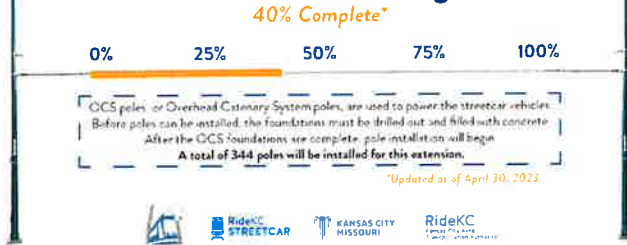
A. Main Street Extension – Tom Gerend provided an update on the Main Street Extension. The OCS Foundation and Track Construction are progressing.



Track Construction Progress



OCS Foundation Progress



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. He shared some project milestones, and these metrics are tracked weekly. There is confidence in the summer construction season that productivity will significantly ramp up.

Mr. Gerend said that as the construction continues the communication and outreach to the community has too. The Main Street Meet Ups are continuing. The meet ups give the public an opportunity to hear about the construction in person. Some of the Social Media communications with the public were shared with the Board.

Lauren Krutty added that progress is being made on the VMF construction. Photos of the progress were shared. The new warehouse building is occupied, inventory moved, and site work is underway. Pre-cast panels and steel setting are ongoing for canopies. Renovations for the new Operation Center is underway and is expected to be complete Summer 2023. The track turnout and tie-in construction will start on May 31st, and COS foundation installation is underway.

Mr. Gerend added that UMKC announced they were going through an RFP process for a facility at the southern terminus. We are aware of their process because we have been coordinating with them for Streetcar needs. Our potential partnership is embedded in the procurement process that says there should be parking accommodations for the Streetcar in the new facility.

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

- 2 construction bids were received May 3, 2023 and are currently under review
- A Notice to Proceed (NTP) was sent to the contractor for: The equilateral switch and special track work, Bridge Rail Expansion Joints and TPPS Substation.
- RFQ for Construction inspection will go out in April 2023

Mr. Davis said the updated plans and cost estimates Bike/Pedestrian Bridge plans are 100% complete and under final review and the Right of Way and Railroad access is currently in process.

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

Mr. Gerend reminded the Board that this is a partnership with the KCATA and Port KC.

6. Committee Reports

Operations Committee

Lauren Krutty updated the Board on operations. She was happy to announce that 110% recovery has been made in April 2023. Weekday ridership is still recovering, and weekend ridership is over 150% recovered.

2023 Average Daily Ridership - 4,878
Total Ridership (2016-2023) - 11,782,680
Total 2023 Ridership to date - 5,854,141

The summer operation plan was shared:

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- 6:00 AM Start M-F | 7:00 AM Start Sa-Su
- 12:00 AM End Su - Th | 1:00 AM End Fr-Sa
- 3-Car Base Schedule (10-12 min headway)
- 4-Car Saturday 10:00 AM - 6:00 PM (all year)
- 4-Car First Friday 2:00 PM - 10:00 PM (Apr - Oct)

Additional service planned for holiday weekends and special events

Major Gates gave the security update. The draft weekend went well, KCPD off duty program was able to cover most requested shifts. One other concern is not being able to meet the staffing request made by KCSA. He is meeting with the KCSA team to help make the shifts more desirable.

Marketing Committee

Jon Stephens said it has been a busy spring and it doesn't show a sign of slowing. He said that 2023 Sponsorship and Advertising commitments are already at \$173,200. The Marketing Committee has been working on updating sponsorship and streetcar vehicle wrap eligibility guidelines.

KC Streetcar Wrap Eligibility

The KC Streetcar Authority partners with community organizations to "wrap" a streetcar. The KC Streetcar Vehicle Wrap Sponsorship Program serves as a partnership between the Kansas City Streetcar Authority (KCSA) and a Kansas City community asset such as an area sports team, landmark, or organization. These streetcar wraps are generally paid for by the community organization and not by the KC Streetcar Authority.

There are **FOUR** categories of eligible KC Streetcar wrap sponsors, which may be comprised of for-profit or non-profit organizations. KC Streetcar wraps are not open to corporate sponsorships at this time.

Below are descriptions of eligible sponsorship proposals.

- Promotion of significant Kansas City arts, landmarks, museums, sports, and entertainment.
 - Examples: KC Ballet; 18th & Vine District; Kansas City Chiefs.
- Events or organizational milestones that have significant cultural, community or economic impact.
 - Examples: The Negro Leagues Baseball Museum to support and honor the 100-year anniversary of the Negro Leagues; Worlds of Fun 50 Year Anniversary.
- Events and celebrations that have a proven history of attracting visitors to Kansas City and our streetcar alignment (tourism, local and out-of-town).
 - Examples: Annual Comic-Con convention; (but not a corporate convention); Big XII basketball tournament (but not a brand-named sponsor of the tournament); Boulevardia (not Boulevard Beer).
- Public entities and public attractions on the KC Streetcar line and within the KC Streetcar Corridor Transportation Development District (TDD).
 - Examples: University of Missouri-Kansas City; Nelson-Atkins Museum of Art; Kansas City Public Library; Union Station; Kauffman Center for the Performing Arts.

All KC Streetcar sponsorships are subject to review and approval by KCSA and KCSA fully reserves the right to deny sponsorship requests at their sole discretion.

In response to a question raised about the clarification of how this is different from original Sprint sponsorship, Ms. Mandelbaum said original Sprint was a sponsorship of all four streetcars. While the sponsorship program is still active, the updated guidelines are for the streetcar wrap program.

Edward Merriman asked if a corporate company doesn't fall within the new guidelines, they will not be able to have a wrap on the streetcar. Mr. Stephens said there is still an opportunity if the company is sponsoring a community event.

There was a robust discussion about the streetcar wrap program. George Guastello said that he thinks it is very important to have guidelines. That helps to stick to the policy and not deviate from it.

Stacey Paine moved to approve the updated sponsorship and vehicle wrap eligibility guidelines, Jon Copaken seconded, and the motion passed unanimously.

Budget and Finance Committee

Stacey Paine asked Tom Gerend to update the Board on the Budget and Finance activities.

The February and March's financial reports were provided in the Board Packets. We ended FY24 in a healthy position and are now in FY 25. FY24 is going through close out review.

Jon Stephen moved to accept the February and March 2023 financial reports, Jon Copaken seconded, the motion passed unanimously.

Mr. Gerend asked for approval of the IT network work plan that was included in the Board Packets. The workplans addresses needs to build out organizational network. It will be standalone organization network and able to support manuals and vehicle video.

Matt Staub moved to approve the IT Network Work plan, not to exceed \$65,000, Stacey Paine seconded and the motion carried.

Mr. Gerend said it is time to start FY26 Budget and a Budget and Finance Committee meeting will be schedule in June or July prior to the next Board meeting.

Proposals for new audit firms are being solicited.

8. Executive Director's report

KCSA will be going through a process to update the By-Laws to transit the Downtown TDD and Main Street Board of Directors. Dough Stone will be assisting in drafting the By-Laws draft to take to the Executive Committee. He has spoken with Matt Staub and Lynn Carlton, who this will affect. After it is agreed to by the KCSA Board of Directors, it will have to be taken to the City of Kansas City, Missouri for its approval as required by the Cooperative Agreement.

9. Jon Copaken moved 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. Jon Stephens seconded the motion. A roll call of following board members voted to go into closed session: Lynn Carlton, Michael Collins, Jon Copaken, George Guastello, David Johnson, Russ Johnson, Edward Merriman, Stacey Paine, Susan Ford- Robertson, Matt Staub, Jon Stephens, Jason Swords. No board members voted against the motion.

George Guastello moved to vote to return to open session. Jan Marcason seconded the motion. Roll call of following board members voted to come out of closed session: Lynn Carlton, Michael Collins, Jon Copaken, George Guastello, David Johnson, Russ Johnson, Edward Merriman, Stacey Paine, Susan Ford- Robertson, Matt Staub, Jon Stephens, Jason Swords. No board members voted against the motion. It was reported that no votes or actions were taken during closed session.

10. The next meeting will be held on July 27, 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
Edward Merriman
Stacey Paine
Susan Ford- Robertson
Matt Staub
Jon Stephens
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
Doug Stone, Lewis Rice
Jason Waldron, KCMO