

**BI-STATE DEVELOPMENT
OPERATIONS COMMITTEE MEETING
OPEN SESSION MINUTES
(Virtual Meeting)**

October 14, 2022, immediately following Special Meeting

Operations Committee Members participating via Zoom

Rose Windmiller, Chair
Derrick Cox
Irma Golliday
Vernal Brown

Other Commissioners participating via Zoom

Terry Beach
Herbert Simmons
Fred Pestello
Nate Johnson
Sam Gladney
Debra Moore

Staff participating via Zoom

Taulby Roach, President and Chief Executive Officer
Brenda Deertz, Director of Executive Services
Barbara Enneking, General Counsel
Myra Bennett, Manager of Board Administration
Thomas Curran, Executive Vice President – Administration
Tammy Fulbright, Executive Vice President, Chief Financial Officer
Crystal Messner, Chief Audit Executive
Charles Stewart, Executive Director Metro Transit
John Langa, Vice President Economic Development
Chris Poehler, Vice President Capital Programs
Jessica Gershman, Assistant Executive Director Planning & Systems

Others participating via Zoom

Karen Snead, ASL Interpreter
Angelica Bechtold, ASL Interpreter

1. **Open Session Call to Order**
8:36 a.m. Chair Windmiller called the Open Session of the Operations Committee Meeting to order at 8:36 a.m.
2. **Roll Call**
8:36 a.m. Roll call was taken, as noted above.

3. Public Comment

8:36 a.m. Chair Windmiller asked Myra Bennett, Manager of Board Administration, if any speaker cards had been received for today's meeting. Ms. Bennett noted that six (6) public comments card were submitted by Mr. Shannon Villa. Topics of speaker cards varied and included the following:

- Topic: No Response from Multiple Metro Leadership Persons
- Topic: Lyft Accommodations for Missed Trips
- Topic: Missed Trips and Separately "Loop Riding"
- Topic: Wellness Checks to Bus Operators Instead of To Passengers Who Need It More
- Topic: Poor 70 Grand Operations Continues
- Topic: Proposal to Present Issues from Observations to Metro and Board

Chair Windmiller acknowledged that the public comments had been distributed to the Board of Commissioners for review, are contained in the meeting materials, and are included on the website.

4. Approval of the Minutes of the August 19, 2022 - Operations Committee, Open Meeting

8:38 a.m. The minutes of the August 19, 2022, Operations Committee, Open Meeting were provided in the Committee packet. A motion to approve the minutes was made by Commissioner Golliday and seconded by Commissioner Brown. **The motion passed unanimously.**

5. 2022 Annual Surplus Property Holdings

8:39 a.m. A briefing paper was included in the meeting materials, presenting to the Operations Committee, for discussion, acceptance, and referral to the Board of Commissioners for approval, a report reaffirming and approving that the properties included in the meeting materials, noted as Table 1, are not required for BSD purposes, and may, therefore, be declared surplus and subject to sale, lease, or the grant of other property rights. John Langa, Vice President Economic Development, gave an overview of this item.

A motion to approve this agenda item, as presented, was made by Commissioner Moore and was seconded by Commissioner Cox.

The motion passed unanimously.

6. Contract Modification and Time Extension - East Riverfront Stair Replacement Project

8:40 a.m. A briefing paper was included in the meeting materials, presenting to the Operations Committee for discussion, and referral to the Board of Commissioners for final approval, a request that the President & CEO approve Contract Modification No. 2 with The Harlan Company for the work at the East Riverfront MetroLink Station, in an amount not to exceed \$500,000.00, extending the total contract amount to \$1,236,300.00, and extending the contract completion date to May 1, 2023. Chris Poehler, Vice President Capital Programs, gave an overview of this item, noting that there have been some operational delays, as well as a site issue regarding the foundation, which has resulted in a request for a time and cost extension relating to this project. Mr. Poehler noted that the Agency would like to add additional work items to the contract including a soil liquefaction study and replacement of lighting and the tactile warning strip at the upper platform. Commissioner Cox posed questions regarding the original project

cost. Mr. Poehler reported that the original project cost was approximately \$700,000. Chair Windmiller asked how long the project will take to complete. Mr. Poehler stated that the project will take approximately 6-8 weeks.

A motion to approve this agenda item, as presented, was made by Commissioner Moore and was seconded by Commissioner Brown.

The motion passed unanimously.

7. Contract Modification: Microtransit Project Contract Extension

8:46 a.m. A briefing paper was included in the meeting materials, requesting that the Operations Committee accept, and forward to the Board of Commissioners for approval, a request that the President & CEO approve a contract modification, for the continued operation of the microtransit service pilot program through the end of the current contract year (May 31, 2023), in an amount not to exceed \$1,973,916. Jessica Gershman, Assistant Executive Director Planning & Systems, gave an overview of this item, noting that the original contract was for a 12-month pilot period as a base year, plus three option years, for BSD to renew at its discretion, at a not-to-exceed amount of \$5,866,886.00. She stated that the not to exceed amount was calculated based on a level of service for the base year, as the expectation for this pilot project was to test alternative mobility options that would complement the Agency's existing fixed route service throughout the region, with little to modest anticipated service growth. She noted that, since that time, the program has expanded due to pandemic and workforce shortages. Commissioner Windmiller asked for clarification of costs. Ms. Gershman stated that the Agency is requesting an additional \$1,973,916 to complete the current contract year, which ends May 31, 2023. Chair Windmiller posed questions regarding grant funding for the project. Ms. Gershman stated that the Agency has received approximately \$700,000 in grant funding.

A motion to approve this agenda item, as presented, was made by Commissioner Brown and seconded by Commissioner Cox.

The motion passed.

8. Sole Source Contract Award – Light Rail Vehicle Brake Caliper Overhaul

8:51 a.m. A briefing paper was included in the meeting materials, requesting that the Operations Committee accept, and forward to the Board of Commissioners for approval, a request to allow the President & CEO to enter into a sole source contract with Knorr Brake Company for light rail vehicle brake caliper overhaul services, for an amount not to exceed \$200,000.00 for four (4) base years. Tom Curran, Executive Vice President Administration, gave an overview of this item noting that Metro Transit operates and maintains a fleet of Light Rail Vehicles (LRV), and each LRV contains four Power Truck Brake Calipers and two Center Truck Brake Calipers. He stated that, as part of Metro's Reliability Centered Maintenance (RCM) program, Metro plans to overhaul brake calipers approximately every 800,000 miles. He noted that the Agency previously issued a solicitation for this service, and the contract was awarded to Knorr Brake; however the contract expired in 2021. Mr. Curran reported that a new competitive procurement process will be conducted in late 2022 or early 2023, once BSD has determined if a new contract is needed. He noted that, through the lifecycle of the existing fleet of LRVs, all brake calipers have been overhauled by the OEM exclusively. Chair Windmiller posed questions regarding the cost. Mr. Curran noted that the Agency is requesting \$200,000 for the four base years.

A motion to approve this agenda item, as presented, was made by Commissioner Beach and was seconded by Commissioner Cox.

The motion passed unanimously.

9. **Second Amendment to the Second Memorandum between Bi-State and the City of St. Louis 8:53 a.m.** A briefing paper was included in the meeting materials, requesting that the Operations Committee accept, and refer to the Board of Commissioners for approval, the Second Amendment to the Second Memorandum of Agreement between BSD and the City of St. Louis, to permit BSD to locate the Riverboats on the Riverboat Mooring Site, the Dock Barge on the Dock Barge Mooring Site, and the Heliport on the Heliport Site, for a period of five years, until December 31, 2027. Barbara Enneking, General Counsel, gave an overview of this item, noting that the City has agreed to this amendment. Commissioner Cox stated that he participated in a tour of the Riverfront with the Agency in the past, and he is glad that the Agency decided to keep these services. He stated that he would like to see Bi-State Development invest in additional marketing for these attractions. President and CEO, Taulby Roach, stated that these attractions have done well this season, and agrees that additional marketing is needed in the region.

A motion to approve this agenda item, as presented, was made by Commissioner Cox and was seconded by Commissioner Golliday.

The motion passed unanimously.

10. **Unscheduled Business 8:57 a.m.** There was no unscheduled business.
11. **Operations Report 8:57 a.m.** An operations report for Metro Transit was included in the Committee packet. Charles Stewart, Executive Director Metro Transit, provided a summary of the report for the Committee, noting that service is slowly returning to pre-pandemic levels. He noted that a service adjustment is scheduled for November. Commissioner Moore asked what baseline the Agency is seeking to achieve. Mr. Stewart stated that the Agency is in the process of trying to determine the new "baseline", as ridership has significantly changed since the pandemic, and there have also been significant changes, due to the workforce shortages. Chair Windmiller stated that she commends Mr. Stewart for his efforts to "right size" transit services, and asked if the Board will receive a report, prior to any final decisions. Mr. Stewart stated that yes, the Board will be briefed, prior to any decisions. Commissioner Simmons stated that he would like to commend Mr. Stewart and Ms. Fulbright for their hard work, and for working with Ken Sharkey (SCCTD) regarding transit service issues.
12. **President/CEO Report 9:03 a.m.** Bi-State Development President/CEO, Taulby Roach, asked Mr. Stewart to provide an update on service related to the flood recovery process. Mr. Stewart gave an update regarding the Blueline MetroLink system. He noted that the Agency continues to work to secure some of the needed replacement parts, and have been informed that it may take six months to obtain some of the parts, due to supply shortages. He reported that progress is being made, and with the services changes in November, riders should experience much better connections. President and CEO

Roach stated that he has been pushing hard to get services restored. He stated that the bus to train, and the train to bus connections are critical to the reduction of wait times, and noted the improved Blueline service. He noted that the workforce shortage continues to affect the number of missed trips. Mr. Roach reported that staff continues to work hard to determine the new baseline regarding ridership, in order to create reliability in the transit service. He commended Mr. Stewart and his team for their work regarding these issues. Mr. Roach noted that this process is not only about current ridership. He noted the new reality of “work from home” and the effects it has had on transit service and ridership, and stated that we must attract new riders to the system.

Chair Windmiller asked the timeline for the Forest Park station repairs. Mr. Roach stated that the Blueline service should be restored in November; however, currently, the Agency is anticipating six to nine months for the signal house repairs. He noted that this is an important project, and the signal house is being relocated to higher ground, so as to avoid future flooding situations. Chair Windmiller stated that this is a critical station, and the Agency must get the operation up and running as soon as possible. She noted that she is receiving complaints regarding this situation. Mr. Roach stated that he will speak to Darren Curry, Assistant Executive Director Transit Assets, regarding the possibility of shortening the time line.

13. Call of Dates for Future Board and Committee Meetings

9:15 a.m. Myra Bennett, Manager of Board Administration, advised that the next meeting of the Board of Commissioners will be held on Friday, November 18, 2022, at 8:30 AM.

14. Adjournment to Executive Session

9:16 a.m. Chair Windmiller noted that the only item for consideration on the Executive Session agenda is the Approval of the Minutes of the August 19, 2022, Operations Committee, Executive Session Meeting. She stated that, if there are no corrections to the minutes, and if there is no discussion regarding these minutes, the Committee could proceed to a vote, without going into Executive Session.

Commissioner Brown made a motion to approve the minutes of the August 19, 2022, Operations Committee, Executive Session Meeting, as presented, as a closed record. The motion was seconded by Commissioner Pestello.

A roll call vote was taken as follows:

Sam Gladney – Yea
Nate Johnson – Yea
Fred Pestello – Yea
Vernal Brown – Yea
Rose Windmiller – Yea


Herbert Simmons – Yea
Terry Beach – Yea
Irma Golliday – Yea
Derrick Cox – Yea
Debra Moore – Yea

The motion passed unanimously.

15. Adjournment

8:17 a.m. Chair Windmiller asked if there was any further business. Commissioner Simmons stated that he would like to wish Commissioner Golliday a happy birthday this month. Being no other business, Commissioner Golliday made a motion to adjourn the meeting. The motion was

seconded by Commissioner Moore. Unanimous vote in favor taken. The motion passed, and the meeting was adjourned at approximately 9:18 a.m.



Deputy Secretary to the Board of Commissioners
Bi-State Development