



**BOARD OF DIRECTOR
REGULAR MEETING AGENDA
April 17, 2024 - 1:30 PM**

Members of the public who wish to attend in person may do so at:

5401 Old Redwood Highway, 1st Floor
Petaluma, CA 94954

The SMART Board of Directors will facilitate using a dual format with listening and participation available through Zoom and in-person. SMART provides several remote methods for viewing the SMART Board Meetings and providing Public Comment.

HOW TO WATCH THE LIVE MEETING USING THE ZOOM

<https://sonomamarintrain->

[org.zoom.us/j/88227285065?pwd=SWQ4eDBMcTIHZUgvVndiYlhHTzJPUT09](https://sonomamarintrain-)

Webinar ID: 882 2728 5065; Passcode: 019592

TELECONFERENCE

Members of the public wishing to participate via teleconference can do so by dialing in the following number the day of the meeting: (669) 900-9128; Access Code: 882 2728 5065; Passcode: 019592.

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HOW TO PROVIDE COMMENTS ON AGENDA ITEMS

Prior To Meeting: Technology limitations may limit the ability to receive verbal public comments during the meeting. If you wish to make a comment you are strongly encouraged to please submit your comment to Board@SonomaMarinTrain.org by 5:00 PM on Tuesday, April 16, 2024.

During the Meeting: The SMART Board Chair will open the floor for public comment during the Public Comment period on the agenda. Please check and test your computer settings so that your audio speaker and microphones are functioning. Speakers are asked to limit their comments to two (2) minutes. The amount of time allocated for comments during the meeting may vary at the Chairperson's discretion depending on the number of speakers and length of the agenda.



BOARD OF DIRECTOR REGULAR MEETING AGENDA

April 17, 2024

Members of the public who wish to attend in person may do so at:

5401 Old Redwood Highway, 1st Floor
Petaluma, CA 94954

1. Call to Order
2. Approval of the April 3, 2024 Board Meeting Minutes
3. Board Member Announcements
4. General Manager’s Report
5. Public Comment on Non-Agenda Items

Consent Calendar

- 6a. Monthly Ridership Report - March 2024
- 6b. Approval of Monthly Financial Reports – February 2024

Regular Calendar

7. Approve Appointments to the Citizens Oversight Committee (COC) – *Presented by General Manager Cumins*
8. Corridor Identification and Development Program – *Presented by Planning Manager, Emily Betts*

Closed Session

9. Conference with legal counsel regarding existing litigation pursuant to California Government Code Section 54956.9(a); Number of cases: (2)
 1. James Duncan v. SMART; CPUC No. C.21-06-011
 2. Application of City of Santa Rosa for a Crossing at Jennings Avenue; CPUC No. A.15-05-014
10. Next Regular Meeting Board of Directors, **May 1, 2024** (*Budget Workshop*) – 1:30 PM – 5401 Old Redwood Highway, 1st Floor, Petaluma, CA 94954
11. Adjournment

ACCOMODATIONS:

Public participation is solicited without regard to race, color, national origin, age, sex, gender identity, religion, disability or family status. Upon request, SMART will provide for written agenda materials in appropriate alternative formats, disability-related modification or other accommodation, to enable individuals to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, service, or alternative format requested at least two (2) days before the meeting. Requests should be emailed to *Leticia Rosas, Clerk of the Board* at lrosas@sonomamarintrain.org or submitted by phone at (707) 794-3072. Requests made by mail SMART’s, 5401 Old Redwood Highway, Suite 200, Petaluma, CA 94954 must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

April 3, 2024 – 1:30 PM
5401 Old Redwood Highway, 1st Floor
Petaluma, CA 94954

1. Call to Order

Chair Lucan called the meeting to order at 1:30pm. Directors Bagby, Colin, Coursey, Fudge, Pahre, Paulson, and Sackett were present. Directors Farac and Rabbitt were absent. Director Rogers arrived later.

Director Garbarino was unable to attend in person due to a verified “Just Cause” but requested to participate remotely via Zoom.

MOTION: The motion carried 9-0 (Director Farac and Rabbitt Absent; Director Rogers arrived later)

2. Approval of the February 21, 2024, Board Meeting

MOTION: Director Paulson moved approval of the February 21, 2024 Board Meeting Minutes as presented. Director Pahre second. The motion carried 9-0 (Director Farac and Rabbitt Absent; Director Rogers arrived later)

Director Rogers arrived 1:43pm

3. Board Members Announcement

Vice Chair Bagby informed the board that the Great Redwood Trail Board of Directors had released the master plan for public comments, directing individuals to visit GreatRedwoodTrailPlan.org for more information and to participate in outreach meetings.

Chair Lucan expressed gratitude for the update and acknowledged Director Sackett's role as chair.

Director Fudge inquired Vice Chair Bagby about the upcoming rail bikes debut in Cloverdale. Vice Chair Bagby responded, stating that the Golden Gate Rail Museum is initiating reservations for trail bikes, with the first available date being April 8,2024.

Chair Lucan noted that Director Rogers had advanced since the previous meeting and congratulated him on his primary election success. He mentioned the possibility of having two former SMART board directors in the State Legislature if Rogers were ultimately successful. Chair Lucan anticipated Rogers joining the meeting later.

4. General Manager's Report

General Manager's Cumins provided an overview on the following:

- Contracts/Procurements over \$ 100k
- Ridership Update
- RAISE Grant Application
- Strategic Plan Program (Youth and Senior)
- Sail & Rail Program
- Giants Game Service
- April Partial System Closure
- Highlight of the Month
- Questions

Contracts/Procurements over \$ 100k

General Manager Cumins reported on two contract amendments. The first, Amendment No. 3 to EMR. LLC dba. MaxExcel, extends a contract for railroad compliance software by three months, allowing for evaluation completion. The contract's total not-to-exceed amount rises to \$148,360. The second, Amendment No. 2 to GATX Rail Locomotive Group, LLC, renews a locomotive lease for 12 months, with the total not-to-exceed amount reaching \$145,090 after an increase of \$52,516.

Ridership

- Seasonal decline, yet ridership levels remained above those of 2019.
- General Manager Cumins expressed satisfaction in reporting nearly 3,100 riders recently and anticipated continued growth throughout the summer.
- Weekday ridership for February averaged 2,492, marking a 17% increase from February 2023.
- March's average weekday ridership is projected to be 2,684 (numbers pending finalization), indicating a 31% increase over March 2023.
- Monthly ridership for February reached 62,090, representing a 25% increase compared to February 2023 but a 15% decrease compared to February 2019 (pre-Covid).
- 12-month ridership tracking 4% above FY19.
- March's ridership is estimated to be around 67,000.
- Pathway counts for February: 47,087 pathway users.

RAISE Grant Application

General Manager Cumins provided an update on a RAISE Grant application titled "Connecting Cloverdale to the Bay Equitable Transportation, Access, and Resilience Project," which is pending. The grant, valued at 1.5 billion dollars, is from the U.S. DOT Rebuilding America infrastructure program, with 50% allocated to rural projects. Anticipation for notification is set for June 2024.

Sonoma County leads the project, partnered with Cloverdale and SMART. They've garnered 35 letters of support, but more advocacy is needed. Board members are encouraged to advocate with Senators or the Secretary of Transportation. The grant seeks 13.5 million for project development across three areas: Asti Russian River Permanent Bridge (5.1 million), Cloverdale SMART Downtown improvements (1 million), and SMART Cloverdale to Healdsburg Path (7.4 million).

Strategic Plan Program (Youth and Senior)

- General Manager Cumins reported on the successful progress of SMART strategic plan workshops.
- SMART's Strategic Plan Workshop attendance ranged from 30 to 60 participants per session.
- Workshops covered topics including SWOT Analysis, Ridership, Pathways, Extensions, and Freight.
- Next Step: Community outreach efforts began in April and will continue through August for additional feedback.
- Effective April 1, 2024, youth (aged 18 and under) and seniors (aged 65 and older) started enjoying fare-free rides on SMART.
- Conductors will continue to check passenger fares. Seniors and Youth may be required to provide proof of age with a state ID, driver's license, or student ID upon request.

Sail & Rail Program

General Manager Cumins reported on the progress of the Sail and Rail program, highlighting SMART's ongoing partnership with Golden Gate Ferry. The program allows riders to buy a combined ferry and train ticket through SMART's fare app. It was noted that there were approximately 1,850 boardings per month. Additionally, the Sail and Rail price was reduced to \$10 to match Clipper pricing for reduced fare categories.

Giants Game Service

- General Manager Cumins announced April schedule changes due to ferry schedule adjustments, affecting weekends starting April 8, 2024. Three trips will change, with durations altered by 2 to 11 minutes, aimed at preserving and enhancing Larkspur connections.
- Giants game service commenced, coinciding with the start of the 2024 season on April 5, 2024. SMART service is aligned with both weekday and weekend daytime games.
- Our website now showcases a schedule of supported games, encouraging train travel for game attendees.

April Partial System Closure

General Manager Cumins informed the board about the upcoming 2nd partial closure of the system in April for the reconstruction of the railroad crossing at McDowell Boulevard in Petaluma. The closure was scheduled for April 13th and 14th, 2024. During that weekend, SMART would operate the weekend schedule from Petaluma downtown to Larkspur. Outreach efforts, including ferry transfers at Larkspur are being conducted in preparation for this closure.

Highlight of the Month

General Manager Cumins presented a video showcasing a construction project completed on March 23rd and 24th, expressing satisfaction with the progress. He commended the engineering team, contractors, and communications team for their contributions to the project's success.

Comments

Director Sackett inquired about the possibility of conducting bilingual outreach for the Seniors and Youth Ride Free Program and Construction Updates. General Manager Cumins responded affirmatively, expressing agreement with the idea.

Director Pahre expressed gratitude towards the communications team for their effective handling of neighbor relations, particularly in dealing with noise issues from machinery. Their efforts were appreciated, including the thank-you note sent to the neighbors, which positively impacted the company's image.

Director Paulson thanked General Manager Cumins for providing information on promotions and asked if there was a list of the top ways free passes were being promoted for seniors and youth. General Manager Cumins confirmed there were top three ways. Communications and Marketing Manager Julia Gonzalez explained that social media was the primary platform for promotion, with the on-track newsletter featuring the promotion as a highlight. Additionally, the website would include tips for seniors and youth, with targeted communications for each demographic group. They planned to reach youth through schools and parents via digital newsletters, while targeting seniors through senior centers and relevant newsletters, emphasizing materials would be available in both English and Spanish.

Director Fudge mentioned advertising efforts resulting in Windsor residents expressing interest in obtaining their senior clipper card record and utilizing the ferry. She inquired about posting a video on the website, Facebook, or Instagram, believing it would engage viewers. Communications and Marketing Manager Julia Gonzalez confirmed the gauntlet track video had been shared on social media, explaining it might have been overlooked due to a pinned post regarding a partial system closure. However, she assured that the video would also be featured in an upcoming newsletter.

5. Public Comment on Non-Agenda Item

Dani Sheehan complimented the communications team for a press release she heard on National Public Radio (NPR).

Richard Brand expressed support for rail and North Bay initiatives. He offered to write support letters for funding issues, questioning whether they should target agencies or residents and voters. He emphasized the importance of public input and expressed reservations about relying solely on social media for communication, suggesting maintaining information on the website and newsletter instead.

Eris Weaver mentioned her willingness to provide a letter of support for the Coalition's grant, emphasizing the upcoming National Bike Month and expressing gratitude for participation. She highlighted Smart's initiatives in Sonoma County, such as hosting energized stations and waiving fees for events, along with placing posters on trains and stations to promote the event. Ms. Weaver also appreciated hearing comments from James Cameron at the Sonoma County Alliance breakfast. Additionally, she announced a Bike to Workday event and Bike Month festivities, including a free bike clinic at the Truck Bike Store in Santa Rosa for bike check-ups, route planning, and food.

Matthew Hartzell informed the board about the ITIP Grant program, a US DOT initiative under the IJA Federal Infrastructure Bill. The program, aimed at large pathway projects separate from street networks, was recently funded. Mr. Hartzell highlighted its potential alignment with SMART's pathway, especially as a candidate for the Great Redwood Trail. He encouraged SMART to consider applying.

Richard Brand expressed willingness to support and asked if a public letter would be beneficial. General Manager Cumins, affirmed that any form of support, including letters to elected officials, would be helpful for the project.

6. Consent
 - a. Monthly Ridership Report – February 2024
 - b. Approval of Monthly Financial Reports
 - c. Adopt a Resolution for \$ 2,800,000 in Regional Measure 3 North Bay Transit Access Improvements (RM3 Project #21) funds and compliance with Metropolitan Transportation Commission Requirements
 - d. Adopt a Resolution authorizing a funding agreement with the Town of Windsor for the installation of utility crossings beneath the SMART track as a component of the rail and pathway extensions to the Town of Windsor

MOTION: Director Rogers moved approval of the Consent Agenda items as presented. Director Fudge second. The motion carried 10-0 (Director Farac and Rabbitt absent)

7. Establish an Ad Hoc Committee to review Citizens Oversight Committee Applications and recommend appointments- *Presented by General Manager Cumins*

General Manager Cumins stated that initial COC appointments had staggered terms, spanning 1, 2, and 3 years. Three COC appointments were set to expire on May 30. After advertising the positions until February 29, they received 18 applications. Staff requested the establishment of an Ad Hoc committee to review and recommend appointments. The next steps would involve presenting these recommendations to the Board on April 17, 2024.

Comments

Chair Lucan proposed reappointing the same five individuals from the previous year's ad Hoc committee to review applications. The members were Directors Rogers, Director Bagby, Director Colin, Director Garbarino, and Chair Lucan himself. He suggested that they bring forward a recommendation, with the possibility of rotating members next year.

MOTION: Director Pahre moved approval to Establish an Ad Hoc Committee to review Citizens Oversight Committee Applications and recommend appointments items as presented. Director Rogers second. The motion carried 10-0 (Director Farac and Rabbitt absent)

8. The Feasibility and Timing of the Future Tax Measure Survey Results - *Presented by Chief Financial Officer, Heather McKillop*

General Manager Cumins introduced Dave Metz from FM3, who provided a PowerPoint presentation on the results of the survey, which is posted on SMART's website. Highlights include:

Survey Results

- Survey Methodology
 - Results were presented from a survey of likely voters in Sonoma and Marin counties for the upcoming November election.
 - The survey included 402 participants from Sonoma County and 240 from Marin County.

- Interviews were conducted via telephone (both landline and wireless) and online.
- Invitations were sent through email and text messages to local voters.
- The survey was available in both English and Spanish.
- Political Context
 - 63% favorability towards SMART.
 - Majority rate SMART service positively.
 - Occasional riders highly satisfied (82%).
 - Positive traits associated with SMART include environmental benefits, safety, reliability, and economic importance.
 - Slim majority (54%) see need for additional funds to maintain and improve SMART.
 - Broad agreement among voters that additional funds would benefit SMART.
- Introducing the Measure
 - Introduced the measure, emphasizing presenting the ballot language early in surveys.
 - Survey showed 65% support for renewing sales tax for SMART, just below the 2/3 supermajority needed.
 - Specific SMART-funded services rated highly by voters, surpassing the 2/3 threshold:
 - Reducing traffic congestion
 - Providing reliable public transportation
 - Addressing climate change
 - Maintaining cleanliness and safety
 - Expansion priorities like reaching Healdsburg and Cloverdale lacked similar intensity.
 - Overall, maintaining existing benefits garnered strongest support, with expansion seen as less urgent.
- Messaging
 - Initially, 65% of voters supported the measure, rising to 69% after presenting arguments in favor.
 - Opposition messaging caused support to decrease slightly to 64%.
 - Tested messages included benefits for reducing pollution and financial management assurances.
 - Emphasized that the measure was not a tax increase but an extension of an existing tax.
 - Highlighted fiscal accountability provisions and potential for matching funds from State and Federal Government.
 - Noted the rebound of system ridership post-pandemic as a strong message.
- Conclusions
 - Smart system viewed favorably for its environmental benefits, safety, reliability, and cleanliness.
 - Some uncertainty exists regarding whether the system is fulfilling its potential.
 - Majority believe additional funding is needed for the system.
 - Nearly 2/3 of voters initially support extending the sales tax funding the system.
 - Continued investments desired in environmental benefits, cleanliness, and safety.
 - Additional messaging increases support, but not a guaranteed success.
 - Public outreach and communication essential for success due to prevailing cynicism about government and economic concerns.
 - Potential need for support from a private campaign committee for a successful vote.

Comments

Director Coursey expressed gratitude for Mr. Metz's presentation. He inquired about recent surveys comparing transportation sales taxes over 20 and 30 years. Mr. Metz explained that there typically isn't a significant difference between the two time periods in survey research, despite the decade gap being crucial for government planning. Director Coursey also raised concerns about reducing traffic and emphasized the importance of promoting alternatives to congestion. Director Coursey thanked General Manager Cumins for posting the provided information. Furthermore, Director Coursey noted the similarity between the current survey results and those from 2008, indicating progress over 16 years.

Director Colin expressed gratitude towards Mr. Metz for his insightful contribution, noting that it aligned with a previous question raised by Director Coursey. He inquired about the potential outcomes of proposing a tax reduction or maintenance, particularly regarding its feasibility and testing in various policy measures or ballot measures. Mr. Metz responded, acknowledging the query as valid but struggled to recall any jurisdiction that had previously sought a reduction in an existing tax through a ballot initiative. He mentioned the potential benefit of such a strategy in tight situations but ultimately couldn't provide a comparable example.

Director Rogers thanked Mr. Metz for the presentation and asked about differences in messaging resonance between Sonoma and Marin counties. Mr. Metz confirmed they could provide breakdowns and agreed to follow up. They discussed potential voter fatigue from multiple tax measures, with Mr. Metz speculating on voter behavior regarding new taxes versus extensions. They also considered the timing of tax measures during presidential elections and the importance of education amidst higher turnouts. Mr. Metz suggested November might be advantageous, though increased communication costs should be considered. Director Rogers thanked Mr. Metz for his insights.

Director Garbarino expressed gratitude for the opportunity to oversee several campaigns for Marin schools. She found the reported numbers to be impressive and encouraging. She mentioned surprise that traffic wasn't higher, suggesting it could be a reminder for people to utilize public transit. She believed that more people riding the train instead of driving could contribute to increasing the numbers further, expressing overall encouragement.

Director Paulson raised concerns about certain negatives highlighted on a chart, particularly focusing on issues like unfulfilled potential and inefficiency. He suggested that improving the last-mile solution and increasing ridership could yield more positive outcomes. Mr. Metz supported this notion, stating that increased ridership correlates with greater confidence and positivity towards the system. Mr. Metz emphasized the importance of addressing these concerns to enhance overall satisfaction and investment in the system.

Director Sackett inquired about differentiating ridership versus pathway users and whether they had distinct opinions on the Measure. Mr. Metz acknowledged it as an important consideration but noted they hadn't specifically analyzed pathway users' views, focusing instead on train riders. Director Coursey highlighted an overlooked component regarding funding during the meeting. He emphasized that without ongoing tax support, SMART would cease operations. He stressed the importance of conveying this message clearly to the public in future campaigns.

Dani Sheehan expressed concern about the relevance of Windsor and Healdsburg considering past failures. She highlighted the need for progress once the train reaches Windsor and suggested that there isn't much advancement currently. Ms. Sheehan posed a question about the significance of this issue and emphasized its importance.

Richard Brand highlighted the importance of clear communication during tax discussions, drawing on his experience with public referendums. He emphasized the need for accurate messaging, citing an instance where "increasing" was initially stated but corrected to "extending." Mr. Brand stressed that such distinctions are crucial to prevent misinformation and maintain public trust, especially given the backdrop of other impending tax increases.

Eris Weaver found the data intriguing but noted a potential skew due to the exclusion of questions about path versus train use. She highlighted the influence of support from influential organizations and individuals on voting behavior, recalling past instances where support was pivotal for measures like SMART. Ms. Weaver suggested examining which messages and endorsers resonate with people as crucial.

Director Fudge appreciated Board feedback and emphasized Windsor station's expected high ridership. Discussion turned to its potential impact on voter turnout in future elections. Mr. Metz noted the positive effect of increased ridership on public support, though uncertainties remained about its exact influence on voter turnout.

Chair Lucan asked about next steps in data analysis and mentioned the upcoming release of information on the website. General Manager Cumins sought board guidance for moving forward and emphasized the importance of analyzing data for messaging and improvement. Chair Lucan highlighted community interest in environmental benefits and suggested updating the Board on emerging rail technologies.

Director Sackett expressed a belief in the need for education regarding funding pathways, highlighting a common misconception about their source. Additionally, Director Sackett mentioned a desire to understand how a regional transit measure aligns with current discussions.

Director Coursey agreed with the emphasis on discussing ridership and highlighted the importance of the pathway, suggesting it be integrated into ridership discussions. Chair Lucan acknowledged informal discussions from the previous year about a renewal measure and suggested reconvening to formulate a recommendation for the board and General Manager Cumins. Time was noted as critical, especially if November was a target for these discussions.

Vice Chair Bagby stressed the importance of collaboration between SMART staff, Sonoma County Transportation Authority, and cities on active transportation plans. She highlighted the significance of multimodal pathways for last-mile connections and emphasized their integration into the broader regional connectivity project.

9. Adopt a Resolution to Award five (5) on-call Construction Management Services Contracts – *Presented by Chief Engineer, Bill Gamlen*

Chief Engineer Bill Gamlen presented the details of a recommendation to authorize the General Manager to execute five contracts for construction management services. These contracts, with

firms such as United Construction Management Corporation, TRC Engineers, Inc., Biggs Cardosa Associates, Inc., 4LEAF, Inc., and Ghirardelli Associates, Inc., aim to supplement SMART's staff and facilitate ongoing and upcoming construction work. Each contract is proposed to have a term of up to five years with a not-to-exceed amount of \$7 million individually, or an aggregate of \$7 million. The resolution clarified that the \$7 million encompasses potential service needs across the contracts. The process involves soliciting proposals from the firms as needs arise, allowing for flexibility in staffing based on availability and expertise. Following a Request for Qualification process and evaluation by a selection committee, five firms were recommended for contracts. Importantly, these contracts are to be funded through project budgets as needs arise, with no direct impact on the agency budget.

Comments

Scott Richards thanked SMART for considering United ECM's proposal, highlighting their diverse team of small, women-owned, LGBT-owned, and minority-owned firms. He expressed gratitude for being ranked number one and praised SMART's procurement team, particularly Mr. Hendricks. Mr. Richards is looking forward to working with SMART in the future.

MOTION: Director Pahre moved approval to Adopt a Resolution to Award five (5) on-call Construction Management Services Contracts as presented. Director Rogers second. The motion carried 10-0 (Director Farac and Rabbitt absent)

10. Adopt a Resolution Authorizing the General Manager to execute a Professional Services Agreement with RSE Corporation in an amount not-to-exceed \$1,200,00 and of up to 5 years - *Presented by Chief Engineer, Bill Gamlen*

Chief Engineer, Bill Gamlen presented the details of a recommendation to authorize the General Manager to execute a contract with RSE Corporation for \$1.2 million over up to 5 years. This contract, for civil engineering and land surveying, allows for quick tasks and supplements smaller work. Three proposals were received, and RSE Corporation was chosen as the most qualified team.

MOTION: Director Garbarino moved approval to Adopt a Resolution Authorizing the General Manager to execute a Professional Services Agreement with RSE Corporation in an amount not-to-exceed \$1,200,000 and of up to 5 years as presented. Director Pahre second. The motion carried 10-0 (Director Farac and Rabbitt absent)

11. Adopt a Resolution Amending SMART's Current Fee Structure (*Continued from October 18, 2023*) – *Presented by Chief Financial, Heather McKillop*

Chief Financial Officer, Heather McKillop, provided a PowerPoint presentation which is posted on the SMART's website. Highlights include:

SMART's Current Fee Structure

- Meetings were held with private sector representatives and public entities.
- Proposed fee schedule was reviewed.
- Recommendations for changes were made based on discussions.
- Significant impact on certain parties was acknowledged.
- Proposed adjustments for public entities along the corridor paying license fees were outlined.

- History:
 - The board previously established fee schedules in 2003 and 2007.
 - This update focuses on specific changes to the existing fee structure, not a complete overhaul.
 - Current fees haven't been adjusted in over 16 years.
 - Rising business costs and increased operational complexity necessitate an update.
- License Fees-Wire/Pipe/Fiber:
 - Reviewed licensing fees for wire, pipe, and fiber in the right-of-way.
 - Analyzed rates from other agencies, focusing on simplicity in fee structures.
 - Ruled out complex fee structures.
 - Current fee is \$600.
 - Contemplated inflating to \$963 or adopting NCRA's \$600 rate from 2016.
 - Adjusted NCRA rate for 2023 equals \$740.
 - Recommended \$740 as a balanced option between affordability and revenue generation.
- Recommendation:
 - Annual licensing fee for wire: \$7.40 per linear foot, irrespective of quantity.
 - Pipe fee: \$740 per linear 5 feet for pipes up to 24 inches. Larger pipes incur additional charges based on diameter increase.
 - Fiber optic fee: \$7.40 per linear foot up to 432 strands within the cable.
 - It was noted that cable size should be limited to minimize disruption. A flat annual escalation rate of 3% was proposed, effective July 1st each year.
 - Administrative fees suggested were:
 - Application fee: \$300
 - Staff review fee: \$1,000
 - Permit fee: \$1,000 for up to one year, with a \$300 amendment fee.
- Permit Fees-Right of Entry:
 - Discussion on permit fees and right of entry.
 - Permit fees valid for up to a year; additional \$1,000 fee after.
 - Proposed \$300 amendment fee for cases requiring review process restart due to additional information.
 - The amendment fee is a new addition to the process.
- Miscellaneous fees:
 - Special event permit fee remains unchanged at \$200 per day.
 - Suggested a fixed hourly rate of \$142 with a 4-hour minimum for flagger fees.
 - Inspection fee remains at \$150 per hour, only charged if necessary.
 - Safety course fees remain at cost without additional charges.
 - Proposal for a refundable deposit of up to \$2,500 for as-built submissions.
 - Suggested implementing a late cancellation fee for flaggers to cover redeployment costs.
 - The fee for late cancellations would be 2 hours minimum.
 - Public Record Request:
 - Public Records request process and fees discussed.
 - Digital and paper copies, along with data extraction, available upon request.
 - Information now consolidated in Exhibit A for easier access.
 - Previously, locating fee information required navigating the website.
 - Fees updated annually on July 1st for clarity.
 - Simplification of locating fees for public records requests and special event permit fees emphasized.

- Additional recommendations:
 - License Fees:
 - Proposed offering a 25% discount to other governmental agencies.
 - Feedback received indicated concern over high fees, but recognition of the necessity to pay them.
 - Consideration given to offering discounts to sister government agencies.
 - Recommendation settled on a 25% discount.
 - 30-day notice:
 - General Manager ability to negotiate encroachment agreements exceeding 30 days termination notice.
 - Acknowledged limitation of current resolution only allows 30 days' notice.
 - Anticipated projects, such as those reaching Cloverdale or Healdsburg, necessitate longer notice periods.
 - Advocated for a notice period exceeding 30 days as reasonable.
 - Recognized feasibility constraints in meeting individual user preferences for multi-year notice.
- Right of entry:
 - Ability to waive fees for non-commercial access mentioned.
 - Instances cited where fees are waived: for individual landowners needing access for personal tasks (e.g., graffiti painting, fence repair).
 - Desire expressed to continue waiving fees in such cases.

Comments

Director Colin asked about pipe diameter fees and escalator rates. Chief Financial Officer McKillop proposed a 3% increase for escalators due to being behind schedule. Director Colin inquired about catching up, to which. Chief Financial Officer McKillop acknowledged challenges. General Manager Cumins emphasized community partnership. Chief Financial Officer McKillop explained the fee increase calculation based on pipe diameter. Director Colin appreciated the simplified approach.

Director Pahre expressed gratitude for the team's efforts amidst unexpected rate changes. Despite initial reservations, Director Pahre acknowledged the importance of assets and the need to fund them. Director Pahre initially considered starting over for fairness but recognized the importance of partnership. Overall, the discussion centered on protecting the organization's assets, particularly its land, which is highly valued by the community.

Director Paulson inquired about the number of partners associated with Fiber Pipe and whether there was any feedback from them. Chief Financial Officer McKillop explained the complexity of defining partners due to various entities using the right-of-way, estimating the count to be in the hundreds, including those across the Brazos branch. She mentioned a winery expressing concerns about lease longevity and notice periods for infrastructure relocation. Despite the desire for increased revenue, the company prioritized maintaining good relationships with landowners, particularly as they expand northward. Director Paulson requested an approximate user count, which. Chief Financial Officer McKillop couldn't provide immediately but offered to obtain later.

Richard Brand stressed the importance of transitioning to fiber optics, declaring copper obsolete. He praised Director Pahre for taking the lead and urged exploration of partnerships with other

entities like Caltrans. Mr. Brand emphasized the revenue potential of fiber optics and encouraged Chief Financial Officer McKillop to raise prices, commending her efforts towards the transition.

Director Fudge expressed appreciation for the recent meeting between Windsor and SMART staff. They highlighted that it provided an opportunity for both teams to ask questions and expressed satisfaction with the outcome.

MOTION: Director Sackett moved approval to Adopt a Resolution Amending SMART's Current Fee Structure (Continued from October 18,2023) as presented. Director Rogers second. The motion carried 10-0 (Director Farac and Rabbitt absent)

12. Adopt a Resolution Amending Resolution No. 2023-23, Fiscal Year 2024 Adopt Budget, for a Revised Expenditure Authority of \$3,207,100 for the expenditure of Regional Measure 3 and Town of Windsor Funds – *Presented by Chief Financial Officer, Heather McKillop*

Chief Financial Officer McKillop outlined two key actions related to the Windsor extension project. Firstly, construction of an underpass, initially funded by the town of Windsor with \$1.5 million, received an additional \$2.8 million award from Sonoma County Transportation Authority (SCTA), totaling \$4.3 million for completion. Secondly, the town requested utility crossings, contributing \$407,100 entirely. Chief Financial Officer McKillop proposed approving Resolution No. 2024-10 to distribute these funds for the project.

Comments

Director Fudge praised the completion of the undercrossing near Windsor High School, highlighting its importance in ensuring safety for students. She thanked partners for their support in securing funding and emphasized the extensive behind-the-scenes efforts involved.

MOTION: Director Fudge moved approval to Adopt a Resolution Amending Resolution No. 2023-23, Fiscal Year 2024 Adopt Budget, for a Revised Expenditure Authority of \$3,207,100 for the expenditure of Regional Measure 3 and Town of Windsor Funds as presented. Director Rogers second. The motion carried 10-0 (Director Farac and Rabbitt absent)

13. Adopt Resolution for Change Orders 017 and 018 for the Construction Contract No. CV-DB-18-001 with Stacy & Witbeck, Inc. for a total amount of \$ 3,199,768.48 – *Presented by Chief Engineer, Bill Gamlen*

Chief Engineer Bill Gamlen recommended two change orders for the Windsor Extension Civil Contract. Change Order 017 would finalize the pedestrian undercrossing at a cost of \$2,829,668.48. Change Order 018 involves constructing utilities for Windsor, including two reclaimed water lines and a sewer force main beneath the smart tracks in the SMART's right-of-way, costing \$370,100.

Comments

Director Fudge expressed gratitude for the collaboration between SMART and Windsor regarding utility relocation before service commencement. She commended Windsor's proactive approach, emphasizing the importance of avoiding disruptions to future services. Director Fudge hoped that thorough planning would prevent future service interruptions.

Vice Chair Bagby praised SMART staff for their effective collaboration with cities, highlighting the positive change in inter-agency relations. Vice Chair Bagby commended SMART's innovative approaches, such as considering exchanges in the fee schedule. The proactive approach of Windsor staff and their alignment with SMART's goals were acknowledged. Vice Chair Bagby also praised Windsor's transit-oriented development and emphasized the importance of strong inter-agency relationships for achieving positive outcomes. Gratitude was expressed for the efforts of both long-term and newer employees in setting the stage for future success.

MOTION: Director Garbarino moved approval to Adopt Resolution for Change Orders 017 and 018 for the Construction Contract No. CV-DB-18-001 with Stacy & Witbeck, Inc. for a total amount of \$ 3,199,768.48 as presented. Director Fudge second. The motion carried 10-0 (Director Farac and Rabbitt absent)

14. Next Regular Meeting Board of Directors, **May 1, 2024** (*Budget Workshop*) – 1:30 PM – 5401 Old Redwood Highway.

15. Adjournment - Meeting adjourned at 3:22pm.

Respectfully submitted,

/s/

Cassandra Perez
Administrative Assistant

Approved on: _____



April 17, 2024

Eric Lucan, Chair
Marin County Board of Supervisors

Melanie Bagby, Vice Chair
Sonoma County Mayors' and Councilmembers Association

Kate Colin
Transportation Authority of Marin

Chris Coursey
Sonoma County Board of Supervisors

Rachel Farac
Transportation Authority of Marin

Debora Fudge
Sonoma County Mayors' and Councilmembers Association

Patty Garbarino
Golden Gate Bridge,
Highway/Transportation District

Barbara Pahre
Golden Gate Bridge,
Highway/Transportation District

Gabe Paulson
Marin County Council of Mayors and Councilmembers

David Rabbitt
Sonoma County Board of Supervisors

Chris Rogers
Sonoma County Mayors' and Councilmembers Association

Mary Sackett
Marin County Board of Supervisors

Eddy Cumins
General Manager

5401 Old Redwood Highway
Suite 200
Petaluma, CA 94954
Phone: 707-794-3330
Fax: 707-794-3037
www.SonomaMarinTrain.org

Sonoma-Marín Area Rail Transit Board of Directors
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

SUBJECT: Monthly Ridership Report – March 2024

Dear Board Members:

RECOMMENDATIONS: Accept Monthly Ridership Report

SUMMARY:

We are presenting the monthly ridership report for activity for the month of March 2024. This report shows trends in ridership for SMART by tracking Totals, Average Weekday riders, and Average Saturday riders, Average Sunday/Holiday riders, as well as bicycles and mobility devices.

With the transition to the Automatic Passenger Counter (APC) in October 2022, SMART has a highly accurate method of tracking boardings and alightings at stations that does not depend on manual counts by the conductors. The APC system has been tested and validated at a 99% accuracy level, and has been certified for passenger count use by the Federal Transit Administration (FTA). Both APC-based ridership and fare-based collection rider counts are shown in the attached report to give a full picture of ridership. APC-based ridership captures all riders, including riders with passes who neglect to tag on or off, riders who fail to activate their mobile app tickets, as well as categories of riders such as children under five years old.

This report compares the most recent month to the same month during the prior year, as is standard industry practice for tracking trends over time. These reports also note relevant details associated with fare program discount usage and trends in riders bringing bicycles onboard as well as riders who use mobility devices.

SMART's ridership data through March 2024 is posted on the SMART website (<https://sonomamarintrain.org/RidershipReports>).

FISCAL IMPACT: None

REVIEWED BY: [x] Finance /s/ [x] Counsel /s/

Respectfully,
/s/
Emily Betts
Planning Manager

Attachment(s): Monthly Ridership Report – March 2024

MARCH 2024 SMART RIDERSHIP REPORT

March 2024 ridership remained strong, with average weekday ridership at 2,684, up 7% from February. Average Saturday and Sunday ridership decreased by 20% and increased by 4%, respectively, from the previous month; weekend ridership was affected by the partial system closure on March 23 – 24. Total monthly ridership was 67,421, a 26% increase over last March, and 16% over March 2019 (pre-COVID).

As a reminder, SMART modified services in March 2020 due to the COVID-19 pandemic, with weekend service annulled and weekday service reduced to 16 trips. In May 2021, SMART added back 10 weekday trips. Saturday service was restored in May 2021, and Sunday service in May 2022. In June 2022, SMART added 10 additional weekday trips, and in October 2022, SMART added 2 additional midday trips, for the current schedule of 38 trips per weekday. In May 2023, SMART added two evening trips on Friday and Saturday, known as the Starlighter. On October 2nd, SMART suspended the Starlighter service but increased weekend service, running 16 trips total on both Saturday and Sunday.

The tables below present data for March 2023 and 2024 year-over-year, and the Fiscal Year to date (July-March). Ridership for the fiscal year to date is up 35% over the same time period for FY23.

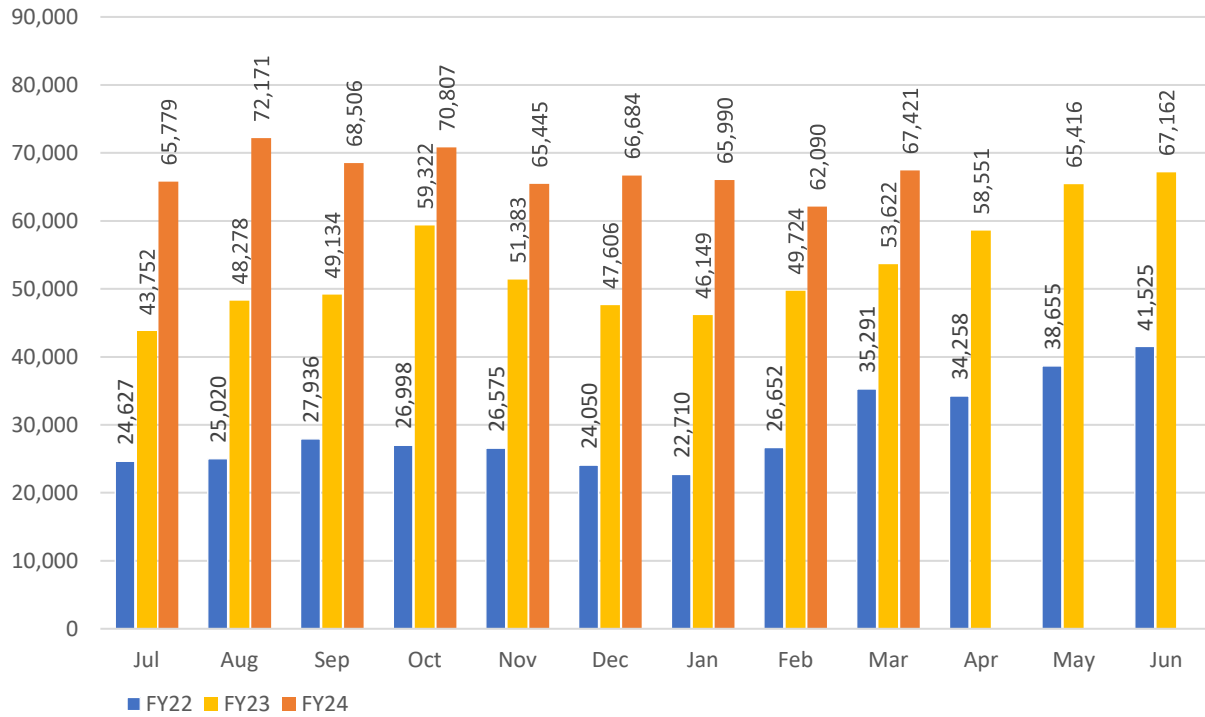
MONTHLY TOTALS YEAR-OVER-YEAR	MAR 2023	MAR 2024	% Change
Ridership	53,622	67,421	26%
Fare Payments (Clipper + App Only)	43,420	53,148	22%
Average Weekday Ridership	2,049	2,684	31%
Average Saturday Ridership	872	1,212	39%
Average Sunday Ridership	751	998	33%
Bicycles	6,311	8,466	34%
Mobility Devices	111	94	-15%

FISCAL YEAR (Jul - Mar)	Fiscal Year 2023	Fiscal Year 2024	% Change
Ridership	448,970	604,893	35%
Fare Payments (Clipper + App Only)	372,846	472,080	27%
Average Weekday Ridership	1,993	2,656	33%
Average Saturday Ridership	956	1,379	44%
Average Sunday Ridership	787	1,112	41%
Bicycles	65,969	82,064	24%
Mobility Devices	1,263	1,239	-2%

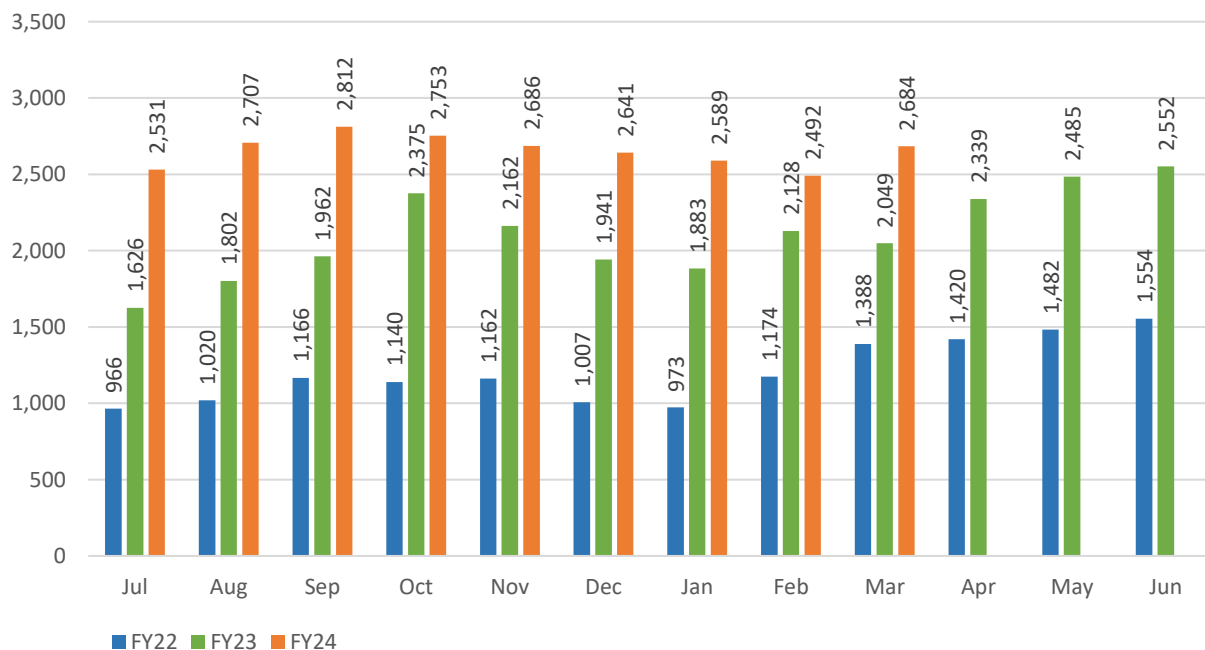
MARCH 2024 SMART RIDERSHIP REPORT

The following charts compare the average weekday ridership, average weekend ridership, boardings by day of week, and monthly totals for FY22-FY24.

SMART Monthly Ridership (FY22 - FY24)

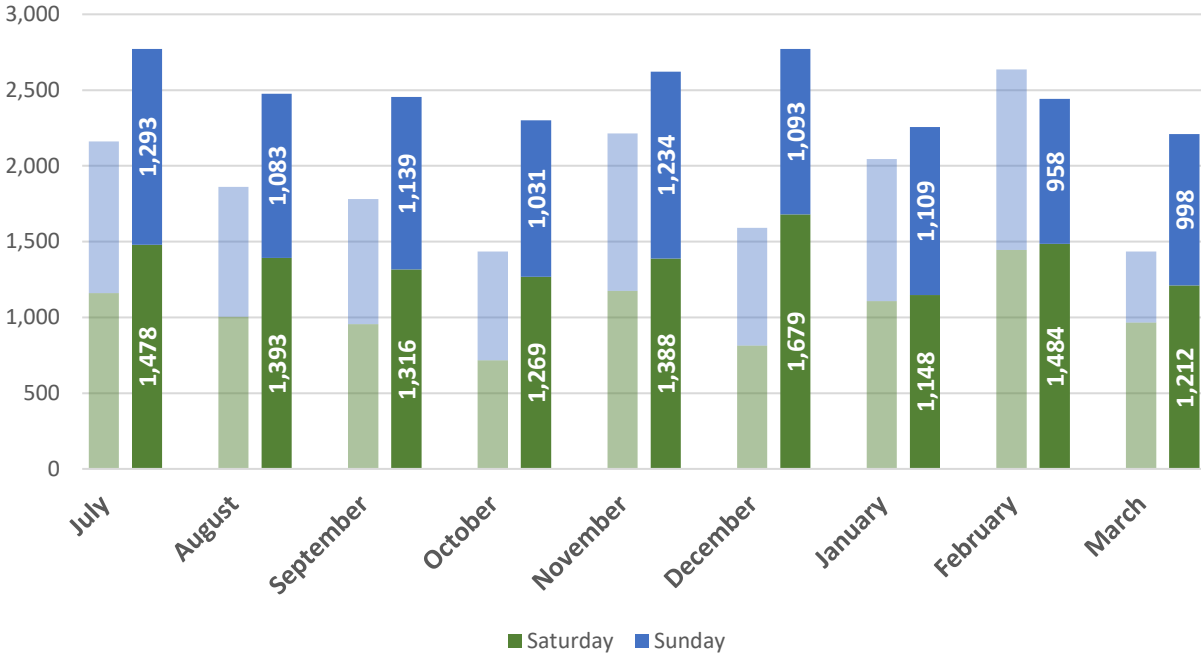


SMART Average Weekday Ridership (FY22 - FY24)



MARCH 2024 SMART RIDERSHIP REPORT

Average Weekend Boardings (FY19 v FY24)





Eric Lucan, Chair
Marin County Board of Supervisors

Melanie Bagby, Vice Chair
Sonoma County Mayors' and Councilmembers Association

Kate Colin
Transportation Authority of Marin

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April 17, 2024

Sonoma-Marin Area Rail Transit Board of Directors
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

SUBJECT: Monthly Financial Status

Dear Board Members:

RECOMMENDATION: Approve Monthly Financial Reports

SUMMARY:

We have provided budgeted revenues and actual expenditures for both passenger rail and freight in separate charts in the attached document. The actual column reflects revenues and expenditures for the first eight (8) months of Fiscal Year 2024 (July – February). In addition, for passenger rail, we have shown more detail regarding sales tax and fare revenues to show current and comparative information over the last five years.

Information on the approved budget, actual expenditures, and remaining budget have been provided. Please keep in mind that expenditures do not always occur on a straight-line basis, many large expenditures such as debt service only occur on specific intervals. The amended budget approved by the Board on February 21st will be reflected in the March monthly financial report.

We have also included information regarding SMART's investment policy, where our funds are being held, and how much is currently being held. In addition, we have shown the current obligations, reserves, and fund balance requirements for FY 2024.

Sincerely,

/s/
Heather McKillop
Chief Financial Officer

Attachment(s):

- 1) Monthly Financial Status Report
- 2) Contract Summary Report



MONTHLY FINANCIAL STATUS

FEBRUARY 2024

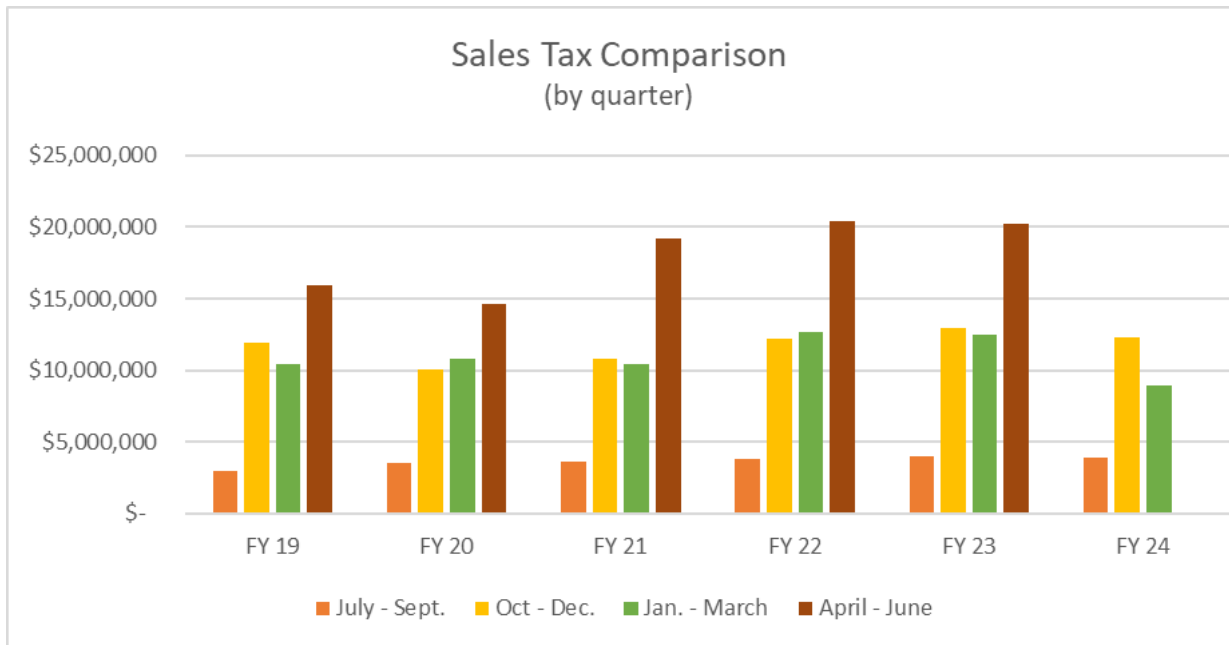
PASSENGER REVENUES

	FY 2023-24 Approved Budget	Actual	Amount Over / (Under) Budget
Revenues			
Passenger Rail			
Sales/Use Taxes	\$ 51,103,000	\$ 25,184,455	\$ (25,918,545)
Interest and Lease Earnings	\$ 1,121,647	\$ 1,916,250	\$ 794,603
Miscellaneous Revenue	\$ 5,659	\$ 310,759	\$ 305,100
Passenger Fares	\$ 1,803,384	\$ 1,443,608	\$ (359,776)
Parking Fares	\$ 15,000	\$ 7,334	\$ (7,666)
State Grants	\$ 53,060,115	\$ 2,016,749	\$ (51,043,366)
Charges For Services	\$ 75,637	\$ 67,157	\$ (8,480)
Federal Funds (Non-COVID Relief)	\$ 7,984,543	\$ 988,444	\$ (6,996,099)
Other Governments	\$ 5,014,821	\$ 298,203	\$ (4,716,618)
Passenger Rail Subtotal	\$ 120,183,806	\$ 32,232,959	\$ (87,950,847)

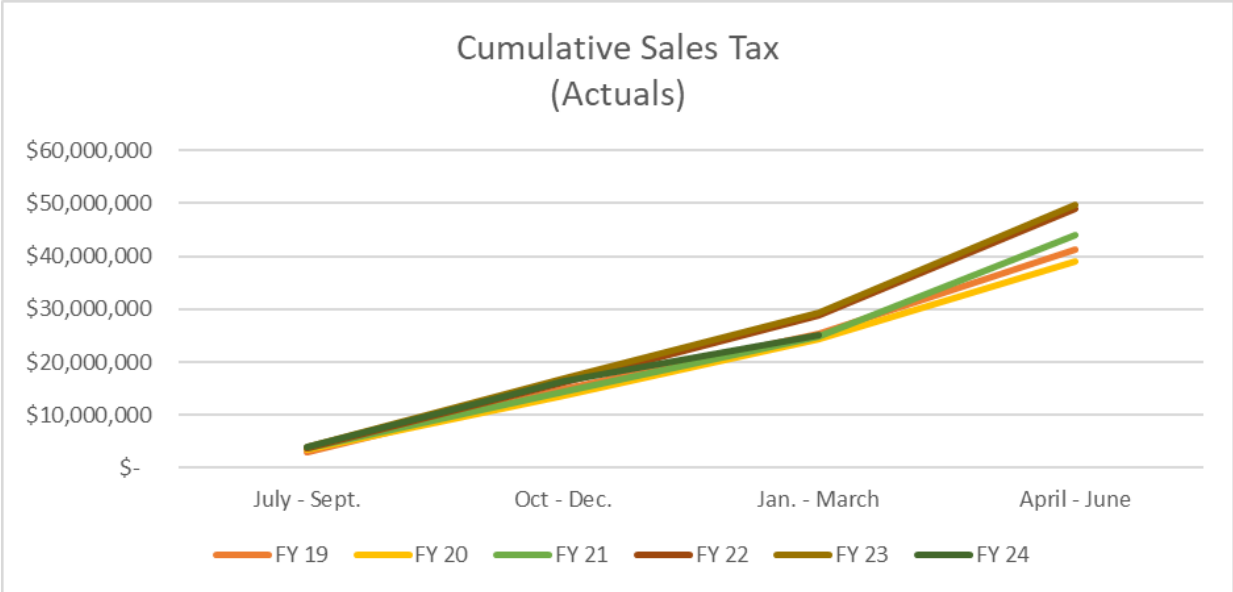
**Measure Q Sales Tax
Fiscal Year (FY) 2023/2024**

Time Period	July - Sept.	Oct - Dec.	Jan. - March	April - June
Forecasted FY Sales Tax	\$ 3,900,000	\$ 13,000,000	\$ 13,500,000	\$ 20,703,000
Actual	\$ 3,942,911	\$ 12,335,899	\$ 8,905,645	
Difference	\$ 42,911	\$ (664,101)	\$ (4,594,355)	\$(20,703,000)

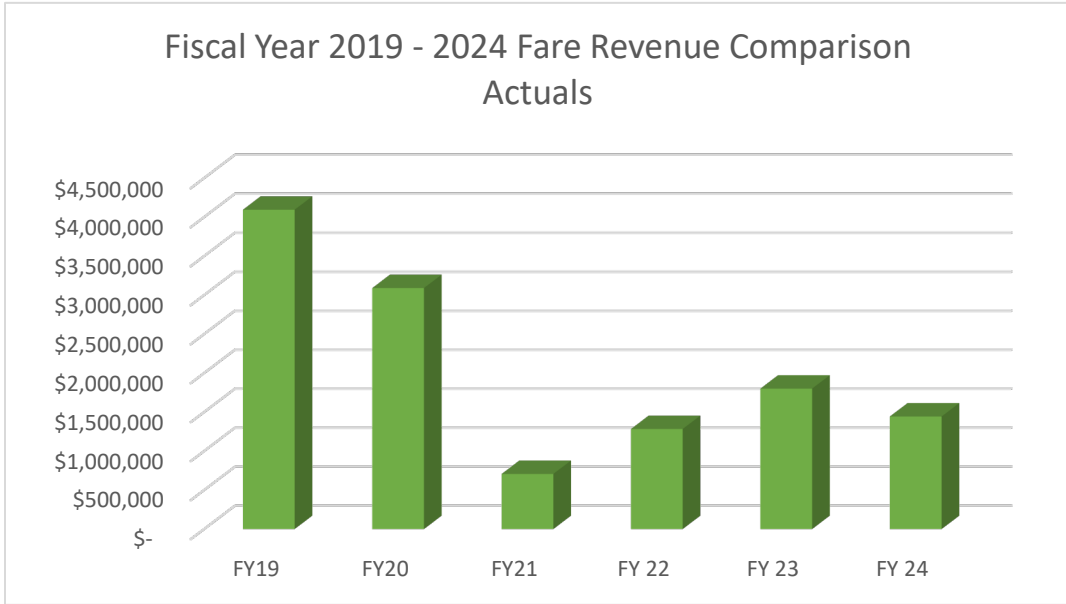
**Fiscal Year 2019-2024 Net Sales Tax Comparison
(by Quarter)**



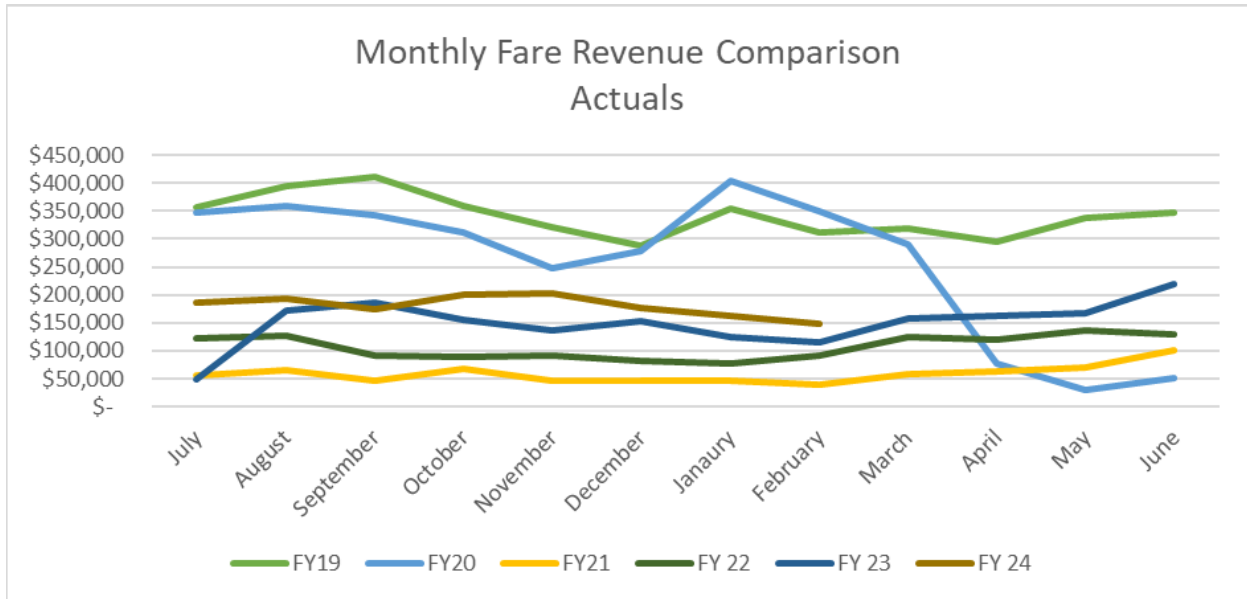
Fiscal Year 2019-2024 Cumulative Sales Tax Comparison



Fiscal Year 2019-2024 Fare Revenue Comparison



Fiscal Year 2019-2024 Monthly Fare Revenue Comparison



PASSENGER EXPENDITURES

	FY 2023-24 Approved Budget	Actual	Amount Over / (Under) Budget
Passenger Expenditures			
Administration			
Salaries & Benefits	\$ 6,560,493	\$ 3,902,598	\$ (2,657,895)
Services & Supplies	\$ 11,236,538	\$ 4,246,730	\$ (6,989,808)
Administration Subtotal	\$ 17,797,031	\$ 8,149,328	\$ (9,647,703)
Operations			
Salaries & Benefits	\$ 18,782,237	\$ 11,377,065	\$ (7,405,172)
Services & Supplies	\$ 7,439,024	\$ 3,272,095	\$ (4,166,929)
Operations Subtotal	\$ 26,221,261	\$ 14,649,160	\$ (11,572,101)
Capital			
Salaries & Benefits	\$ 704,575	\$ 535,795	\$ (168,780)
Services & Supplies	\$ 5,038,882	\$ 982,005	\$ (4,056,877)
Capital Subtotal	\$ 5,743,457	\$ 1,517,800	\$ (4,225,657)
Total Passenger Expenditures	\$ 49,761,749	\$ 24,316,288	\$ (25,445,461)

Passenger (Capitalized) Expenditures			
Buildings & Capital Improvements	\$ 44,023,036	\$ 15,884,190	\$ (28,138,846)
Land	\$ -	\$ -	\$ -
Machinery & Equipment	\$ 3,740,831	\$ 1,029,316	\$ (2,711,515)
Infrastructure	\$ 2,580,325	\$ 352,382	\$ (2,227,943)
Total Passenger (Capitalized) Expenditures	\$ 50,344,192	\$ 17,265,888	\$ (33,078,304)

Passenger Expenditures + Capitalized	\$ 100,105,941	\$ 41,582,176	\$ (58,523,765)
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FREIGHT REVENUES

	FY 2023-24 Approved Budget	Actual	Amount Over / (Under) Budget
Revenues			
Freight			
Sales/Use Taxes	\$ -		\$ -
Interest and Lease Earnings	\$ 415,000	\$ 118,047	\$ (296,953)
Miscellaneous Revenue	\$ 239,150	\$ 251,410	\$ 12,260
Freight Traffic	\$ 1,004,800	\$ 389,519	\$ (615,281)
Parking Fares	\$ -		\$ -
State Grants	\$ 740,000		\$ (740,000)
Charges For Services	\$ -		\$ -
Federal Funds (Non-COVID Relief)	\$ -		\$ -
Other Governments	\$ -	\$ -	\$ -
Freight Subtotal	\$ 2,398,950	\$ 758,976	\$ (1,639,974)

FREIGHT EXPENDITURES

	FY 2023-24 Approved Budget	Actual	Amount Over / (Under) Budget
Freight Expenditures			
Administration			
Salaries & Benefits	\$ -	\$ -	\$ -
Services & Supplies	\$ -	\$ -	\$ -
Administration Subtotal	\$ -	\$ -	\$ -
Operations			
Salaries & Benefits	\$ 1,084,970	\$ 545,599	\$ (539,371)
Services & Supplies	\$ 951,234	\$ 411,430	\$ (539,804)
Operations Subtotal	\$ 2,036,204	\$ 957,029	\$ (1,079,175)
Capital			
Salaries & Benefits	\$ -	\$ -	\$ -
Services & Supplies	\$ 855,696	\$ 641,019	\$ (214,677)
Capital Subtotal	\$ 855,696	\$ 641,019	\$ (214,677)
Total Freight Expenditures	\$ 2,891,900	\$ 1,598,048	\$ (1,293,852)

Freight (Capitalized) Expenditures			
Buildings & Capital Improvements	\$ -	\$ -	\$ -
Land	\$ -	\$ -	\$ -
Machinery & Equipment	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -
Total Freight (Capitalized) Expenditures	\$ -	\$ -	\$ -

Freight Expenditures + Capitalized	\$ 2,891,900	\$ 1,598,048	\$ (1,293,852)
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CAPITAL PROJECTS

Capital Project Report	Feb-24				
	Total Project Budget	Expended in Prior Fiscal Years	Budgeted in FY24	Remaining to be Budgeted in Future Years	Project Status
PASSENGER RAIL PROJECTS					
Windsor Extension	\$ 70,000,000	\$ 24,256,464	\$ 27,663,452	\$ 18,080,084	Under construction.
Windsor to Healdsburg Extension	\$ 160,400,000	\$ -	\$ 200,000	\$ 160,200,000	Preliminary work is planned to start in 2024.
Sonoma County Pathway Connector Project Design: Petaluma to Penngrove & Rohnert Park to Santa Rosa	\$ 4,871,770	\$ 3,179,720	\$ 1,585,859	\$ 106,191	These pathway segments have been combined with the construction of the Petaluma North Station.
Marin & Sonoma Pathway Design & Permitting	\$ 10,660,900	\$ 3,388,763	\$ 2,876,915	\$ 4,395,222	Conducting engineering design to prepare for construction and pursuing environmental permits.
McInnis Pkwy. at Bridgewater Dr. to Smith Ranch Rd. Construction	\$ 4,658,878	\$ -	\$ 3,635,455	\$ 1,023,423	Under construction.
Joe Rodota to 3rd St. Design and Construction	\$ 450,779	\$ 45,688	\$ 404,991	\$ -	In design - Construction will depend on grant execution.
Hannah Ranch Rd to Vintage Way Pathway Construction	\$ 6,084,521	\$ -	\$ -	\$ 6,084,521	Design and permitting are underway.
Guerneville Rd to Airport Blvd Pathway Construction	\$ 14,595,629	\$ -	\$ 23,100	\$ 14,572,529	Pursuing NEPA clearance, construction moved to future year.
Puerto Suello Pathway Design and Permitting	\$ 708,227	\$ -	\$ 708,227	\$ -	Preparing a Request for Proposal (RFP) to hire a design consultant.
Petaluma North Station	\$ 39,088,170	\$ 1,315,027	\$ 12,729,059	\$ 25,044,084	Construction is underway. The contract includes the construction of the Sonoma County Pathway projects.
Payran to Lakeville Pathway - Design & Construction	\$ 1,209,818	\$ 1,018,674	\$ 191,144	\$ -	Construction is complete.
Basalt Creek Timber Bridge Replacement	\$ 630,103	\$ 120,978	\$ 67,965	\$ 441,160	Finalizing design and working with regulatory agencies to secure environmental permits.
San Antonio Tributary Timber Trestle Replacement	\$ 1,075,264	\$ 130,201	\$ 68,493	\$ 876,570	Finalizing design and working with regulatory agencies to secure environmental permits.
FREIGHT RAIL PROJECTS					
Brazos Branch Bridge Repairs	\$ 1,812,234	\$ 711,538	\$ 755,696	\$ -	Construction is complete for the first phase, design work on the second phase is underway, including an RFP for bridge timbers.

INVESTMENTS

Investments are guided by the SMART investment policy adopted each year with the budget. The policy outlines the guidelines and practices to be used in effectively managing SMART's available cash and investment portfolio. District funds that are not required for immediate cash requirements are to be invested in compliance with the California Code Section 53600, et seq.

SMART uses the Bank of Marin for day-to-day cash requirements and for longer term investments the Sonoma County Treasury Pool is used. This chart reflects a point in time versus a projection of future fund availability.

<u>Cash On Hand</u>	
Bank of Marin	\$ 32,216,434
Sonoma County Investment Pool *	\$ 89,883,703
Total Cash on Hand	\$122,100,137
<u>Reserves</u>	
Self-Insured	\$ 2,370,675
OPEB/ CalPERS	\$ 4,574,676
Operating Reserve	\$ 11,278,617
Capital Sinking Fund	\$ 10,625,000
Corridor Completion	\$ 7,000,000
Total Reserves	\$ 35,848,968
Cash Balance	\$ 86,251,169
Less: Current Encumbrances	\$ 41,574,238
Balance	\$ 44,676,931
Less: Estimated FY24 Year-end Fund Balance	\$ 28,524,789
Remaining Balance	\$ 16,152,142
* Doesn't include trustee accounts	



Contract Summary

Active contracts as of February 29, 2024

PASSENGER RAIL

Contractor	Scope	Fiscal Year 23/24 Projected	Fiscal Year 23/24 Actuals
A.J. Janitorial Service	Janitorial Services for all Stations, Roblar, ROC, and Fulton	\$ 114,000	\$ 63,980
Ai-Media Technologies, LLC	Closed-Captioning Services	\$ 450	\$ 450
Alcohol & Drug Testing Services, LLC	DOT and FRA-regulated Drug and Alcohol Testing Services	\$ 36,000	\$ 25,590
Allen, Glaessner, Hazelwood LLP	Legal Services for Litigation and Rail Transit Issues	\$ 89,445	\$ 26,986
Alliant Insurance Services	Insurance Brokerage and Risk Management Services	\$ 70,000	\$ 22,207
American Rail Engineers Corporation	Railroad Bridge Inspections, Bridge Engineering, and Related Services	\$ 40,000	\$ 12,891
Argonaut Constructors	Parking Lot Improvements at Petaluma Downtown Station	\$ 14,925	\$ 14,925
Asbury Environmental Services (AES)	Hazardous and Non-Hazardous Waste Removal and Disposal Services	\$ 625	\$ 625
Balfour Beatty Infrastructure, Inc.	Track Surfacing, Lining, and Ballast Restoration	\$ 189,408	\$ 179,937
Becoming Independent	Emergency Bus Bridge Services	\$ 19,051	\$ 8,800
BKF Engineers Inc.	Design and Engineering Services for MUP Segments in Sonoma and Marin Counties	\$ 952,426	\$ 437,619
Bolt Staffing Service, Inc.	Temporary Staffing Services	\$ 30,000	\$ -
Bright Star Security, Inc.	Security Patrol at SMART's Cal Park Tunnel	\$ 11,208	\$ 7,396
Business Training Library, LLC	Cloud-Based Learning Courses	\$ 5,431	\$ 5,431
Cal Interpreting & Translations	Real Time Translation and Related Services	\$ 5,000	\$ -
Charlie Gesell Photography	Photography for Petaluma North Groundbreaking	\$ 625	\$ 625
Cinquini & Passarino, Inc.	Right-of-Way Land Surveying and Related Services	\$ 6,480	\$ 6,480
Code 3 Entertainment Services, LLC	Microtransit Operations and Maintenance Services	\$ 375,000	\$ 255,731
CSW/Stuber-Stroeh Engineering Group	Design and Engineering Services for 5 MUP Segments in Marin County	\$ 979,435	\$ 348,834
CSW/Stuber-Stroeh Engineering Group	Design and Engineering for Petaluma North Station, N. McDowell Grade Crossing, Segments 2 & 3 Pathway	\$ 510,205	\$ 58,320
Data Ticket	Processing Parking Fines for Illegal Parking	\$ 2,500	\$ 150
Doc Bailey Construction Equipment, Inc.	Hi Rail Vehicle Inspection, Maintenance, Repair, and Certification Services	\$ 9,600	\$ 4,800
Doug Williams	Fire and Life Safety Consultant	\$ 2,035	\$ 555
Dr. Lance O'Connor	Occupational Health Screening Services	\$ 5,000	\$ 1,875
Dunnigan Psychological & Threat Assessments, LLC	Employment-Related Psychological Evaluation Services	\$ 25,000	\$ 12,100
Eide Bailly LLP	Financial Audit Services	\$ 58,300	\$ 46,000
eLock Technologies, LLC	Station Bike Lockers - Ongoing Maintenance and Support Services	\$ 13,130	\$ 8,528
Empire Cleaners	Operations Uniform Dry Cleaning, Laundering, and Related Services	\$ 18,000	\$ 5,687
Foster & Foster (formerly Demsey, Filliger, & Associates, LLC)	GASB Pension Compliance Services (Actuarial Calculations)	\$ 4,750	\$ 4,250
Gallagher Benefit Services, Inc.	Classification and Compensation Study Services	\$ 49,875	\$ 49,875
Gary D. Nelson Associates, Inc.	Temporary Staffing and Placement Services	\$ 70,000	\$ 63,679
George Hills Company, Inc.	Third Party Claims Administration Services	\$ 40,000	\$ 6,505
Ghilotti Bros, Inc.	Construction of Non-Motorized Pathway - Lakeville to Payran	\$ 191,144	\$ 167,192
Ghilotti Bros, Inc.	Construction of NMP McInnis to Smith Ranch	\$ 3,490,399	\$ 1,327,012
Golden Five, LLC	Microsoft 365 Consulting Services	\$ 49,800	\$ 35,966
GP Crane & Hoist Services	Cal/OSHA Inspection Services	\$ 2,200	\$ 2,200
Granicus, Inc.	Media Streaming and Internet Broadcasting Services	\$ 12,860	\$ 12,860
Hanford A.R.C.	Implementation and Monitoring, San Rafael Creek Riparian Enhancement Project	\$ 33,558	\$ 26,487
Hanford A.R.C.	Maintenance and Monitoring the the Las Gallinas Creek Watershed Riparian Enhancement Planting	\$ 16,188	\$ 9,592
Hanson Bridgett LLP	Legal Services - Union Negotiations	\$ 100,000	\$ 12,546
HCI Systems, Inc.	Fire Equipment Inspection and Certification	\$ 2,406	\$ 1,266
Holland Company	Track Geometry and Measurement Services	\$ 24,375	\$ 24,375
Hunt and Sons, Inc.	Bulk Delivery of Motor Oil (15W40)	\$ 24,000	\$ 13,181
Integrated Security Controls, Inc.	CCTV Maintenance and Support	\$ 28,261	\$ 3,725
Intelligent Technology Solutions, LLC	Maximo SaaS Development, Implementation, and Related Services	\$ 169,683	\$ 169,683
JC & BB3 Enterprises, Inc.	Installation of Window Decals on DMUs	\$ 1,298	\$ 1,068
JMA Civil, Inc.	On-Call Civil & Rail Engineering Design Services	\$ 46,494	\$ 44,812
Khoury Consulting, LLC	California State Legislative and Advocacy Services	\$ 120,000	\$ 70,000
LC Disability Consulting	Disability Access Consulting	\$ 10,000	\$ 3,000
LeaseQuery, LLC	Lease Software Licensing and Software Support Services	\$ 10,596	\$ -
Leete Generators	Generator Inspection and Maintenance Services	\$ 2,700	\$ 2,481

Lisa Wolper, LCSW, SAP	Substance Abuse Professional Services	\$ 2,100	\$ 1,300
Masabi LLC	SMART Mobile Ticketing Pilot Project	\$ 58,500	\$ 33,250
MaxAccel	Compliance Management Software Design/Implementation/Asset Management	\$ 29,295	\$ 19,917
MaxAccel	Learning Management System	\$ 15,700	\$ 8,880
Militus, Inc.	Cybersecurity and Network Threat Analysis and Assessment	\$ 40,000	\$ 40,000
Mission Linen Supply	Employee Uniform Rentals	\$ 34,000	\$ 22,237
Mission Linen Supply	Laundry and Dry Cleaning for SMART-Owned Uniforms	\$ 10,000	\$ -
Modern Railway Systems, Inc.	Monitoring and Maintenance SMART's Communications Network and TDX System	\$ 94,000	\$ 62,199
Modern Railway Systems, Inc.	Design and Construction of Systems Improvements for the Windsor Extension Project	\$ 6,969,618	\$ 2,069,795
MuniServices, LLC	Sales Tax Recovery Services	\$ 38,444	\$ 16,803
Netspeed Solutions, Inc.	SMART Phone System Maintenance	\$ 11,867	\$ 11,867
North Bay Bottling (Alex Ruiz Sr.)	Drinking Water Delivery Service	\$ 2,900	\$ 513
North Bay Petroleum	Provision of Fuel for DMUs	\$ 1,316,697	\$ 1,017,094
Nossaman LLP	Litigation, Rail Transit Issues, and other related legal services	\$ 287,933	\$ 141,481
Occupational Health Centers of CA	Pre-Employment Evaluation Services	\$ 42,000	\$ 7,337
Olson Remcho	Legal Services Related to Ordinances and Taxes	\$ 5,000	\$ 3,867
Oracle	Fusion ERP System	\$ 200,000	\$ 141,179
Parodi Investigative Solutions	Pre-Employment Background Investigation Services	\$ 25,000	\$ 12,800
PFM Financial Advisors, LLC	Financial Advisory Services	\$ 20,000	\$ -
Portola Systems, Inc.	SMART Station Network Maintenance and Configuration Services	\$ 260,000	\$ 232,707
Precision Wireless	Tech Support and Maintenance for Land Mobile Radio	\$ 31,500	\$ 4,810
Sherwood Electromotion, Inc.	Overhaul Services for SMART's Permanent Magnet Alternators	\$ 29,500	\$ 12,080
Sierra-Cedar, LLC	Oracle Enterprise Resources Planning Software	\$ 70,000	\$ 36,788
Sierra-Cedar, LLC	Implementation of Projects and Grants Modules	\$ 160,000	\$ 24,871
Sonoma County Fleet Operation Division	Non-Revenue Fleet Vehicle Installation, Maintenance, and Repair Services	\$ 56,000	\$ 36,864
Sperry Rail Services	Rail Flaw Detection Services	\$ 28,000	\$ 8,051
SPTJ Consulting, Inc.	Network Monitoring and Support Services	\$ 202,419	\$ 153,870
Stacy and Witbeck, Inc.	Design/Build Construction of Civil, Track & Structures of Windsor Extension	\$ 19,556,503	\$ 7,713,359
Stacy and Witbeck/Ghilotti Bros, A Joint Venture	Construction of Petaluma North Station Platform, Grade Crossing Reconstruction, and Pathway	\$ 9,212,411	\$ 2,733,923
Stacy and Witbeck/Ghilotti Bros, A Joint Venture	Paving Work for the City of Petaluma as Part of the Petaluma North Project	\$ 806,102	\$ -
Survival CPR & First Aid, LLC	First Aid and CPR Training, AED Compliance Program Management	\$ 11,300	\$ 1,386
Swiftly, Inc.	AVL Mobile Application and Website Interface	\$ 9,702	\$ 9,702
TDG Engineering, Inc.	Wayfinding System Planning and Design for the SMART Pathway	\$ 112,454	\$ 59,731
The Routing Company	Furnish, Implement, and Maintain a Microtransit Software Platform	\$ 45,662	\$ 9,002
Traliant, LLC	Online Training Program	\$ 2,706	\$ 2,706
Triangle Properties, Inc.	SoCo Pathway Riparian Enhancement Implementation and Monitoring	\$ 47,061	\$ 43,964
Trillium Solutions, Inc.	Transit Feed Mapping Software	\$ 1,890	\$ 1,890
True Value Wholesale Hardware of Larkfield, Inc.	Tent Rental for Petaluma North Groundbreaking	\$ 6,190	\$ 6,190
Urban Transportation Associates, Inc.	Onboard Automatic Passenger Counter System Purchase, Install, and Software Implementation and Training	\$ 9,200	\$ 9,200
UTCAS, LLC	Wheel Pressing Services	\$ 25,200	\$ 25,200
Van Scoyoc Associates	Federal Lobbying Services	\$ 90,000	\$ 35,000
VenTek Transit Inc.	Fare Vending Machine Operations and Maintenance Services	\$ 190,649	\$ 171,504
Vista Broadband Networks, Inc.	Broadband Services	\$ 9,000	\$ 6,000
W.J.C. Electric, Inc. dba Hahn Automotive	Non-Revenue Vehicle Repair and Service	\$ 15,000	\$ -
Web Master Designs, LLC	As-Needed Monitoring, Management, and Support Services for Public-Facing Websites	\$ 10,000	\$ 900
West Coast Arborists, Inc.	Tree Trimming and Tree Removal Services	\$ 8,655	\$ 4,875
WRA, Inc.	As-Needed Environmental Consulting Services	\$ 168,185	\$ 107,540
	TOTAL	\$ 48,462,209	\$ 18,670,908

FREIGHT RAIL

Contractor	Scope	Fiscal Year 23/24 Projected	Fiscal Year 23/24 Actuals
American Rail Engineers Corporation	Railroad Bridge Inspections, Bridge Engineering, and Related Services	\$ 44,439	\$ 32,257
American Rail Engineers Corporation	Brazos Phase 2 Bridge Design	\$ 20,000	\$ 14,278
Cathcart Rail Holdco, LLC dba Cathcart Field Services, LLC	Running Repair Agent Inspection and Maintenance Services	\$ 7,884	\$ 7,870
Freight Rail Tracking Software	Freight Rail Tracking Software	\$ 5,000	\$ 2,441
GATX Rail Locomotive Group, LLC	Freight Locomotive Lease Agreement	\$ 44,800	\$ 31,915
Hue & Cry, Inc.	Security System at Schellville Depot	\$ 1,000	\$ 497
Koppers Railroad Structures, Inc.	Brazos Branch Timber Bridge Repairs - Phase I Contract	\$ 660,696	\$ 660,696
Lambertus J. Verstegen dba South West Locomotive Repair	Locomotive Maintenance and Repair	\$ 10,000	\$ 9,574
Mike Neles Trucking LLC	Class A Driving	\$ 300	\$ 300
North Bay Petroleum	Provision of Fuel for Freight Locomotives	\$ 90,000	\$ 47,746

Summit Signal, Inc.	Inspection, Testing, and Maintenance Services for Signal Equipment Along Brazos Branch	\$ 75,792	\$ 47,000
Summit Signal, Inc.	Freight Call-Out Maintenance and Repair Services	\$ 10,530	\$ 9,975
Wine Country Sanitary, Inc.	Portable Toilet Rental and Maintenance	\$ 1,571	\$ 1,181
	TOTAL	\$ 972,012	\$ 865,730

Actuals-To-Date includes invoices that have been approved as of February 29, 2024, but may not have been processed in SMART's Financial System



April 17, 2024

Eric Lucan, Chair
Marin County Board of Supervisors

Melanie Bagby, Vice Chair
Sonoma County Mayors' and Councilmembers Association

Kate Colin
Transportation Authority of Marin

Chris Coursey
Sonoma County Board of Supervisors

Rachel Farac
Transportation Authority of Marin

Debora Fudge
Sonoma County Mayors' and Councilmembers Association

Patty Garbarino
Golden Gate Bridge,
Highway/Transportation District

Barbara Pahre
Golden Gate Bridge,
Highway/Transportation District

Gabe Paulson
Marin County Council of Mayors and Councilmembers

David Rabbitt
Sonoma County Board of Supervisors

Chris Rogers
Sonoma County Mayors' and Councilmembers Association

Mary Sackett
Marin County Board of Supervisors

Eddy Cumins
General Manager

5401 Old Redwood Highway
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Phone: 707-794-3330
Fax: 707-794-3037
www.SonomaMarinTrain.org

Sonoma-Marín Area Rail Transit Board of Directors
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

SUBJECT: Citizens Oversight Committee - Three (3) Appointments

Dear Board Members:

RECOMMENDATIONS: Approve Appointments to the Citizens Oversight Committee (COC)

SUMMARY:

On January 18, 2024, staff posted the application on the SMART website and advertised three upcoming positions via a press release, email blast, and social media. SMART accepted applications through February 29, 2024.

On April 3, 2024, the Board established an Ad Hoc Committee to review applications and recommend appointments to the COC. The Ad Hoc committee consisted of the following: Chair Lucan, Vice Chair Bagby, Director Colin, Director Garbarino, and Director Rogers.

The Ad Hoc Committee met on April 11, 2024, to review 18 applications. They re-appointed two individuals representing Marin County and recommended one new applicant. They are as follows:

1. Thomas Engdahl, Marin County (*Re-Appointed*)
2. Lucy Dilworth, Marin County (*Re-Appointed*)
3. Kevin Hagerty, Marin County

Staff recommends the Board appoint these individuals to the Citizens Oversight Committee. The next COC meeting May 22, 2024, at 1:30PM – SMART Petaluma Office, 5401 Old Redwood Highway, 1st Floor, Petaluma.

Very truly yours,

/s/

Eddy Cumins
General Manager

Attachment(s): COC Recommended Applicants Summary
On File with Clerk: Citizens Oversight Committee Applications

**Citizens Oversight Committee
Recommended Applicants Summary**

Name: Dilworth, Lucy	County: Marin
<p><i>Summary of qualifications related to COC duties:</i></p> <ul style="list-style-type: none"> ▪ Current Member of the SMART COC ▪ Former Chair of the Marin Wildfire Prevention Authority's Citizens' Oversight Committee ▪ Former Member and former Foreperson of the Marin County Civil Grand Jury ▪ President and Founder of Bald Hill Firewise Community 	
Name: Engdahl, Thomas	County: Marin
<p><i>Summary of qualifications related to COC duties:</i></p> <p>Current Vice Chair of the SMART COC. I have been a Senior Operating & General Management Executive with a proven track record of delivering consistent, measurable shareholder and market value through decisive leadership, product innovation, problem-solving, and team development. My expertise in building and leading early-stage ventures, setting strategic direction, and implementing business plans, coupled with unwavering integrity and credibility, gives me the experience and skill set to be a member of the SMART oversight committee.</p>	
Name: Hagerty, Kevin	County: Marin
<p><i>Summary of qualifications related to COC duties:</i></p> <p>Current member of the Marin County League of Woman Voters. I have 32 years working in administrative and management positions in public transportation and parking industry. I have a good understanding of how transportation agency's function and their related funding challenges. Since, my retirement, I have been an active participant in a number of community organizations and have built strong working relationships with members of local government and key community leaders. I fully understand these are challenging times for transportation agencies, and I would like to be part of a community advisory group that can assist the SMART Board in addressing the issues before them.</p>	



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April 17, 2024

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SUBJECT: Corridor Identification and Development Program

Dear Board Members:

RECOMMENDATIONS: Information Item

SUMMARY:

In December 2023, the Federal Railroad Administration (FRA) selected eight California corridors for inclusion in the Corridor Identification and Development (Corridor ID) Program, including the SMART-owned east-west rail corridor, connecting the City of Novato to Suisun City as part of the Capitol Corridor. This achievement is a significant step forward for intercity passenger rail development in the region, with Caltrans set to receive and administer \$500,000 in initial Corridor ID funds to scope planning and project development work for passenger rail expansion in the region.

Groundwork was laid for this federal decision through legislative action taken by the State of California through the 2022 passage of Senator McGuire's Senate Bill 1175, designating SMART's track as a state-recognized intercity passenger rail service corridor. Caltrans followed this change by including SMART in a State-prioritized list of passenger rail corridors for consideration through the federal Corridor ID process.

The Corridor ID Program is intended to develop a sustained, comprehensive intercity passenger rail planning and development program, and set forth a capital project pipeline ready for Federal funding. The Program is intended to become the primary means for directing Federal financial support and technical assistance toward the development of proposals for new or improved intercity passenger rail services throughout the United States. The first Step of the program is to scope the Service Development Plan that will be developed in Step 2 and will identify a phased implementation with priority capital projects ready to move onto final design and NEPA.

The proposed corridor selected for the program would enhance the existing state-supported Capitol Corridor service between San Jose and Auburn, with extensions to San Francisco, Salinas, and Novato, and to Reno/Sparks, NV. Caltrans is the California program lead, which will allow for improved efficiencies, standardized methodologies across the state, reduced administrative burden on partner agencies, overarching policy guidance and streamlined coordination.

Caltrans staff will offer an overview of the Corridor ID program and next steps for advancing the east-west rail corridor.

FISCAL IMPACT: Information only.

REVIEWED BY: Finance /s/ Counsel /s/

Respectfully,

 /s/
Emily Betts
Planning Manager