



**CITIZENS OVERSIGHT COMMITTEE
MEETING AGENDA
August 15, 2019 – 7:30 AM**

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

1. Call to Order
2. Approval of the June 4, 2019 Meeting Minutes
3. Comment on Non-agenda Items
4. Construction and Capital Project Update
5. 2019 Strategic Plan Review (No Action)
6. Next Meeting: August 29, 2019 at 7:30am
7. Adjournment

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**CITIZENS OVERSIGHT COMMITTEE
MEETING MINUTES
June 4, 2019 - 7:30 AM
5401 Old Redwood Highway, 1st Floor
Petaluma, CA 94954**

1. Call to Order

Chair Colombo called the meeting to order at 7:30AM. Committee members Steve Birdlebough, Steve Rabinowitsh, Dennis Harter, Tanya Narath and David Oster were in attendance.

SMART Staff: Chief Financial Officer Erin McGrath, Chief Engineer Bill Gamlen, and Clerk of the Board Leticia Rosas-Mendoza

2. Approval of March 28, 2019 Meeting Minutes

Motion: Minutes approved as presented.

3. Comment on Non-agenda Items

None

4. Strategic Plan – Discussing an outline, schedule and upcoming process

Ms. McGrath gave an outline of Strategic Plan Elements/Content. Highlights include:

Guidelines for Plan:

- Uses of Measure Q Funds
- Annual Program Reporting
- Annual Independent Financial Audits
- Multi-Jurisdictional Coordination
- On-Going Planning for Future Phases
- Citizens Oversight Committee
- Amendments and Updates to the Plan

Operations:

- Description of current services and anticipated service
- Cost and Revenue

Capital Progress updated:

- Description of Rail and Path progress to date

Financial Projections:

- Discussion of Current Spending and Revenue
- Model Results – Sales Tax Extension

Future Phases:

- Description of Cost and Specific Funding Sources to be targeted including Sales Tax
- Discussion of future operating costs related to extensions

Comments

Mr. Oster said that the new Strategic Plan will be for the period of 2019-2024 and the Board of Directors will approve the Plan prior to sales tax extension on the ballot will the Plan be amended to reflect the financial projections if the measure passes or fails. Ms. McGrath responded that a guideline could be added under the financial projections of the Plan.

Mr. Harter suggested including projections if the sales tax is approved and not approved. He would like Chief Engineer, Bill Gamlen to provide construction cost and a timeline. Also, having two different Strategic Plans; 1) current situation and 2) sales tax extension approval and grants.

Mr. Birdlebough suggested including a recession in the Strategic Plan.

Mr. Rabinowish suggested researching how the Open Space District appoints members to their Board.

Ms. Narath asked if the Pathway maintenance be considered in the financial projections. Ms. McGrath responded yes, we have 2 years of data that can be used.

Mr. Rabinowish asked if ridership and first and last mile will be included in the Plan. Mr. Birdlebough stated that ridership will increase once Larkspur opens and trains will be full.

Chair Colombo stated that education and outreach will be a big component of the public for the sales tax extension.

Mr. Birdlebough asked when will the Short-Range Transit Plan be completed. Ms. McGrath responded by end of year.

Lastly, Ms. McGrath stated the Chief Engineer, Bill Gamlen will give a brief overview of the updated Pathway Map. Mr. Gamlen stated that the new map illustrates the entire pathway along SMART's right-of-way. The map can be located on SMART's website.

Ms. Narath stated that she appreciates the effort the SMART puts into maintaining the Pathways.

Mr. Birdlebough asked the status of the East Petaluma Station.

5. Next meeting tentatively scheduled: August 15, 2019 and August 29, 2019.
6. Adjournment - Meeting adjourned at 8:11AM

Respectfully Submitted,

Leticia Rosas-Mendoza
Clerk of the Board

Approved: _____