



**BOARD OF DIRECTORS  
SPECIAL MEETING AGENDA**

**January 8, 2020– 1:30 PM**

5401 Old Redwood Highway, 1<sup>st</sup> Floor  
Petaluma, CA 94954

1. Call to Order
2. Election of Chairperson
3. Approval of the December 4, 2019 Board Minutes
4. Public Comment on Non-Agenda Items
5. Board Member Announcements
6. General Manager's Report
7. Consent
  - a. Approve Monthly Financial Reports
  - b. Authorize the General Manager to Execute Contract Amendment No. 1 with Van Scoyoc Associates
  - c. Authorize the General Manager to Execute Contract Amendment No. 8 with Hanson Bridgett
  - d. Approve a Resolution Authorizing for the General Manager to execute a Property Exchange Agreement Between the Sonoma-Marin Area Rail Transit District and the City of San Rafael and a Quitclaim Deed of SMART property to the City of San Rafael and to accept property from the City of San Rafael for the Larkspur Extension Project
8. Authorize the General Manager to Execute Contract Amendment No. 6 with GBS Group in the amount of \$483,586.42 for performance of maintenance and monitoring services for Internet Connectivity for the SMART Trains
9. Accept SMART's Fiscal Year 2018-19 Comprehensive Annual Financial Report and Memorandum of Internal Controls

10. Approve a Resolution and Authorize the Board Chair to Execute the Collective Bargaining Agreement Between the Sonoma-Marin Area Rail Transit District and the Operating Engineers Local 3 for the period of December 16, 2019 to December 15, 2022
11. Approve a Resolution designating the General Manager as the signatory for a joint Affordable Housing Sustainable Communities grant to the State of California Strategic Growth Council and Department of Housing and Community Development
12. Ridership Data Collection, Analysis and Presentation (Discussion)
13. Next Regular Meeting of the Board of Directors, February 5, 2020 – 1:30pm – 5401 Old Redwood Highway, 1<sup>st</sup> Floor, Petaluma, CA 94954
14. Adjournment

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**BOARD OF DIRECTORS  
REGULAR MEETING MINUTES**

**December 4, 2019 – 1:30 PM**

5401 Old Redwood Highway, 1<sup>st</sup> Floor  
Petaluma, CA 94954

1. Call to Order

Chair Phillips called the meeting to order at 1:33pm. Directors Arnold, Garbarino, Fudge, Hillmer, Lucan, Naujokas, Rogers and Pahre were present. Directors Connolly, Naujokas, Rabbitt and Zane were absent.

2. Approval of the November 20, 2019 Board Minutes

Patricia Tuttle Brown said that she would like the minutes to be corrected to reflect her actual comment.

**MOTION:** Director Rogers moved approval of November 20, 2019 minutes as corrected. Director Lucan second. The motion carries 8-0-0 (Directors Connolly, Naujokas, Rabbitt, and Zane absent).

3. Public Comment on Non-Agenda Items

Duane Bellinger stated that he has enjoyed a couple of rides on the train. He also stated he was present at a meeting 30 years ago that talked about building pedestrian oriented communities along the rail. He also voted to subsidize the building of a viable train structure for pedestrian oriented communities. Mr. Bellinger finished his comment by stating that the contract for the SMART Corona Station seems to be for a Park and Ride.

Thomas Ells encouraged the Board to look at what the Independent Office of Law Enforcement Review and Outreach (IOLERO) Board approved as far as use of force.

Richards Brand stated that he wanted to provide an update on how to get heavy trucks off of the highway and utilize the railroad to transport heavy freight. Also, there was a delivery of lumber to Windsor Industrial Park which came in on the spur. He proceeded by

presenting an image of a railcar loaded with lumber. Mr. Brand stated that he would like to ask the manager of the Industrial Park to give priority to the switch installation so as to further remove trucks from the road-and that he was uncertain about the future of a pile of concrete debris.

Mike Pechner, ambassador for SMART, stated that his job is very fulfilling. He believes the ambassador work is very important and thanked Matt Stevens for doing a great job managing the ambassador program and expressed hope for the program to continue into the future.

#### 4. Board Member Announcements

Director Rogers asked that SMART look into the plans for Santa Rosa Downtown. He also stated that having the train running has transformed the downtown area.

Director Hillmer mentioned that the City of Larkspur has directed staff to start the process of updating the plan for the Larkspur Landing area.

Chair Phillips stated that there will be a quiet zone put in place by the City of San Rafael, effective December 14, 2019. Chair Phillips expressed that it has been a pleasure to serve as Chair for the Board of Directors for the past year and requested that a new Chair be elected in the first Board Meeting in January 2020.

#### 5. General Manager's Report

General Manager Mansourian provided the latest ridership stats to the Board; the train has carried over 1.6 million people, 159,000 bicyclists, and 6,000 wheelchair users since opening day.

He stated that a full presentation on how SMART keeps track of its ridership and plans on reporting future ridership data will be provided at the next Board of Directors Meeting.

He announced that from 8:00am – 12:00pm on Thursday, December 5, 2019, SMART will be performing a federally mandated, full-scale exercise in collaboration with Police, Fire, and Emergency Medical responders at the Larkspur Station.

General Manager Mansourian stated it is his pleasure to announce that the opening ceremony for the Larkspur Station will be held on December 13, 2019 at 1:00pm. He asked the Board to please arrive to the ceremony at least half an hour early. He invited the Board of Directors and all members of the public to enjoy all of the festivities, including the Marin Country Mart celebration of the opening, after the ceremony. The shopping center will continue celebrating the opening with free music, Santa Clause, and snow, on the following Saturday and Sunday. He expressed how grateful SMART is to Marin Country Mart for embracing the opening of the Larkspur Extension.



General Manager Mansourian announced that the celebration for the opening of the Novato Downtown Station would be held on the morning of Saturday, December 14, 2019 at 10:30am.

He distributed SMART's new service schedule along with the interim service schedule to the Board. He explained that the modified, interim train schedule will take effect on Saturday, December 14, 2019 and will include the Larkspur and Novato Downtown stations. The new train service and schedule will begin on January 1, 2020. He stated that SMART's Operations and Administration staff have been working very hard to make this a very successful opening.

Lastly, he invited the Board and members of the public to bring gifts on the train to support the SMART Holiday Express Toy Drive that will be held on Saturday, December 14, 2019. He mentioned the train will be uniquely decorated for the Holiday Express Toy Drive.

#### Comments

Direct Arnold asked what time the Novato Downtown Station will be inaugurated on December 14, 2019 and if the Holiday Express Train will be a part of it. Mr. Mansourian responded that the special, decorated train, will arrive at the Novato Downtown station at 10:47am. Director Lucan added that the City of Novato is looking at a 10:30am start of the event and will update its website with official details on the opening.

6. Consent
  - a. Approve a Resolution Authorizing Change Order 005 to Contract No. CV-BB-18- 001 with Granite Construction for an amount of \$58,996.50 for the Payran Bicycle and Pedestrian Pathway Project
  - b. Authorization for the General Manger to execute a "Substitution of Trustee and Deed of Reconveyance" document for property that the District sold in 2009 at Downtown Santa Rosa Station (APN's 010-171-018, 010-171-012)
  - c. Approval of 2020 Monthly Board of Directors Meeting Calendar

Chair Phillips asked for Board and public comments on the proposed Consent Agenda.

**MOTION:** Director Arnold moved approval of the Consent Agenda as presented. Director Lucan second. The motion carries 8-0-0 (Directors Connolly, Naujokas, Rabbitt, and Zane absent).

7. Approve the creation of a SMART Larkspur Inaugural "Weekender Pass" to provide a free ferry or train ride to any passenger using both the SMART train and the Larkspur ferry for any trips on Weekends and Holidays in January and February 2020

General Manager Mansourian recommended for the Board to approve the creation of the SMART Larkspur Inaugural "Weekender Pass" that will provide a free ferry or train ride to any passenger on the second part of their trip when using both the SMART train and the Larkspur ferry on Weekends and Holidays in January and February 2020. He mentioned

how truly, for the first time, we have a high frequency and very affordable transit system going both northbound and southbound that serves Sonoma County, Marin County, and San Francisco with two modes of transportation. He stated that he is proud of SMART's relationship and cooperation with Golden Gate Bridge, Highway and Transportation District (GGBHT). He presented the "Weekender Pass" card that will be distributed on the train and ferry to be used as fare. He continued by stating that the SMART Larkspur Inaugural "Weekender Pass" will cover over 18 weekend days in January and February 2020.

### Comments

Director Hillmer stated that he would like to take the train on December 14, 2019, to the Novato Downtown ceremony but, it would not be possible according to the train schedule. Mr. Mansourian asked what schedule he was looking at. Director Hillmer clarified that he was looking at the Temporary Train Service Schedule. Mr. Mansourian stated that there isn't a train that will be able to get him to Novato at that time. Director Lucan offered to transport Director Hillmer to Novato himself. Mr. Mansourian reminded the Board that the temporary schedule was made to cover the two weeks before the start of the new, full-service schedule that will take effect on January 1, 2020.

Director Garbarino expressed that she could not imagine a better cheerleader and marketer for this train system in the way that Mr. Mansourian presents the information and thanked him for that.

Director Rogers stated that riders in Santa Rosa will be very happy to get the opportunity to take the train down to San Francisco. He stated that it is going to be great to have people from San Francisco shopping in the Railroad Square and Downtown area. He asked how SMART is going to market this outside of SMART's territory, to try and pull people up from San Francisco. Mr. Mansourian stated that Ms. Gonzalez, who recently joined SMART's marketing team and her counterpart, Ms. Fehler from GGBHT have been coordinating with business associations as well as people from San Francisco so that they can start marketing. Mr. Mansourian asked if it was possible for Director Rogers to connect Ms. Gonzalez and Ms. Fehler with the Santa Rosa Metro Chamber of Commerce, it would be very much appreciated. Director Rogers stated that he would be happy to.

Richard Brand stated that he is a member of the Russian River Valley Wine Growers and has talked about having an activity to bring people up for tastings. Mr. Mansourian asked Mr. Brand to get the information to Ms. Gonzalez.

Sheila Baker said that as a resident of a senior apartment complex, she is reminded that seniors use wheel chairs, walkers, and canes. She asked if there was awareness that traveling the distance between the Larkspur station and the ferry terminal may be more difficult for seniors using a cane or walker. Chair Phillips asked General Manager Mansourian to address the issue. General Manager Mansourian stated that local transit agencies are looking into this and that SMART is not in a position to get people from the station to a particular place and therefore, relies on local partners and local transit

agencies to provide and assist with door to door service.

Jack Swearingen stated that human powered transportation such as peddle bikes, may be a solution.

Director Pahre stated, in response to Sheila Baker's comment, that due to a recently injured knee, she has a new appreciation for how far it is from place to place and to SMART's credit, there is anywhere from 24 – 30 minutes between the time that the train arrives and the time one needs to be at the ferry. She stated how excited she was to see that and that it was a very perceptive amount of time to put in there. She finished her comment by expressing that that is about the right amount of time for those who walk assisted and thanked the public for their comment.

**MOTION:** Director Hillmer moved approval of the SMART Larkspur Inaugural "Weekender Pass" as presented. Director Rogers second. The motion carries 8-0-0 (Directors Connolly, Naujokas, Rabbitt, and Zane absent).

8. Approve the creation of a "Sail & Rail" Pass Pilot Program offering a joint fare product between SMART and Golden Gate Bridge, Highway and Transportation District for ferry and rail rides during off-peak hours on weekday and all day on weekend and holidays effective January 1, 2020 and Authorize the General Manager to sign a Memorandum of Understanding

General Manager Mansourian reiterated how proud he is of the close relationship between all of the transit agencies in Marin and Sonoma, specifically what SMART and GGBHT have been working on. One of the main goals of the Board has been how to increase the transit ridership and how to create a dependable and affordable transit system through both counties and now three counties to go to San Francisco. Mr. Mansourian recommended for the Board, as well as GGBHT for their Board's consideration, to approve the creation of the "Sail & Rail" Pass Pilot Program. He stated that the recommended pilot program is for 6 months which is a correction to the previous staff report in which he recommended the pilot program last for 12 months. He stated that the correction was made after learning that the federal rules have changed and that a pilot program needs to be 6 months. He also stated that the program is designed for those who use both the train and ferry, with the restriction of non-commute hours because both the train and ferry are at capacity during those hours. He explained that the program will be available during the following days/times:

- Weekdays Southbound arriving in San Francisco by any ferry departure after 8:20a.m.
- Weekdays Northbound departing San Francisco any time before 3:30 p.m.
- Weekend/Holiday periods in either direction, all day.

He further explained that this proposed program will be available through the SMART Mobile Ticket App only as it cannot currently be implemented within the Clipper regional fare collection system. The recommended flat rate for a one-way pass is \$12.00 across all

fare categories (Adult, Senior, Youth, RTC), with children under five years old traveling for free. Mr. Mansourian commented on how surprised he was to learn that passengers are currently paying almost \$35.00 a day to use both the train and ferry. He stated that if the program was approved, he would report back, after 6 months, to the Board with feedback on the pilot program.

### Comments

Director Hillmer asked how we could create an amplified message around the pilot program and that he believes this is so important. General Manager Mansourian stated that SMART's Community Outreach and Marketing team has been meeting with GGBHT and are ready to do a large marketing campaign. He asked Director Hillmer if there was anything he could come up with, it would be greatly appreciated. Director Hillmer suggested that the commencement of that messaging and the refinement of it be considered an integral part of the pilot program and that it is of his opinion that the public impact of that is going to be significant. Chair Phillips agreed with Director Hillmer's comment and stated that he believes the pilot program is going to be something that is attractive and a good introduction for many of the riders and potential riders and that it is an excellent idea.

Patricia Tuttle Brown stated she lives in Petaluma and has taken the Golden Gate Bus for years to go to San Francisco and that she would like to see a seamless, one-fare system and believes this is a wonderful beginning.

Thomas Ells asked the Board to consider if SMART, along with GGBHT ferry, could build a trail on the outside of the Richmond-San Rafael Bridge and to utilize those lanes for rail transit.

General Manager Mansourian clarified to the Board that the "Sail & Rail" Pass Pilot Program will take effect January 1, 2020 for a period of 6 months and that he would provide the Board with interim updates.

Director Lucan asked if the "Sail & Rail" Pass will work on the Giants' Ferry. Mr. Mansourian stated that the pass is for the train's normal schedule. Director Lucan stated that perhaps the question was better suited for GGBHT. Director Pahre stated that her hunch is that the answer is no, but that she would find out.

**MOTION:** Director Fudge moved approval of the "Sail & Rail" Pass Pilot Program as presented. Director Lucan second. The motion carries 8-0-0 (Directors Connolly, Naujokas, Rabbitt, and Zane absent).

Director Pahre expressed how excited she is for the Larkspur opening. She stated that it has been a long journey for GGBHT, Larkspur, and SMART. She expressed hope for an outcome that would result in a more relaxed ferry passenger. She brought out that GGBHT is very excited about the interface between the North counties and San Francisco and she thanked all of the staff involved.

Next Regular Meeting Board of Directors, December 18, 2019 – 1:30 PM – 5401 Old Redwood Highway, 1<sup>st</sup> Floor, Petaluma, CA 94954

9. Adjournment – Meeting adjourned at 2:18pm

Respectfully submitted,

Scarlett Ruud  
Administrative Assistant

Approved on: \_\_\_\_\_



January 8, 2020

Gary Phillips, Chair  
Transportation Authority of Marin

Barbara Pahre, Vice Chair  
Golden Gate Bridge,  
Highway/Transportation District

Judy Arnold  
Marin County Board of Supervisors

Damon Connolly  
Marin County Board of Supervisors

Debora Fudge  
Sonoma County Mayors' and  
Councilmembers Association

Patty Garbarino  
Golden Gate Bridge,  
Highway/Transportation District

Dan Hillmer  
Marin County Council of Mayors and  
Councilmembers

Eric Lucan  
Transportation Authority of Marin

Joe Naujokas  
Sonoma County Mayors' and  
Councilmembers Association

David Rabbitt  
Sonoma County Board of Supervisors

Chris Rogers  
Sonoma County Mayors' and  
Councilmembers Association

Shirlee Zane  
Sonoma County Board of Supervisors

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

**SUBJECT:** Monthly Finance Reports

Dear Board Members:

**RECOMMENDATION:** Information Item

**SUMMARY:**

We are presenting the monthly financial report for activity through the month of November. This financial report shows transactions for the first five months of the fiscal year. Bond fund investments through November totaled \$19,999,657 while other cash and investments equaled \$44,215,927.

All expenses are within approved budgeted amounts. Fare and parking revenues are \$1,631,052. Fare revenue for the first five months of the fiscal year are lower than the prior year by 13%. We believe this is due to multiple events during this time including: Promotional free days for kids and veterans, weekend bus bridges for Novato Station construction, 10 days of widespread power shut offs, 15 days of the Kincaid fire and evacuations from Sonoma County, and two weeks of free services during this time. The Metropolitan Transportation Commission has announced that they will be accepting requests from transit agencies for financial assistance due to the fire and we will be applying for assistance related to fire losses. We received similar revenue loss assistance during the 2017 fires.

Very truly yours,

Erin McGrath  
Chief Financial Officer

Attachment(s): 1) Monthly Financial Report  
2) Contract Summary Report

## Sonoma-Marin Area Rail Transit District

### Monthly Finance Reports

Through November 2019

	FY2019-20 Approved Budget	Actual	Remaining Budget
<b>Revenues</b>			
<b>Administration</b>			
Sales/Use Taxes	27,973,136	7,503,856	20,469,280
Interest Earnings	295,000	320,116	-
Rent - Real Estate	265,755	183,215	82,540
Advertising Revenue	221,750	164,388	57,362
Miscellaneous Revenue	50,000	45,215	4,785
<b>Administration Subtotal</b>	<b>28,805,641</b>	<b>8,216,791</b>	<b>20,613,966</b>
<b>Operations</b>			
Fund Balance	9,442,001	9,442,001	-
Sales/Use Tax	11,292,866	3,113,107	8,179,759
Fare & Parking Revenue	4,187,000	1,631,052	2,555,948
State Grants	7,404,794	1,463,105	5,941,690
Other Charges	40,000	76,349	-
<b>Operations Subtotal</b>	<b>32,366,661</b>	<b>15,725,613</b>	<b>22,619,086</b>
<b>Capital</b>			
Fund Balance	28,221,487	28,221,487	-
Federal Funds	4,650,000	530,332	4,119,668
State Grants	14,010,000	7,850,601	6,159,399
Other Governments/Misc	4,528,192	1,629,196	2,898,996
Measure M	200,625	-	200,625
Miscellaneous Revenue	-	300,000	-
<b>Capital Subtotal</b>	<b>51,610,304</b>	<b>38,531,617</b>	<b>13,378,687</b>
<b>Revenue Total</b>	<b>112,782,606</b>	<b>62,474,021</b>	<b>56,611,740</b>
<b>Expenditures</b>			
<b>Administration</b>			
Salaries & Benefits	5,146,304	1,756,849	3,389,455
Services & Supplies	6,835,130	1,488,538	5,346,592
Debt Service/Other Charges	16,847,600	3,756,300	13,091,300
Machinery & Equipment	95,000	45,942	49,058
<b>Administration Subtotal</b>	<b>28,924,034</b>	<b>7,047,629</b>	<b>21,876,405</b>
<b>Operations</b>			
Salaries & Benefits	16,058,117	5,385,923	10,672,194
Services & Supplies	11,883,881	2,720,569	9,163,312
Buildings & Capital Improvements	4,424,662	1,038,890	3,385,772
<b>Operations Subtotal</b>	<b>32,366,661</b>	<b>9,145,382</b>	<b>23,221,279</b>
<b>Capital</b>			
Salaries & Benefits	1,732,501	468,560	1,263,941
Services & Supplies	1,319,750	92,956	1,226,794
Other Charges	157,149	110,783	46,366
Land	11,000	11,000	-
Machinery & Equipment	15,110,495	10,405,461	4,705,034
Infrastructure	33,279,408	5,932,776	27,346,632
<b>Capital Subtotal</b>	<b>51,610,304</b>	<b>17,021,536</b>	<b>34,588,768</b>
<b>Expenditure Total</b>	<b>112,900,999</b>	<b>33,214,547</b>	<b>79,686,453</b>

**Investment Report**

	<u>Amount</u>
<b>Bond Reserve Fund</b>	
Sonoma County Treasury Pool	17,072,500
<b>Interest Fund</b>	
Sonoma County Treasury Pool	1,847,203
<b>Project Fund</b>	
Sonoma County Treasury Pool	1,079,954
<b>SMART Operating Accounts</b>	
Bank of Marin	19,038,248
Sonoma County Treasury Pool	25,177,679
<b>Total</b>	<b>64,215,585</b>

**Capital Project Report**

	<u>Budget</u>	<u>Actual</u>	<u>Remaining</u>
<b>Additional Railcar Purchase</b>			
Revenues	\$ 11,000,000	\$ 8,250,000	\$ 2,750,000
Expenditures	\$ 11,000,000	\$ 8,250,000	\$ 2,750,000
<b>San Rafael to Larkspur Extension</b>			
Revenues	\$ 55,435,059	\$ 50,720,738	\$ 4,714,321
Expenditures	\$ 55,435,059	\$ 51,781,122	\$ 3,653,937
<b>Windsor Extension</b>			
Revenues	\$ 65,000,000	\$ 1,159,036	\$ 53,840,964
Expenditures	\$ 65,000,000	\$ 1,305,004	\$ 53,694,996
<b>Petaluma Payran to Southpoint Pathway</b>			
Revenues	\$ 3,261,098	\$ 1,622,070	\$ 1,639,028
Expenditures	\$ 3,261,098	\$ 1,729,719	\$ 1,531,379





# Contract Summary

Active Contracts as of November 30, 2019

Contractor	Scope	Fiscal Year 19/20 Projected	Fiscal Year 19/20 Actuals-To-Date
A.J. Janitorial Service	Janitorial Services for all Stations, Roblar, ROC, and Fulton	\$104,000	\$36,600
Air Technology West	Maintenance and On-Call Repair for Air Compressors	\$6,000	\$4,165
Alcohol & Drug Testing Services, LLC	DOT Drug and Alcohol Testing	\$39,000	\$3,216
Alliant Insurance Services	Insurance Brokerage & Risk Management Services	\$80,000	\$0
Aramark Uniform Services	Employee Uniform Provider and Cleaning Service	\$24,712	\$13,533
Asbury Environmental Services (AES)	Recycling & Disposal Service for Used Oil, Fuel Filters, Rags, and Related Equipment	\$10,000	\$702
Barnes & Company, LLC	Safety Outreach Services	\$25,000	\$19,838
Becoming Independent	Emergency Bus Bridge Services	\$25,538	\$3,000
Bettin Investigations	Background Investigations	\$8,863	\$2,374
Big Cat Advertising	Digital Advertisement Services	\$18,000	\$7,700
Biggs Cardosa Associates, Inc.	Engineering Design and Construction Support for Payran to Southpoint Multi-Use Pathway	\$43,954	\$10,550
Burke, Williams & Sorensen, LLP	Litigation Support Services	\$163,513	\$2,306
CALOPPS - City of Foster City	HR Recruitment Services	\$3,500	\$3,500
Cinquini & Passarino, Inc.	Right-of-Way Land Surveying and Related Services	\$60,000	\$4,640
Corey, Canapary & Galanis	NTD Compliant Passenger Counting Services	\$33,603	\$16,802
Doug Williams	Fire and Life Safety Consultant	\$3,000	\$2,468
Dr. Lance O Connor	Occupational Health Screening Services	\$3,600	\$340
Dr. Mark Clementi	Pre-Employment Psychological Evaluations	\$25,000	\$9,831
eLock Technologies, LLC	Station Bike Lockers and Maintenance Services	\$22,824	\$2,760
Empire Cleaners	Uniform Dry-Cleaning, Laundering, and Related Services	\$40,000	\$9,571
Emtec Consulting Services, LLC	Oracle Accounting System Support Services	\$50,000	\$3,923
ePath Learning, Inc.	Cloud-Based Training / Learning Management Software	\$6,180	\$6,180
ePath Learning, Inc.	Business Training Library	\$10,005	\$0
Everbridge, Inc.	Nixle Computer Software (Cloud-based)	\$11,800	\$11,800
George Hills Company, Inc.	Third Party Claims Administration Services	\$10,000	\$3,687
GHD, Inc.	SWPP Compliance, AutoCAD Management, Traffic and Hydraulic Analysis	\$110,890	\$20,039
Ghiotti Bros, Inc.	Enhanced Pedestrian Safety Improvements	\$497,955	\$439,871
Golden Gate Bridge, Highway and Transportation District	Customer Service Support Services	\$335,580	\$61,941
Golden Gate Bridge, Highway and Transportation District	Weekend Bus Service between San Rafael Transit Center and Larkspur Ferry	\$68,664	\$7,773
GP Crane & Hoist Services	Cal/OSHA Crane Inspection Services	\$15,000	\$0
Granite Construction Company	Non-Motorized Pathway, Payran to Southpoint	\$1,884,757	\$1,819,447
Hanford A.R.C.	Implementation and Monitoring Las Gallinas Creek Riparian Enhancement Plan	\$15,230	\$3,027
Hanson Bridgett LLP	Legal Services	\$70,000	\$59,375
Holland Company	Track Geometry and Measurement Services	\$24,000	\$24,000
Industrial Railway Company	Replace Existing #9-136# Rail Frog at MP 39.7	\$70,884	\$0
Industrial Railways Company	Ballast Car Operations	\$70,884	\$70,884
Innovative Business Solutions	Payroll Processing Solutions	\$35,400	\$6,749
Intelletrace, Inc.	Internet/Cellular Tower Maintenance Services	\$40,000	\$11,060
Intelligent Technology Solutions, Inc.	Maximo MMS Implementation and Support Services	\$176,000	\$0
Leete Generators	Generator Maintenance	\$1,432	\$0
LM Disability Consulting	Disability Access Consulting	\$12,000	\$2,513
LTK Engineering Services	Vehicle and Systems Design and Construction Management Services	\$130,000	\$57,115
Managed Health Network	Employee Assistance Program (EAP) Services	\$1,338	\$1,153
Masabi LLC	SMART Mobile Ticketing Pilot Project	\$57,600	\$19,000
MaxAccel	Compliance Management Software Design/Implementation/Asset Management	\$14,000	\$4,392
Maze & Associates	Financial Audit Services	\$46,664	\$23,457
MGrodder, LLC	Project Management Services	\$94,000	\$0
Netwoven Inc.	SharePoint Maintenance, Support, Implementation, and Related Services	\$48,000	\$17,648
North Bay SAP Services	Substance Abuse Professional Services	\$3,800	\$0

Contractor	Scope	Fiscal Year 19/20 Projected	Fiscal Year 19/20 Actuals-To-Date
Northwestern Pacific Railroad Company, Inc.	Provision and Operation of Ballast Car	\$36,000	\$25,760
Occupational Health Centers of CA	Pre-Employment Evaluation Services	\$25,000	\$1,410
Pamco Machine Works, Inc.	Railroad Wheel Pressing Services	\$378,000	\$61,744
Parodi Investigative Solutions	Pre-Employment Background Investigation Services	\$20,000	\$4,650
PFM Financial Advisors, LLC	Financial Advisory Services	\$100,000	\$61,293
Pivotal Vision, LLC	Security Software Licensing	\$2,200	\$0
Platinum Advisors, LLC	State Legislative Advocacy Services	\$60,000	\$30,000
Portola Systems, Inc.	SMART Station Network Configuration Services	\$202,541	\$138,154
Precision Wireless	Railroad Bridge Engineering, Inspection, & Design	\$48,672	\$0
Precision Wireless	Tech Support and Maintenance for Land Mobile Radio	\$25,000	\$829
Premier Fall Protection, Inc.	Inspection and Certification Services for SMART's Fall Protection Equipment	\$8,000	\$2,784
Rail Enterprises	Ballast Car Transportation and Logistics Coordination	\$35,000	\$0
RailPros, Inc.	Professional Engineering Services for Larkspur Extension	\$250,000	\$159,196
Reyff Electric Company	Installation of Circuits to Wall-Mounted EV Chargers	\$4,320	\$0
Santa Rosa Fire Equipment Service, Inc.	SMART Fire Equipment Maintenance	\$7,029	\$0
ServPro of Lake Mendocino and Sonoma County	Biohazard Clean-Up and Hazmat Services	\$143,801	\$107,516
Sonoma County Fleet Operation Division	Non-Revenue Fleet Maintenance Services	\$75,000	\$9,749
Sonoma County Transit	Bus Service Route 56 (North Stations)	\$192,109	\$63,528
Sperry Rail Service	Rail Flaw Detection Services	\$13,500	\$0
SPTJ Consulting	Network Infrastructure, Security, Migration and Setup Services	\$365,580	\$61,763
Stacy and Witbeck	Railroad Track Maintenance, Alignment, and Restoration	\$220,000	\$210,210
Stacy and Witbeck/Herzog, JV	Design/Build Construction of Civil, Track & Structures Improvements of Larkspur Extension	\$7,307,603	\$5,868,960
Stantec Consulting Services, Inc.	Environmental Permit Management and Construction Compliance Monitoring	\$92,277	\$3,419
Stericycle, Inc.	Medical Waste Pick-Up and Disposal Services	\$1,918	\$0
Sue Evans	Real Estate Support Services	\$17,849	\$10,920
Sumitomo Corporation	Manufacture & Delivery of Rail Vehicles	\$14,567,201	\$10,317,197
Summit Signal, Inc.	Emergency Call-Out Services for Track and Signals	\$10,000	\$0
Survival CPR & First Aid, LLC	First Aid and CPR Training, AED Compliance Program	\$5,000	\$1,520
Terris, Barnes & Walters	Ballot Measure Communication Consulting	\$20,000	\$0
The GBS Group	Internet Connectivity (Wi-Fi) for SMART Trains	\$331,871	\$227,169
Transportation Certification Services, Inc.	Onsite Inspection and Training Services	\$8,000	\$4,145
Trillium Solutions, Inc.	Transit Feed Mapping Software	\$1,000	\$0
United Mechanical Incorporated	Bridge Tender House HVAC Install Project	\$8,749	\$0
United Mechanical Incorporated	HVAC Maintenance Services at SMART Facilities	\$20,700	\$5,367
Utah Transit Authority	DMU Wheel Truing Services	\$28,413	\$28,413
Van Scoyoc Associates	Federal Lobbying Services	\$30,000	\$15,000
VenTek Transit Inc.	Clipper Vending Machine Operations and Maintenance Services	\$630,606	\$54,497
WBE	Existing CCTV System On-Call Maintenance	\$50,000	\$5,136
West Coast Arborists, Inc.	Tree Trimming, Removal, and Related Services	\$50,000	\$0
WRA Environmental Consultants	Environmental Permitting, Management, & Support Services	\$112,216	\$84,435
<b>TOTALS:</b>		<b>\$30,157,325</b>	<b>\$20,393,694</b>

\*Actuals-To-Date includes invoices that have been approved as of November 30, 2019, but may not have been processed in SMART's Financial System.



**Gary Phillips, Chair**  
Transportation Authority of Marin

**Barbara Pahre, Vice Chair**  
Golden Gate Bridge,  
Highway/Transportation District

**Judy Arnold**  
Marin County Board of Supervisors

**Damon Connolly**  
Marin County Board of Supervisors

**Debora Fudge**  
Sonoma County Mayors' and  
Councilmembers Association

**Patty Garbarino**  
Golden Gate Bridge,  
Highway/Transportation District

**Dan Hillmer**  
Marin County Council of Mayors and  
Councilmembers

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Transportation Authority of Marin

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Sonoma County Mayors' and  
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**David Rabbitt**  
Sonoma County Board of Supervisors

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**Shirlee Zane**  
Sonoma County Board of Supervisors

**Farhad Mansourian**  
General Manager



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

January 8, 2020

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

**SUBJECT:** Approval First Contract Option for Federal Legislative Advocacy Services

Dear Board Members:

**RECOMMENDATION:**

Authorize the General Manager to Execute the first of two one-year contract options (Contract Amendment No.1) for federal legislative services to Van Scoyoc Associates, Inc., for a not-to-exceed amount of \$60,000 for 2020.

**SUMMARY:**



We have utilized the federal legislative advocacy services of Van Scoyoc Associates, Inc., since 2013 following a competitive procurement. Over their seven years of service to SMART, Van Scoyoc Associates, Inc., have effectively supported SMART in federal legislative affairs. Included in their efforts have been:

- Weekly updates on federal transportation regulatory, financial and other legislative activity of interest to SMART.
- Meeting and logistics coordination support with SMART staff for outreach trips to Washington, D.C.
- Advocacy support for grant applications, regulations and legislative issues of importance to SMART.

Their assistance has proven valuable over the years on issues such as securing Larkspur grant funding, monitoring federal railroad funding and safety legislation, and advocacy for transit grant formulas favorable to SMART.

In conclusion, Van Scoyoc Associates, Inc., have been a critical component in SMART's federal grant success and we strongly recommend approval of a contract option for 2020 federal legislative advocacy services. One additional contract option is available for 2021.

**FISCAL IMPACT:** This contract option amount is for \$60,000 for one-year of service. The cost is included in our Fiscal Year 2019-20 budget.

**REVIEWED BY:**  Finance   Counsel 

Very truly yours,



Joanne Parker  
Grants and Programming Manager

Attachment(s): Van Scoyoc Associates, Inc. Contract Amendment No. 1



**FIRST AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES  
BETWEEN THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
AND VAN SCOYOC ASSOCIATES, INC.**

This First Amendment dated as of January 8, 2020 (the "First Amendment") to the Agreement for Consultant Services by and between the Sonoma-Marín Area Rail Transit District ("SMART") and Van Scoyoc Associates, Inc. ("CONSULTANT"), dated as of November 26, 2018 (the "Original Agreement," and as amended and supplemented by this First Amendment, the "Agreement").

**RECITALS**

WHEREAS, SMART and CONSULTANT previously entered into the Original Agreement to perform federal legislative advocacy services; and

WHEREAS, SMART desires to amend the Agreement to utilize the first of two options to extend the term until December 31, 2020 and to increase the not-to-exceed amount of the Agreement by \$60,000, for a total not-to-exceed amount of \$120,000.

NOW, THEREFORE, in consideration of the recitals set forth above and the covenants contained herein, it is mutually agreed by and between the parties that:

**AGREEMENT**

1. **"ARTICLE 4. PAYMENT"** shall be amended as follows:

In addition to the not-to-exceed amount set forth in the Original Agreement, the contract amount shall be increased by an amount not to exceed \$60,000, for a total not-to-exceed amount of \$120,000.

2. **"ARTICLE 5. TERM OF AGREEMENT"** is hereby deleted in its entirety and replaced with the following:

**"Section 5.01** The term of this Agreement shall remain in full force and effect until December 31, 2020 utilizing the first of two one-year options to renew, unless terminated earlier in accordance with the provisions of **Article 6.**"

3. Except to the extent the Agreement is specifically amended or supplemented hereby, the Agreement, together with all supplements, amendments and exhibits thereto is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall, or shall be construed to, modify, invalidate, or otherwise affect any provision of the Agreement.

**IN WITNESS WHEREOF**, the parties hereto have executed this First Amendment as set forth below.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Farhad Mansourian, General Manager

**VAN SCOYOC ASSOCIATES, INC**

Dated: \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

**APPROVED AS TO FORM:**

Dated: \_\_\_\_\_

By \_\_\_\_\_  
District Counsel



January 8, 2020

Gary Phillips, Chair  
Transportation Authority of Marin

Barbara Pahre, Vice Chair  
Golden Gate Bridge,  
Highway/Transportation District

Judy Arnold  
Marin County Board of Supervisors

Damon Connolly  
Marin County Board of Supervisors

Debora Fudge  
Sonoma County Mayors' and  
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Patty Garbarino  
Golden Gate Bridge,  
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Marin County Council of Mayors and  
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Eric Lucan  
Transportation Authority of Marin

Joe Naujokas  
Sonoma County Mayors' and  
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Sonoma County Board of Supervisors

Chris Rogers  
Sonoma County Mayors' and  
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Shirlee Zane  
Sonoma County Board of Supervisors

Farhad Mansourian  
General Manager

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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 Hwy, Suite 200  
Petaluma, CA 94954

**SUBJECT:** Approval of Hanson Bridgett, LLP Contract Amendment No. 8

Dear Board Member:

**RECOMMENDATION:**

Authorize the General Manager to Execute Contract Amendment No. 8 with Hanson Bridgett LLP for legal support services in the amount of \$100,000 for a contract not-to-exceed amount of \$550,000 through the term of the agreement to June 30, 2020.

**SUMMARY:**

Hanson Bridgett LLP has assisted SMART since 2005 on a number of specialty projects and legal matters over the past several years, most recently providing expertise as part of our labor negotiations team, assisting Human Resources in collective bargaining contract negotiations and other labor related issues.

With the assistance of Hanson Bridgett, in the past year SMART was able to successfully re-negotiate all of its collective bargaining agreements with three separate unions representing Operations employees in the Transportation, Vehicle Maintenance, and Maintenance of Way Divisions. Although negotiations are complete, at this time staff recommends that the District continue to retain the services of Hanson Bridgett for supplemental legal and labor relations support on an as-needed basis.

**FISCAL IMPACT:** Funding for the contract is included in the budget for FY 2019-2020.

**REVIEWED BY:** [ x ] Finance  [ x ] Counsel

Sincerely,  
  
Lisa Hansley  
Human Resources Manager

Attachment(s): Hanson Bridgett, LLP Contract Amendment No. 8



**EIGHTH AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES  
BETWEEN THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
AND HANSON BRIDGETT, LLP**

This EIGHTH AMENDMENT dated as of January 8, 2020 (the “Eighth Amendment”) to the Agreement by and between the SONOMA-MARIN AREA RAIL TRANSIT DISTRICT (“SMART”) and HANSON BRIDGETT, LLP (“CONSULTANT”), dated as of June 20, 2012 (the “Original Agreement,” and as amended by the First through Seventh Amendments and now this Eighth Amendment, the “Agreement”).

**RECITALS**

WHEREAS, SMART and CONSULTANT previously entered into the Original Agreement to provide specialized legal expertise in public employee benefits, public transportation issues, and intellectual property matters; and

WHEREAS, SMART and CONSULTANT previously entered into various Amendments to the Agreement between July 1, 2013 and July 1, 2019, to update the Scope of Services, increase the not-to-exceed amount, and extend the term of the Agreement; and

WHEREAS, SMART desires to amend the Agreement to increase the not-to-exceed amount by \$100,000 for a total not-to-exceed of \$550,000; and

NOW, THEREFORE, in consideration of the recitals set forth above and the covenants contained herein, it is mutually agreed by and between the parties that:

**AGREEMENT**

1. **“ARTICLE 2. COMPENSATION”** Is hereby amended as follows:

“Compensation for services over the life of the Agreement shall not exceed \$550,000 without a formal Amendment to the Agreement.”

2. Except to the extent the Agreement is specifically amended or supplemented hereby, the Agreement, together with all supplements, amendments and exhibits thereto is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall, or shall be construed to, modify, invalidate, or otherwise affect any provision of the Agreement.



**IN WITNESS WHEREOF**, the parties hereto have executed this Eighth Amendment as set forth below.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Farhad Mansourian, General Manager

**HANSON BRIDGETT, LLP**

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Madeline Chun, Partner

**APPROVED AS TO FORM:**

Dated: \_\_\_\_\_

By \_\_\_\_\_  
District Counsel



January 8, 2020

**Gary Phillips, Chair**  
Transportation Authority of Marin

**Barbara Pahre, Vice Chair**  
Golden Gate Bridge,  
Highway/Transportation District

**Judy Arnold**  
Marin County Board of Supervisors

**Damon Connolly**  
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Sonoma County Mayors' and  
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General Manager

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

**SUBJECT:** Authorization for the General Manager to execute a Property Exchange Agreement Between SMART and the City of San Rafael and a Quitclaim Deed of SMART property to the City of San Rafael and to accept property from the City of San Rafael for the Larkspur Extension Project.

Dear Board Members:

**RECOMMENDATION:**

Approve Resolution No. 2020-03 Authorizing the General Manager to execute a Property Exchange Agreement Between SMART and the City of San Rafael for the Larkspur Extension Project and the related documents.

During the design work of the Larkspur Extension Project, SMART and the City of San Rafael agreed to eliminate two roadway crossings by switching the alignments of the existing railroad tracks and Francisco Boulevard West between Second Street and Rice Drive and reconfiguring Francisco Boulevard West intersection with Rice Drive.

The concept to exchange the properties was agreed to in a Memorandum of Understanding that was executed in June 2017 which included a commitment to enter into an appropriate property exchange at the conclusion of construction when as-built boundaries could be determined.

SMART has now completed construction of the Larkspur Extension and realignment of Francisco Boulevard West and it is now necessary to finalize the agreed-upon land exchange. The San Rafael City Council authorized the City Manager to execute the agreement at their December 16, 2019 meeting.

**FISCAL IMPACT:** No impact.

**REVIEWED BY:** [ x ] Finance

[ x ] Counsel

Very truly yours,

Bill Gamlen, P.E.  
Chief Engineer

Attachment(s): Resolution No. 2020-03 with Property Exchange Agreement

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT, STATE OF CALIFORNIA (SMART), APPROVING AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROPERTY EXCHANGE AGREEMENT BETWEEN SMART AND THE CITY OF SAN RAFAEL (CITY), AND A QUITCLAIM DEED OF SMART PROPERTY TO CITY, AND TO ACCEPT THE QUITCLAIM DEED OF CITY PROPERTY ON BEHALF OF SMART FOR THE LARKSPUR EXTENSION PROJECT**

---

**WHEREAS**, in 2017 SMART began design and construction of passenger service from the Downtown San Rafael Train Station to a location near the ferry terminal in Larkspur at or near milepost 14.9 (the “Larkspur Extension Project”); and

**WHEREAS**, during the design work of the Larkspur Extension Project, the City of San Rafael desired to eliminate two roadway crossings by switching the alignments of the existing railroad tracks and Francisco Boulevard West between Second Street and Rice Drive and reconfiguring Francisco Boulevard West intersection with Rice Drive; and

**WHEREAS**, to accommodate this realignment, the concept to exchange properties was agreed to in a Memorandum of Understanding between SMART and City concerning the Larkspur Extension Project that was approved on June 21, 2017 which included a commitment to enter into an appropriate property exchange later; and

**WHEREAS**, SMART has now completed construction of the Larkspur Extension Project and realignment of Francisco Boulevard West and it is now necessary to finalize the agreed-upon land exchange; and

**WHEREAS**, on December 16, 2019, the San Rafael City Council authorized the City Manager to execute the Property Exchange Agreement between SMART and City in the form attached hereto as Attachment 1.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Sonoma-Marin Area Rail Transit District hereby approves and authorizes the General Manger to do the following:

1. To execute a Property Exchange Agreement between SMART and the City as set forth in Attachment 1, attached hereto and incorporated by reference in a form approved by General Counsel.
2. To execute a quitclaim deed of SMART property to the City as set forth in Attachment B to the Property Exchange Agreement, in a form approved by the General Counsel.
3. To accept the grant of City property to SMART on behalf of SMART as set forth in Attachment A of the Property Exchange Agreement and to execute a Certificate of Acceptance therefor, in a form approved by the General Counsel.

**Resolution No. 2020-03**  
**Sonoma-Marín Area Rail Transit District**  
**January 8, 2020**

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Sonoma-Marín Area Rail Transit District held on the 8<sup>th</sup> day of January 2020, by the following vote:

**DIRECTORS:**

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Chair, Board of Directors  
Sonoma-Marín Area Rail Transit District

ATTEST:

---

Leticia Rosas-Mendoza, Clerk of the Board of Directors  
Sonoma-Marín Area Rail Transit District

**PROPERTY EXCHANGE AGREEMENT  
SONOMA-MARIN AREA RAIL TRANSIT DISTRICT AND CITY OF  
SAN RAFAEL**

THIS PROPERTY EXCHANGE AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2019, by and between the CITY OF SANRAFAEL, a public agency ("CITY"), and SONOMA-MARIN AREA RAIL TRANSIT DISTRICT, a public entity duly established under the laws of California ("DISTRICT" or "SMART"), (collectively referred to as the ("Parties")).

**RECITALS**

**WHEREAS**, DISTRICT was created pursuant to AB 2224 (California Public Utilities Code Section 105000 et seq.) for the purpose of providing rail service and multi-use pathways within the Counties of Sonoma and Marin;

**WHEREAS**, DISTRICT has completed construction of its passenger rail service system between the Sonoma County Airport Station at approximately MP 59.9 to the Downtown San Rafael Train Station at MP 17.0;

**WHEREAS**, DISTRICT is proceeding with the design and construction of the passenger rail service system another 2.2 miles from the Downtown San Rafael Train Station to a location near the ferry terminal in Larkspur at or near MP 14.9 (the "Larkspur Extension Project");

**WHEREAS**, in the fourth quarter of 2016, DISTRICT issued a Request for Proposal (RFP) to elicit bids for a design-build contract for the construction of the DISTRICT Larkspur Extension Project.

**WHEREAS**, the Parties have determined that certain infrastructure located in the DISTRICT rail corridor within CITY are needed. In particular, the CITY desires to: (1) create a new at-grade crossing at SMART's right-of-way at Andersen Drive (the "Andersen Drive Crossing Project"); and the Parties desire to (2) realign DISTRICT's right-of-way at Francisco Boulevard West between Second Street and Rice Drive (the "Francisco Blvd. West Realignment Project").

**WHEREAS**, the Parties desire to include the Andersen Drive Crossing Project and the Francisco Boulevard West Realignment as part of the SMART Larkspur Extension Project. In order to support the City with its new at-grade crossing CPUC application, SMART has agreed to exchange properties with the City to facilitate the closure of two at-grade crossings: 1) Francisco Boulevard West; and 2) Irwin Street. The Parties agreed that DISTRICT's Contractor shall perform the work to maximize economic efficiencies for both Parties and to minimize future disruption to the rail corridor.



**WHEREAS**, with respect to the Francisco Blvd. West Realignment Project, the Parties agree that closing two existing crossings and realigning and improving a third crossing will enhance safety for passenger rail service and vehicular traffic. In order to execute the Larkspur Extension Project, it is necessary for the Parties to exchange land at no cost to either party;

**WHEREAS**, the Parties entered into a Memorandum of Understanding dated March 31, 2017, agreeing to include the Andersen Drive Crossing Project and the Francisco Boulevard West Realignment Project in the DISTRICT's Larkspur Extension Project, and agreeing to exchange the necessary land at no cost to either party by entering into a subsequent property transfer agreement to effectuate the necessary land exchange; and

**WHEREAS**, a part of the land exchange contemplated by the March 31, 2017 Memorandum of Understanding occurred in March 2018 to facilitate construction of SMART'S Larkspur Extension Project. Specifically, the real property designated as Assessor' Parcel No. 013-041-44 was transferred from CITY to DISTRICT by Grant Deed Recorded as Document No. 2018-0009897 in the Official Records of the County of Marin on March 20, 2018; and the real property designated as Assessor's Parcel Nos. 013-041-52, 013-041-55 and a portion of the City's street Rice Drive was transferred from CITY to DISTRICT by Grant Deed Recorded as Document No. 2018-0009898 in the Official Records of the County of Marin on March 20, 2018; and

**WHEREAS**, the Parties now wish to complete the exchange of the remaining lands agreed upon in the March 31, 2017 Memorandum of Understanding; and

**WHEREAS**, the Parties will, subject to the terms and conditions contained in this Agreement, quitclaim its respective properties interests to the other.

**NOW, THEREFORE**, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, DISTRICT and City agree as follows:

**1. Property Transfers:**

- (a) CITY agrees to grant property to DISTRICT, as set forth in Attachment A attached hereto, at no cost to DISTRICT for the Francisco Blvd. West Realignment Project.
- (b) DISTRICT agrees to grant property to CITY, as set forth in Attachment B attached hereto, at no cost to CITY for the Francisco Blvd. West Realignment Project.
- (c) Upon transfer of the property, the CITY agrees to accept the new streets including all the sidewalks and guardrails into the City's street system.

2. **Procedure for Transfer.**

(a.) Within ten (10) days after the effective date of this Agreement, DISTRICT shall deliver to CITY legal descriptions and plats for each of the parcels to be transferred between the parties.

(b.) Within 10 days after DISTRICT delivers to CITY legal descriptions and plats, CITY shall execute a Quitclaim Deed granting the properties depicted in Attachment A to DISTRICT, and DISTRICT shall execute a Quitclaim Deed granting the properties depicted in Attachment B to CITY, in a substantially similar form as the Quitclaim Deeds attached hereto.

3. **Recording.** CITY will return the Quitclaim Deed it executes to SMART and SMART agrees to record both of the executed quitclaim deeds.

4. **Waiver of Appraisals.** The parties hereby waive any and all real property appraisals which they may be entitled to under federal, state and local law.

5. **Default.** With respect to the grants or conveyances provided for in this Agreement, the parties recognize that monetary damages are insufficient and inappropriate to remedy a default for failure or refusal to transfer land. Accordingly, the parties agree that specific performance or other equitable relief is available to compel such transfer. Availability of specific performance as a remedy for such default, however, shall not restrict the availability of any other right or remedy provided at law, in equity, or under this Agreement.

6. **Effective Date.** This Agreement shall become effective on the date entered into above.

7. **Severability.** Invalidation of any provision of this Agreement, or of its application to any person, by judgment or court order shall not affect any other provision of this Agreement or its application to any other person or circumstance, and the remaining portions of this Agreement shall continue in full force and effect, unless enforcement of this Agreement as invalidated would be unreasonable or grossly inequitable under all the circumstances or would frustrate the purposes of this Agreement.

8. **Exhibits.** The Attachments referenced in and attached to this Agreement are deemed incorporated into this Agreement in their entirety.

9. **Entire Agreement.** This instrument (including the Attachments) contains the entire agreement between the parties with respect to the subject matter of this agreement. No statement, promise, inducement made by either Party or agents of the Parties that is not contained in this written agreement shall be valid or binding and this agreement may not be enlarged, modified, or altered except in writing signed by the Parties.



10. **Mitigation of Damages.** In all situations arising out of this Agreement, the parties shall attempt to avoid and minimize the damages resulting from the conduct of the other party. Each party shall take all reasonably necessary measures to achieve the provisions of this Agreement.
11. **Further Assurances; Covenant to Sign Documents.** Each party covenants, on behalf of itself and its successors and assigns, to take all actions and to do all things, and to execute, with acknowledgment or affidavit if required, any and all documents and writings, that may be reasonably necessary or proper to achieve the purposes and objectives of this Agreement.
12. **Binding Upon Successors.** All of the provisions, agreements, rights, powers, standards, terms, waivers, covenants and obligations contained in this Agreement shall be binding upon the parties and their respective successors in interest, whether by operation of law or in any manner whatsoever, and shall inure to the benefit of the parties and their respective successors in interest.
13. **Governing Law.** This Agreement, and the rights and obligations of the parties, shall be governed by and interpreted in accordance with the laws of the State of California.
14. **Signature Pages.** For convenience, the signatures of the parties to this Agreement may be executed and acknowledged on separate pages which, when attached to this Agreement, shall constitute this as one complete Agreement.
15. **Time.** Time is of the essence of this Agreement and of each and every term and condition hereof.
16. **Amendments.** All amendments to this Agreement shall be in writing and executed in the same manner as this Agreement. Unless otherwise provided for in the amendment, such changes which are mutually agreed upon in writing by the parties shall be effective upon the execution of a duly authorized amendment to this Agreement.
17. **Notices.** Any notice given under this Agreement shall be in writing and given by delivering the notice in person, by commercial courier or by sending it by registered or certified mail, or Express Mail, return receipt requested, with postage prepaid, to the mailing address listed below or any other address notice of which is given. For the convenience of the Parties, copies of notices may also be given by facsimile, to the telephone number listed below or such other numbers as may be provided from time to time.



**CITY:** City of San Rafael  
1400 Fifth Avenue  
San Rafael, CA 94901  
Facsimile: (415) 485-3133  
Attention: City Clerk

**DISTRICT:** Sonoma-Marín Area Rail Transit District  
5401 Old Redwood Highway, Suite 200  
Petaluma, CA 94954  
Facsimile: (707)794-3037  
Attention: General Manager

Any mailing address or phone number may be changed at any time by giving written notice of such change in the manner provided above at least ten (10) days prior to the effective date of the change. All notices under this Agreement shall be deemed given, received, made or communicated on the date personal receipt actually occurs or, if mailed, on the delivery date or attempted delivery date shown on the return receipt. A Party may not give official or binding notice by telefacsimile. The effective time of a notice shall not be affected by the receipt, prior to receipt of the original, of a facsimile copy of the notice.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the day and year first mentioned above by their duly authorized representatives.

CITY OF SAN RAFAEL

SONOMA-MARIN AREA RAIL TRANSIT  
DISTRICT

By: \_\_\_\_\_  
Jim Schutz, City Manager

By: \_\_\_\_\_  
Farhad Mansourian, General Manager

ATTEST:

\_\_\_\_\_  
Lindsay Lara, City Clerk

APPROVED AS TO FORM  
FOR CITY:

APPROVED AS TO FORM  
FOR SMART

By: \_\_\_\_\_  
Robert F. Epstein  
City Attorney

By: \_\_\_\_\_  
SMART General Counsel

## ATTACHMENT A

**CITY property to be transferred to the DISTRICT.**

Recording Requested By And  
When Recorded Return To:

SMART  
5401 Old Redwood Highway, Ste. 200  
Petaluma, CA 94954  
Attn: Real Estate Manager

No Documentary Transfer Tax required under  
Revenue & Taxation Code Section 11922-  
Government Agency acquiring title

No Recording Fee due pursuant to Government  
Code Section 27383

APN:

*(Space above this line for Recorder's use)*

### QUITCLAIM DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

**The City of San Rafael, California, a California public agency,**

hereby quitclaims to:

**Sonoma-Marin Area Rail Transit District, a California public agency,**

All that real property situated in the incorporated area of the City of San Rafael, County of Marin, State of California, described in Attachment A – Legal Descriptions and Plats, attached hereto and made a part hereof.

Executed as of this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Jim Schutz, General Manager  
City of San Rafael, California

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

**ACKNOWLEDGMENT**

State of California )  
 ) ss.  
County of \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_  
(Date) (Name & Title of Officer)

personally appeared \_\_\_\_\_  
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is / are subscribed to the within instrument and acknowledged to me that he / she / they executed the same in his / her / their authorized capacity(ies), and that by his / her / their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

(SEAL)

\_\_\_\_\_

**CERTIFICATE OF ACCEPTANCE**

This is to certify that the interest in real property conveyed by this Quitclaim Deed in the real property described in Attachment "A" to said deed, identified as **Marin County Assessor's** Parcel Number (s) \_\_\_\_\_, is hereby accepted pursuant to authority granted by the Administrative Code, Powers and Duties of Appointed Officers, Section 3.03.d.3 of the Sonoma-Marín Area Rail Transit District, approved by the Board of Directors.

Sonoma-Marín Area Rail Transit District

Dated: \_\_\_\_\_

\_\_\_\_\_  
Thomas J. Lyons  
General Counsel

ATTEST TO SIGNATURE:

\_\_\_\_\_  
Leticia Rosas-Mendoza  
Clerk of the Board of Directors

**ATTACHMENT A**

**CITY property to be quitclaimed to the DISTRICT.**



Exhibit "A"  
The City of San Rafael to SMART District Part 1

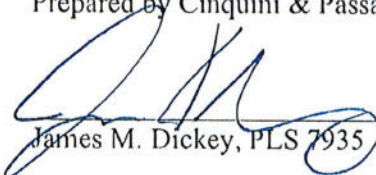
Lying within the State of California, County of Marin, City of San Rafael, being a portion of the lands of the City of San Rafael, as described in Grant Deed filed for record on April 15, 2015, under Document No. 2015-0017225, Official Records of the County of Marin, being more particularly described as follows:

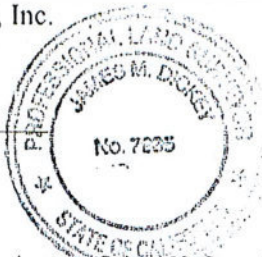
Commencing at a 2" Disk in Concrete designated and delineated as Point No. 156 on that Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, filed for record on July 9, 2010 in Book 2010 of Maps at Page 96, Marin County Records, from which point a 2" Aluminum Disk in Concrete, designated as Point No. 155 on said Record of Survey bears, South 41° 14' 59" East a distance of 1241.93 feet; Thence from said Point of Commencement, North 10° 25' 27" West, for a distance of 314.06 feet to a point that lies on the northerly boundary of the lands of the Sonoma-Marín Area Rail Transit District, a public agency, filed for record on August 7, 2017, under Document No. 2017-0031472, Official Records of the County of Marin said point lies North 54° 17' 37" West 183.19 feet from the northwest terminus of a curve with a radius of 53.56 feet as shown in the deed to Sonoma-Marín Area Rail Transit filed under Document No. 2017-0031472, Official Records of the County of Marin, said point being the POINT OF BEGINNING of the parcel to be herein described; Thence along said boundary from said POINT OF BEGINNING, North 54° 17' 37" West, for a distance of 1.65 feet; Thence continuing along said boundary on a tangent curve to the left, with a radius of 802.84 feet, through a central angle of 4° 15' 06", for a distance of 59.58 feet; Thence leaving said boundary North 53° 47' 52" East, for a distance of 31.51 feet; Thence South 40° 23' 12" East, for a distance of 64.59 feet; Thence along a non-tangent curve to the left, from a tangent that bears South 84° 27' 03" West, with a radius of 80.00 feet, through a central angle of 11° 56' 47", for a distance of 16.68 feet to the POINT OF BEGINNING.

Basis of Bearings: Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, file for record on July 9, 2010, in Book 2010 of Maps, at Page 96, Marin County Records. All bearings and distances within this description are based on California Coordinate System Zone 2, CCS83, Epoch 2008.00. To obtain Ground distances divide by 0.99989094.

Containing 0.03 Acres more or less

Prepared by Cinquini & Passarino, Inc.

  
James M. Dickey, PLS 7935



11/4/19  
Date

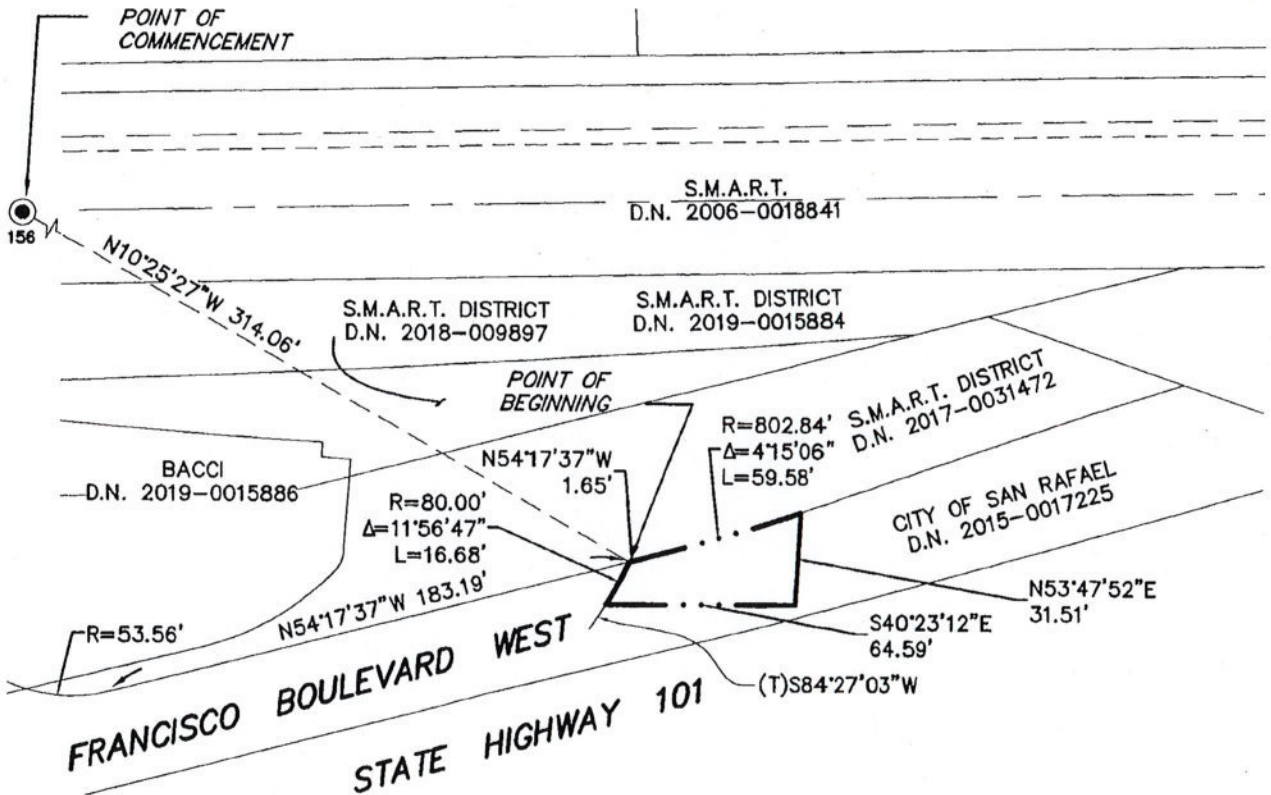
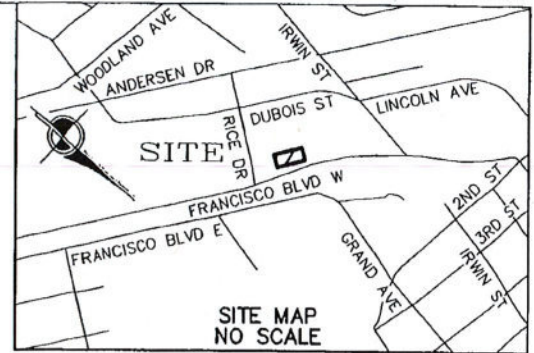
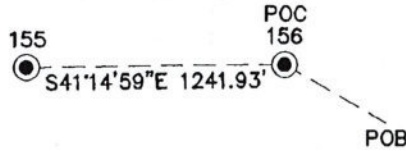
1360 North Dutton Avenue, Suite 150, Santa Rosa, CA 95401  
Tel: (707) 542-6268 Fax: (707) 542-2106  
www.cinquinipassarino.com  
CPI No.: 7240-15

**EXHIBIT 'B'**

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL DESCRIPTION.

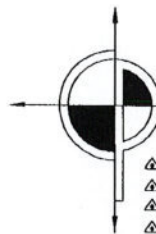
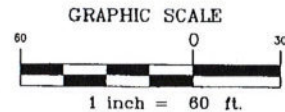


REFERENCE MONUMENTS



**LEGEND**

- SUBJECT SWAP
- ADJACENT BOUNDARY
- ORIGINAL RAILROAD RIGHT OF WAY
- CENTERLINE OF RAILROAD
- CONTINUATION
- 2 INCH DISK ORIGINAL AS DESIGNATED
- POB POINT OF BEGINNING
- POC POINT OF COMMENCEMENT
- (T) TANGENT



**CINQUINI & PASSARINO, INC.**  
**LAND SURVEYING**

△ BOUNDARY 1360 No. Dutton Ave.  
 △ TOPOGRAPHIC Santa Rosa, Ca. 95401  
 △ CONSTRUCTION Phone: (707) 542-6268  
 △ SUBDIVISIONS Fax: (707) 542-2106

WWW.CINQUINIPASSARINO.COM

JOB NAME: THE CITY OF SAN RAFAEL TO S.M.A.R.T. DISTRICT PART 1	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE: 1"=60'	DATE: 4/19/19
	JOB #: 7240-15	PAGE: 2 OF 2



Exhibit "A"  
The City of San Rafael to SMART District Part 2

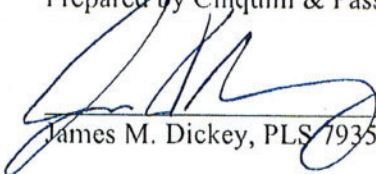
Lying within the State of California, County of Marin, City of San Rafael, being a portion of the lands of the City of San Rafael, as described in Grant Deed filled for record on April 15, 2015, under Document No. 2015-0017225, Official Records of the County of Marin, being more particularly described as follows:

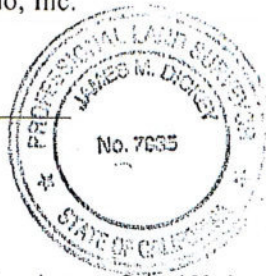
Commencing at a 2" Disk in Concrete designated and delineated as Point No. 156 on that Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, filled for record on July 9, 2010 in Book 2010 of Maps at Page 96, Marin County Records, from which point a 2" Aluminum Disk in Concrete, designated as Point No. 155 on said Record of Survey bears, South 41° 14' 59" East a distance of 1241.93 feet; Thence from said Point of Commencement, North 25° 15' 36" West, for a distance of 429.25 feet to a point that lies on the northerly boundary of the lands of the Sonoma-Marín Area Rail Transit District, a public agency as described in the Director's Deed Grant filed for record on August 7, 2017, under Document No. 2017-0031472, Official Records of the County of Marin, said point being the POINT OF BEGINNING of the parcel to be herein described; Thence from said POINT OF BEGINNING along said boundary, North 58° 56' 22" West, for a distance of 6.84 feet; Thence continuing along said boundary on a tangent curve to the right, with a radius of 1254.72 feet, through a central angle of 2° 03' 04", for a distance of 44.92 feet to the easterly boundary of the lands of the City of San Rafael as described in Book 3696 and Page 159 of the Marin County Official Records; Thence continuing on said easterly boundary North 21° 26' 21" West, for a distance of 29.62 feet; Thence leaving said boundary along a non-tangent curve to the right, from a tangent that bears South 46° 09' 41" East, with a radius of 1920.88 feet, through a central angle of 2° 18' 47", for a distance of 77.54 feet to the POINT OF BEGINNING.

Basis of Bearings: Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, file for record on July 9, 2010, in Book 2010 of Maps, at Page 96, Marin County Records. All bearings and distances within this description are based on California Coordinate System Zone 2, CCS83, Epoch 2008.00. To obtain Ground distances divide by 0.99989094.

Containing 0.01 Acres more or less

Prepared by Cinquini & Passarino, Inc.

  
James M. Dickey, PLS 7935

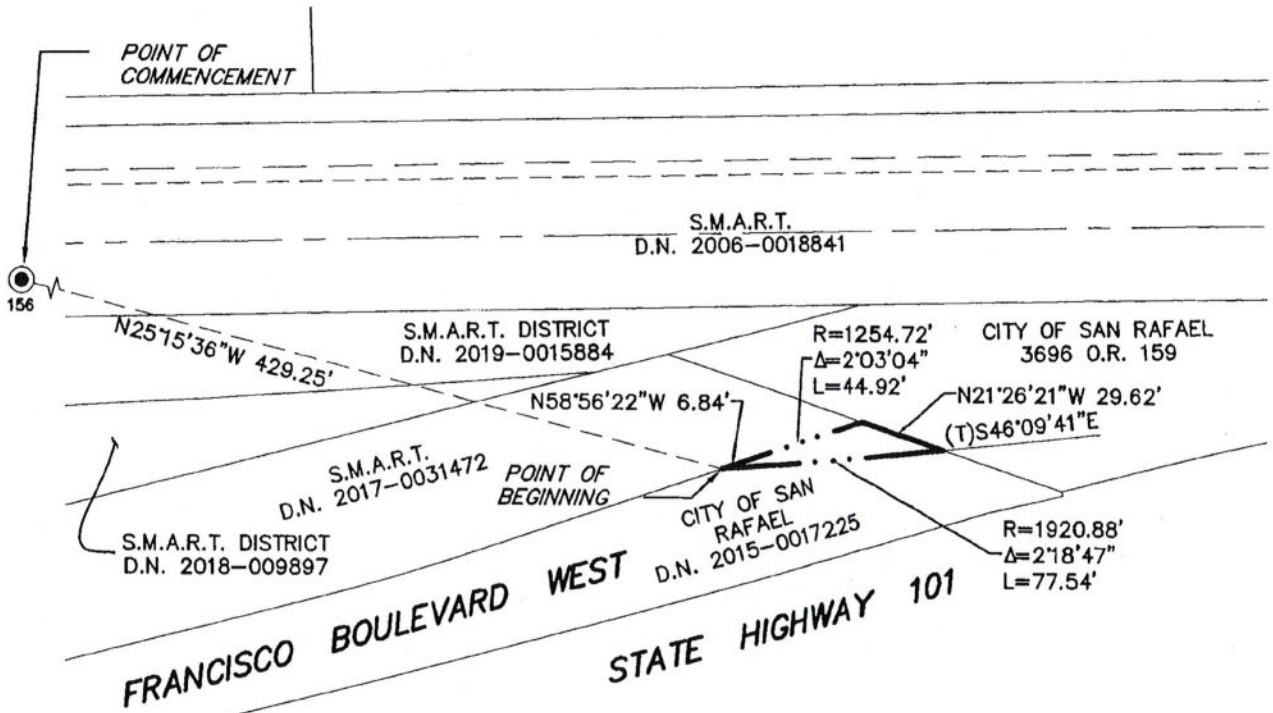
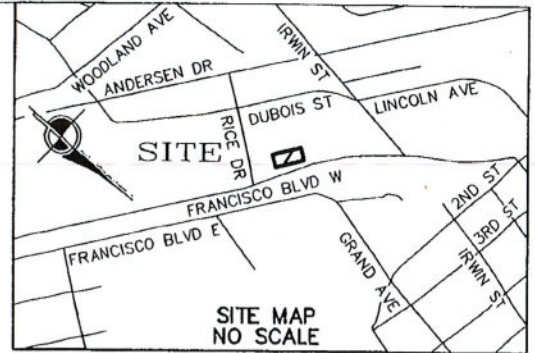
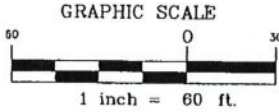


11/4/19  
Date

1360 North Dutton Avenue, Suite 150, Santa Rosa, CA 95401  
Tel: (707) 542-6268 Fax: (707) 542-2106  
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CPI No.: 7240-15  
Page 1 of 2

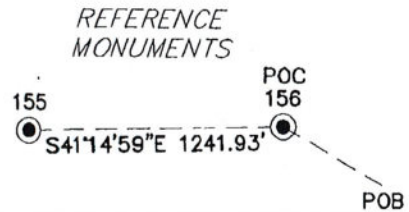
**EXHIBIT 'B'**

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL DESCRIPTION.



**LEGEND**

- SUBJECT SWAP
- ADJACENT BOUNDARY
- ORIGINAL RAILROAD RIGHT OF WAY
- CENTERLINE OF RAILROAD CONTINUATION
- 2 INCH DISK ORIGINAL AS DESIGNATED
- POB** POINT OF BEGINNING
- POC** POINT OF COMMENCEMENT
- (T)** TANGENT



**CINQUINI & PASSARINO, INC.**  
**LAND SURVEYING**

▲ BOUNDARY  
 ▲ TOPOGRAPHIC  
 ▲ CONSTRUCTION  
 ▲ SUBDIVISIONS
 

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 Santa Rosa, Ca. 95401  
 Phone: (707) 542-6268  
 Fax: (707) 542-2106  
 WWW.CINQUINIPASSARINO.COM

JOB NAME: THE CITY OF SAN RAFAEL TO S.M.A.R.T. DISTRICT PART 2	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE: 1"=60'	DATE: 4/19/19
	JOB #: 7240-15	PAGE: 2 OF 2



Exhibit "A"  
The City of San Rafael to SMART District Part 3

Lying within the State of California, County of Marin, City of San Rafael, being a portion of the Lands of the City of San Rafael described in Book 3696 Page 159 and Book 3488 Page 431 Official Records of Marin County, being more particularly described as follows:

Commencing at a 2" Disk in Concrete designated and delineated as Point No. 156 on that Record of Survey of the Project Control for the Sonoma-Marin Area Rail Transit District, filled for record on July 9, 2010 in Book 2010 of Maps at Page 96, Marin County Records, from which point a 2" Aluminum Disk in Concrete, designated as Point No. 155 on said Record of Survey bears, South 41° 14' 59" East a distance of 1241.93 feet; Thence from said Point of Commencement, North 33° 30' 36" West, for a distance of 467.31 feet to a point that lies on the northerly boundary of said Right of Way of the Lands of Sonoma-Marin Area Rail Transit District as described in Document Number 2006-0018841, said point being the POINT OF BEGINNING of the parcel to be herein described; Thence along said Right of Way North 41° 17' 25" West, for a distance of 224.32 feet; Thence continuing on a non-tangent curve to the right, from a tangent that bears North 52° 23' 29" West, with a radius of 1567.17 feet, through a central angle of 9° 56' 30", for a distance of 271.92 feet; Thence continuing along said Right of Way North 48° 42' 35" East, for a distance of 29.00 feet; Thence North 41° 17' 25" West, for a distance of 214.82 feet to the westerly Right of Way of Irwin Street and the Lands of City of San Rafael as described in Book 3488 of Official Records page 431, Marin County; Thence South 7° 10' 48" West, for a distance of 35.79 feet; Thence leaving said Right of Way North 37° 35' 03" West, for a distance of 69.95 feet; Thence on a tangent curve to the right, with a radius of 2000.00 feet, through a central angle of 1° 03' 08", for a distance of 36.73 feet; Thence North 36° 31' 48" West, for a distance of 201.71 feet; Thence North 35° 03' 16" West, for a distance of 37.37 feet; Thence North 32° 33' 26" West, for a distance of 125.12 feet to a point on the southerly Right of Way of Francisco Boulevard West; Thence along said Right of Way North 52° 10' 23" West, for a distance of 22.89 feet; Thence continuing along a non-tangent curve to the right, from a tangent that bears North 30° 49' 48" West, with a radius of 700.00 feet, through a central angle of 2° 43' 02", for a distance of 33.20 feet; Thence along a reverse curve, having a radius of 305.00 feet, through a central angle of 12° 33' 13", for a distance of 66.83 feet; Thence continuing on a non-tangent curve to the right, from a tangent that bears North 25° 03' 26" West, with a radius of 640.09 feet, through a central angle of 4° 18' 17", for a distance of 48.09 feet to a point on the northerly Right of Way of Francisco Boulevard West; Thence along said Right of Way South 52° 54' 40" East, for a distance of 88.95 feet; Thence North 10° 49' 25" East, for a distance of 105.29 feet to a point on the southwest Right of Way line of Highway 101; Thence along said Highway on a non-tangent curve to the left, from a tangent that bears South 1° 17' 30" West, with a radius of 394.60 feet, through a central angle of 19° 42' 35", for a distance of 135.74 feet; Thence continuing along said highway South 30° 53' 40" East, for a distance of 161.14 feet;

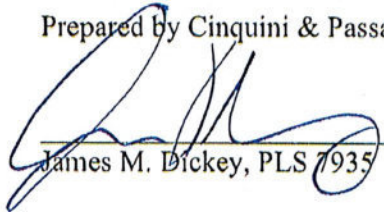
1360 North Dutton Avenue, Suite 150, Santa Rosa, CA 95401  
Tel: (707) 542-6268 Fax: (707) 542-2106  
www.cinquinipassarino.com  
CPI No.: 7240-15

Thence continuing along said Highway South 36° 54' 08" East, for a distance of 170.75 feet; Thence continuing along said highway on a non-tangent curve to the left, from a tangent that bears South 29° 33' 38" East, with a radius of 1008.48 feet, through a central angle of 6° 02' 09", for a distance of 106.24 feet; Thence continuing along said highway on a compound curve to the left, with a radius of 2010.94 feet, through a central angle of 19° 37' 04", for a distance of 688.54 feet; Thence leaving the southwest line of said Highway along the northeast line of the lands of the City of San Rafael described by Deed in Book 3696 Page 159 Official Records of Marin County South 21° 26' 21" East, for a distance of 144.05 feet; Thence North 54° 25' 31" West, for a distance of 70.02 feet to the POINT OF BEGINNING.

Basis of Bearings: Record of Survey of the Project Control for the Sonoma-Marin Area Rail Transit District, file for record on July 9, 2010, in Book 2010 of Maps, at Page 96, Marin County Records. All bearings and distances within this description are based on California Coordinate System Zone 2, CCS83, Epoch 2008.00. To obtain Ground distances divide by 0.99989094.

Containing 1.17 Acres more or less

Prepared by Cinquini & Passarino, Inc.

  
James M. Dickey, PLS 7935



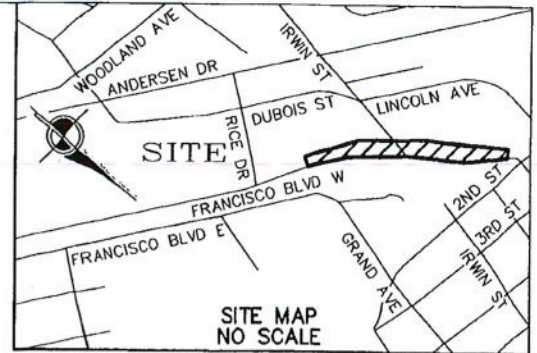
11/4/19  
Date

1360 North Dutton Avenue, Suite 150, Santa Rosa, CA 95401  
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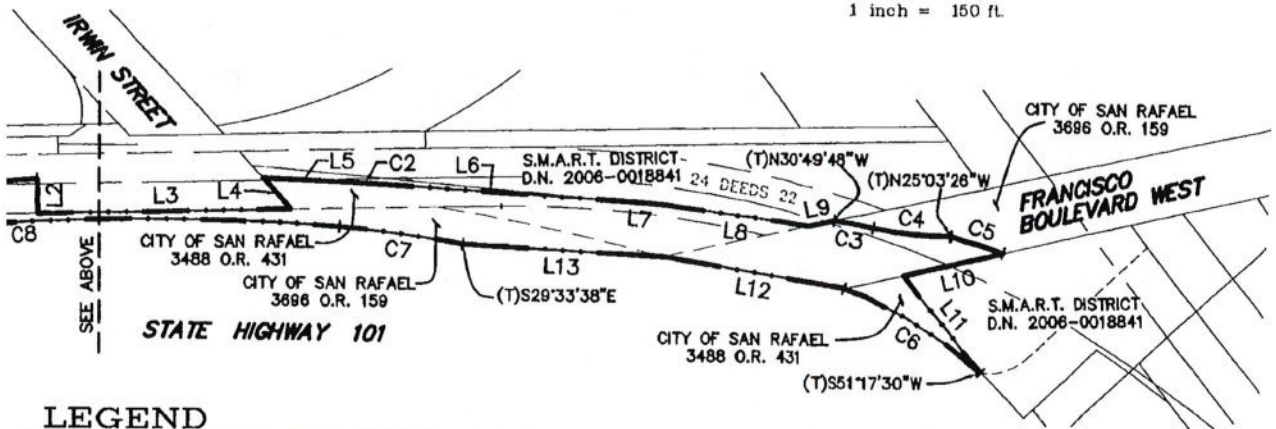
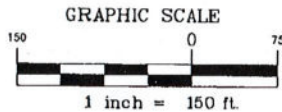
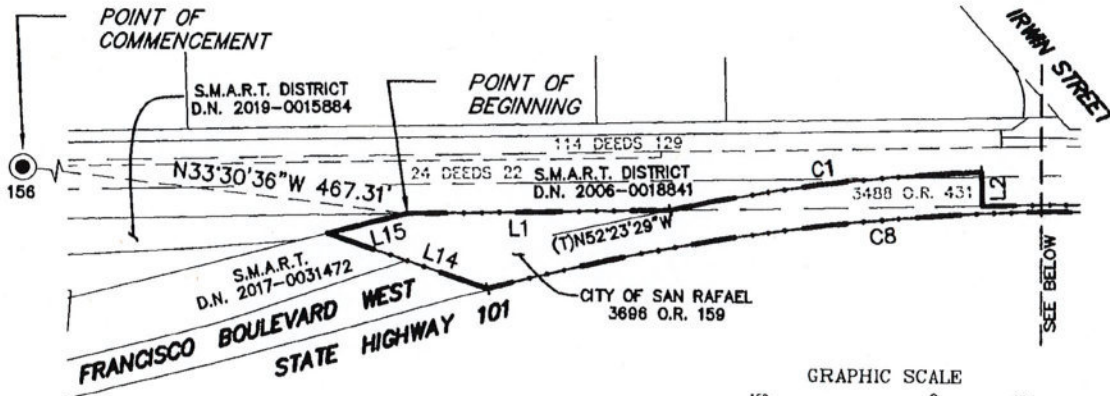
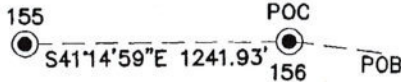


**EXHIBIT 'B'**

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL DESCRIPTION.

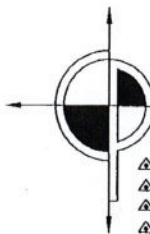


REFERENCE MONUMENTS



**LEGEND**

- · · · — SUBJECT SWAP
- ADJACENT BOUNDARY
- - - ORIGINAL RAILROAD RIGHT OF WAY
- CENTERLINE OF RAILROAD
- 2 INCH DISK ORIGINAL AS DESIGNATED
- ↗ CONTINUATION
- POB POINT OF BEGINNING
- POC POINT OF COMMENCEMENT
- (T) TANGENT



**CINQUINI & PASSARINO, INC.**  
**LAND SURVEYING**

- ▲ BOUNDARY
  - ▲ TOPOGRAPHIC
  - ▲ CONSTRUCTION
  - ▲ SUBDIVISIONS
- 1360 No. Dutton Ave.  
Santa Rosa, Ca. 95401  
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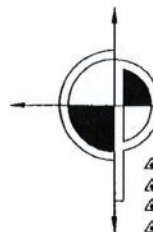
JOB NAME: THE CITY OF SAN RAFAEL TO S.M.A.R.T DISTRICT PART 3	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE: 1"=150'	DATE: 4/22/19
	JOB #: 7240-15	PAGE: 3 OF 4

### EXHIBIT 'B'

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY  
 ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL  
 DESCRIPTION.

LINE TABLE		
LINE#	LENGTH	BEARING
L1	224.32'	N41° 17' 25"W
L2	29.00'	N48° 42' 35"E
L3	214.82'	N41° 17' 25"W
L4	35.79'	S07° 10' 48"W
L5	69.95'	N37° 35' 03"W
L6	201.71'	N36° 31' 48"W
L7	37.37'	N35° 03' 16"W
L8	125.12'	N32° 33' 26"W
L9	22.89'	N52° 10' 23"W
L10	88.95'	S52° 54' 40"E
L11	105.29'	N10° 49' 25"E
L12	161.14'	S30° 53' 40"E
L13	170.75'	S36° 54' 08"E
L14	144.05'	S21° 26' 21"E
L15	70.02'	N54° 25' 31"W

CURVE TABLE			
CURVE#	RADIUS	DELTA	LENGTH
C1	1567.17'	9° 56' 30"	271.92'
C2	2000.00'	1° 03' 08"	36.73'
C3	700.00'	2° 43' 02"	33.20'
C4	305.00'	12° 33' 13"	66.83'
C5	640.09'	4° 18' 17"	48.09'
C6	394.60'	19° 42' 35"	135.74'
C7	1008.48'	6° 02' 09"	106.24'
C8	2010.94'	19° 37' 04"	688.54'



**CINQUINI & PASSARINO, INC.**  
**LAND SURVEYING**

<ul style="list-style-type: none"> <li>▲ BOUNDARY</li> <li>▲ TOPOGRAPHIC</li> <li>▲ CONSTRUCTION</li> <li>▲ SUBDIVISIONS</li> </ul>	1360 No. Dutton Ave. Santa Rosa, Ca. 95401 Phone: (707) 542-6268 Fax: (707) 542-2106 <a href="http://WWW.CINQUINIPASSARINO.COM">WWW.CINQUINIPASSARINO.COM</a>
---	---

JOB NAME: THE CITY OF SAN RAFAEL TO S.M.A.R.T. PART 3	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE:	DATE: 4/22/19
	JOB #: 7240-15	PAGE: 4 OF 4



**ATTACHMENT B**

**DISTRICT property to be transferred to the CITY.**

Recording Requested By And  
When Recorded Return To:

City of San Rafael  
1400 Fifth Avenue  
San Rafael, CA 94901  
Attn: City Clerk

No Documentary Transfer Tax required under  
Revenue & Taxation Code Section 11922-  
Government Agency acquiring title

No Recording Fee due pursuant to Government  
Code Section 27383

APN:

*(Space above this line for Recorder's use)*

### QUITCLAIM DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

**Sonoma-Marín Area Rail Transit District, a California public agency,**

hereby quitclaims to:

**The City of San Rafael, California, a California public agency,**

all that real property situated in the incorporated area of the City of San Rafael, County of Marin, State of California, described in Attachment B – Legal Descriptions and Plats, attached hereto and made a part hereof.

Executed as of this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Farhad Mansourian, General Manager  
Sonoma-Marín Area Rail Transit District

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

**ACKNOWLEDGMENT**

State of California )  
 ) ss.  
County of \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_  
(Date) (Name & Title of Officer)

personally appeared \_\_\_\_\_  
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is / are subscribed to the within instrument and acknowledged to me that he / she / they executed the same in his / her / their authorized capacity(ies), and that by his / her / their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal. (SEAL)

\_\_\_\_\_

**CERTIFICATE OF ACCEPTANCE**

**PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 27281**

This is to certify that the interest in the real property conveyed by the attached document entitled Quitclaim Deed, dated December \_\_\_\_\_ 2019, is hereby accepted by the undersigned authorized official or officer on behalf of the City of San Rafael pursuant to authority conferred by Resolution No. \_\_\_\_\_ adopted by the City Council of the City of San Rafael, and that the City of San Rafael consents to recordation of said document in the Office of the Recorder of Marin County, State of California.

Date: \_\_\_\_\_, 2019

By: \_\_\_\_\_  
Jim Schutz, City Manager  
City of San Rafael

ATTEST:

\_\_\_\_\_  
Lindsay Lara, City Clerk  
City of San Rafael

**ATTACHMENT B**

**DISTRICT property to be quitclaimed to the CITY.**



Exhibit "A"  
SMART District to City of San Rafael Part 1

Lying within the State of California, County of Marin, City of San Rafael, being a portion of the Right of Way of the Lands of Sonoma-Marín Area Rail Transit District as described by Quitclaim Deed recorded under Document Number 2006-0018841, Official Records of Marin County being more particularly described as follows:

Commencing at a 2" Disk in Concrete designated and delineated as Point No. 156 on that Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, filed for record on July 9, 2010 in Book 2010 of Maps at Page 96, Marin County Records, from which point a 2" Aluminum Disk in Concrete, designated as Point No. 155 on said Record of Survey bears, South 41° 14' 59" East a distance of 1241.93 feet; Thence from said Point of Commencement, South 30° 09' 19" East, for a distance of 60.79 feet to a point that lies on the southerly boundary of said Right of Way of the Lands of Sonoma-Marín Area Rail Transit District, said point being the POINT OF BEGINNING of the parcel to be herein described; Thence North 36° 14' 22" East, for a distance of 30.08 feet; Thence South 59° 20' 57" East, for a distance of 14.80 feet; Thence North 30° 39' 03" East, for a distance of 6.00 feet; Thence along a non-tangent curve to the left, from a tangent that bears North 56° 58' 22" West, with a radius of 141.04 feet, through a central angle of 3° 20' 41", for a distance of 8.23 feet; Thence North 60° 19' 03" West, for a distance of 5.98 feet; Thence North 36° 14' 22" East, for a distance of 4.76 feet; Thence North 53° 45' 38" West, for a distance of 4.50 feet; Thence North 36° 14' 22" East, for a distance of 2.28 feet; Thence along a tangent curve to the left, with a radius of 30.00 feet, through a central angle of 45° 52' 05", for a distance of 24.02 feet; Thence along a compound curve to the left, with a radius of 44.05 feet, through a central angle of 23° 34' 27", for a distance of 18.13 feet; Thence North 33° 12' 12" West, for a distance of 28.59 feet; Thence along a tangent curve to the left, with a radius of 1000.00 feet, through a central angle of 2° 10' 57", for a distance of 38.09 feet to a point that lies on the northerly boundary of said Right of Way of the Lands of Sonoma-Marín Area Rail Transit District; Thence along said northerly boundary North 41° 17' 25" West, for a distance of 364.59 feet; Thence leaving said boundary North 42° 50' 33" West, for a distance of 56.43 feet; Thence along a tangent curve to the right, with a radius of 445.00 feet, through a central angle of 4° 23' 41", for a distance of 34.13 feet; Thence along a non-tangent curve to the left, from a tangent that bears North 38° 43' 54" West, with a radius of 1149.75 feet, through a central angle of 2° 37' 09", for a distance of 52.56 feet to a point that lies on the northerly boundary of said Right of Way of the Lands of Sonoma-Marín Area Rail Transit District; Thence leaving said point and continuing along said curve, through a central angle of 5° 31' 54", for a distance of 111.00 feet; Thence North 47° 09' 58" West, for a distance of 150.10 feet; Thence along a tangent curve to the right, with a radius of 1955.00 feet, through a central angle of 9° 41' 06", for a distance of 330.47 feet to a point on the Right of Way of The Sonoma-Marín Rail Transit District also being the westerly prolongation of Irwin Street; Thence along said Right of Way South 7° 10' 48" West, for a distance of 14.23 feet; Thence

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CPI No.: 7240-15

Page 1 of 4

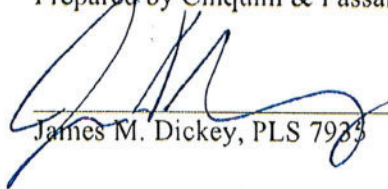


continuing along said Right of Way North 35° 03' 16" West, for a distance of 318.78 feet; Thence leaving said Right of Way North 36° 31' 50" West, for a distance of 114.69 feet; Thence along a tangent curve to the right, with a radius of 700.00 feet, through a central angle of 5° 42' 01", for a distance of 69.64 feet; to the southwesterly boundary of Francisco Boulevard West as shown on said Record of Survey; Thence along said boundary North 52° 10' 23" West, for a distance of 116.60 feet; Thence leaving said boundary along a non-tangent curve to the right, from a tangent that bears South 43° 34' 52" East, with a radius of 285.00 feet, through a central angle of 14° 11' 35", for a distance of 70.60 feet; Thence South 29° 23' 18" East, for a distance of 26.35 feet; Thence South 60° 41' 03" West, for a distance of 15.47 feet; Thence South 9° 12' 33" East, for a distance of 58.06 feet to the northerly most corner of the lands of the Miller Trust, as described by Grant Deed recorded under Document Number 2001-0056529, Official Records of Marin County and shown on said Record of Survey, also being the southerly boundary of the Right of Way of the Lands of Sonoma-Marín Area Rail Transit District as described by Quitclaim Deed recorded under Document Number 2017-0042727, Official Records of Marin County; Thence along said Right of Way South 41° 05' 25" East, for a distance of 323.01 feet; Thence along said Right of Way as described by Quitclaim Deed recorded under Document Number 2017-0004553 South 41° 14' 46" East, for a distance of 173.83 feet to a point on the westerly Right of Way of Irwin Street; Thence along said Right of Way North 7° 10' 48" East, for a distance of 19.58 feet; Thence leaving said Right of Way South 41° 17' 25" East, for a distance of 80.15 feet to the easterly Right of Way of said Irwin Street; Thence along said Right of Way South 7° 10' 48" West, for a distance of 33.40 feet to the southerly Right of Way of the Lands of Sonoma-Marín Area Rail Transit District; Thence along said southerly Right of Way South 41° 17' 25" East, for a distance of 1085.26 feet to the POINT OF BEGINNING.

Basis of Bearings: Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, file for record on July 9, 2010, in Book 2010 of Maps, at Page 96, Marin County Records. All bearings and distances within this description are based on California Coordinate System Zone 2, CCS83, Epoch 2008.00. To obtain Ground distances divide by 0.99989094.

Containing 2.38 Acres more or less

Prepared by Cinquini & Passarino, Inc.

  
James M. Dickey, PLS 7933



11/24/19  
Date

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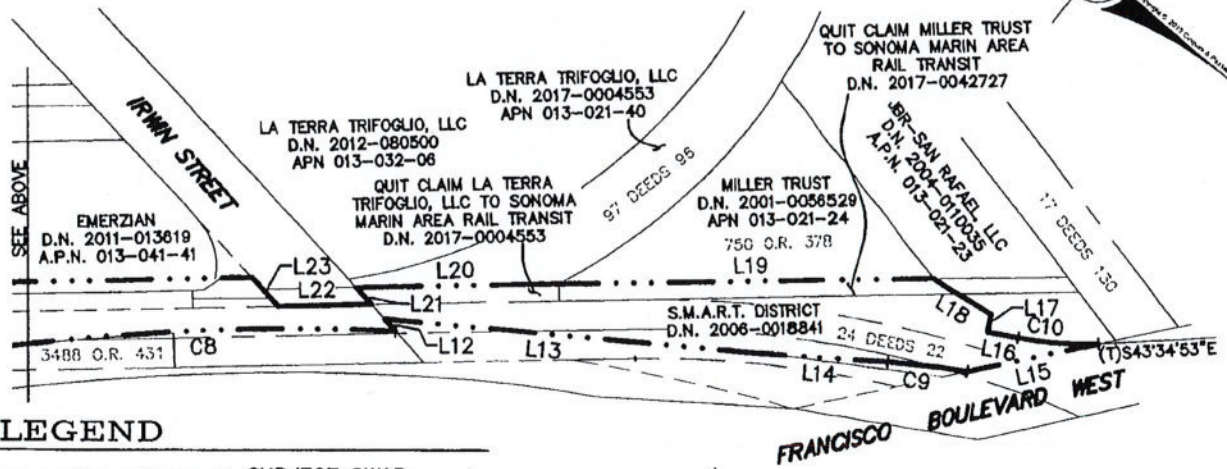
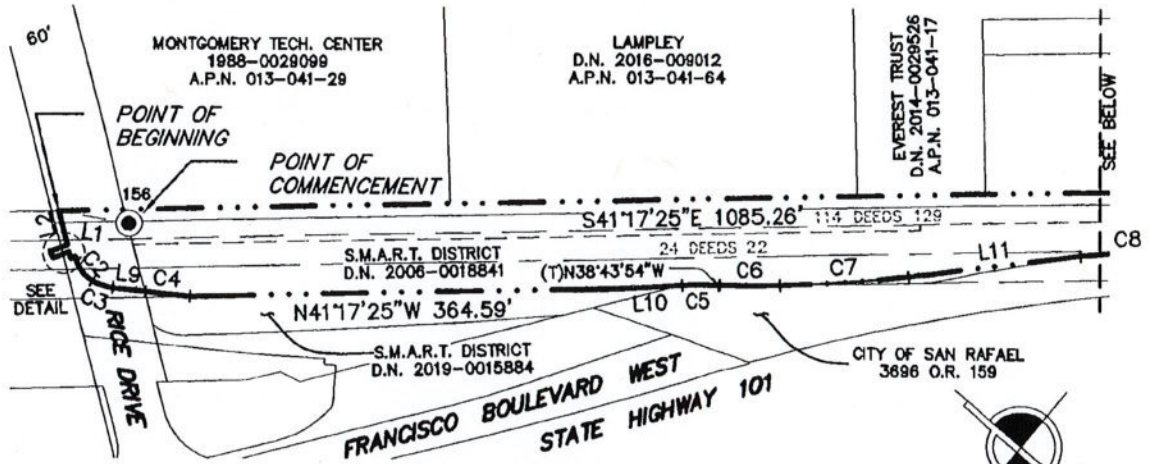
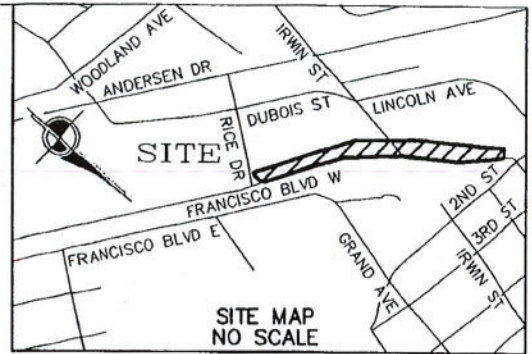
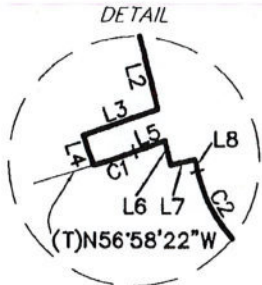
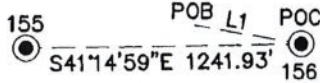
**EXHIBIT 'B'**

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL DESCRIPTION.

GRAPHIC SCALE



REFERENCE MONUMENTS



**LEGEND**

- · · · — SUBJECT SWAP
- ADJACENT BOUNDARY
- - - ORIGINAL RAILROAD RIGHT OF WAY
- CENTERLINE OF RAILROAD
- ⊙ 2 INCH DISK ORIGINAL AS DESIGNATED
- ↕ CONTINUATION
- POB POINT OF BEGINNING
- POC POINT OF COMMENCEMENT
- (T) TANGENT



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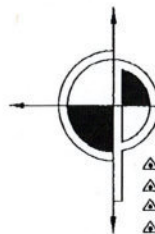
JOB NAME: S.M.A.R.T. DISTRICT TO THE CITY OF SAN RAFAEL PART 1	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE: 1"=150'	DATE: 4/22/19
	JOB #: 7240-15	PAGE: 3 OF 4

**EXHIBIT 'B'**

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY  
 ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL  
 DESCRIPTION.

LINE TABLE		
LINE#	LENGTH	BEARING
L1	60.79'	S30° 09' 19"E
L2	30.08'	N36° 14' 22"E
L3	14.80'	S59° 20' 57"E
L4	6.00'	N30° 39' 03"E
L5	5.98'	N60° 19' 03"W
L6	4.76'	N36° 14' 22"E
L7	4.50'	N53° 45' 38"W
L8	2.28'	N36° 14' 22"E
L9	28.59'	N33° 12' 12"W
L10	56.43'	N42° 50' 33"W
L11	150.10'	N47° 09' 58"W
L12	14.23'	S07° 10' 48"W
L13	318.78'	N35° 03' 16"W
L14	114.69'	N36° 31' 50"W
L15	116.60'	N52° 10' 23"W
L16	26.35'	S29° 23' 18"E
L17	15.47'	S60° 41' 03"W
L18	58.06'	S09° 12' 33"E
L19	323.01'	S41° 05' 25"E
L20	173.83'	S41° 14' 46"E
L21	19.58'	N07° 10' 48"E
L22	80.15'	S41° 17' 25"E
L23	33.40'	S07° 10' 48"W

CURVE TABLE			
CURVE#	RADIUS	DELTA	LENGTH
C1	141.04'	3° 20' 41"	8.23'
C2	30.00'	45° 52' 05"	24.02'
C3	44.05'	23° 34' 27"	18.13'
C4	1000.00'	2° 10' 57"	38.09'
C5	445.00'	4° 23' 41"	34.13'
C6	1149.75'	2° 37' 09"	52.56'
C7	1149.75'	5° 31' 54"	111.00'
C8	1955.00'	9° 41' 06"	330.47'
C9	700.00'	5° 42' 01"	69.64'
C10	285.00'	14° 11' 35"	70.60'



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 ▲ CONSTRUCTION Phone: (707) 542-6268  
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JOB NAME: S.M.A.R.T. TO THE CITY OF SAN RAFAEL PART 1	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE:	DATE: 4/22/19
	JOB #: 7240-15	PAGE: 4 OF 4



Exhibit "A"  
SMART District to The City of San Rafael Part 2

Lying within the State of California, County of Marin, City of San Rafael, being a portion of the lands the Sonoma-Marín Area Rail Transit District, as described in Grant Deed from Bacci Family LTD Partnership to Sonoma-Marín Area Rail Transit District, a public agency, filed for record on May 10, 2019, under Document Number 2019-0015884 being more particularly described as follows:

Commencing at a 2" Disk in Concrete designated and delineated as Point No. 156 on that Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District", filled for record on July 9, 2010 in Book 2010 of Maps at Page 96, Marin County Records, from which point a 2" Aluminum Disk in Concrete, designated as Point No. 155 on said Record of Survey bears, South 41° 14' 59" East a distance of 1241.93 feet; Thence from said Point of Commencement, North 10° 01' 46" East 81.04 feet to a point that lies on the northerly boundary of the Right of Way of the Lands of Sonoma-Marín Area Rail Transit District as described by grant deed, filed for record on March 27, 2006, under Document No. 2006-0018841, Official Records of the County of Marin, said point being the POINT OF BEGINNING of the parcel to be herein described; Thence from said POINT OF BEGINNING along said boundary, North 41° 17' 25" West 364.59 feet; Thence leaving said boundary South 42° 50' 33" East 67.47 feet; Thence along a tangent curve to the left, with a radius of 60.00 feet, through a central angle of 22° 24' 51" 23.47 feet; Thence North 48° 45' 52" East 8.91 feet; Thence along a non-tangent curve to the right, from a tangent that bears South 41° 14' 08" East, with a radius of 1879.58 feet, through a central angle of 2° 21' 18" 77.26 feet; Thence South 51° 07' 10" West 5.00 feet; Thence South 38° 49' 11" East 3.99 feet; Thence North 51° 14' 29" East 5.00 feet; Thence along a non-tangent curve to the right, from a tangent that bears South 38° 45' 31" East, with a radius of 1879.58 feet, through a central angle of 2° 04' 45" 68.21 feet; Thence South 53° 19' 14" West 1.95 feet; Thence South 38° 16' 58" East 74.94 feet; Thence along a tangent curve to the right, with a radius of 1000.00 feet, through a central angle of 2° 53' 49" 50.56 feet to the POINT OF BEGINNING.

Basis of Bearings: Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, file for record on July 9, 2010, in Book 2010 of Maps, at Page 96, Marin County Records. All bearings and distances within this description are based on California Coordinate System Zone 2, CCS83, Epoch 2008.00. To obtain Ground distances divide by 0.99989094.

Containing 0.06 Acres more or less

Prepared by Cinquini & Passarino, Inc.

  
James M. Dickey, PLS 7935



11/14/19  
Date

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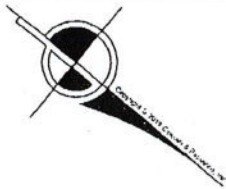
CPI No.: 7240-15

Page 1 of 2

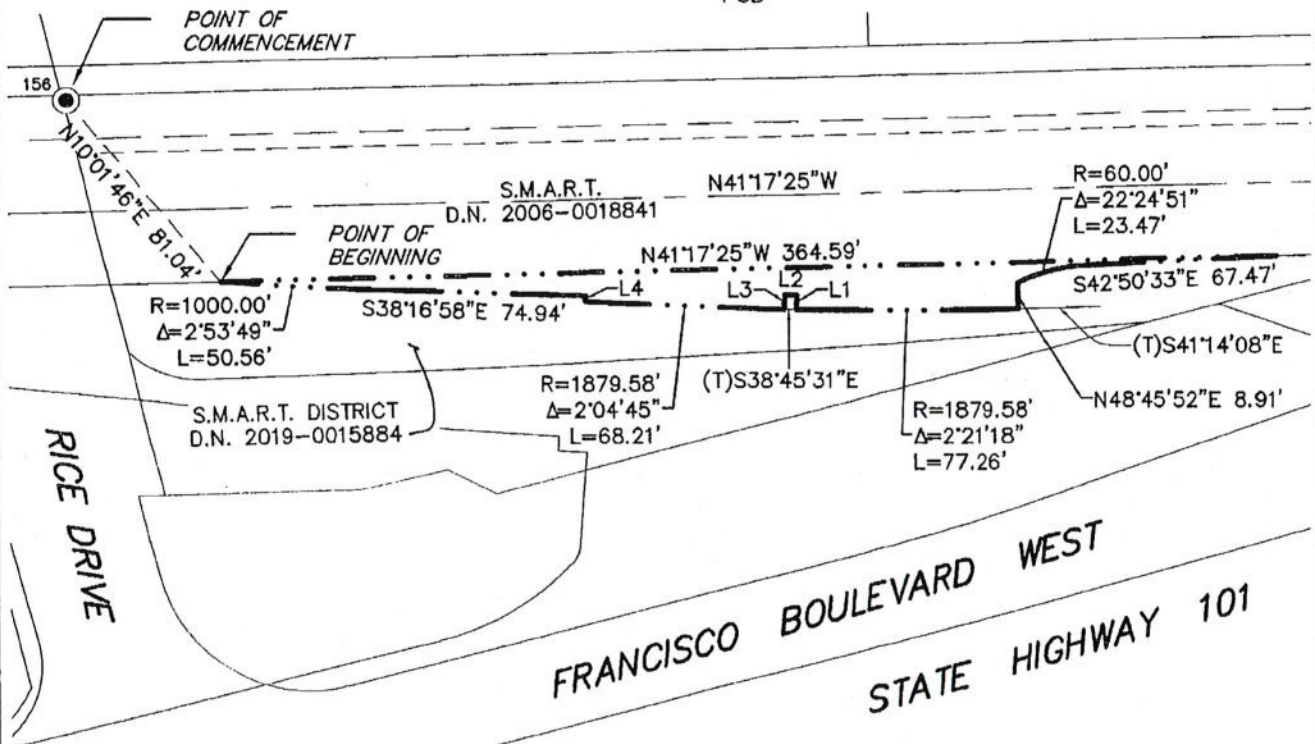
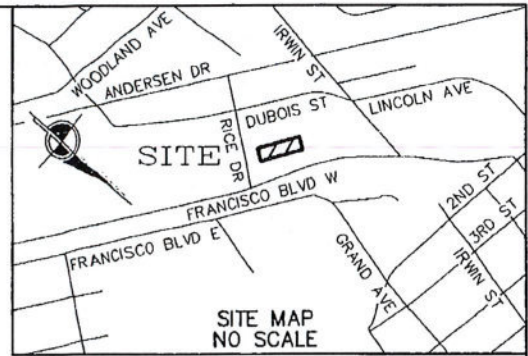
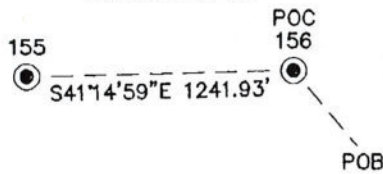


**EXHIBIT 'B'**

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL DESCRIPTION.

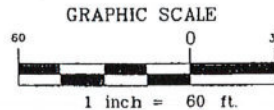


REFERENCE MONUMENTS

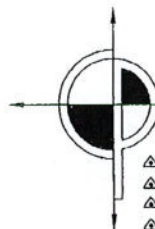


**LEGEND**

- · · · — SUBJECT SWAP
- ADJACENT BOUNDARY
- - - ORIGINAL RAILROAD RIGHT OF WAY
- - - CENTERLINE OF RAILROAD
- 2 INCH DISK ORIGINAL AS DESIGNATED
- POB POINT OF BEGINNING
- POC POINT OF COMMENCEMENT
- (T) TANGENT



LINE TABLE		
LINE#	LENGTH	BEARING
L1	5.00	S51° 07' 10" W
L2	3.99	S38° 49' 11" E
L3	5.00	N51° 14' 29" E
L4	1.95	S53° 19' 14" W



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JOB NAME: S.M.A.R.T. DISTRICT TO THE CITY OF SAN RAFAEL PART 2	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE: 1"=60'	DATE: 4/19/19
	JOB #: 7240-15	PAGE: 2 OF 2

Exhibit "A"  
SMART District to The City of San Rafael Part 3

Lying within the State of California, County of Marin, City of San Rafael, being a portion of the lands of the Sonoma-Marín Area Rail Transit District, as described in Grant Deed filed for record on March 20, 2018 under Document No. 2018-009897, Official Records of the County of Marin, and a portion of the land as described in Grant Deed to Sonoma-Marín Area Rail Transit District, a public agency, filed for record on August 7, 2017 under Document Number 2017-0031472 being more particularly described as follows:

Commencing at a 2" Disk in Concrete designated and delineated as Point No. 156 on that Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, filed for record on July 9, 2010 in Book 2010 of Maps at Page 96, Marin County Records, from which point a 2" Aluminum Disk in Concrete, designated as Point No. 155 on said Record of Survey bears, South 41° 14' 59" East a distance of 1241.93 feet; Thence from said Point of Commencement, North 31° 25' 10" East, for a distance of 210.65 feet to a point that lies on the northerly boundary of the lands of Bacci filed for record on May 10, 2019 under Document No. 2019-0015886, Official Records of the County of Marin and on the southerly boundary of the lands of The City of San Rafael filed for record on April 15, 2015, under Document No. 2015-0017225, Official Records of the County of Marin, also being Francisco Boulevard West, lying North 53° 51' 42" West 98.82 feet from the northeast corner of said lands of Bacci, said point also being the POINT OF BEGINNING of the parcel to be herein described; Thence from said POINT OF BEGINNING North 53° 51' 42" West along the boundary of said lands of Bacci, for a distance of 61.67 feet; Thence continuing along said boundary on a tangent curve to the left, with a radius of 94.50 feet, through a central angle of 32° 08' 12", for a distance of 53.00 feet; Thence continuing along said boundary on a compound curve to the left, with a radius of 10.00 feet, through a central angle of 39° 36' 19", for a distance of 6.91 feet; Thence continuing along said boundary South 54° 25' 14" West, for a distance of 28.70 feet; Thence leaving said boundary North 35° 34' 46" West, for a distance of 15.58 feet; Thence South 52° 45' 56" West, for a distance of 7.71 feet; Thence along a non-tangent curve to the left, from a tangent that bears North 37° 14' 04" West, with a radius of 1927.08 feet, through a central angle of 2° 35' 53", for a distance of 87.39 feet; Thence North 57° 39' 24" East, for a distance of 15.45 feet; Thence on a tangent curve to the right, with a radius of 80.00 feet, through a central angle of 14° 50' 52", for a distance of 20.73 feet to the southerly boundary of said lands of the City of San Rafael also being the northerly line of Sonoma-Marín Area Rail District as described in Document No. 2017-031472, Official Records of the County of Marin; Thence along said line, South 54° 17' 37" East for a distance of 183.19 feet; Thence continuing along said line on a tangent curve to the right, with a radius of 53.56 feet, through a central angle of 30° 51' 43", for a distance of 28.85 feet to the POINT OF BEGINNING.

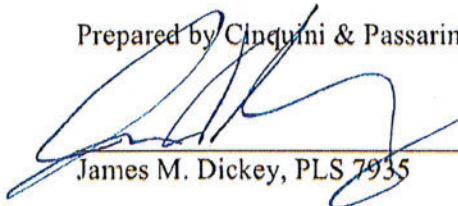
Basis of Bearings: Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, file for record on July 9, 2010, in Book 2010 of Maps, at Page 96,



Marin County Records. All bearings and distances within this description are based on California Coordinate System Zone 2, CCS83, Epoch 2008.00. To obtain Ground distances divide by 0.99989094.

Containing 0.13 Acres more or less

Prepared by Cinquini & Passarino, Inc.

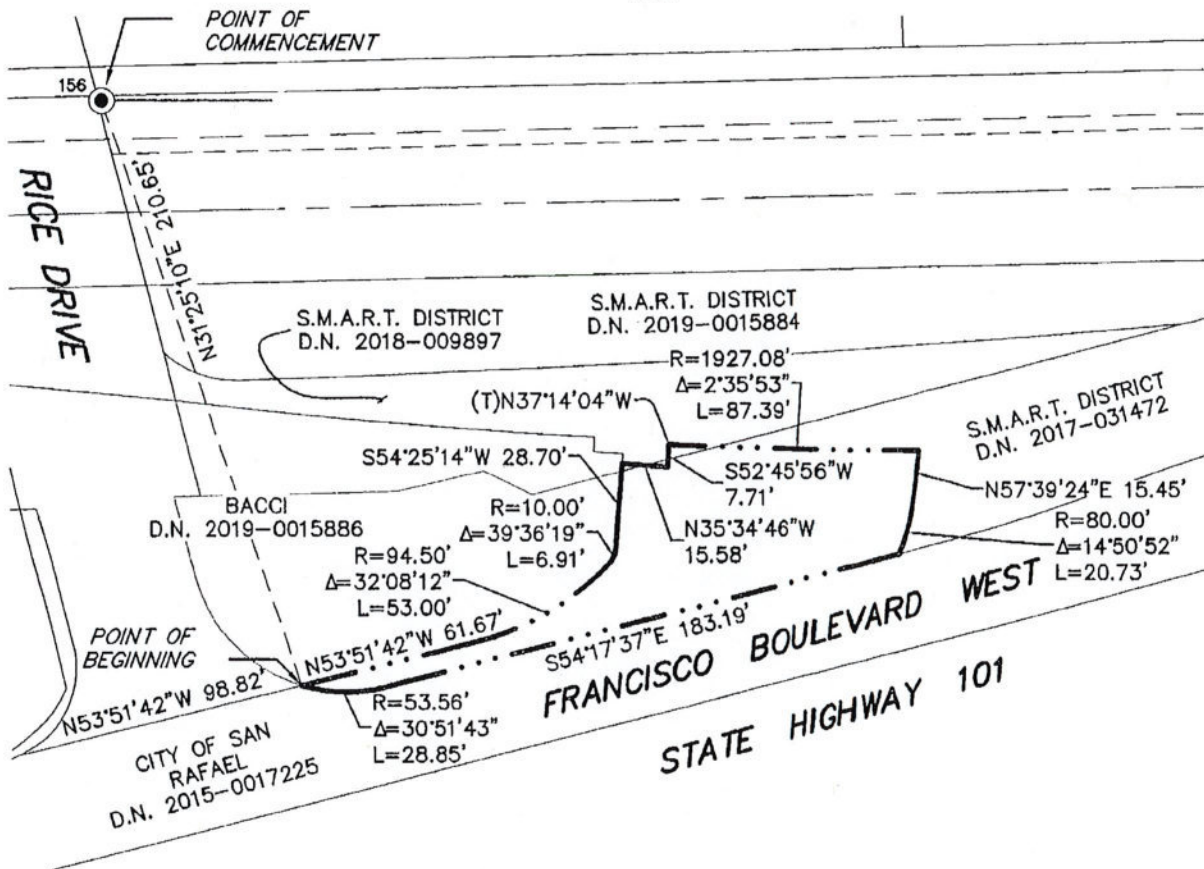
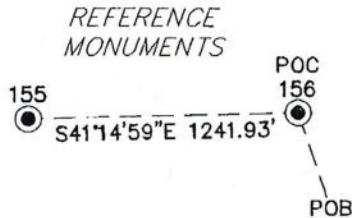
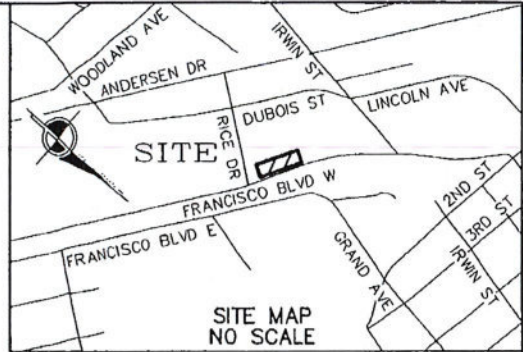
  
James M. Dickey, PLS 7935



11/4/19  
Date

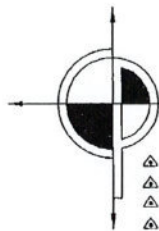
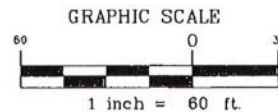
**EXHIBIT 'B'**

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL DESCRIPTION.



**LEGEND**

- · · · — SUBJECT SWAP
- — — ADJACENT BOUNDARY
- - - ORIGINAL RAILROAD RIGHT OF WAY
- - - CENTERLINE OF RAILROAD
- ⊙ 2 INCH DISK ORIGINAL AS DESIGNATED
- POB POINT OF BEGINNING
- POC POINT OF COMMENCEMENT
- (T) TANGENT



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JOB NAME: S.M.A.R.T. DISTRICT TO THE CITY OF SAN RAFAEL PART 3	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE: 1"=60'	DATE: 4/19/19
	JOB #: 7240-15	PAGE: 3 OF 3



Exhibit "A"  
SMART District to The City of San Rafael Part 4

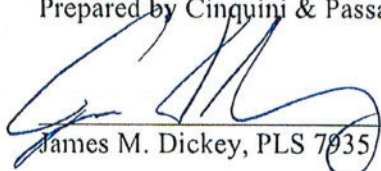
Lying within the State of California, county of Marin, City of San Rafael, being a portion of the lands of the Sonoma-Marín Area Rail Transit District, as described in Grant Deed to Sonoma-Marín Area Rail Transit District, a public agency, filed for record on August 7, 2017, under Document Number 2017-0031472 being more particularly described as follows:

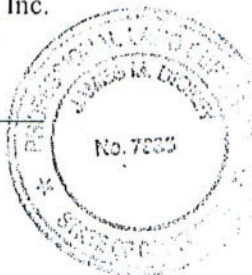
Commencing at a 2" Disk in Concrete designated and delineated as Point No. 156 on that Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, filed for record on July 9, 2010 in Book 2010 of Maps at Page 96, Marin County Records, from which point a 2" Aluminum Disk in Concrete, designated as Point No. 155 on said Record of Survey bears, South 41° 14' 59" East a distance of 1241.93 feet; Thence from said Point of Commencement, North 25° 15' 36" West, for a distance of 429.25 feet to a point that lies on the southerly boundary of the lands of the City of San Rafael, filed for record on April 15, 2015, under Document No. 2015-0017225, Official Records of the County of Marin, also being Francisco Boulevard West, said point being the POINT OF BEGINNING of the parcel to be herein described; Thence from said POINT OF BEGINNING South 58° 56' 22" East along the boundary of said lands, for a distance of 82.49 feet; Thence continuing along said boundary on a tangent curve to the right, with a radius of 802.84 feet, through a central angle of 0° 23' 39", for a distance of 5.52 feet; Thence leaving said boundary South 53° 47' 52" West, for a distance of 24.86 feet; Thence on a non-tangent curve to the left, from a tangent that bears North 41° 24' 41" West, with a radius of 1920.88 feet, through a central angle of 2° 26' 13", for a distance of 81.70 feet to the POINT OF BEGINNING.

Basis of Bearings: Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, file for record on July 9, 2010, in Book 2010 of Maps, at Page 96, Marin County Records. All bearings and distances within this description are based on California Coordinate System Zone 2, CCS83, Epoch 2008.00. To obtain Ground distances divide by 0.99989094.

Containing 0.02 Acres more or less

Prepared by Cinquini & Passarino, Inc.

  
James M. Dickey, PLS 7835



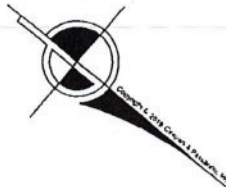
11/4/19  
Date

1360 North Dutton Avenue, Suite 150, Santa Rosa, CA 95401  
Tel: (707) 542-6268 Fax: (707) 542-2106  
www.cinquinipassarino.com  
CPI No.: 7240-15  
Page 1 of 2

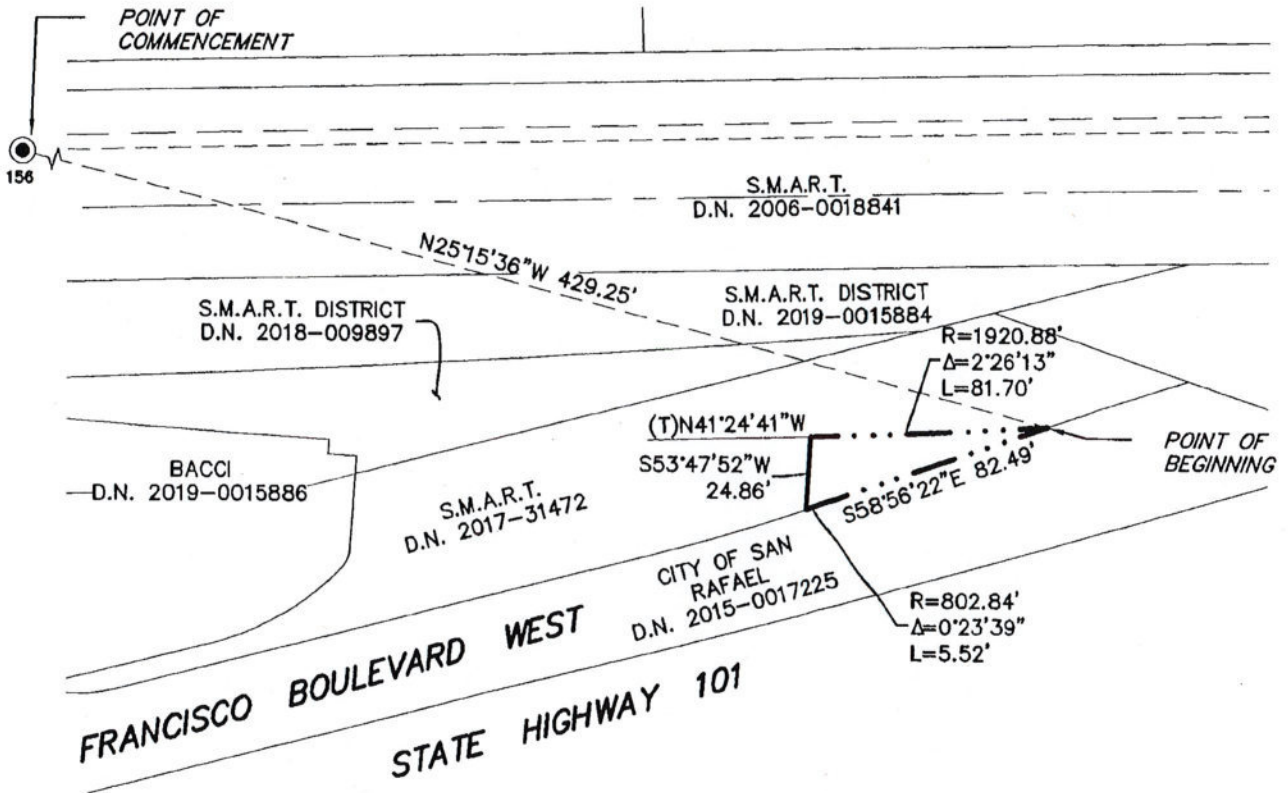
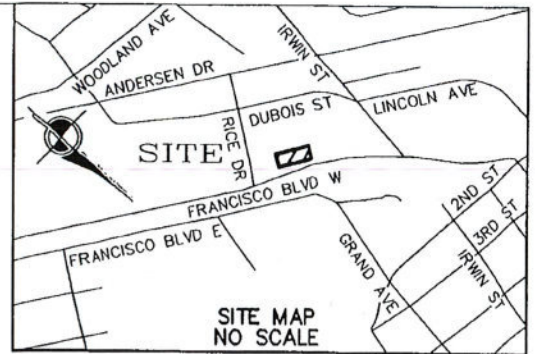
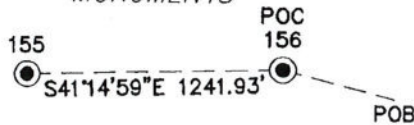


**EXHIBIT 'B'**

THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL DESCRIPTION.

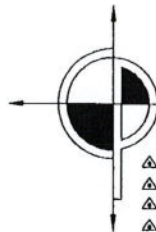
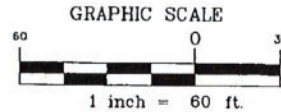


REFERENCE MONUMENTS



**LEGEND**

- SUBJECT SWAP
- ADJACENT BOUNDARY
- ORIGINAL RAILROAD RIGHT OF WAY
- CENTERLINE OF RAILROAD
- CONTINUATION
- 2 INCH DISK ORIGINAL AS DESIGNATED
- POB POINT OF BEGINNING
- POC POINT OF COMMENCEMENT
- (T) TANGENT



**CINQUINI & PASSARINO, INC.**  
**LAND SURVEYING**

△ BOUNDARY 1360 No. Dutton Ave.  
 △ TOPOGRAPHIC Santa Rosa, Ca. 95401  
 △ CONSTRUCTION Phone: (707) 542-6268  
 △ SUBDIVISIONS Fax: (707) 542-2106

WWW.CINQUINIPASSARINO.COM

JOB NAME: S.M.A.R.T. DISTRICT TO THE CITY OF SAN RAFAEL PART 4	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: PARCEL SWAP	SCALE: 1"=60'	DATE: 4/19/19
	JOB #: 7240-15	PAGE: 2 OF 2

Exhibit "A"  
SMART District to The City of San Rafael Access Easement

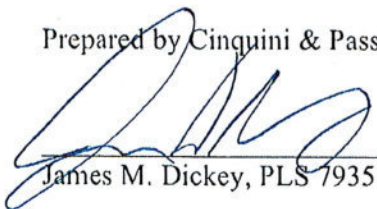
Lying within the State of California, County of Marin, City of San Rafael, being a portion of the lands of the City of San Rafael, as described in Grant Deed filed for record on April 15, 2015, under Document No. 2015-0017225, Official Records of the County of Marin, being more particularly described as follows:

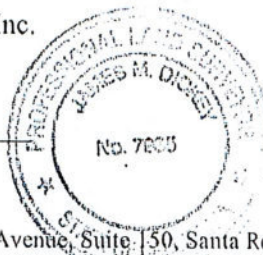
Commencing at a 2" Disk in Concrete designated and delineated as Point No. 156 on that Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, filed for record on July 9, 2010 in Book 2010 of Maps at Page 96, Marin County Records, from which point a 2" Aluminum Disk in Concrete, designated as Point No. 155 on said Record of Survey bears, South 41° 14' 59" East a distance of 1241.93 feet; Thence from said Point of Commencement, North 10° 25' 27" West, for a distance of 314.06 feet to a point that lies on the northerly boundary of the lands of the Sonoma-Marín Area Rail Transit District, a public agency, filed for record on August 7, 2017, under Document No. 2017-0031472, Official Records of the County of Marin said point lies North 54° 17' 37" West 183.19 feet from the northwest terminus of a curve with a radius of 53.56 feet as shown in the Deed to Sonoma-Marín Area Rail Transit District filed under Document No. 2017-0031472, Official Records of the County of Marin, said point being the POINT OF BEGINNING of the parcel to be herein described; Thence leaving said boundary from said POINT OF BEGINNING on a curve to the left, from a tangent that bears South 72° 30' 16" West, with a radius of 80.00 feet, through a central angle of 3° 07' 37", for a distance of 4.37 feet; Thence North 40° 23' 12" West, for a distance of 14.27 feet to a point on said boundary; Thence leaving said boundary North 40° 23' 12" West, for a distance of 42.05 feet; Thence North 53° 47' 52" East, for a distance of 18.70 feet; Thence South 40° 23' 12" East, for a distance of 64.59 feet; Thence on a non-tangent curve to the left, from a tangent that bears South 84° 27' 03" West, with a radius of 80.00 feet, through a central angle of 11° 56' 47", for a distance of 16.68 feet to the POINT OF BEGINNING.

Basis of Bearings: Record of Survey of the Project Control for the Sonoma-Marín Area Rail Transit District, file for record on July 9, 2010, in Book 2010 of Maps, at Page 96, Marin County Records. All bearings and distances within this description are based on California Coordinate System Zone 2, CCS83, Epoch 2008.00. To obtain Ground distances divide by 0.99989094.

Containing 0.03 Acres more or less

Prepared by Cinquini & Passarino, Inc.

  
James M. Dickey, PLS 7935



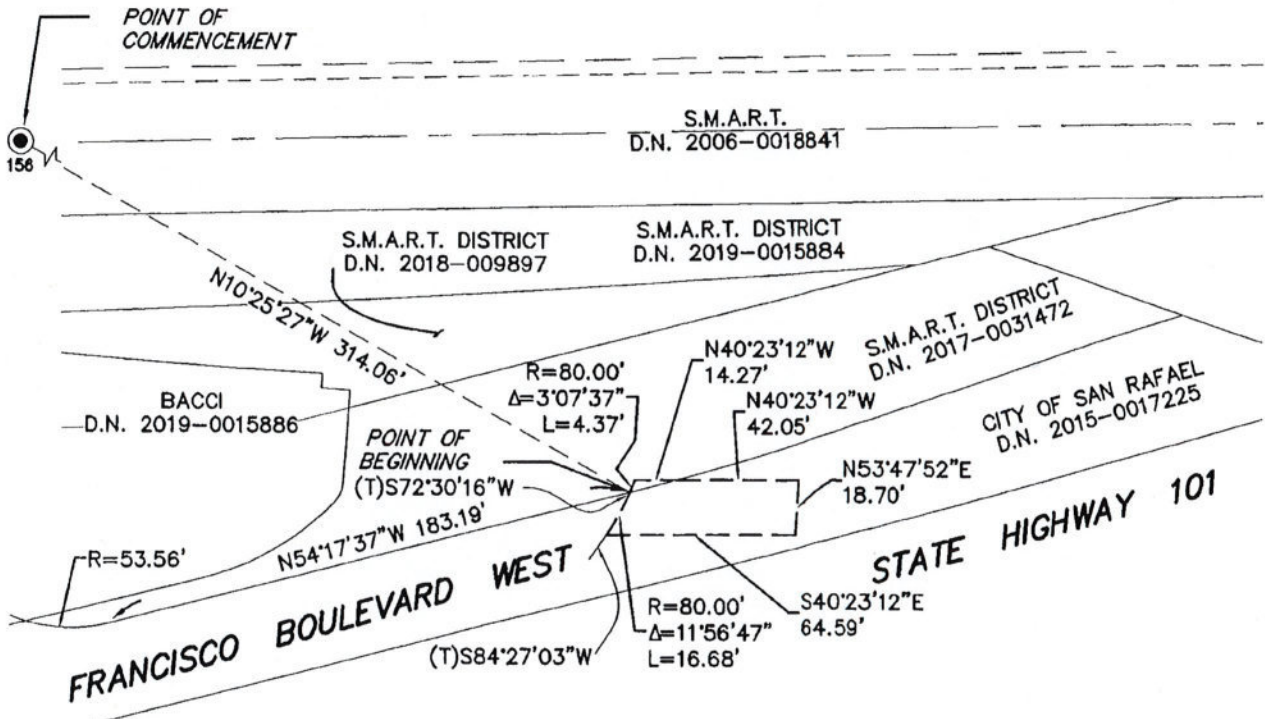
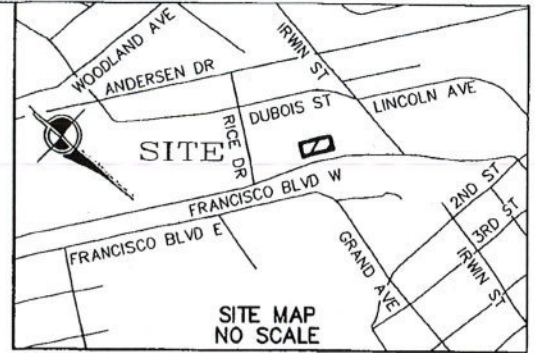
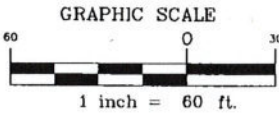
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Date

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CPI No.: 7240-15



**EXHIBIT 'B'**

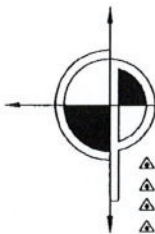
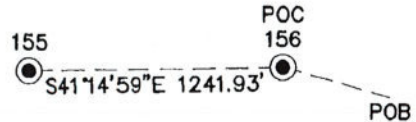
THIS DIAGRAM IS FOR GRAPHIC PURPOSES ONLY. ANY ERRORS OR OMISSIONS SHALL NOT AFFECT THE LEGAL DESCRIPTION.



**LEGEND**

- SUBJECT EASEMENT
- ADJACENT BOUNDARY
- ORIGINAL RAILROAD RIGHT OF WAY
- CENTERLINE OF RAILROAD CONTINUATION
- 2 INCH DISK ORIGINAL AS DESIGNATED
- POB POINT OF BEGINNING
- POC POINT OF COMMENCEMENT
- (T) TANGENT

*REFERENCE MONUMENTS*



**CINQUINI & PASSARINO, INC.**  
**LAND SURVEYING**

▲ BOUNDARY  
▲ TOPOGRAPHIC  
▲ CONSTRUCTION  
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WWW.CINQUINIPASSARINO.COM

JOB NAME: S.M.A.R.T. DISTRICT TO THE CITY OF SAN RAFAEL	DRAWN BY: CS	CHECKED BY: JMD
DESCRIPTION: ACCESS EASEMENT	SCALE: 1"=60'	DATE: 4/19/19
	JOB #: 7240-15	PAGE: 2 OF 2



January 8, 2020

**Gary Phillips, Chair**  
Transportation Authority of Marin

**Barbara Pahre, Vice Chair**  
Golden Gate Bridge,  
Highway/Transportation District

**Judy Arnold**  
Marin County Board of Supervisors

**Damon Connolly**  
Marin County Board of Supervisors

**Debora Fudge**  
Sonoma County Mayors' and  
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Marin County Council of Mayors and  
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**Chris Rogers**  
Sonoma County Mayors' and  
Councilmembers Association

**Shirlee Zane**  
Sonoma County Board of Supervisors

**Farhad Mansourian**  
General Manager

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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 Hwy, Suite 200  
Petaluma, CA 94954

**SUBJECT:** Approval of Contract Amendment No. 6 with The GBS Group for the performance of ongoing maintenance and monitoring services for Internet Connectivity for the SMART Trains

Dear Board Members:

**RECOMMENDATION:**

Authorize the General Manger to execute Contract Amendment No. 6 with The GBS Group in the amount of \$483,587 for a total not to exceed of \$2,490,887 to fund the agreement through the end of 2020. Additionally, this Amendment extends the term of the agreement to December 31, 2020.

**SUMMARY:**

This Amendment provides funding to The GBS Group to continue providing ongoing support, monitoring, operations, and maintenance for the on-board passenger WiFi for the SMART train fleet until the contract term date of December 31, 2020. This includes all licenses and spare parts necessary to continue operation of the WiFi system.

**BACKGROUND:**

In October 2016, your Board approved a contract with The GBS Group to procure and implement a complete solution for internet connectivity (WiFi) on the original 14 SMART cars. Amendment Number 5 to this contract, awarded in January 2019 expanded the connectivity solution to our new fleet size of 18 SMART cars. The solution provides fully functional internet access for passengers aboard all SMART trains. In the first 11 months of 2019, there were over 199,000 WiFi users onboard.

This contract generally provides budget for four key areas:

- 1. Remotely monitoring and managing the Internet Connectivity.



2. Measuring and reporting a variety of metrics associated with the WiFi usage and network performance.
3. Help Desk support via email and telephone for passengers experiencing issues with the Internet connectivity.
4. Centralized management of warranty, spare parts, and service. Trained personnel are available to fully maintain and support the solution 24/7/365 and be on site as necessary to replace or repair any hardware or software defects with the WiFi solution.

Staff recommends the approval of Contract Amendment No. 6 with The GBS Group in the amount of \$483,587, with a term of 1 year expiring December 31, 2020.

**FISCAL IMPACT:** Funding for the contract is included in the budget for FY 2019-2020.

**REVIEWED BY:** [ x ] Finance  [ x ] Counsel 

Sincerely,

  
Jennifer McGill  
Operations Manager

Attachment(s): The GBS Group Contract Amendment No. 6

**SIXTH AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES BETWEEN  
THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
AND THE GBS GROUP**

This SIXTH AMENDMENT dated as of January 8, 2020 (the “Sixth Amendment”) to the Agreement by and between the SONOMA-MARIN AREA RAIL TRANSIT DISTRICT (“SMART”) and THE GBS GROUP (“CONSULTANT”), dated as of October 6, 2016 (the “Original Agreement,” and as amended by the First through Fifth Amendments, and now this Sixth Amendment, the “Agreement”).

**RECITALS**

WHEREAS, SMART and CONSULTANT previously entered into the Original Agreement to provide design and installation services of Internet Connectivity (Wi-Fi) for SMART Train; and

WHEREAS, the Agreement was previously amended to adjust the Exhibit A, Scope of Work, to extend the term, to alter the Exhibit B, Fee Schedule, and to increase the not-to-exceed amount of the Agreement; and

WHEREAS, SMART desires to amend the Agreement to increase the not-to-exceed amount by \$483,587 for a total not-to-exceed amount of \$2,490,887 to fund the Agreement through the end of 2020; and

WHEREAS, SMART desires to amend the Agreement to extend the term of the Agreement to December 31, 2020.

NOW, THEREFORE, in consideration of the recitals set forth above and the covenants contained herein, it is mutually agreed by and between the parties that:

**AGREEMENT**

1. **“ARTICLE 5. PAYMENT”**

**Section 5.02** is hereby replaced with the following:

Consultant shall be paid, as full compensation for the satisfactory completion of the work described in the Scope of Work (**Exhibit A**) from the Agreement as well as the First through Fifth Amendments on a Task basis in accordance with the budget established in **Exhibit B**, provided, however, that Consultant agrees to perform all services described in the Scope of Work for the negotiated amount of \$2,490,887 regardless of whether it takes Consultant more time to complete or costs are more than anticipated. This amount provides funding for the Operational Support System monthly cost, Operations and

Maintenance monthly cost, and License Fee and Spares through December 31, 2020 for all eighteen of the Diesel Multiple Units (DMUs). The not-to-exceed (NTE) amount of \$2,490,887 for this Agreement includes labor, supervision, applicable surcharges such as taxes, insurance and fringe benefits as well as indirect costs, overhead and profit allowance, equipment, materials and supplies; in no case shall Consultant be reimbursed for an amount in excess of the NTE amount without a formal written amendment to this Agreement. Consultant shall submit its invoices for the firm fixed award in arrears on a bi-weekly or every 4 week basis in a form approved by SMART. Consultant will submit a draft invoice schedule to SMART for approval within 7 days of contract award. The invoice schedule will be based on percent complete or agreed upon project deliverables on a regular schedule. Consultant's invoice schedule will be in accordance with the funded project and options set forth in **Exhibit B**.

2. **"ARTICLE 6. TERM OF AGREEMENT"**

Section 6.01 is removed and replaced with the following:

"The term of this Agreement shall remain in effect until December 31, 2020 unless terminated earlier in accordance with the provisions of **Article 7**."

3. **EXHIBITS.** The following exhibit is attached hereto and incorporated herein:

(a) Exhibit B: FEE SCHEDULE

The attached Exhibit B: Fee Schedule Part IV supplements the already existing Fee Schedule Parts I, II & III.

4. Except to the extent the Agreement is specifically amended or supplemented hereby, the Agreement, together with all supplements, amendments and exhibits thereto is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall, or shall be construed to, modify, invalidate, or otherwise affect any provision of the Agreement.



**IN WITNESS WHEREOF**, the parties hereto have executed this Sixth Amendment as set forth below.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Farhad Mansourian, General Manager

**THE GBS GROUP**

Dated: \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

**APPROVED AS TO FORM:**

Dated: \_\_\_\_\_

By \_\_\_\_\_  
District Counsel

**EXHIBIT B**  
**Part IV**  
**FEE SCHEDULE YEAR 4 – THE GBS GROUP**

Item	Sub item	YEAR 4 FEE SCHEDULE (monthly) 18 CARS	YEAR 4 FEE SCHEDULE (annual) 18 CARS	DESCRIPTION / COMMENTS
<b>Design / Operational Support System (OSS) Setup</b>				Year 4 goes into effect Jan 2020
	OSS Setup monthly cost (Rackspace)		<b>\$118,240.73</b>	
	<b>Current Subtotal</b>	\$9,853.39		
<b>O&amp;M Year 2 Labor</b>			<b>\$286,425.98</b>	
	Monthly O&M (Billing Started May 2018)	\$23,868.83		
<b>License Fee and Spares</b>			<b>\$78,919.71</b>	
	Post Year 1 License Fees and Spares			After Year 1 warranty period, required cost
<b>Total Operational Wi-Fi Solution Price:</b>		\$33,722.22	<b>\$483,586.42</b>	<b>\$483,586.42</b>



January 8, 2020

**Gary Phillips, Chair**  
Transportation Authority of Marin

**Barbara Pahre, Vice Chair**  
Golden Gate Bridge,  
Highway/Transportation District

**Judy Arnold**  
Marin County Board of Supervisors

**Damon Connolly**  
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www.sonomamarintrain.org

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

**SUBJECT:** Comprehensive Annual Financial Report FY 2018-19 and Auditor's Memorandum for Fiscal Year 2018-19

Dear Board Members:

**RECOMMENDATION:**

Review SMART's Fiscal Year 2018-19 Comprehensive Annual Financial Report and Memorandum of Internal Controls

**SUMMARY:**

Following the close of each fiscal year, our staff prepares a summary of our financial activities for the year following best practices and guidelines issued by the Government Accounting Standards Board (GASB). Our financial reports are reviewed, tested and adjusted by our independent auditor.

Today for your review is the result of our annual audit process: SMART's Fiscal Year 2018-19 Comprehensive Annual Financial Report and a Report on Internal Controls provided by Maze & Associates, our independent auditor.

**(1) Memorandum of Internal Control**

Part of the year-end audit review process is a report prepared by our auditors outlining their review of SMART's internal controls in accordance with generally accepted auditing standards. The memo also discusses new accounting guidelines that are applicable to SMART's finances and any findings.

We are pleased to report that on Page 1, the letter states that Maze and Associates did not identify any deficiencies in internal control that would be considered material weaknesses.

The letter also points out, on page 4, that the auditor noted no transactions entered for which there is a lack of authoritative guidance or consensus. Finally, on that same page the auditors noted that the financial statement disclosures are neutral, consistent, and clear and that there were no significant difficulties in performing and completing the audit.



**(2) SMART's Fiscal Year 2019 Comprehensive Annual Financial Report**

The Comprehensive Annual Financial Report (CAFR) is a best practice in government for presenting annual financial information. In addition to audited financial statements with accompanying notes, the report contains introductory information and a statistical section. For the sixth year, our report contains our recently received achievement award from the Government Finance Officers Association for our 2018 report.

The report presents SMART's financial activities as one enterprise, utilizing Government Accounting Standards Board (GASB) presentation rules. Thus, there are no separate fund statements or budget-to-actual reports as you would see with statements for a city of county. This affects how the revenues and expenses are organized as discussed below.

Key measurements of the District's financial status are outlined in the Management Discussion and Analysis. That includes the following information:

- SMART's net position at the close of the Fiscal Year was \$467.6 million which is an increase of \$39.4 million from the previous year. This indicator is essentially the amount by which assets exceeded liabilities, and its growth shows SMART's continued investment in capital assets such as the train signal system, rail cars and pathway improvements.
- Capital assets, net of accumulated depreciation, were \$543.3 million. This is an increase of \$25 million over the prior year and is due to continued construction-related costs for the rail and pathway and the Larkspur extension project.
- Unrestricted assets, which is primarily made up of SMART's cash fund balance, was \$64 million. This aligns with our expectations during budget process and is consistent with the budget amendments presented to your Board in the last meeting.
- The Statement of Revenues, Expenses and Changes in Net Position on page 7 summarizes changes in revenues and expenses over the past year. This shows Operating Revenues of \$5,036,875 for the year. GASB rules only allow fare, lease, and other miscellaneous revenues to be included in this category. No sales tax or operating grants are allowed in this grouping.
- Total Operating Expenses on page 7 are shown as \$49,027,158. While the above revenue category only included a small portion of our available revenue, in this category GASB requires that all expenses be shown, including depreciation. This is why the sum of revenues and expense is categorized as an operating "loss" of \$43.9 million.
- In the Nonoperating Revenue category that follows on Page 7, GASB rules allow us to add the sales tax and other revenues of \$46,028,832 that SMART utilizes for all its expenses, which would result in a \$2 million balance, however the next step in the statement is to add Capital in the amount of \$37,345,323 which then shows a positive change in Net Position of \$39,383,872 as stated earlier.
- Sales Tax revenue recorded for the year was \$41,240,140. This is 11% higher than the prior year which is higher than we anticipated during the budget.



**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
MEMORANDUM ON INTERNAL CONTROL  
AND  
REQUIRED COMMUNICATIONS  
FOR THE YEAR ENDED JUNE 30, 2019**



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**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
MEMORANDUM ON INTERNAL CONTROL  
AND  
REQUIRED COMMUNICATIONS**

**For The Year Ended June 30, 2019**

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## MEMORANDUM ON INTERNAL CONTROL

To the Board of Directors of  
Sonoma-Marín Area Rail Transit District  
Petaluma, California

In planning and performing our audit of the basic financial statements of the Sonoma-Marín Area Rail Transit District (SMART or the District) as of and for the year ended June 30, 2019, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, Board of Directors, others within the organization, and agencies and pass-through entities requiring compliance with *Government Auditing Standards*, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Maze + Associates". The signature is written in a cursive, flowing style.

Pleasant Hill, California  
December 6, 2019

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## REQUIRED COMMUNICATIONS

To the Board of Directors of  
Sonoma-Marine Area Rail Transit District  
Petaluma, California

We have audited the basic financial statements of the Sonoma-Marine Area Rail Transit District (District) for the year ended June 30, 2019. Professional standards require that we communicate to you the following information related to our audit under generally accepted auditing standards and *Government Auditing Standards* and the Uniform Guidance.

### **Significant Audit Findings**

#### ***Accounting Policies***

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year, except as follows:

GASB 83 – *Certain Asset Retirement Obligations* - This Statement addresses accounting and financial reporting for certain asserts retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. This Statement requires the current value of a government’s AROs to annually be adjusted for the effects of general inflation or deflation, and relevant factors that may significantly change the estimated asset retirement outlays. This statement also requires disclosure of information about the nature of a government’s AROs, the methods and assumptions used for the estimates of the liabilities, and the estimated remaining useful life of the associated tangible capital assets.

This pronouncement became effective, but did not have a material effect on the financial statements.

GASB 88 – *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements* - The objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. It requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses.

This pronouncement became effective, but did not have a material effect on the financial statements. See Note 4 for additional information.



### ***Unusual Transactions, Controversial or Emerging Areas***

We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

### ***Accounting Estimates***

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statement were:

*Estimated Fair Value of Investments:* As of June 30, 2019, the District held approximately \$69.4 million of cash and investments as measured by fair value as disclosed in Note 2 to the financial statements. Fair value is essentially market pricing in effect as of June 30, 2019. These fair values are not required to be adjusted for changes in general market conditions occurring subsequent to June 30, 2019.

*Estimate of Depreciation:* Management's estimate of the depreciation is based on useful lives determined by management. These lives have been determined by management based on the expected useful life of assets as disclosed in Note 3 to the financial statements. We evaluated the key factors and assumptions used to develop the depreciation estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

*Estimated Net Pension Liabilities and Pension-Related Deferred Outflows and Inflows of Resources:* Management's estimate of the net pension assets and liabilities and deferred outflows/inflows of resources are disclosed in Note 5 to the financial statements and are based on actuarial studies determined by a consultant, which are based on the experience of the District. We evaluated the key factors and assumptions used to develop the estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

*Estimated Net OPEB Liabilities and OPEB-Related Deferred Outflows and Inflows of Resources:* Management's estimate of the net pension assets and liabilities and deferred outflows/inflows of resources are disclosed in Note 6 to the financial statements and are based on actuarial studies determined by a consultant, which are based on the experience of the District. We evaluated the key factors and assumptions used to develop the estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

### ***Disclosures***

The financial statement disclosures are neutral, consistent, and clear.

### ***Difficulties Encountered in Performing the Audit***

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### ***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We did not propose any audit adjustments that, in our judgment, could have a significant effect, either individually or in the aggregate, on the District's financial reporting process.

Professional standards require us to accumulate all known and likely uncorrected misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We have no such misstatements to report to the Board of Directors.

### ***Disagreements with Management***

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### ***Management Representations***

We have requested certain representations from management that are included in a management representation letter dated December 6, 2019.

### ***Management Consultations with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### ***Other Audit Findings or Issues***

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

**Other Information Accompanying the Financial Statements**

We applied certain limited procedures to the required supplementary information that accompanies and supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the required supplementary information and do not express an opinion or provide any assurance on the required supplementary information.

We were not engaged to report on the Introductory and Statistical Sections which accompany the financial statements, but are not required supplementary information. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

\*\*\*\*\*

This information is intended solely for the use of Board of Directors and management and is not intended to be, and should not be, used by anyone other than these specified parties.

*Maze + Associates*

Pleasant Hill, California  
December 6, 2019

# SONOMA-MARIN AREA RAIL TRANSIT DISTRICT COMPREHENSIVE ANNUAL FINANCIAL REPORT

For Fiscal Year Ended June 30, 2019  
Petaluma, California



**SONOMA-MARIN AREA RAIL  
TRANSIT DISTRICT  
PETALUMA, CALIFORNIA**

**COMPREHENSIVE ANNUAL FINANCIAL REPORT**

**FOR THE YEAR ENDED JUNE 30, 2019**

**PREPARED BY THE FINANCE DEPARTMENT**

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SONOMA-MARIN AREA RAIL TRANSIT DISTRICT

COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Year Ended June 30, 2019

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SONOMA-MARIN AREA RAIL TRANSIT DISTRICT

COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Year Ended June 30, 2019

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**Gary Phillips, Chair**  
Transportation Authority of Marin

**Barbara Pahre, Vice Chair**  
Golden Gate Bridge,  
Highway/Transportation District

**Judy Arnold**  
Marin County Board of Supervisors

**Damon Connolly**  
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Sonoma County Mayors' and  
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Sonoma County Board of Supervisors

**Chris Rogers**  
Sonoma County Mayors' and  
Councilmembers Association

**Shirlee Zane**  
Sonoma County Board of Supervisors

**Farhad Mansourian**  
General Manager

5401 Old Redwood Highway  
Suite 200  
Petaluma, CA 94954  
Phone: 707-794-3330  
Fax: 707-794-3037  
[www.sonomamarintrain.org](http://www.sonomamarintrain.org)

December 6, 2019

We are pleased to present the Comprehensive Annual Financial Report (CAFR) of the Sonoma-Marin Area Rail Transit District (SMART or the District) for the Fiscal Year July 1, 2018 through June 30, 2019.

This report was prepared in accordance with the guidelines recommended by the Government Finance Officers Association of the United States and Canada (GFOA) and is in conformance with Generally Accepted Accounting Principles (GAAP). Responsibility of the accuracy, completeness, and fairness of the data and clarity of the presentation, including all disclosures, rests with the management of SMART. To the best of our knowledge, this report is complete and accurate in all material respects, and is reported in a manner that fairly presents SMART's financial position.

We contracted with Maze and Associates to perform the audit of our financial statements. The purpose of the independent audit is to offer reasonable assurance that the financial statements are free of material misstatement. The independent auditor's report can be found at the beginning of the financial section of this report.

GAAP requires that management provide a narrative introduction, overview and analysis to accompany the basic financial statements. This narrative is given in the form of the Management's Discussion and Analysis (MD&A), and is meant to complement this letter of transmittal. The MD&A can be found following the independent auditor's report.

## PROFILE OF THE ORGANIZATION

SMART is a transit agency created by the State of California to oversee the development, implementation and operation of passenger rail service in Sonoma and Marin Counties. Since its creation, the District has been working to build both a rail transit system as well as an accompanying multi-use pathway. SMART began passenger service in 2017 on the first 43 miles of a transit system that will ultimately connect the 70 miles between Cloverdale in Sonoma County to Larkspur in Marin County.

SMART is governed by a 12-member Board of Directors, made up of two county supervisors from each county, three City Council members from each county and two representatives from the Golden Gate Bridge, Highway and Transportation District. The Board has the authority under State law to own, operate, manage, and maintain a passenger rail system within the territory of the SMART District.

SMART is primarily funded by a one-quarter of one cent sales tax approved by voters in the SMART District in 2008, a District which includes the two Counties of Sonoma and Marin. From the start of regular passenger service in August of 2017 through its first year, SMART has carried over 1.5 million passengers.

## **LOCAL AND REGIONAL ECONOMY**

Marin and Sonoma Counties are home to a mix of tourism, recreation, agriculture, and industry. The major population centers of Marin and Sonoma are located along the Highway 101 corridor and the parallel SMART rail line. More than 75% of commuters in the North Bay travel either within or between the two counties to get to work. However, a study by the Metropolitan Transportation Commission found that motorists in 2017 spent the equivalent of 2,690 vehicle hours of congested delay during the morning commute on Highway 101 from Novato to San Rafael. SMART's riders are no longer stuck in traffic on the freeway or local roads and have been able to reduce their commute times and increase their productivity.

SMART's finances rely on the strength of sales tax revenues which provides more than 80% of SMART's annual revenues. Sales tax revenue is directly linked to local employment rates and median incomes. The District is home to a fairly wealthy taxpayer base, with a weighted per capita income base of \$82,087 compared to California's \$63,557 and \$54,446 for the United States according to 2018 reports from the U.S. Bureau of Economic Analysis (BEA). The District's residents have shown stable employment rates through June 30, 2019. The seasonally unadjusted unemployment rates in Marin and Sonoma Counties in September of 2018 were 1.9% and 2.2%, respectively. As a result of these underlying statistics, robust sales in the District and some delayed receipt of funds from the State from the prior year, sales tax revenues grew by 11%. For the year that ended June 30, 2019, SMART sales tax receipts, net of state fees, was \$41,241,140.

Sonoma County residents suffered devastating wildfires in 2017 that lead to significant dislocation and loss of property which had a temporary impact on SMART ridership and revenues. Both fare revenue and ridership have rebounded, however the future effects of power outages and a new fire occurring after the close of Fiscal Year 2019 are still unknown.

## **DISTRICT ACTIVITIES in Fiscal Year 2018-19**

### ***SMART Rail Service***

SMART passenger service runs from the Downtown San Rafael Station to the Airport Boulevard Station and is accompanied by multiple SMART pathway segments. In Fiscal Year 2018-19, SMART provided its first full fiscal year of weekday passenger service including 34 trips a day, starting at 4:19 am and ending at 9:42 pm. Four weekend service trips start at 10:13 am and conclude at 9:57 pm. In Fiscal Year 2019, SMART carried 716,847 passengers, 69,103 bicycles and 2,388 passengers in wheelchairs. Passenger support has been positive and growing, and on-time performance of SMART trains is 97%. Improvements anticipated in 2020 include a new schedule with more service runs and fewer schedule gaps during commute hours.

### ***Capital Improvement Projects***

In December 2019 SMART will to bring a new 2.1-mile extension from San Rafael to Larkspur into service. This project, which is funded primarily by Regional Measure 2 (Bridge Tolls), the Federal Transit Administration, as well as the Federal Railroad Administration, is also supported by SMART's own Measure Q. SMART also substantially completed construction of a new station in Novato funded by the City of Novato. Both new stations will be opening in December of 2019.

A three-mile extension North to Windsor is in the beginning phases of construction. Subsequent phases of the project will include additional SMART rail stations in Cloverdale, Healdsburg, and Petaluma; and further extensions of the pathway. All future phases will be completed as funding becomes available. Passengers north and south of the Phase 1 project connect to the SMART transit system by local transit connections, the multiuse pathway, and SMART-contracted connector buses.

During Fiscal Year 2018-19 there was continued progress on capital projects in support of operations, such as the design and installation of a wheel-truing machine to reduce rail car maintenance costs and impacts on service. Another major initiative was the funding and construction of pedestrian path of travel improvements at SMART crossings for enhanced safety at certain at-grade crossings. SMART also began construction of new multi-use pathway segments, including a crucial section in Petaluma from Payran to Southpoint Boulevard and a section in Downtown San Rafael. Finally, the expansion of SMART's rail car fleet moved forward, with SMART receiving four additional Diesel Multiple Unit rail cars in time for new service to SMART's newest stations.

## **OTHER FINANCIAL INFORMATION**

### ***Internal Controls***

The District's financial reporting system and business processes have been designed with an emphasis on the importance of strong but reasonable internal financial controls, including the proper recording of revenues and expenditures and maintenance of budgetary control for the allocation of available resources. Existing internal controls are monitored and changes are implemented as needed as the District grows in size and complexity. These controls are designed to provide reasonable, but not absolute, assurance that assets are safeguarded against waste, fraud, and non-authorized use and the District's financial records can be relied upon to produce financial statements free of any material misstatements and in accordance with GAAP. The concept of reasonable assurance recognizes that the cost of maintaining the system of internal controls should not exceed benefits likely to be derived, and that the evaluation of costs and benefits requires estimates and judgements by management. We believe that the District's internal accounting controls achieve that goal.

### ***Financial Planning***

At the close of Fiscal Year 2019, SMART had begun work on a new Strategic Plan, an effort that occurs every five years as a method of planning for future expenditures and needs. That plan envisions an extension of SMART's primary source for revenue, the 2008 Measure Q sales tax, which is set to expire in 2029. The plan's focus is on the need to extend the tax to better manage expenditures over the long-term, including reducing annual debt service. SMART's annual budget process, which takes place during the months of May and June, assisted in providing the needed data from SMART's operating costs. Those costs, combined with SMART's annual debt service, will prove to be a challenge for the District in the coming years. The budget review and Strategic Plan process resulted ultimately in a decision by the Board of Directors to go forward with a ballot measure to extend the sales tax in 2020 for another 30 years.

### ***Certificate of Achievement***


The Government Finance Officers Association of the United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to SMART for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2018. This was the fifth consecutive year that SMART has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. The CAFR must satisfy both GAAP and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements, and are submitting it to the GFOA to determine its eligibility for another certificate.

## CONCLUSION

The financial statements presented here show the magnitude of the public assets that have resulted from the voters' approval of the SMART sales tax measure in 2008. Measure Q revenues have made possible not only the construction of a world-class transit system, but also the ongoing operation and maintenance of that system in the future. With continued leadership from the Board and ongoing vigilance on maintaining necessary reserves and planning for future financial challenges, SMART's current and future operations will remain on solid footing.

## ACKNOWLEDGEMENTS

The preparation of this report was made possible by the combined efforts of the SMART finance staff and we would like to thank them for their hard work and dedication. We would also like to thank Maze and Associates for their contributions. In addition, we would like to express our appreciation for the continued support and commitment of the Board of Directors for their interest and support in planning and conducting the District's financial operations.



Erin McGrath  
Chief Financial Officer

Farhad Marisourian  
General Manager





Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Sonoma-Marin Area Rail Transit District**  
**California**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**June 30, 2018**

*Christopher P. Morill*

Executive Director/CEO

## **Sonoma-Marín Area Rail Transit District Fiscal Year 2018-19 Principal Officials**

**Gary Phillips, Chair**  
*Transportation Authority of Marin*

**Barbara Pahre, Vice Chair**  
*Golden Gate Bridge, Highway  
and Transportation District*

**Judy Arnold**  
*Marin County Board of Supervisors*

**Damon Connolly**  
*Marin County Board of Supervisors*

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*Sonoma County Mayors' and  
Councilmembers Association*

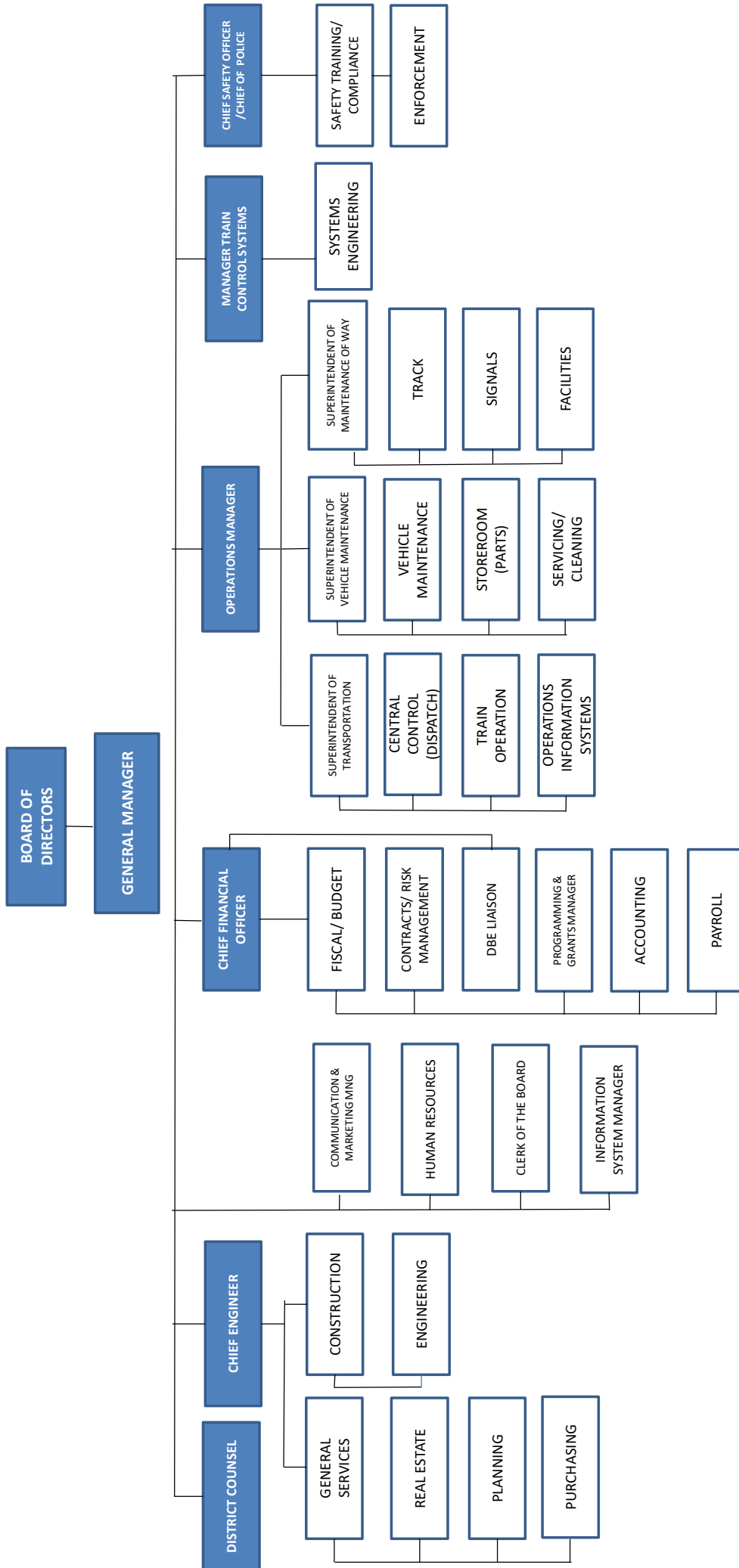
**Shirlee Zane**  
*Sonoma County Board of Supervisors*

**Farhad Mansourian**  
*General Manager*

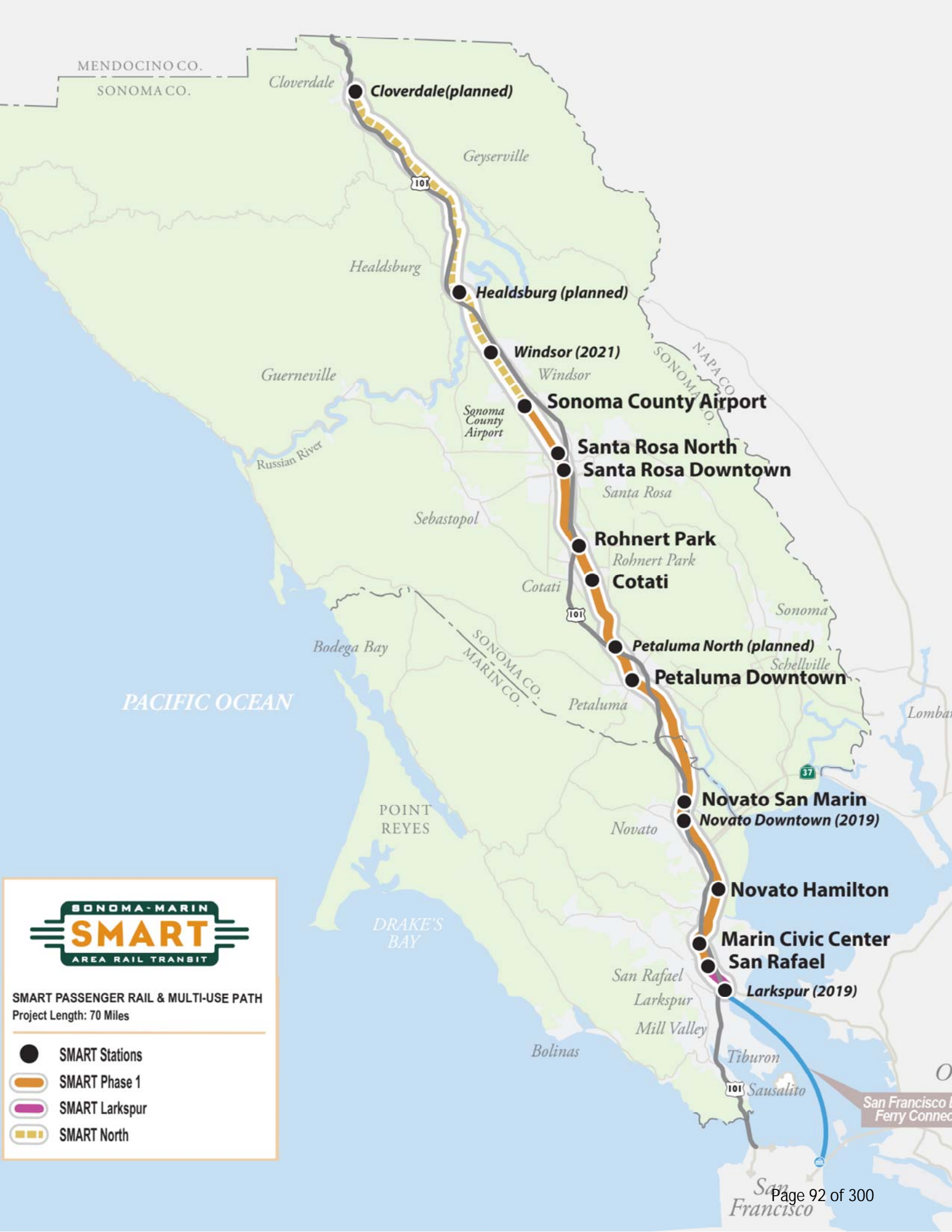
**Erin McGrath**  
*Chief Financial Officer*

# SONOMA-MARIN AREA RAIL TRANSIT DISTRICT

## Organization Chart



October 2019



MENDOCINO CO.  
SONOMACO.

Cloverdale  
**Cloverdale (planned)**

Geyserville

101

Healdsburg

**Healdsburg (planned)**

Guerneville

**Windsor (2021)**

Windsor

Sonoma  
County  
Airport

**Sonoma County Airport**

**Santa Rosa North  
Santa Rosa Downtown**

Santa Rosa

Sebastopol

**Rohnert Park**

Rohnert Park

**Cotati**

Cotati

**Petaluma North (planned)**

**Petaluma Downtown**

Petaluma

Sonoma

Bodega Bay

PACIFIC OCEAN

SONOMACO.  
MARINCO.

37

POINT  
REYES

Novato

**Novato San Marin**

**Novato Downtown (2019)**

**Novato Hamilton**

**Marin Civic Center  
San Rafael**

San Rafael  
Larkspur

**Larkspur (2019)**

Mill Valley

Bolinas

Tiburon

101 Sausalito

San Francisco  
Ferry Connect

San  
Francisco



SMART PASSENGER RAIL & MULTI-USE PATH  
Project Length: 70 Miles

- SMART Stations
- SMART Phase 1
- SMART Larkspur
- SMART North



## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of the  
Sonoma-Marín Area Rail Transit District  
Petaluma, California

### *Report on Financial Statements*

We have audited the accompanying financial statements of the Sonoma-Marín Area Rail Transit District (District), California, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the Table of Contents.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the District as of June 30, 2019, and the respective changes in financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Emphasis of Matter***

Management adopted the provisions of Governmental Accounting Standards Board Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, which became effective during the year ended June 30, 2019 as discussed in Note 4 to the financial statements. This Statement had no material effect on the financial statements.

The emphasis of this matter does not constitute a modification to our opinions.

## ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis and other Required Supplementary Information listed in the Table of Contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the District's basic financial statements. The Introductory Section and Statistical Section as listed in the Table of Contents are presented for purposes of additional analysis and are not required parts of the basic financial statements.

The Introductory and Statistical Sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 6, 2019, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

*Mazz & Associates*

Pleasant Hill, California  
December 6, 2019

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**Sonoma-Marín Area Rail Transit District**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended June 30, 2019

As management of the Sonoma-Marín Area Rail Transit District (SMART or the District), we offer readers of SMART's financial statements this narrative overview and analysis of the financial activities of SMART for the year ended June 30, 2019. We encourage readers to combine the information presented here with SMART's basic financial statements and the accompanying notes to the basic financial statements.

**Fiscal Year 2019 Financial Highlights**

- SMART's financial activity for the year ended June 30, 2019 reflects SMART's second year of operations activities including fare, parking and other operating revenues and a full year of expenses such as fuel, parts and labor for commuter rail operations
- Fare revenue for the second year was \$4.1 million out of the \$5 million in Operating Revenue. This exceeded SMART's budgeted amounts and provided a strong base for future financial planning.
- Capital assets increased by \$25 million due to continued construction activity during the year, and depreciation also grew to \$19 million as more infrastructure was placed into service.
- Assets of SMART exceeded its liabilities at the close of the year ended June 30, 2019 by \$467.6 million (net position). Of this amount, \$64.3 million is unrestricted.
- SMART's net position increased \$39 million during the year ended June 30, 2019, due to continued investment into capital assets related to both rail and pathway construction.

**Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to SMART's basic financial statements which are comprised of financial statements and the notes to the basic financial statements. SMART provides its financial information utilizing business-type or enterprise fund reporting. This type of fund reporting is used for funds whose activities are financed with bonds secured solely by a pledge of net revenues from fees or charges of the activity and for which fees are designed to recover costs, as a matter of policy. These requirements apply to SMART and, furthermore, enterprise fund accounting is employed by most government transit districts.

**Basic Financial Statements**

The financial statements are designed to provide readers with a broad overview of SMART's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of SMART's assets, deferred outflows of resources, liabilities and deferred inflow of resources, with the difference between the four reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of SMART is improving or deteriorating.

The statement of revenues, expenses, and changes in net position presents information showing how SMART's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected rental revenue and earned but unused vacation leave).

**Sonoma-Marin Area Rail Transit District**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended June 30, 2019

**Notes to the Basic Financial Statements**

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes can be found on pages 15-33 of this report.

**Analysis of the Financial Statements**

The financial statements provide both short-term and long-term information about the District's overall financial condition. This analysis addresses the financial statements of the District as a whole. As noted earlier, net position may serve over time as a useful indicator of a government's financial position. SMART's net position was \$467,564,606 on June 30, 2019.

The largest portion of SMART's net position (86%) reflects its investment in capital assets (e.g., land, tracks and crossings, pathway, bridges and tunnels). SMART uses these capital assets to provide passenger rail services to its customers and a multiuse pathway for the general public; consequently, these assets are not available for future spending.

**Statement of Net Position**

	<b>2019</b>	<b>2018</b>	<b>2019-2018 Change</b>
Current and Other Assets	\$ 97,455,509	92,388,275	\$ 5,067,234
Capital assets	543,330,649	518,274,187	25,056,462
Total Assets	640,786,158	610,662,462	30,123,696
 Deferred outflows of resources	 2,126,418	 2,164,639	 (38,221)
Current liabilities	23,905,407	22,591,996	1,313,411
Long-term liabilities	151,182,451	161,793,710	(10,611,259)
Total Liabilities	175,087,858	184,385,706	(9,297,848)
 Deferred inflows of resources	 260,112	 260,661	 (549)
 Net position:			
Net investment in capital assets	403,239,649	367,957,650	35,281,999
Unrestricted	64,324,957	60,223,084	4,101,873
Total net position	\$ 467,564,606	428,180,734	\$ 39,383,872

SMART's net position at the end of fiscal year 2019 increased by \$39,383,872 from the prior fiscal year. This increase is primarily the result of SMART continuing to invest its revenues and grants into capital assets which in the past year included train systems, stations, railcars, and the multi-use pathway. Current and other assets at June 30, 2019, increased by \$5,067,234. The increase was primarily due to increased sales tax revenue and increased revenue from property transactions. Current liabilities increased from \$22,591,996 on June 30, 2018 to \$23,905,407 on June 30, 2019, which was primarily due to increased payables at year-end related to SMART's capital asset construction activity.

**Sonoma-Marin Area Rail Transit District**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended June 30, 2019

**Statement of Revenues, Expenses and Changes in Net Position**

	<b>2019</b>	<b>2018</b>	<b>2019-2018 Change</b>
Operating Revenues:			
Fares and other revenues	\$ 5,036,875	\$ 4,025,111	\$ 1,011,764
Total Operating Revenues	5,036,875	4,025,111	1,011,764
Operating Expenses			
Public transportation - rail/pathway development:			
Salaries and Employee benefits (non-capital)	18,453,125	16,950,114	1,503,011
Services and supplies	11,336,573	8,877,465	2,459,108
Depreciation	19,033,577	17,800,126	1,233,451
Loss on Impairment of assets	0	671,378	(671,378)
Other charges	203,883	954	202,929
Total Operating Expenses	49,027,158	44,300,037	4,727,121
Operating (Loss)	(43,990,283)	(40,274,926)	3,715,357
Non-Operating Revenues (Less Expenses)			
Sales/Use taxes	41,241,140	37,135,476	4,105,664
State operating assistance	5,000,756	3,701,366	1,299,390
Investment earnings	1,974,246	724,313	1,249,933
Miscellaneous revenue	4,174,454	2,236,508	1,937,946
Capital expenses passed through to other agencies	(770,156)	(3,778,891)	3,008,735
Interest expense	(5,591,608)	(5,819,778)	228,170
Total Non-Operating Revenues (Net):	46,028,832	34,198,994	11,829,838
Capital Grants	37,345,323	24,941,459	12,403,864
Change in Net Position	39,383,872	18,865,527	20,518,345
Net Position, beginning of year as previously reported	428,180,734	409,315,207	18,865,527
Net Position, end of year	\$ 467,564,606	\$ 428,180,734	\$ 39,383,872

**Fiscal Year 2019 Revenues**

- SMART revenues consist of operating revenues of \$5,036,875 and non-operating revenues less expenses of \$46,028,832 -- which is comprised of sales tax receipts and state operating assistance. Sales tax, SMART's single largest ongoing source of revenue, grew a robust 11% (net of fees) over the previous year, although due to the backlog in processing at the State some of that growth can be contributed to the prior year. This growth provides a strong base for SMART's long-term projections in its future financial planning processes.
- Capital grants of \$37,345,323 are \$12,403,864 higher than the year ended June 30, 2018. These are related to construction of the Larkspur extension, the new Novato Downtown Station, new multiuse pathways, operations facility improvements and rail car payments.
- Miscellaneous revenue increased by \$1,937,946 due to property transactions in Santa Rosa and Marin.

**Sonoma-Marin Area Rail Transit District**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended June 30, 2019

**Fiscal Year 2019 Expenses**

- SMART had operating expenses of \$49,027,158, tied to salaries, benefits, other services and supplies. This also includes \$19,033,577 in depreciation expense.
- Salaries and benefits increased over the year ended June 30, 2018, by \$1,503,011, due to increase in operating staffing costs.
- Services and supplies increased over the year ended June 30, 2018 by \$2,459,108, due to a full year of passenger service expenses.
- Other charges of \$203,883, an increase over the prior year of \$202,929 are from reimbursements related to legal settlements.

**Capital Assets**

SMART's capital assets, as of June 30, 2019 are \$543,330,649 (net of accumulated depreciation) which is an increase of \$25,056,461 over June 30, 2018. Assets grew in conjunction with continued construction of the rail and pathway and acquisition of rail cars. SMART assets include land, construction in progress, infrastructure (tracks/rails, crossings, bridges, fencing, tunnels, road crossings and pathway improvements), buildings and improvements, and equipment.

**Capital Assets**

	<u>2019</u>		<u>2018</u>		<u>2019 - 2018</u> <u>Change</u>
Land	\$ 43,532,414	\$	43,518,988	\$	13,426
Intangible Assets (Non-Amortizable)	20,770		20,770		-
Infrastructure	428,720,262		428,606,660		113,601
Revenue Vehicles	42,833,647		42,833,647		-
Buildings and improvements	24,868,302		24,868,302		-
Construction in progress	65,324,720		22,306,954		43,017,766
Equipment	3,535,151		2,589,906		945,245
Intangible Assets	387,672		387,672		-
Accumulated depreciation	(65,892,288)		(46,858,710)		(19,033,578)
Total capital assets, net of depreciation	\$ <u>543,330,649</u>	\$	<u>518,274,188</u>	\$	<u>25,056,461</u>

Additional information on SMART's capital assets can be found in Note 3 of the notes to the basic financial statements.

**Debt**

SMART had \$157,163,502 in bonds outstanding and unamortized bond premium at June 30, 2019 compared to \$167,528,327 on June 30, 2018. Additional information on SMART's long-term debt can be found in Note 4.



**Sonoma-Marín Area Rail Transit District**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended June 30, 2019

**Economic and Other Factors**

**Economy**

SMART transit operations rely directly on the strength of its designated Measure Q sales and use tax receipts. The strength of this revenue source is dependent on the economic health of the two counties of the SMART District, particularly employment rates and job growth. As discussed in the Introductory Section in more detail, the economy of the District grew during the fiscal year and exhibited healthy trends in employment and other key factors. The District recently contracted with Beacon Economics to evaluate the economic health of the District and project future sales tax revenues, which provides the majority of funding for SMART operations. Beacon's report, available on SMART's website, found that the outlook for the local economy in the short run called for steady growth, with nothing on the immediate horizon that would signal a reversal of positive trends. They projected average growth in sales tax of 3.22% from Fiscal Year 2021-2024. While the threat of wildfires continues to affect communities in the region, sales tax revenue for the District has not been affected negatively by those pressures.

**Other Factors**

SMART continues to hold multi-year contracts with several independent contractors for the Larkspur extension project, for final Phase 1 construction expenses, for four new passenger train cars, and the new Windsor extension project. Most of these projects are grant-funded in nature and do not rely on sales tax or SMART's other revenue sources. At June 30, 2019, SMART's total outstanding commitments under these and other construction-related contracts were approximately \$38.8 million.

**Request for Additional Information**

This financial report is designed to provide a general overview of SMART's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Sonoma-Marín Area Rail Transit District, Chief Financial Officer, 5401 Old Redwood Highway, Suite 200, Petaluma, CA 94954.

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**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2019**

ASSETS

Current Assets

Cash and cash equivalents (Note 2)	\$45,845,925
Restricted cash, cash equivalents, and investments with trustee (Note 2)	23,603,697
Due from other governments	12,445,500
Other receivables	9,535,860
Deposits with others	1,673,951
Inventory	2,962,805
Prepaid expenses	1,387,771
	<hr/>
Total current assets	97,455,509

Noncurrent Assets

Capital assets (Note 3):	
Non-depreciable:	
Land	43,532,414
Construction in progress	65,324,720
Intangible assets	20,770
Depreciable (net of accumulated depreciation):	
Infrastructure	370,742,113
Buildings and improvements	21,633,687
Equipment and vehicles	1,794,606
Revenue vehicles	39,978,070
Intangible assets	304,269
	<hr/>
Total capital assets, net	543,330,649
Total noncurrent assets	543,330,649
	<hr/>
Total Assets	640,786,158

DEFERRED OUTFLOWS OF RESOURCES

Pension related (Note 5)	2,125,397
OPEB related (Note 6)	1,021
	<hr/>
Total Deferred Outflows of Resources	2,126,418

LIABILITIES

Current Liabilities

Accounts payable and other current liabilities	10,851,883
Unearned revenue	451,627
Interest payable	2,437,533
Compensated absences - due within one year (Note 1H)	729,364
Long-term debt - due within one year (Note 4)	9,435,000
	<hr/>
Total current liabilities	23,905,407

Noncurrent Liabilities

Compensated absences (Note 1H)	546,713
Net post-employment benefits liability (Note 6)	1,995,296
Net pension liability (Note 5)	870,893
Long-term debt (Note 4)	147,728,502
Other noncurrent liabilities	41,047
	<hr/>
Total noncurrent liabilities	151,182,451
	<hr/>
Total Liabilities	175,087,858

DEFERRED INFLOWS OF RESOURCES

Pension related (Note 5)	35,771
OPEB related (Note 6)	224,341
	<hr/>
Total Deferred Inflows of Resources	260,112

NET POSITION (Note 1L)

Net investment in capital assets	403,239,649
Unrestricted	64,324,957
	<hr/>
Total Net Position	\$467,564,606

See accompanying notes to basic financial statements

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**FOR THE YEAR ENDED JUNE 30, 2019**

OPERATING REVENUES

Fare revenues	\$4,094,540
Other operating revenues	942,335
	5,036,875
Total operating revenues	5,036,875

OPERATING EXPENSES

Public transportation - rail/pathway development:	
Salaries and employee benefits	19,370,737
Capitalized employee costs	(917,612)
Services and supplies	11,336,573
Depreciation (Note 3)	19,033,577
Other charges	203,883
	49,027,158
Total program operating expenses	49,027,158
Operating loss	(43,990,283)

NON-OPERATING REVENUES (EXPENSES)

Sales/Use taxes	41,241,140
State operating assistance	5,000,756
Investment earnings	1,974,246
Miscellaneous revenue	4,174,454
Capital expense passed through to other agencies	(770,156)
Interest expense	(5,591,608)
	46,028,832
Total non-operating revenues, net	46,028,832
Income before capital grants and contributions	2,038,549

CAPITAL GRANTS

State of California	2,883,980
Metropolitan Transportation Commission	4,388,830
Sonoma County Transportation Authority- Measure M	55,249
Federal	21,270,383
Other governmental agencies	8,746,881
	37,345,323
Total capital grants	37,345,323
Change in net position	39,383,872

NET POSITION

Beginning of Year	428,180,734
	428,180,734
End of Year	\$467,564,606
	\$467,564,606

See accompanying notes to basic financial statements



**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Receipts from customers	\$4,094,540
Receipts from others	1,192,911
Payments to suppliers for goods and services	(10,913,707)
Payments to and on behalf of employees	<u>(17,926,790)</u>
Net cash provided (used) by operating activities	<u>(23,553,046)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Investment income received	<u>1,889,662</u>
Net cash provided by investing activities	<u>1,889,662</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>	
Sales tax received	39,192,458
State operating assistance	<u>5,028,743</u>
Net cash provided by noncapital and financing activities	<u>44,221,201</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Acquisition of capital assets	(43,886,802)
Labor costs related to capital projects	(917,612)
Capital grants received restricted for capital purposes	37,503,338
Cash paid on projects on behalf of other governments	(770,156)
Cash receipts for third party infrastructure	4,178,919
Principal payments on long-term debt	(8,365,000)
Interest paid on capital debt	<u>(7,730,850)</u>
Net cash provided (used) by capital and related financing activities	<u>(19,988,163)</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS	2,569,654
CASH AND INVESTMENTS AT BEGINNING OF YEAR	<u>66,879,968</u>
CASH AND INVESTMENTS AT END OF YEAR	<u><u>\$69,449,622</u></u>
<b>RECONCILIATION TO STATEMENT OF NET POSITION</b>	
Cash and Cash Equivalents	\$45,845,925
Restricted cash, cash equivalents, and investments with trustee	<u>23,603,697</u>
Total cash and cash equivalents	<u><u>\$69,449,622</u></u>
<b>RECONCILIATION OF OPERATING LOSS TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:</b>	
Operating loss	(\$43,990,283)
Adjustments to reconcile operating loss to net cash provided by operating activities:	
Depreciation	19,033,577
Changes in operating assets and liabilities:	
Prepaid expenses	(86,517)
Accounts receivable	250,576
Accounts payable and other accrued liabilities	713,266
Compensated absences	91,427
Net post-employment benefits obligation	466,509
Net pension liability and related deferred outflow/inflow of resources	<u>(31,601)</u>
Net cash provided (used) by operating activities	<u><u>(\$23,553,046)</u></u>
<b>NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Amortization of premiums	\$1,999,825
Inventory	(177,237)

See accompanying notes to basic financial statements

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**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. General**

The Sonoma-Marín Area Rail Transit District (SMART or the District) was formed in January 2003 by provisions of the Sonoma-Marín Area Rail Transit District Act, as successor to the Sonoma-Marín Area Rail Transit Commission and the Northwestern Pacific Railroad Authority in the California Counties of Sonoma and Marin. Its purpose, as defined by the State, is to provide for a unified, comprehensive institutional structure for the ownership and governance of a passenger rail system within the Counties of Sonoma and Marin that shall operate in concert with existing freight service that operates upon the same rail line and serves the Counties of Humboldt, Marin, Mendocino, Napa and Sonoma. The District also owns and is constructing additional portions of a multiuse non-motorized pathway within its right-of-way.

SMART is governed by a 12-member Board of Directors consisting of two supervisors each from the counties of Marin and Sonoma, two members from the Golden Gate Bridge, Highway and Transportation District, and six members representing jurisdictions within the SMART District.

**B. Fund Accounting**

SMART uses a proprietary (enterprise) fund to account for its activities. An enterprise fund may be used to report any activity for which a fee is charged to external users for goods or services. Enterprise funds are required for any activity whose principal external revenue sources meet any of the following criteria: (1) issued debt is backed solely by fees and charges, (2) the cost of providing services for any activity (including capital costs such as depreciation or debt service) must be legally recovered through fees or charges, or (3) if the government's policy is to establish activity fees or charges designed to recover the cost of providing services.

**C. Basis of Accounting**

The District's financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. All assets and liabilities associated with the operation of the District are included on the statement of net position. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Sales taxes are recorded when earned and reported as non-operating revenue. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Proprietary funds distinguish operating from nonoperating revenues and expenses. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District are charges for services. Operating expenses for the District include expenses relating to the operating and maintaining passenger railway as well as administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
NOTES TO BASIC FINANCIAL STATEMENTS  
For the Year Ended June 30, 2019**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***D. Cash Equivalents***

The District considers highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. The District's cash and investments in the Sonoma County Treasury Pool (Treasury Pool) are, in substance, demand deposits and are considered cash equivalents.

***E. Investments***

SMART measures its investments at fair value and categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value is a market-based measurement, using observable market transactions or available market information.

***F. Restricted Cash and Investments with Trustee***

Assets whose use is restricted to specific purposes by bond indenture or otherwise are segregated on the statement of net position. These assets are primarily restricted for direct project-related expenses and debt service purposes. Bond interest and redemption represent funds accumulated for debt service payments due in the next twelve months and reserve funds set aside to make up potential future deficiencies. A bond trustee holds these funds.

***G. Receivables***

Receivables consist of amounts owed to SMART by other governmental agencies and the public. Amounts due from other governments are considered fully collectible. Accounts receivable from the public include reimbursements from other entities for services provided or for use of SMART owned assets. An allowance for doubtful accounts receivable is established when, based upon a review of outstanding accounts and the failure of all collection efforts, management determines that collection may not occur.

***H. Compensated Absences***

It is SMART's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. All vacation pay reported in the basic financial statements is accrued when earned. Twenty-five percent of sick leave is payable on termination and is accrued as it is earned.

Employee liabilities as of June 30, 2019 are as follows:

Beginning Balance	\$1,184,650
Additions	(637,937)
Payments	<u>(729,364)</u>
Ending Balance	<u><u>\$1,276,077</u></u>
Current Portion	<u><u>\$729,364</u></u>

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***I. Risk Management***

SMART is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which SMART carries commercial insurance, including, but not limited to, comprehensive railroad liability and other relevant liability policies, automobile, employment and workers compensation policies. In addition, SMART has policies and procedures that ensure appropriate insurance coverage and risk procedures for third-party service providers doing work on behalf of the agency. SMART did not settle any claims that exceeded SMART's insurance coverage during the past three years, nor did it reduce its insurance coverage from the prior year.

***J. Use of Estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

***K. Deferred Inflow/Outflow of Resources***

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expenses) until then.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

***L. Net Position***

Net Position is classified into two components: 1) net investment in capital assets and 2) unrestricted. These classifications are defined as follows:

- *Net investment in capital assets* – This component of net position consists of capital assets, net of accumulated depreciation and is reduced by outstanding debt related to financing the acquisition of capital assets. Deferred outflows of resources and deferred inflows of resources attributable to the acquisition, construction, or improvement of the capital assets or related debt are included in this component of net position.
- *Unrestricted* – This component of net position consists of resources that do not meet the definitions of “restricted” or “net investment in capital assets.”

SMART applies restricted resources first when expenses are incurred for purposes for which both restricted and unrestricted resources are available.



**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

***M. Fair Value Measurements***

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs – other than quoted prices included within level 1 – that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

***N. Implementation of Governmental Accounting Standards Board (GASB) Pronouncements***

**GASB 88 - Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements** – The objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. It requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. This Statement is effective for SMART's fiscal year ending June 30, 2019. See Note 4 for relevant disclosures.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
NOTES TO BASIC FINANCIAL STATEMENTS  
For the Year Ended June 30, 2019**

**NOTE 2 - CASH AND INVESTMENTS**

Cash, cash equivalents, and investments are carried at fair value and are categorized as follows at June 30, 2019:

	Available for Operations	Held by Trustee	Total
Cash equivalent:			
Sonoma County Treasury Pool	\$29,287,942	\$23,603,697	\$52,891,639
Deposits	16,557,983		16,557,983
Total Cash and Investments	<u>\$45,845,925</u>	<u>\$23,603,697</u>	<u>\$69,449,622</u>

**A. *Investments Authorized by the District's Investment Policy***

SMART's pooled cash and investments in the Treasury Pool are invested pursuant to investment policy guidelines established by the Sonoma County Treasurer and approved by the Sonoma County Board of Supervisors. The objectives of the policy are, in order of priority: safety of capital, liquidity, and yield. The policy addresses the soundness of financial institutions in which Sonoma County will deposit funds, types of investment instruments as permitted by the California Government Code 53601, and the percentage of the portfolio that may be invested in certain instruments with longer terms to maturity.

A copy of the Sonoma County investment policy is available upon request from the Sonoma County Auditor-Controller-Treasurer-Tax-Collector's Office at 585 Fiscal Drive, Room 100, Santa Rosa, California, 95403.

**B. *Investments Authorized by Debt Agreements***

The District must maintain required amounts of cash and investments with fiscal agents under the terms of certain debt issues. These funds are unexpended bond proceeds. The California Government Code requires these funds to be invested in accordance with SMART's Policy, bond indentures or State statute. The table below identifies the investment types that are authorized for investments held by fiscal agents. The table also identifies certain provisions of these debt agreements:

Authorized Investment Type	Maximum Maturity	Minimum Credit Quality	Maximum Percentage of Portfolio	Maximum Investment In One Issuer
Certificates of Deposit	360 days	A-1/ P-1	None	None
Bankers Acceptances	360 days	A-1/ P-1	None	None
Commercial Paper	270 days	A-1	None	None
Money Market Mutual Funds	N/A	AAAm	None	None
Repurchase Agreements	N/A	N/A	None	None
Reverse Repurchase Agreements	N/A	N/A	None	None
Municipal Obligations	N/A	N/A	None	None
General Obligations of States	N/A	A 2/A	None	None
Local Agency Investment Fund (LAIF)	N/A	N/A	None	None
Shares in a common law trust	N/A	N/A	None	None
County Pooled Investment	N/A	N/A	None	None

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 2 - CASH AND INVESTMENTS (Continued)**

**C. *Interest Rate Risk***

Interest rate risk is the risk that changes in market interest rates may adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. As a means of limiting its exposure to fair value losses arising from rising interest rates, one of the ways that the Treasury Pool manages its exposure is by purchasing a combination of shorter term and longer term investments, and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturing evenly over time as necessary to provide the liquidity needed for operations.

**D. *Credit Risk***

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Treasury Pool does not have a rating provided by a nationally recognized statistical rating organization.

**E. *Custodial Credit Risk***

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Treasury Pool's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits and securities lending transactions:

- The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by depository regulated under state law. The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure SMART deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. SMART's cash deposits at the Bank of Marin are secured by at least 110% government issued securities.
- The California Government Code limits the total of all securities lending transactions to 20% of the fair value of the investment portfolio.

With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as the Treasury Pool).

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 2 - CASH AND INVESTMENTS (Continued)**

**F. Concentration of Credit Risk**

SMART's Investment Policy contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. SMART was invested in the Treasury Pool and the Bank of Marin at June 30, 2019. For a listing of investments in any one issuer (other than U.S. Treasury securities, mutual funds, or external investment pools) that represent 5% or more of total Treasury Pool, refer to the 2019 Sonoma County Comprehensive Annual Financial Report.

**G. Fair Value Hierarchy**

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The District only invests in the Sonoma County Treasury Pool which is exempt from the fair value hierarchy.

**NOTE 3 - CAPITAL ASSETS**

Capital assets are recorded at historical cost or at estimated historical cost if actual historical cost is not available. Donated capital assets are recorded at their acquisition value at the date of donation. Capital assets include land, construction in progress, infrastructure (tracks & rails, switches, fencing, tunnels, bridges, and road crossings), buildings and improvements, and equipment. It is SMART's policy to capitalize qualifying machinery and equipment with an initial cost of more than \$5,000, land and buildings with an initial cost of more than \$25,000, infrastructure and intangible assets with an initial cost of more than \$100,000, and an estimated useful life in excess of one year.

Infrastructure and buildings and improvements are being depreciated using the straight-line method over their estimated useful lives of 20 to 99 years. Equipment is depreciated using the straight-line method over their estimated useful lives of 5 years. Computer equipment, which on the financial statements is included in equipment, is being depreciated using the straight-line method over 5 years based on commonly used governmental computer technology standards.

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 3 - CAPITAL ASSETS (Continued)**

Capital assets comprised the following at June 30, 2019:

	Balance June 30, 2018	Additions	Transfers	Balance June 30, 2019
Capital assets not being depreciated:				
Land	\$43,518,988		\$13,426	\$43,532,414
Intangible assets	20,770			20,770
Construction in progress	22,306,954	\$44,090,039	(1,072,273)	65,324,720
Total capital assets not being depreciated	65,846,712	44,090,039	(1,058,847)	108,877,904
Capital assets being depreciated:				
Infrastructure	428,606,660		113,602	428,720,262
Buildings and improvements	24,868,302			24,868,302
Equipment and vehicles	2,589,906		945,245	3,535,151
Revenue vehicles	42,833,647			42,833,647
Intangible assets	387,672			387,672
Total capital assets being depreciated	499,286,187		1,058,847	500,345,034
Less accumulated depreciation for:				
Infrastructure	(41,542,100)	(16,436,049)		(57,978,149)
Buildings and improvements	(2,583,666)	(650,949)		(3,234,615)
Equipment	(1,275,615)	(464,930)		(1,740,545)
Revenue vehicles	(1,427,789)	(1,427,788)		(2,855,577)
Intangible assets	(29,542)	(53,861)		(83,403)
Total accumulated depreciation	(46,858,712)	(19,033,577)		(65,892,289)
Total capital assets being depreciated, net	452,427,475	(19,033,577)	1,058,847	434,452,745
Capital assets, net	\$518,274,187	\$25,056,462		\$543,330,649

SMART recognized \$19 million in depreciation expense for assets previously placed in service.

**NOTE 4 – LONG TERM DEBT**

In December 2011, the District issued \$190,145,000 in variable rate Measure Q Sales Tax Revenue Bonds Series 2011A (Initial Series 2011A Bonds). The Initial Series 2011A Bonds had an initial term of 1% until January 10, 2013. Although the Initial Series 2011A Bonds had a maturity date of March 1, 2029, they had certain provisions that allowed SMART to remarket them. In May 2012, SMART successfully remarketed the Initial Series 2011A Bonds and raised \$199,172,032 (Remarketed Series 2011A Bonds). The Remarketed Series 2011A Bonds were issued to finance the construction of the initial phase of a passenger rail system and adjacent multi-use pathway from Santa Rosa, California to San Rafael, California. The fixed rate Remarketed Series 2011A Bonds will bear interest between 2-5% and mature by March 1, 2029.



**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 4 – LONG TERM DEBT (Continued)**

Long-term debt activity for the year ended June 30, 2019 was as follows:

	Original Issue Amount	Balance June 30, 2018	Retirements	Balance June 30, 2019	Amount due within one year
<b>Bonds Payable:</b>					
Remarketed Series 2011A					
2.00-5.00%, due 3/1/2029	\$170,725,000	\$154,665,000	\$8,365,000	\$146,300,000	\$9,435,000
Unamortized bond premium	19,371,688	<u>12,863,327</u>	<u>1,999,825</u>	<u>10,863,502</u>	
Total long-term debt, net		<u>\$167,528,327</u>	<u>\$10,364,825</u>	<u>\$157,163,502</u>	<u>\$9,435,000</u>

The total projected Measure Q Sales Tax revenue, as reported in the 2014 Measure Q Strategic Plan, is expected to approximate \$756.6 million over the 20 year life of the tax, which is sufficient to repay the estimated debt service, including interest. The Measure Q Sales Tax revenue recognized during the fiscal year ended June 30, 2019 was \$41,241,140 whereas debt service on the Measure Q bonds was \$16,095,850 for the fiscal year ended June 30, 2019.

The following table presents the District's aggregate annual amount of principal and interest payments required to amortize the outstanding debt as of June 30, 2019:

For The Year Ending June 30	Principal	Interest
2020	9,435,000	7,312,600
2021	10,565,000	6,840,850
2022	11,745,000	6,315,000
2023	12,990,000	5,727,750
2024 - 2028	85,855,000	17,543,750
2029	<u>15,710,000</u>	<u>785,500</u>
	<u>146,300,000</u>	<u>\$44,525,450</u>
Plus: Unamortized Bond Premium	<u>10,863,502</u>	
	<u>\$157,163,502</u>	

If an event of default shall occur and be continuing, SMART shall immediately transfer to the Trustee all revenue held by it and the Trustee shall apply all revenue and any other funds then held or thereafter received by the Trustee under any of the provisions of the indenture to protect the interests of the Holders of the Bonds.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 5 – PENSION PLANS**

**A. *General Information about the Pension Plans***

SMART has contracts with the California Public Employees' Retirement System (CalPERS) for purposes of providing a defined pension benefit plan for its employees, defined by CalPERS as the "Miscellaneous Plan." SMART currently has different pension tiers, depending on an employee's hire date. For all employees hired before June 1, 2012, SMART is part of CalPERS cost-sharing multiple-employer plan known as the "Miscellaneous 2.0% at 55 Risk Pool" whereby the benefit obligations are pooled. There are two tiers of employee within this pool. The CalPERS reporting system does not track Tier 2, which contains three employees, separately. Therefore the liability for this tier is tracked under the Miscellaneous 2.0% at 55 Risk Pool. For employees hired on June 1, 2012, and through December 31, 2012, SMART is part of the "Miscellaneous 2% at 60 Risk Pool." As of January 2013, all new employees were subject to California's Public Employees' Pension Reform Act of 2013 (PEPRA), which mandates a "Miscellaneous 2% at 62 Plan." In December 2016, SMART approved a contract with CalPERS for the creation of a new Safety 2.7% at 57 Plan. SMART has only one full-time position eligible for this Tier. For each pool, an actuarial valuation is performed covering all participants, all employers contribute at the same rate, and all plan assets are available to pay plan benefits pertaining to the employees and retirees of any employer.

***Plan Descriptions*** – All full-time and certain other qualifying employees of the District are eligible to participate in CalPERS, a cost-sharing multiple-employer Miscellaneous or Safety plan (the Plans). CalPERS acts as a common investment and administrative agent for various local and state governmental agencies within the State of California. CalPERS provides retirement, disability, and death benefits based on the employee's years of service, age and final compensation. Employees vest after five years of service. Benefit provisions and other requirements are established by State statute and by District resolution.

***Benefits Provided*** – Through CalPERS, SMART provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees, and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. The death benefit provided by SMART is the 1959 Survivor Benefit. The cost of living adjustments for the plan are applied as specified by the Public Employees' Retirement Law.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 5 – PENSION PLANS (Continued)**

The Plans' provisions and benefits in effect at June 30, 2019, are summarized as follows:

	<u>Miscellaneous</u>			
	<u>Tier I</u>	<u>Tier II</u>	<u>Tier III</u>	<u>PEPRA</u>
	Prior to September 1, 2011	On or after September 1, 2011	On or after June 2, 2012	On or after January 1, 2013
Hire date				
Benefit formula	2% @ 55	2% @ 55	2% @ 60	2% @ 62
Benefit vesting schedule	5 years service	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life	monthly for life
Retirement age	55	55	60	62
Monthly benefits, as a % of eligible compensation	1.426%-2.418%	1.426%-2.418%	1.092%-2.418%	1.000%-2.500%
Required employee contribution rates	7%*	7%	7%	6.25%
Required employer contribution rates	8.892%	8.892%	7.634%	6.842%

\*SMART pays employee share

	<u>Safety</u>
	<u>PEPRA</u>
	On or after January 1, 2013
Hire date	
Benefit formula	2.7% @ 57
Benefit vesting schedule	5 years service
Benefit payments	monthly for life
Retirement age	50
Monthly benefits, as a % of eligible compensation	2.0%-2.7%
Required employee contribution rates	11.5%
Required employer contribution rates	12.141%

**Contributions** – The Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2019, the contributions recognized as part of pension expense for the Plans were as follows:

	<u>Safety</u>	<u>Miscellaneous</u>
Contributions - employer	\$23,680	\$910,518

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 5 – PENSION PLANS (Continued)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions**

As of June 30, 2019, the District reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous Plans	\$870,184
Safety Plans	709
	\$870,893

The District's net pension liability is measured as the proportionate share of the net pension liability of the cost-sharing plan. The net pension liability of each of the Plan is measured as of June 30, 2018, and the total pension liability for each of the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017 rolled forward to June 30, 2018 using standard update procedures. The District's proportion of the net pension liability was actuarially determined at the valuation date.

The District's proportionate share of the net pension liability for the Plan as of June 30, 2017 and 2018 was as follows:

	Miscellaneous
Proportion - June 30, 2017	0.02376%
Proportion - June 30, 2018	0.02309%
Change - Increase (Decrease)	-0.00067%
	Safety
Proportion - June 30, 2017	0.00000%
Proportion - June 30, 2018	0.00001%
Change - Increase (Decrease)	0.00001%

For the year ended June 30, 2019, the District recognized a pension expense of \$726,205.

At June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to the Miscellaneous Plan from the following sources:

	Miscellaneous	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$910,518	
Differences between actual and expected experience	33,387	(\$11,362)
Changes in assumptions	99,204	(24,313)
Net differences between projected and actual earnings on plan investments	4,302	
Net Change in proportion and differences between actual contributions and proportionate share of contributions	1,054,216	-
Total	\$2,101,627	(\$35,675)

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 5 – PENSION PLANS (Continued)**

At June 30, 2019, the District reported \$934,198 as deferred outflows of resources related to contributions paid subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Miscellaneous Plan	
Year Ended June 30	Annual Amortization
2020	\$605,123
2021	451,249
2022	106,890
2023	(7,828)
Total	\$1,155,434

At June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to the Safety Plan from the following sources:

	Safety	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$23,680	
Differences between actual and expected experience	15	
Changes in assumptions	70	(\$9)
Net differences between projected and actual earnings on plan investments	5	
Net Change in proportion and differences between actual contributions and proportionate share of contributions		(87)
Total	\$23,770	(\$96)

At June 30, 2019, the District reported \$23,680 as deferred outflows of resources related to contributions paid subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Safety Plan	
Year Ended June 30	Annual Amortization
2020	\$34
2021	8
2022	(43)
2023	(5)
Total	(\$6)



**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
NOTES TO BASIC FINANCIAL STATEMENTS  
For the Year Ended June 30, 2019**

**NOTE 5 – PENSION PLANS (Continued)**

**Actuarial Assumptions** – The total pension liabilities was determined using the following actuarial assumptions:

	All Plans
Valuation Date	June 30, 2017
Measurement Date	June 30, 2018
Actuarial Cost Method	Entry-Age Normal in accordance with the requirements of GASB Statement No. 68
<b>Actuarial Assumptions:</b>	
Discount Rate	7.15%
Inflation	2.50%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table <sup>(1)</sup>	Derived using CalPers Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.00% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter

(1) The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

**Change of Assumptions** – For the measurement date of June 30, 2018, the inflation rate reduced from 2.75% to 2.50%.

**Discount Rate** – The discount rate used to measure the total pension liability for each Plan was 7.15%. The projection of cash flows used to determine the discount rate for each Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, each Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members for all plans in the PERF. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability for each Plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 5 – PENSION PLANS (Continued)**

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class (a)	New Strategic Allocation	Real Return Years 1 - 10(b)	Real Return Years 11+(c)
Global Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Sensitive	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Estate	13.0%	3.75%	4.93%
Liquidity	1.0%	0.00%	-0.92%
Total	<u>100%</u>		

(a) In the CalPERS CAFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.

(b) An expected inflation of 2.0% used for this period.

(c) An expected inflation of 2.92% used for this period.

***Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate*** – The following presents the District's proportionate share of the net pension liability of the Plans as of the measurement date, calculated using the discount rate of 7.15 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15 percent) or 1 percentage-point higher (8.15 percent) than the current rate:

	Miscellaneous	Safety
1% Decrease	6.15%	6.15%
Net Pension Liability	\$1,836,919	\$5,269
Current Discount Rate	7.15%	7.15%
Net Pension Liability	\$870,184	\$709
1% Increase	8.15%	8.15%
Net Pension Liability (Asset)	\$72,160	(\$3,028)

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
NOTES TO BASIC FINANCIAL STATEMENTS  
For the Year Ended June 30, 2019**

**NOTE 5 – PENSION PLANS (Continued)**

*Pension Plan Fiduciary Net Position* – CalPERS issues a separate comprehensive annual financial report, copies of which may be obtained from the CalPERS Executive Offices, Lincoln Plaza East, 400 Q Street, Sacramento, California 95814.

**NOTE 6 – OTHER POST- EMPLOYMENT HEALTH CARE BENEFITS (OPEB)**

**A. General Information about the District’s Other Post Employment Benefit (OPEB) Plan**

By SMART Board of Directors resolution, SMART will provide certain health care benefits for retired employees under third-party insurance plans. The District’s Post Employment Benefit Plan is a single-employer defined benefit plan. Employees become eligible to retire and receive healthcare benefits upon reaching retirement age with at least 5 years of service or being converted to disability, retiring directly from the District, and continue participating in Public Employees’ Medical and Hospital Care Act (PEMHCA) after retirement. The PEMHCA minimum benefit was \$133 per month in 2018, and is \$136 per month in 2019. As of June 30, 2019, there were two retiree receiving OPEB benefits.

*Employees Covered by Benefit Terms* – Membership in the plan consisted of the following at the measurement date of June 30, 2018:

Active employees	106
Inactive employees or beneficiaries currently receiving benefit payments	1
Inactive employees entitled to but not yet receiving benefit payments	0
Total	107

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
NOTES TO BASIC FINANCIAL STATEMENTS  
For the Year Ended June 30, 2019**

**NOTE 6 – OTHER POST- EMPLOYMENT HEALTH CARE BENEFITS (OPEB) (Continued)**

**B. Total OPEB Liability**

**Actuarial Methods and Assumptions** – The District’s total OPEB liability was measured as of June 30, 2018 and the total OPEB liability was determined by an actuarial valuation dated July 1, 2017 that was rolled forward using standard update procedures to determine the \$1,995,295 total OPEB liability as of June 30, 2018, based on the following actuarial methods and assumptions:

	Actuarial Assumptions
Valuation Date	July 01, 2017
Measurement Date	June 30, 2018
Actuarial Cost Method	Entry Age actuarial cost method
Actuarial Assumptions:	
Discount Rate	3.56% at June 30 2017, and 3.62% at June 30 2018. Since the benefits are not funded, the discount rate is equal to the 20-year bond rate.
20 Year Bond Rate	SMART has chosen to use the "Fidelity General Obligation AA" as its 20-year bond rate. That Index was 3.56% at June 30 2017, and 3.62% at June 30
Premium Increases	Medical Premiums and PEMHCA minimum are assumed to increase as follows: 2020-2023 to 4%, 2024-2027 to 4.5%, 2028 and later to 5.0%.
Payroll Growth	Total payroll is assumed to increase 3.0% per year in the future.
Mortality Rate	Rates are taken from 2014 CalPERS OPEB Assumption Model.
Retirement	Rates are taken from 2014 CalPERS OPEB Assumption Model for miscellaneous public employees with 2% at age 55, 2% at 60, or 2% at 62 retirement formula, depending on which the employee has now.
Coverage Elections	80% of future eligible retired employees are assumed to participate in this program. Employees with no current medical coverage are assumed to elect Kaiser employee-only coverage upon retirement.
Turnover (withdrawal)	Likelihood of termination within the next year is taken from the 2014 CalPERS OPEB Assumptions Model, rates for Public Miscellaneous employees.
Inflation	Long-term inflation is assumed to be 2.75% per year.
Age-Specific Medical Claims	The estimated per person medical claims (true cost of coverage) during the 2017-18 fiscal year are as follows: Ages 40, 45, 50, 55, 60, 64 amount per age respectfully are \$7,581; \$9,168; \$11,326; \$13,968; \$16,281; \$17,468.

**C. Changes in Total OPEB Liability**

The changes in the total OPEB liability follows:

	<b>Total OPEB Liability</b>
Balance at June 30, 2017	\$1,532,175
Changes Recognized for the Measurement Period:	
Service cost	438,273
Interest on the total OPEB liability	54,494
Differences between expected and actual experience	0
Changes of assumptions	(26,755)
Benefit payments	(2,891)
Net changes	463,121
Balance at June 30, 2018 (Measurement Date)	\$1,995,296

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 6 – OTHER POST- EMPLOYMENT HEALTH CARE BENEFITS (OPEB) (Continued)**

**D. Sensitivity of the Total OPEB Liability to Changes in the Discount Rate and Healthcare Cost Trend Rates**

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower 2.62% or 1-percentage-point higher 4.62% than the current discount rate:

Total OPEB Liability/(Asset)		
Discount Rate -1%	Discount Rate	Discount Rate +1%
2.62%	3.62%	4.62%
\$2,507,891	\$1,995,296	\$1,609,092

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower 3% to 4% or 1-percentage-point higher 5% to 6% than the current healthcare cost trend rates:

Total OPEB Liability/(Asset)		
1% Decrease	Healthcare Cost Trend Rates	1% Increase
3% to 4%	4% to 5%	5% to 6%
\$1,589,935	\$1,995,296	\$2,532,125

**E. OPEB Expenses and Deferred Outflows/Inflows of Resources Related to OPEB**

For the year ended June 30, 2019, the District recognized OPEB expense of \$469,874. At June 30, 2019, the District reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date	\$1,021	
Differences between actual and expected experience		
Net difference between projected and actual earnings on OPEB plan investments		
Changes of assumptions		\$224,341
Total	\$1,021	\$224,341



**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2019**

**NOTE 6 – OTHER POST- EMPLOYMENT HEALTH CARE BENEFITS (OPEB) (Continued)**

The \$1,021 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as part of OPEB expense as follows:

Year Ended June 30	Annual Amortization
2020	(\$22,893)
2021	(22,893)
2022	(22,893)
2023	(22,893)
2024	(22,893)
Thereafter	(109,876)
Total	<u><u>(\$224,341)</u></u>

**NOTE 7 - COMMITMENTS**

**A. Lease Commitments**

SMART's future noncancellable lease payments are:

Year Ending June 30	Minimum Lease Payment
2020	438,508
2021	448,966
2022	456,363
2023	73,582
Total	<u><u>\$1,417,419</u></u>

**B. Purchase Commitments**

At June 30, 2019, SMART had outstanding purchase and contract commitments for the rail and pathway project of \$38,775,387.

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**REQUIRED SUPPLEMENTARY INFORMATION**

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**Miscellaneous and Safety Cost Sharing Multiple-Employer Defined Pension Plan**  
As of fiscal year ending June 30, 2019  
Last 10 Years\*  
**SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**

	<b>Miscellaneous Plan</b>				
	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Measurement Period	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018
Plan's proportion of the Net Pension Liability (Asset)	0.01018%	0.02376%	0.02136%	0.02376%	0.02309%
Plan's proportion share of the Net Pension Liability (Asset)	\$633,530	\$585,152	\$742,146	\$936,778	\$870,893
Covered Payroll	3,073,231	3,572,374	6,017,592	9,930,773	11,175,297
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	20.61%	16.38%	12.33%	9.43%	7.79%
Plan's Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	79.82%	78.40%	74.06%	73.31%	75.26%
	<b>Safety Plan **</b>				
	<b>2019</b>				
Measurement Period	6/30/2018				
Plan's proportion of the Net Pension Liability (Asset)	0.00001%				
Plan's proportion share of the Net Pension Liability (Asset)	\$709				
Covered Payroll	\$180,138				
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	0.39%				
Plan's Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	75.26%				

\* - Fiscal year 2015 was the first year of implementation.

\*\* - Fiscal year 2019 was the first year that Safety Plan information was available.

**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**Cost Sharing Multiple-Employer Defined Pension Plan**  
As of fiscal year ending June 30, 2018  
Last 10 Years\*  
**SCHEDULE OF CONTRIBUTIONS**

Fiscal Year	Miscellaneous				
	2015	2016	2017	2018	2019
Actuarially determined contribution	\$347,672	\$409,897	\$699,783	\$747,878	\$910,518
Contributions in relation to the actuarially determined contributions	(347,672)	(477,840)	(699,783)	(747,878)	(910,518)
Contribution deficiency (excess)	-	(\$67,943)	-	-	-
Covered payroll	\$3,572,374	\$6,017,592	\$9,930,773	\$11,175,297	\$12,916,529
Contributions as a percentage of covered payroll	9.73%	7.94%	7.05%	6.69%	7.05%

Fiscal Year	Safety Plan **	
	2019	
Actuarially determined contribution	\$23,680	
Contributions in relation to the actuarially determined contributions	(347,672)	
Contribution deficiency (excess)	-	
Covered payroll	\$195,041	5610.40
Contributions as a percentage of covered payroll	178.26%	

**Notes to Schedule Contributions**

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Entry-Age Normal Cost in accordance with the requirements of GASB Statement No.68
Actual Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Payroll Growth	Varies by Entry Age and Service
Investment Rate of Return	7.15% (1)
Mortality	Derived using CalPERS Membership Data for all Funds (2)

(1) Net of pension plan investment expenses, including inflation

(2) The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the CalPERS 2017 experience study report available on CalPERS website.

\* Fiscal year 2015 was the first year of implementation, therefore only three years are shown.

\*\*-. Fiscal year 2019 was the first year that Safety Plan information was available.



**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT  
SINGLE EMPLOYER PLAN  
SCHEDULE OF CHANGES IN THE TOTAL OPEB LIABILITY AND RELATED RATIOS**

Last 10 fiscal years\*

<b>Measurement Date</b>	<u><b>6/30/17</b></u>	<u><b>6/30/18</b></u>
<b>Total OPEB Liability</b>		
Service Cost	\$478,730	\$438,273
Interest	36,782	54,494
Changes of benefit terms		
Differences between expected and actual experience		
Changes of assumptions	(241,085)	(26,755)
Benefit payments	<u>(3,801)</u>	<u>(2,891)</u>
<b>Net change in total OPEB liability</b>	270,626	463,121
<b>Total OPEB liability - beginning</b>	<u>1,261,549</u>	<u>1,532,175</u>
<b>Total OPEB liability - ending</b>	<u><u>\$1,532,175</u></u>	<u><u>\$1,995,296</u></u>
Covered payroll	<u><u>\$9,930,773</u></u>	<u><u>\$11,175,297</u></u>
Total OPEB liability as a percentage of covered payroll	-15.43%	-17.85%

\* Fiscal year 2018 was the first year of implementation.

**STATISTICAL SECTION**

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## STATISTICAL SECTION

This part of the District's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the District's overall financial health. In contrast to the financial section, the statistical section information is not subject to independent audit.

### ***Financial Trends***

These schedules contain trend information to help the reader understand how the District's financial performance and well-being have changed over time.

- Table 1- Net Position by Component
- Table 2- Changes in Net Position
- Table 3- Non-Capital Expenditures by Category

### ***Revenue Capacity***

These schedules contain information to help the reader assess the District's most significant revenue source, capital grants and contributions. Also included in this section is current information on the District's ongoing significant source of revenues, the sales tax.

- Table 4- General Revenue by Source
- Table 5- Revenue Base and Revenue Rate
- Table 6- Overlapping Governments and Sales Tax Rates
- Table 7- Principal Revenue Payers

### ***Debt Capacity***

These schedules present information to help the reader assess the affordability of the District's current levels of outstanding debt and the District's ability to issue additional debt in the future.

- Table 8- Debt Service Coverage – Pledged Sales Tax Revenue
- Table 9- Ratios of Outstanding Debt

### ***Demographic and Economic Information***

These schedules offer demographic and economic indicators to help the reader understand the environment within which the District's financial activities take place.

- Table 10- Demographic and Economic Statistics
- Table 11- Principal Employers

### ***Operating Information***

These schedules contain service and infrastructure data to help the reader understand how the information in the District's financial report relates to the services the District provides and the activities it performs.

- Table 12- Operating Information
- Table 13- Employees – Full-Time Equivalent

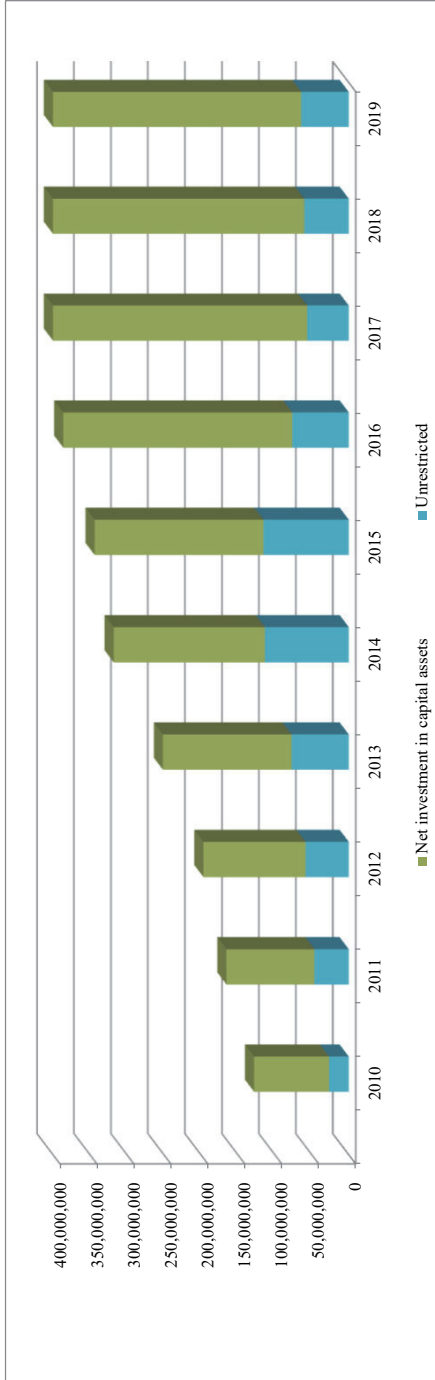
### ***Sources***

Unless otherwise noted, the information in these schedules is derived from the Comprehensive Annual Financial Reports for the relevant year.

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Table 1  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NET POSITION BY COMPONENT**  
 Last Ten Fiscal Years



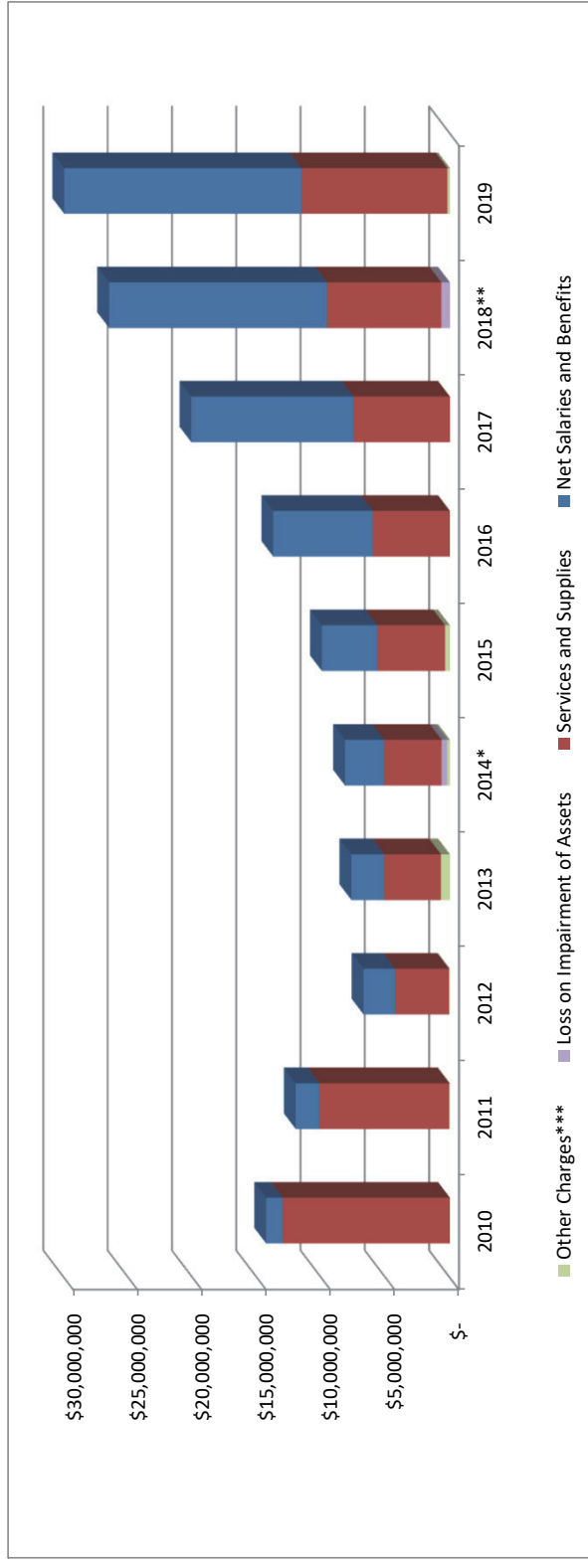
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Net investment in capital assets	\$101,247,802	\$118,948,132	\$137,997,431	\$173,996,072	\$204,389,312	\$228,244,612	\$309,724,259	\$353,088,871	\$367,957,650	\$403,239,649
Unrestricted	26,788,017	46,507,406	58,533,319	77,347,530	113,506,183	115,465,740	76,452,056	56,226,336	60,223,084	64,324,957
<b>Total net position</b>	<b>\$128,035,819</b>	<b>\$165,455,538</b>	<b>\$196,530,750</b>	<b>\$251,343,602</b>	<b>\$317,895,495</b>	<b>\$343,710,352</b>	<b>\$386,176,315</b>	<b>\$409,315,207</b>	<b>\$428,180,734</b>	<b>\$467,564,606</b>

**Table 2**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**CHANGES IN NET POSITION**  
**Last Ten Fiscal Years**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Operating Revenues:</b>										
Operating Revenue	\$564,502	\$635,670	\$650,877	\$597,880	\$840,586	\$640,249	\$529,191	\$588,402	\$4,025,111	\$5,036,875
Total Operating Revenues	564,502	635,670	650,877	597,880	840,586	640,249	529,191	588,402	4,025,111	5,036,875
<b>Operating Expenses:</b>										
Public transportation - rail/pathway development:										
Net salaries and employee benefits	1,330,192	1,831,476	2,597,001	2,683,628	3,041,027	4,303,358	7,736,893	12,610,874	16,950,114	18,453,125
Services and supplies	13,000,858	10,097,972	4,179,668	4,772,700	4,466,562	5,275,106	5,998,630	7,498,986	8,877,465	11,336,573
Depreciation	420,488	472,061	4,527,575	4,527,575	4,473,500	4,575,530	4,610,295	4,716,779	17,800,126	19,033,577
Bad Debt	1,725				433,295				671,378	0
Loss on impairment of assets	3,180	53,471	76,671	700,783	215,922	380,000	7,541	212	954	203,883
Other charges	14,756,443	12,454,980	11,380,915	12,684,686	12,630,306	14,533,994	18,353,359	24,826,851	44,300,037	49,027,158
Total Operating Expenses	(14,191,941)	(11,819,310)	(10,730,038)	(12,086,806)	(11,789,720)	(13,893,745)	(17,824,168)	(24,238,449)	(40,274,926)	(43,990,283)
Operating loss										
<b>Nonoperating Revenues (Expenses):</b>										
Sales/Use taxes	24,059,929	26,826,843	28,303,501	30,435,753	32,473,329	33,845,426	34,776,012	36,061,895	37,135,476	41,241,140
State operating assistance	93,215	192,500	437,618	1,495,066	1,182,159	1,384,557	585,178	366,748	3,701,366	5,000,756
Investment earnings									724,313	1,974,246
Sale of contract option										
Capital expense passed through to other agencies	38,445	46,400	26,236	62,178	65,638	(1,557,743)	(295,894)	(62,636)	(3,778,891)	(770,156)
Miscellaneous revenue			(1,117,492)	(5,328,770)	(4,420,558)	(2,761,502)	(805,558)	(1,164,558)	(5,819,778)	(5,591,608)
Interest expense										
Total Nonoperating Revenues	24,191,589	27,824,568	27,649,863	26,664,227	29,300,568	30,960,089	36,524,072	35,640,088	34,198,994	46,028,832
Income before capital contributions	9,999,648	16,005,258	16,919,825	14,577,421	17,510,848	17,066,344	18,699,904	11,401,639	(6,075,932)	2,038,549
<b>Capital grants and contributions:</b>										
State of California	12,810,517	9,787,099	8,148,143	24,130,596	4,295,318	3,381	284,094	458,549	837,950	2,883,980
Metropolitan Transportation Commission	1,871,307	6,046,018	4,541,421	35,500,504	7,119,973	7,119,973	2,683,108	5,007,846	9,939,309	4,388,830
Sonoma County Transportation Authority			4,594,099	5,758,121	5,136,487	35,358	47,780	33,440	356,219	55,249
Federal Grants		1,960,000	1,203,349	6,021,838	2,562,581	500,595	3,779,595	2,750,431	9,450,100	21,270,383
Other governmental agencies	18,456,229	3,621,344	209,796	666,592	1,543,983	1,534,698	749,376	3,036,898	4,357,881	8,746,881
Donated asset							16,222,106	1,116,726		
Total Capital Contributions	33,138,053	21,414,461	14,155,387	41,118,568	49,038,873	9,194,005	23,766,059	12,403,890	24,941,459	37,345,323
Change in net position	\$43,137,701	\$37,419,719	\$31,075,212	\$55,695,989	\$66,549,721	\$26,260,349	\$42,465,963	\$23,805,529	\$18,865,527	\$39,383,872

Source: SMART's basic financial statements.

**Table 3**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**NON-CAPITAL EXPENSE BY CATEGORY**  
**Last Ten Fiscal Years**



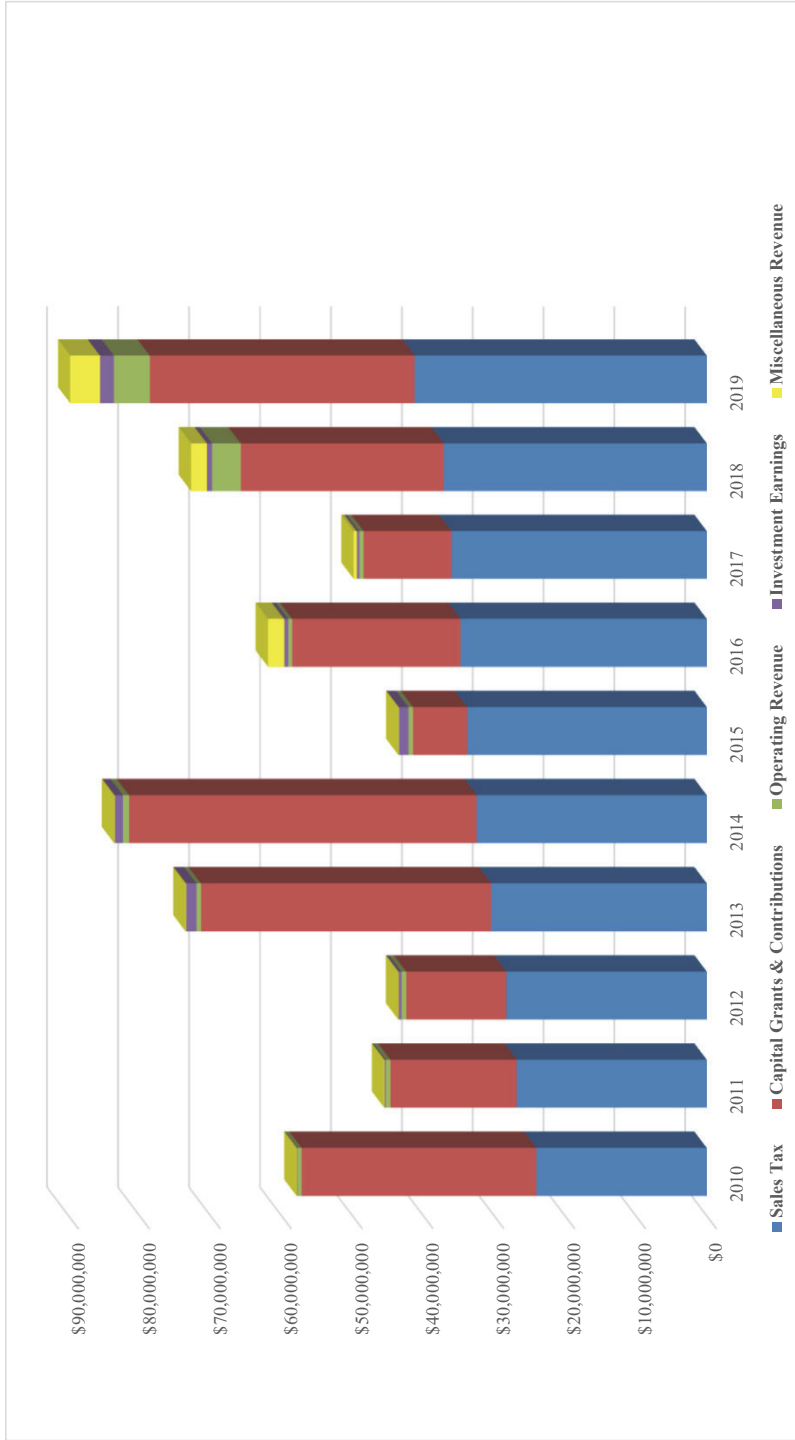
Source: Sonoma-Marina Area Rail Transit District Audit Reports

\*2014 is the first year that the District presented financial reports in an enterprise format

\*\*2018 is the first year of Operations; Other Charges Net of Non-cash adjustments

\*\*\* Other charges adjusted for non-cash transactions beginning 2018

**Table 4**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**GENERAL REVENUE BY SOURCE**  
**Last Ten Fiscal Years**



Source: Sonoma-Marina Area Rail Transit District Financial Reports

**Table 5**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**REVENUE BASE AND REVENUE RATE**  
**Last Ten Fiscal Years**

Fiscal Year	SMART Sales Tax Rate	Total Sales Tax Revenue	Marin County Total Taxable Sales (In Thousands)	Sonoma County Total Taxable Sales (In Thousands)	SMART District Total Taxable Sales (In Thousands)
2010	0.25%	\$ 24,059,929	\$ 3,751,474	\$ 6,321,094	\$ 10,072,568
2011	0.25%	26,826,843	3,928,074	6,701,426	10,629,500
2012	0.25%	28,303,501	4,185,542	7,152,875	11,338,417
2013	0.25%	30,435,753	4,500,247	7,711,052	12,211,299
2014	0.25%	32,473,329	4,769,878	8,264,339	13,034,217
2015	0.25%	33,845,426	4,957,364	8,626,295	13,583,659
2016	0.25%	34,776,012	5,091,014	8,843,184	13,934,198
2017	0.25%	36,061,895	5,004,443	9,154,084	14,158,526
2018	0.25%	37,135,476	5,343,038	9,444,873	14,787,910
2019	0.25%	\$ 41,241,140	\$ 5,454,389	\$ 9,966,334	\$ 15,420,723

Source: California Department of Tax and Fee Administration

**Table 6**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**OVERLAPPING GOVERNMENTS AND SALES TAX RATES**  
**Last Eight Fiscal Years\***

<b>Marin County</b>					
Fiscal Year	State(a)	City	County(b)	SMART(d)	Total
2012	7.25%	0 to 0.50%	0.50%	0.25%	8% to 9%
2013	7.50%	0 to 0.50%	0.50%	0.25%	8% to 9%
2014	7.50%	0 to 0.50%	0.75%	0.25%	8.5% to 9%
2015	7.50%	0 to 0.50%	0.75%	0.25%	8.5% to 9%
2016	7.50%	0 to 0.50%	0.75%	0.25%	8.5% to 9%
2017	7.25%	0 to 0.75%	0.75%	0.25%	8.25% to 9%
2018	7.25%	0 to 0.75%	0.75%	0.25%	8.25% to 9%
2019	7.25%	0 to 0.75%	0.75%	0.25%	8.25% to 9%

<b>Sonoma County</b>					
Fiscal Year	State(a)	City	County( c)	SMART(d)	Total
2012	7.25%	0 to 0.50%	0.50%	0.25%	8.25% to 8.5%
2013	7.50%	0 to 0.50%	0.50%	0.25%	8.25% to 8.5%
2014	7.50%	0 to 0.75%	0.50%	0.25%	8.25% to 9%
2015	7.50%	0 to 0.75%	0.50%	0.25%	8.25% to 9%
2016	7.50%	0 to 0.75%	0.50%	0.25%	8.25% to 9%
2017	7.25%	0 to 1.00%	0.625%	0.25%	8.125% to 9.125%
2018	7.25%	0 to 1.00%	0.625%	0.25%	8.125% to 9.125%
2019	7.25%	0 to 1.00%	0.880%	0.25%	8.25% to 9.25%

FY2012 First Year SMART began compiling statistical data

*The cities within each county sales tax varies and they are combined to create this chart.*

(a) Statewide sales and use tax rate increased 0.25% on January 1, 2013, and decrease by 0.25% on January 1, 2017

(b) Marin Parks/Open Space/Farmland Preservation Transactions and Use Tax (0.25%, effective 04-01-13) and Transportation Authority of Marin County (0.50%, effective 04-01-05)

(c) Sonoma County Transportation Authority (0.25%, 04-01-05), Sonoma County Agricultural Preservation & Open Spa District Transactions and Use Tax (0.25%, 04-01-11), Sonoma County Library Maintenance, Restoration, Enhancement Act (0.125%, 4-1-17), Sonoma County Parks and Safety Transactions (0.25%, 04-01-19)

(d) SMART sales tax effective April 1, 2009

Source: California State Board of Equalization, California City & County Sales & Use Tax Rates , District Taxes, Rates, and Effective Dates (CDTFA-105)



**Table 7**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**PRINCIPAL REVENUE PAYERS**

	Fiscal Year 2019**		Fiscal Year 2011*	
	Percentage	Total Receipts	Percentage	Total Receipts
<b>Principal Revenue Payers: Sales Tax Generators</b>				
General Retail	27.8%	\$ 11,958,307	30.5%	\$ 7,978,547
Auto and Other Transportation	20.7%	8,928,732	21.4%	5,597,576
Food & Beverage Products	19.1%	8,229,575	19.0%	4,972,020
Business to Business	17.2%	7,405,134	15.9%	4,156,846
Construction Related	12.4%	5,317,838	10.7%	2,796,876
Miscellaneous	2.8%	1,214,355	2.5%	654,932
<b>Totals</b>	<b>100%</b>	<b>\$ 43,053,941</b>	<b>100%</b>	<b>\$ 26,156,797</b>

\*First available year of SMART sales tax payer analysis

\*\*Based on Analysis by MuniServices, Categorizations and Totals May Differ from BOE/Audited Data

**Table 8**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**DEBT SERVICE COVERAGE - PLEDGED SALES TAX REVENUE**

Fiscal Year Ending	Sales Tax	Sales Tax Revenue Actual	Sales Tax Revenue Projected*	Series 2011A Bond Interest**	Series 2011A Bonds		Series 2011A Debt Service Total	Annual Debt Service Coverage Ratio
	\$				Principal	\$		
6/30/2019	\$	41,241,140	\$	7,730,850	8,365,000	\$	16,095,850	2.56
6/30/2020		42,478,374		7,312,600	9,435,000		16,747,600	2.54
6/30/2021		43,752,725		6,840,850	10,565,000		17,405,850	2.51
6/30/2022		45,065,307		6,315,000	11,745,000		18,060,000	2.50
6/30/2023		46,417,266		5,727,750	12,990,000		18,717,750	2.48
6/30/2024		47,809,784		5,078,250	14,290,000		19,368,250	2.47
6/30/2025		49,244,078		4,363,750	15,660,000		20,023,750	2.46
6/30/2026		50,721,400		3,580,750	17,100,000		20,680,750	2.45
6/30/2027		52,243,042		2,725,750	18,610,000		21,335,750	2.45
6/30/2028		53,810,334		1,795,250	20,195,000		21,990,250	2.45
6/30/2029	\$	55,424,644	\$	785,500	15,710,000	\$	16,495,500	3.36

**Maximum Annual Debt Service Coverage: 2.32x**

\*Sales tax revenue growth projected 3% in future years

\*\*Debt service shown is cash basis

**Table 9**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**RATIOS OF OUTSTANDING DEBT (Unaudited)**

**TOTAL DEBT TO INCOME RATIO**  
**SMART District: Sonoma and Marin Counties Combined**

Year	Total Outstanding Debt	Personal Income	Population	Ratio of Debt to	
				Personal Income	Total Debt Per Capita
2014*	\$ 192,365,524	\$ 52,401,105,000	759,684	0.37%	\$ 253
2015	190,096,688	56,512,049,000	762,528	0.34%	249
2016	183,318,018	58,680,231,000	763,721	0.31%	240
2017	175,819,899	63,211,402,000	767,218	0.28%	229
2018**	167,528,327	63,843,516,020	774,890	0.26%	216

**TOTAL DEBT SERVICE TO NON-CAPITAL EXPENSES**

Year	Total Debt Service	Ratio Debt Service to	
		Non-Capital Expenditures Including Debt Service	Non-Capital Expenditures
2014*	\$ 8,456,950	\$ 16,613,756	51%
2015	8,456,950	18,415,414	46%
2016	12,996,950	26,740,014	49%
2017	13,600,350	33,710,422	40%
2018	14,204,100	40,704,021	35%
2019	\$ 16,095,850	\$ 46,089,431	35%

\*Fiscal Year 2013 is the first full year SMART had outstanding debt service payments on Series 2011A bonds  
\*\*2018 Most recent complete data available

Sources: Bureau of Economic Analysis, U.S. Department of Commerce; Series 2011A Bond; Table 3

**Table 10**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**DEMOGRAPHIC AND ECONOMIC STATISTICS (Unaudited)**  
**Last Ten Fiscal Years**

<b>Marin County</b>					
Year	Population	Personal Income (in thousands)	Per Capita Personal Income	Unemployment Rate	
2010	252,731	\$ 20,748,885	\$ 82,021	8.0%	
2011	254,359	22,741,276	89,009	7.4%	
2012	254,882	23,918,732	93,407	6.3%	
2013	258,365	25,093,401	97,124	5.0%	
2014	260,516	27,176,774	104,319	4.3%	
2015	261,054	29,227,230	114,455	3.6%	
2016	260,651	30,222,883	117,552	3.4%	
2017	263,886	32,867,529	124,552	2.9%	
2018**	266,525	\$ 33,196,204	\$ 124,552	2.3%	

<b>Sonoma County</b>					
Year	Population	Personal Income (in thousands)	Per Capita Personal Income	Unemployment Rate	
2010	484,084	\$ 21,080,297	\$ 43,482	10.5%	
2011	486,778	22,356,767	45,805	9.8%	
2012	489,283	23,548,182	47,879	8.6%	
2013	495,025	24,905,827	50,312	6.7%	
2014	499,168	25,224,331	50,533	5.6%	
2015	501,474	27,284,819	55,445	4.5%	
2016	503,070	28,457,348	57,264	4.1%	
2017	503,332	30,343,873	60,286	3.4%	
2018*	508,365	\$ 30,647,311	\$ 60,286	2.7%	

\*2018 Most recent complete data available

Sources:

Population, Per Capita US Department of Commerce, Bureau of Economic Analysis - [www.bea.gov](http://www.bea.gov), released Nov 14, 2019

Unemployment Employment Development Department, Labor Market Information - [www.labormarketinfo.edd.ca.gov](http://www.labormarketinfo.edd.ca.gov)

**Table 11**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**MAJOR EMPLOYERS (UNAUDITED)**  
**Current Year\***

<b>Marin County 2019</b>		
Employer	Number of Employees	Percent of Total Employment**
BioMarin Pharmaceutical	2,500	1.78%
County of Marin	2,313	1.65%
Kaiser Permanente San Rafael Medical Center	2,014	1.43%
San Quentin State Prison	1,778	1.27%
Marin General Hospital	1,109	0.79%
Glassdoor	800	0.57%
Novato Unified School District	800	0.57%
Dominican University of California	750	0.53%
Autodesk	700	0.50%
Novato Community Hospital	354	0.25%

<b>Sonoma County 2019</b>		
Employer	Number of Employees	Percent of Total Employment**
County of Sonoma	3,722	1.43%
Kaiser Permanente	3,008	1.15%
Santa Rosa Junior College	3,006	1.15%
St. Joseph Health, Sonoma County	2,500	0.96%
Graton Resort and Casino***	2,000	0.77%
Keysight Technologies***	2,000	0.77%
Santa Rosa School District***	1,691	0.65%
City of Santa Rosa	1,300	0.50%
Safeway, Inc***	1,200	0.46%
Jackson Family Wines	1,098	0.42%

\*The "9 Years Ago" data unavailable, SMART records began 2013  
 Data Reflects August 2018 Employed

Sources:

- 
- North Bay Business Journal
  - County of Marin
  - San Quentin State Prison
  - Novato Unified School District
  - BioMarin Pharmaceutical
  - County of Sonoma
  - Graton Resort & Casino
  - City of Santa Rosa
  - Santa Rosa School District

\*\*Calculated using California Employment Development Department

\*\*\*Utilized 2018 data, 2019 not available

**Table 12**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**Operating Information (Unaudited)**

<b>Start of Operations</b>	August 2017	<b>Rail Stations in Service</b>	10
<b>Form of Governance</b>	Board of Directors with General Manager	<b>Park and Ride Lots</b>	4
<b>Service Area</b>	Sonoma and Marin Counties, California	<b>Rail Vehicles in Service</b>	14
<b>Miles of Commuter Rail in</b>	43		

**OPERATING STATISTICS**

<u>Fiscal Year</u>	<u>Ridership</u>	<u>Fare Revenue</u>	<u>Revenue/Vehicle</u>	
			<u>Average Fare</u>	<u>Hours</u>
2018-19*	710,472	\$3,704,380	\$5.74	32,560
2017-18	636,029	\$3,209,717	\$6.15	43,959
				<u>Service Miles</u>
				923,002
				<u>Revenue/Vehicle</u>
				766,833

**FARE INFORMATION**

Daily Fares By Zone	1 Zone	2 Zones	3 Zones	4 Zones	5 Zones	Daily Max
Adult Fare	\$3.50	\$5.50	\$7.50	\$9.50	\$11.50	\$23.00
Seniors, youth, and disabled	\$1.75	\$2.75	\$3.75	\$4.75	\$5.75	\$11.50

Passes	Adult	Discount
31-Day Pass	\$200	\$100
Eco Pass - Monthly	\$213-\$138	

\*2018-19 is the first full year of service; ridership subject to change through NTD review



**Table 13**  
**SONOMA-MARIN AREA RAIL TRANSIT DISTRICT**  
**Employees- Full-Time Equivalent (Unaudited)**

Division	Fiscal Year Ended June 30						
	2013*	2014	2015	2016	2017	2018	2019
General Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Legal	0.0	0.8	1.0	1.3	2.8	3.0	3.0
Capital Projects	11.8	13.8	13.9	13.2	8.1	6.0	11.0
Administration	5.6	8.0	8.4	9.0	13.3	15.0	18.0
Finance	5.8	5.8	5.8	6.1	6.2	7.0	8.0
Operations	1.0	1.3	4.7	36.9	79.4	86.0	99.5
Safety & Security	0.0	0.0	0.8	1.0	2.0	3.0	4.5
<b>Total</b>	<b>25.2</b>	<b>30.7</b>	<b>35.6</b>	<b>68.6</b>	<b>112.8</b>	<b>121.0</b>	<b>145.0</b>

\* FY 2013 was the first year SMART prepared Statistical Charts, no data available for prior years

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors of the  
Sonoma-Marín Area Rail Transit District  
Petaluma, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Sonoma-Marín Area Rail Transit District (District), California, as of and for the year ended June 30, 2019, and the related notes to the financial statements, and have issued our report thereon dated December 6, 2019.

***Internal Control over Financial Reporting***

In planning and performing our audit of the financial statements, we considered District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of District's internal control. Accordingly, we do not express an opinion on the effectiveness of District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated December 6, 2019 which is an integral part of our audit and should be read in conjunction with this report.

### ***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Maze + Associates*

Pleasant Hill, California  
December 6, 2019



January 8, 2020

**Gary Phillips, Chair**  
Transportation Authority of Marin

**Barbara Pahre, Vice Chair**  
Golden Gate Bridge,  
Highway/Transportation District

**Judy Arnold**  
Marin County Board of Supervisors

**Damon Connolly**  
Marin County Board of Supervisors

**Debora Fudge**  
Sonoma County Mayors' and  
Councilmembers Association

**Patty Garbarino**  
Golden Gate Bridge,  
Highway/Transportation District

**Dan Hillmer**  
Marin County Council of Mayors and  
Councilmembers

**Eric Lucan**  
Transportation Authority of Marin

**Joe Naujokas**  
Sonoma County Mayors' and  
Councilmembers Association

**David Rabbitt**  
Sonoma County Board of Supervisors

**Chris Rogers**  
Sonoma County Mayors' and  
Councilmembers Association

**Shirlee Zane**  
Sonoma County Board of Supervisors

**Farhad Mansourian**  
General Manager

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

**SUBJECT:** Approve an agreement with the Operating Engineers Local Union No. 3 AFL-CIO and approve Resolution 2020-01 amending the annual budget to reflect the position changes.

Dear Board Members:

**RECOMMENDATION:**

Authorize the Board Chair to execute the three-year collective bargaining agreement reached between SMART and the Operating Engineers Local Union No. 3 AFL-CIO (OE3) and approve Resolution Number 2020-01 amending the Fiscal Year 2019-20 budget to reflect necessary changes.

**SUMMARY:**

This agreement would be the first approved collective bargaining agreement between SMART and the OE3 Union which assumed responsibility for representing the District's Engineer-Conductors and Conductors. The total number of full-time staff currently allocated to the two job classes covered by this agreement is twenty-nine (29). All other represented classes have approved contracts in place.

The agreement retains the District's current personnel policies with modifications as indicated below.

The agreed upon terms include:

Term: December 16, 2019 – December 15, 2022

**Salaries:**

- Wage increases will be effective retroactive to December 16, 2019 due to the second December Board meeting cancellation.
- Wage increases include cost of living adjustments to keep District salaries competitive with the local market.

The table below shows the proposed wage increases for the term of the contract.

Job Class	December 16, 2019 - June 30, 2020	Hourly Wage	July 1, 2020 - June 30, 2021	Hourly Wage	July 1, 2021 - December 15, 2022	Hourly Wage
Engineer-Conductor	4% COLA	\$46.76	3% COLA	\$48.16	3% COLA	\$49.61
Engineer Trainee	4% COLA	\$39.75	3% COLA	\$40.94	3% COLA	\$42.17
Conductor	4% COLA	\$38.90	3% COLA	\$40.06	3% COLA	\$41.26
Conductor Trainee	4% COLA	\$33.06	3% COLA	\$34.05	3% COLA	\$35.08

**Shift Bidding:**

- Employees will bid shifts once every four (4) months according to seniority order. The former contract, which expired on June 30<sup>th</sup> 2019, allowed for shift bidding once every 6 months.

**Probationary Period:**

- Establishes a probationary period of 9 months with the option for the District to extend the probationary period by an additional 3 months at the District's discretion. Current probationary period is 12 months.

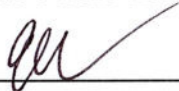
**Training Pay:**

- Establishes a flat rate of \$35.00 per day training pay for bargaining unit employees who are tasked with training Engineer-Conductor and Conductor Trainees.

**FISCAL IMPACT:** The agreement will require a Fiscal Year 2019-20 budget amendment reflecting the new salary rate in FY 2019-20 and a cost increase for the remainder of the year of \$88,867 (attached). This represents a budget increase of 0.6% over the approved Operations Salaries and Benefits budget.

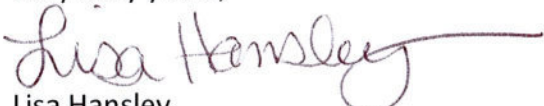
The detailed cost of the agreement is as follows:

Annual number of FTE impacted:	29
Annual Baseline Cost of Employees (current):	\$3,847,089
Increased Annual Cost of Agreement (salaries+ benefits):	\$169,335
3 Year Total Incremental Cost of Agreement:	\$368,349
Amount Budgeted FY 2019-20	\$3,847,089
<b>Supplemental Budget Needed FY 2019-20</b>	<b>\$88,867</b>

REVIEWED BY: [ x ] Finance 

[ x ] Counsel 

Very truly yours,

  
 Lisa Hansley  
 Human Resources Manager



**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT AMENDING RESOLUTION NO. 2019-08 TO REVISE THE ANNUAL BUDGET FOR FISCAL YEAR 2019-20 TO PROVIDE FOR REVISED POSITION AND EXPENDITURE AUTHORITY**

---

**WHEREAS**, as part of its approval of the Annual Budget for Fiscal Year 2019-20, the Board duly considered the annual expenditures necessary for the Sonoma-Marín Area Rail Transit District; and

**WHEREAS**, on June 05, 2019, the Board adopted Resolution No. 2019-08 approving the annual budget for Fiscal Year 2019-20; and

**WHEREAS**, Resolution No. 2019-08 considered the creation of employee positions and fixed the compensation and salary for those positions; and

**WHEREAS**, the Board desires to Amend the Annual Budget to provide the revised position authority for increased salary and benefit expenditures.

**NOW, THEREFORE, BE IT RESOLVED THAT THE** Fiscal Year 2019-20 Budget for the Sonoma-Marín Area Rail Transit District attached as Exhibit A to Resolution 2019-08 is hereby amended to revise Table 5, Fiscal Year 2019-20 Proposed Position Authorizations, to reflect position revisions as shown below.

Position	FTE	Salary Range Annual		Salary Range: Hourly	
		Low	High	Low	High
Conductor**	11	\$68,768	\$ 80,904	\$ 33.06	\$ 38.90
Engineer-Conductor**	29	\$82,678	\$ 97,257	\$ 39.75	\$ 46.76

\*\* Engineer/Conductor may be filled by Conductors, Total FTE for both positions combined is 29

**BE IT FURTHER RESOLVED** that the Fiscal Year 2019-20 Annual Budget for the Sonoma-Marín Area Rail Transit District attached as Exhibit A to Resolution No. 2019-08 is hereby amended to include the following:

**EXPENDITURES:**

Operations Salaries and benefits \$88,867

**BE IT FURTHER RESOLVED** except as specifically amended or supplemented by this Resolution, Resolution No. 2019-08, together with all supplements, amendments and exhibits thereto is, and shall continue to be, in full force and effect as originally adopted, and nothing contained herein shall, or shall be construed to, modify, invalidate or otherwise affect any provision of Resolution No. 2019-08.

**Resolution No. 2020-01**  
**Sonoma-Marín Area Rail Transit District**  
**January 8, 2020**

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Sonoma-Marín Area Rail Transit District held on the 8<sup>th</sup> Day of January 2020, by the following vote:

**DIRECTORS:**

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Chair, Board of Directors  
Sonoma-Marín Area Rail Transit District

ATTEST:

---

Leticia Rosas-Mendoza, Clerk of the Board of Directors  
Sonoma-Marín Area Rail Transit District

# **AGREEMENT**

**BETWEEN**

**OPERATING ENGINEERS LOCAL UNION NO. 3 AFL-CIO**

*(LOCOMOTIVE ENGINEERS AND CONDUCTORS UNIT)*

**AND**

**SONOMA MARIN AREA RAIL TRANSIT  
DISTRICT**

**DECEMBER 16, 2019 - DECEMBER 15, 2022**

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## **ARTICLE 1 - RECOGNITION**

1.1 The SONOMA MARIN AREA RAIL TRANSIT herein after referred to as “DISTRICT” or “SMART” recognizes the OPERATING ENGINEERS LOCAL UNION NO. 3 AFL-CIO (OE3) herein after referred to as “OE3” or the “UNION” as the formally recognized employee organization for the Engineer-Conductors and Conductors (EMPLOYEES) employed in the Sonoma-Marín Area Rail Transit District (DISTRICT) as determined by the Public Employment Relations Board.

### **SCOPE**

- 1.2 This Agreement (MOU) will apply to the work or service of transporting passengers and operating freight locomotives used in passenger service performed by the employees specified herein and governs the rates of pay, hours of service, and working conditions of all such employees engaged in by the Engineer-Conductors and Conductors and/or any other motive power used in performing the work or services provided by EMPLOYEES and all other work generally recognized as the work of EMPLOYEES performed on main lines or branch lines, or within yard facilities, or in road, local, or yard service.
- 1.3 The EMPLOYEES Job duties are service delivery and guaranteeing quality control in the provision of safe, reliable efficient passenger train service to the public. These EMPLOYEES are responsible for the safe and reliable operation of all DISTRICT trains at all times.
- 1.4 If a new type of locomotive and/or conductors’ equipment is placed in service; EMPLOYEES will be instructed in the operation of the new train and/or equipment. Only employees qualified under 49 CFR Parts 240 and/or 242 will be used to run trains in revenue service.
- 1.5 The DISTRICT may not contract out work normally performed by an employee in a bargaining unit covered by this Agreement between the UNION and the DISTRICT without agreement of the UNION.

### **1.6 SUCCESSOR RIGHTS**

- 1.6.1 In the event the operations of DISTRICT, in whole or in part, are assumed by any other entity, public or private, the successor organization or organizations shall agree, as a condition precedent of said assumption, to all terms and conditions of this agreement as though this agreement were fully set forth in the assumption agreement between the District and the assuming party or parties.
- 1.6.2 The DISTRICT shall ensure that written notice of the existence of this Agreement is provided to any potential purchaser, transferee, lessee, administrator, executor or assignee of the operations covered by this Agreement or any substantial part thereof on a timely basis and no later than the date the parties involved in the transaction exchange binding letters of intent (or similar documents) relating to the transaction.
- 1.6.3 In order to verify that the notice required above, is provided, the DISTRICT shall also ensure that a copy of the notice is delivered to the Union.



## **ARTICLE 2 - UNION MEMBERSHIP**

- 2.1 All employees working in positions covered by this Agreement have the right to become members of the exclusive bargaining representative organization and shall remain members in good standing, until such time as they notify the Union that they no longer wish to be dues paying members.
- 2.2 The District will rely on a written certification from the Union requesting that the District deduct from employees' wages an amount equal to the Union's monthly dues authorized by the Union Bylaws. The Union has and will obtain and maintain signed employee authorizations for said wage deductions and will represent to the District that each bargaining unit employee is affirmatively consenting to the dues deductions consistent with state and federal law. After providing the required certification, the Union will not be required to provide a copy of individual authorizations to the District unless a dispute arises about the existence or terms of the authorization. The Union will, however, each month provide the District with a list of all active Union members.
- 2.3 Based on the certification from the Union described above, the District will deduct, bi-monthly, the amount of Union regular and periodic dues as may be specified by the Union under the authority of an authorization card signed by the employee. Dues deduction for employees will only be made upon the written certification from the Union. It is the Union's responsibility to provide timely notice of dues deduction authorizations to the District. The District requires ten (10) working days' notice of dues deduction authorization for an employee prior to the date the first deduction is to take effect.
- 2.4 Employees wishing to discontinue membership for reasons other than separation from employment shall give written notice to the Union that they wish to discontinue dues deductions. It is the Union's responsibility to provide timely notice of dues deduction revocations to the District. The Union will inform the District within 10 working days of the revocation. Once notification has been received by the District to stop dues deductions for an employee from the UNION, the change will be implemented in the first pay period following notification.
- 2.5 The Union agrees to indemnify and hold harmless the DISTRICT for any loss or damage sustained which arises from the operation of this section.
- 2.6 In the event there is a change in the law whereby any provision hereof becomes invalid or if for any reason any provision of this Agreement is rendered unlawful by decision of a court of competent jurisdiction, this Agreement shall be either forthwith deemed amended to comply with the change or decision in question and those provisions not affected by the change in law shall remain in full force and effect. If this occurs, at the election of either party this provision may be reopened for further negotiations.

## **ARTICLE 3 - DUES DEDUCTIONS**

- 3.1 The UNION will be granted permission by the DISTRICT to have regular dues of its member employees deducted from their paychecks, in accordance with the procedures prescribed by the DISTRICT.
- 3.2 The UNION will provide a certified list of current members, and shall certify that the UNION possesses, and will maintain, a signed authorization for dues deduction from each individual on the list.
- 3.3 Dues deductions shall be for a specified amount and shall be made only upon the voluntary written authorization of the UNION member, which authorization meets all of the requirements for the assignment

of wages as set forth in §300 of the California Labor Code. Dues deduction authorization may be revoked and the dues check-off payroll discontinued at any time by the Union member upon voluntary written notice to the Union. The UNION will inform the District within **ten (10)** working days of the revocation.

- 3.4 The member employee's earnings must be regularly sufficient after legal and required deductions are made, to cover the amounts of the dues check off authorized. In the case of a member employee who is in a non-pay status during any part of the pay period and the salary is not sufficient to cover the whole withholding, no deductions shall be made. In this connection, all other legal and required deductions have priority over Union dues.
- 3.5 Neither the UNION nor the member employees shall be charged a service fee for the deduction of regular Union dues as hereinabove provided for.
- 3.6 Dues withheld by the DISTRICT shall be transmitted to the officer designated in writing by the UNION as the person authorized to receive such funds at the address specified. Funds may also be transmitted by Automated Clearing House (ACH) or other accepted electronic banking process.
- 3.7 The UNION shall indemnify, defend and hold the DISTRICT harmless against any claim made and against any suit instituted against the DISTRICT on account of check-off of UNION dues. In addition, the UNION shall refund to the DISTRICT any amount paid to it in error upon presentation of supporting evidence.

## **ARTICLE 4 - NON-DISCRIMINATION**

- 4.1 SMART is an equal opportunity employer and makes employment decisions on the basis of merit. In accordance with applicable law, the District prohibits discrimination based on race, color, religion, creed, sex, marital status, age, national origin or ancestry, physical or mental disability, medical condition, genetic information, military or veteran status, sexual orientation, gender, gender identity, gender expression, or any other consideration protected by federal, state or local laws. All such discrimination is unlawful. The District's commitment to equal opportunity employment applies to all persons involved in the operations of the District and prohibits discrimination by any employee of the District, including Supervisors and co-workers. Neither the UNION nor the DISTRICT shall discriminate against any employee by reason of protected concerted activity or any other basis protected by applicable state or federal law. The UNION agrees it will represent the interests of all employees in the Engineer-Conductor and Conductor job classes equally and fairly, regardless of Union membership status.
- 4.2 All references in this Collective Bargaining Agreement that refer specifically to the male or female gender shall be construed to apply equally to the opposite.

## **ARTICLE 5 - MANAGEMENT RIGHTS**

- 5.1 The exclusive rights of the District shall include, but not be limited to, the right to determine the organization of District, as well as its purpose and mission; to set standards of service to be offered to the public; and, through its management officials, to exercise control and discretion over its organization and operations; to establish and effect administrative regulations which are consistent with law and the specific provisions of any collective bargaining agreements that may exist; to direct

its employees; to take disciplinary action; to lay off its employees; to determine whether District goods and services shall be made, purchased, or contracted for; to determine the methods, means, and personnel by which the District's services are to be provided, purchased, or contracted; to determine qualifications for employment; to schedule and assign work and overtime; and to otherwise act in the interest of efficient service to the public.

- 5.2 All matters pertaining to the management and scope of operations, such as the type and kind of service rendered to the public, the equipment used, workload, the administration of discipline and efficiency, the standards of hire, promotion and transfer of employees, and their discipline and discharge for just cause are within the discretion of SMART. SMART's rules, policies and procedures, as may be amended from time to time, are necessary for efficient operations and infraction of these rules shall constitute just cause for disciplinary action, up to and including discharge. Depending on the facts and circumstances involved in each situation, SMART may choose to begin disciplinary action at any step up to and including termination.

## **ARTICLE 6 – UNION STEWARDS**

- 6.1 The DISTRICT agrees to recognize two (2) stewards, one (1) chief steward (Representative on Site) and one (1) alternate to represent employees in the EMPLOYEES bargaining unit. The UNION must inform the DISTRICT, in writing, of an employee's designation as a shop steward or alternate.
- 6.2 The shop steward, as much as possible, shall perform their duties as a shop steward when not scheduled to work. If the shop steward must perform any duties during regularly scheduled work hours, it shall be kept to a minimum and shall not interfere with normal operations. Authorized representative business shall consist of all aspects of representation covered by the MOU including but not limited to grievance resolution meetings; discipline hearings; participating in contract negotiations and arbitrations and new hire orientations where applicable. The shop steward must request time off in advance to perform their duties during regularly scheduled work hours. Absent an emergency, the request must be in writing and submitted at least forty-eight (48) hours in advance. The release of shop stewards from work to perform their duties will depend on the DISTRICT'S operational needs as determined by the DISTRICT.
- 6.3 The DISTRICT will not compensate the shop steward for performing any duties as a shop steward, except as otherwise provided for in this Agreement. If the shop steward must perform any duties during regularly scheduled work hours, it shall be kept to a minimum and shall not interfere with normal operations. Except for emergency circumstances, the shop steward must request time off in advance to perform their duties during regularly scheduled work hours. The shop steward shall be allowed time off during their normal working hours to handle grievances or meet with DISTRICT representatives concerning matters affecting employees' working conditions without loss of pay, provided that such meetings shall not exceed one (1) hour unless mutually agreed upon by the parties.
- 6.4 A maximum of two (2) employees shall serve on the UNION Bargaining Team. A maximum of two (2) employees shall be released from work by the DISTRICT to attend negotiations between the

UNION and the DISTRICT. However, the employees released by the DISTRICT will be paid their regular straight time rate of pay for negotiations held during their regularly scheduled work hours.

## **ARTICLE 7 - BULLETIN BOARDS**

7.1 The DISTRICT agrees to supply and provide suitable space for the UNION bulletin board at each location where bargaining unit members are employed. Postings by the UNION on such boards are to be confined to official business of the UNION. In each location, there shall be a covered bulletin board. UNION stewards shall have a key for the bulletin boards. The DISTRICT shall not remove, tamper with, or alter any notice posted by the UNION unless such notice is harmful to the DISTRICT. Any such notice removed by the DISTRICT shall be re-posted if the UNION'S position is sustained through the grievance procedure.

## **ARTICLE 8 - ACCESS TO WORK LOCATIONS**

8.1 Within reasonable circumstances, a UNION business representative shall have access to the DISTRICT premises at a mutually agreeable time to investigate or adjust grievances, or conduct other necessary business. Except for emergency circumstances, requests for access to the Rail Operations Center (ROC) and other SMART Operations facilities will be made 48 hours in advance.

8.2 DISTRICT facilities may be made available for meetings upon timely application by employees and UNION. Such use shall not occur during regular duty hours, other than the lunch period. Application for such use shall be made to the designated Human Resources DISTRICT Representative under whose control the facility is placed. The UNION will contact HR or designee.

## **ARTICLE 9 - SENIORITY, FURLOUGH AND REDUCTIONS IN FORCE**

9.1 The DISTRICT shall maintain a SMART Seniority List, a Bargaining Unit Seniority List and a Classification Seniority List for the EMPLOYEES in this Unit. SMART Seniority is defined as the date an employee was hired by SMART. Bargaining unit seniority is defined as the length of time an employee has been employed by the DISTRICT as a Locomotive Engineer and/or Conductor. Classification Seniority is defined as the date an employee is hired or promoted into a particular job class as either a Locomotive Engineer or as a Conductor. When more than one (1) employee has the same employment date, the employees' relative positions on the seniority list shall be determined by the greater number as determined by the last four digits of the employee's social security number. Whichever number is greater will be the most senior. In the event of a tie with social security numbers, seniority will be determined by lot in the presence of a UNION representative, and acknowledged in writing by the employees.

9.2 An employee's seniority shall be terminated for the following reasons:

9.2.1 Resignation or termination of employment;

9.2.2 Layoff for a period of more than twelve (12) months;

9.2.3 Failure to respond within ten (10) days to a notice of recall during furlough or failure to return to work within fourteen (14) days after a recall notice;

9.2.4 Failure to return to work following an approved leave of absence.

9.3 Furlough & Recall: When the DISTRICT determines it necessary to reduce the workforce, employees shall be furloughed in inverse seniority order within classification. For the purposes of this section, furlough or layoff is defined as a reduction in force whereby the total number of budgeted position allocations in a job classification is reduced. A furlough may also include establishing unpaid days off to avoid the reduction of budgeted positions. A layoff/furlough is an involuntary separation and is not subject to the grievance and arbitration procedure.

9.3.1 The DISTRICT shall give fourteen (14) days' notice to employees that they will be furloughed. If the DISTRICT elects not to give fourteen (14) days' notice, the DISTRICT shall pay the employee their regular rate of pay for each day that notice was not given, up to a maximum of two (2) weeks' pay. The provisions for notice shall not apply if notice of furlough is prevented due to fire, storm, major breakdown, derailment, labor dispute or other cause beyond the control of the DISTRICT.

9.3.2 Employees on furlough will be recalled to work in seniority order within classification. Employees on furlough shall remain on the seniority list for purpose of recall for a period not to exceed twelve (12) months following furlough. Employees who are recalled within twelve (12) months will retain all seniority accrued in prior service. Benefits do not accrue during a furlough period. Employees will have accrued unused vacation and compensatory time off cashed out. Accrued, unused sick leave will be cashed out at a rate of 25% per District policy.

9.3.3 The DISTRICT will pay for two months of the employee's COBRA medical coverage provided the employee has one or more years of service. Note: Under CALPERS medical, the employee is eligible to receive an additional month of insurance coverage after separation from employment if the employee agrees to pay their portion of the premium (15%) prior to the start of COBRA eligibility.

9.3.4 Any employee who rejects a recall offer, fails to respond to the notice of recall within ten (10) days of receipt of tracked mail service, or fails to return to work within fourteen (14) days after a recall notice shall be removed from the seniority lists.

9.3.5 In a case of a reduction in force, the DISTRICT will meet and confer with the UNION over the effects of the decision.

9.4 As required per AB 2224, Section 150143, the District agrees that it will not contract out the performance of services performed by or fairly claimable by the employees of the bargaining unit without the agreement of the accredited representative of that bargaining unit's employees.

## **ARTICLE 10 - PERFORMANCE EVALUATIONS**

- 10.1 An annual employee evaluation system shall be used for all probationary and regular employees.
- 10.2 The DISTRICT shall determine the use and significance, if any, of job performance evaluations in determinations regarding, but not limited, examinations, promotions, demotions, transfers, dismissals and suspensions.
- 10.3 Supervisors preparing job performance evaluations shall discuss with employees their evaluations. Employees shall have access to their evaluations on file in Human Resources.
- 10.4 All employees will sign the evaluation indicating their receipt of the evaluation within ten (10) calendar days of receipt. An employee who is dissatisfied with their annual performance evaluation may submit a written response and request a review of the evaluation by the Department Manager, (Operations Manager). Responses and requests for review must be submitted to the Department Manager with a copy to Human Resources by the employee or his/her Exclusive Bargaining Representative within thirty (30) calendar days following receipt of the evaluation. The Department Manager will schedule a meeting with the employee and his/her Exclusive Bargaining Representative to discuss the evaluation within ten (10) working days from receipt. The Department Manager will inform the employee and his/her Exclusive Bargaining Representative in writing within ten (10) working days of his/her decision following the meeting. If the Department Manager determines that a revision to the evaluation is warranted, a revised evaluation will be placed in the employee's personnel file with a copy to the employee. All copies of the original evaluation will be destroyed. If the employee is not satisfied with the decision of the Department Manager, he/she or his or her Exclusive Bargaining Representative may appeal the decision, in writing to the Human Resources Manager within ten (10) working days of receiving the decision. The Human Resources Manager will schedule a meeting within ten (10) working days from receipt of the written request. The Human Resources Manager will inform the employee and his/her Exclusive Bargaining Representative in writing within ten (10) working days of his/her decision. If the employee is still not satisfied, he or she may write a written response that will be placed in the employee's personnel file along with the annual performance evaluation. Performance evaluations are not grievable under article 16 or 17 of this MOU.

## **ARTICLE 11 - NEW EMPLOYEES AND TRAINING**

- 11.1 All new employees shall meet the minimum qualifications for a position as defined by the District. All new employees shall train for a minimum of three (3) weeks; unless it is determined by the trainer that additional training is necessary. At no time shall a training employee be allowed to bid into a shift before the end of their training period, unless approved by the UNION.
- 11.2 New employees (Trainees) who are hired to work full-time (forty (40) hours per week) will receive a minimum of eight (8) hours of pay for each day that they are scheduled to and report for work in a five (5) day workweek. Employees in training (Trainees) who fail to report to work or request to leave the work site early for personal reasons will use accrued paid leaves to cover the hours not



worked. Employees attending training outside of their regularly scheduled forty-hour workweek will be paid for the hours actually spent in training.

## **ARTICLE 12 - PROBATIONARY PERIOD**

- 12.1 The probationary period shall be a trial period during which SMART evaluates the employee's ability, competency, fitness and other qualifications to do the work for which they are employed.
- 12.2 All new employees shall be on probation for nine (9) months immediately following their date of hire. If an employee is absent from work for good cause during the probationary period, probation may be extended day for day by SMART to allow the employee to complete the full nine (9) months. SMART, at its discretion, may extend the probationary period for an additional three (3) months. SMART will inform the employee in writing of the reasons for the extension. New probationary employees may be disciplined or discharged at the total discretion of SMART and such actions shall not be subject to review under any provision of this Memorandum of Understanding.

## **ARTICLE 13 - PROMOTIONS AND TRANSFERS**

- 13.1 Employees who are transferred or promoted out of the bargaining unit, and who fail to successfully complete the probationary period of the new position (for a reason that does not disqualify them from employment in any classification), may elect to return to their original position in their previous classification within the bargaining unit. Bargaining unit Employees who promote and/or are transferred to a job class within the District and elect to return to a previously held job classification within the bargaining unit will not retain Bargaining Unit seniority hours for time spent in another classification. Employees who are transferred or promoted out of the bargaining unit may elect to return to their original job class, if a vacancy exists, minus the time spent in the previous job class. Bargaining unit Employees who are temporarily promoted in an acting capacity to a higher class within the District will retain Bargaining Unit seniority and all rights and privileges when they return to their original job class. The salary of an employee who temporarily promotes to a higher classification shall be moved to the first step of the wage scale of the higher classification or shall be increased by up to 5% if their current wage is greater than the minimum step of the new class. At no time will an employee who temporarily promotes be paid a wage that is higher than the maximum salary range for the new job class.
- 13.2 Applicants who meet the qualifications of the position descriptions will undergo a selection process as determined by the District. This process may include, but is not limited to, screening of the most qualified applicant for job suitability, skills assessment, such as written, hands on, video or interview. Employees promoted or transferred into the Locomotive Engineers/Conductors Unit from other District positions will be placed on the Locomotive Engineers/Conductors Bargaining Unit Seniority list; pursuant to Article 9.1; the date they were promoted or transferred into the unit.
- 13.3 The DISTRICT shall notify the UNION of all job openings within the bargaining unit covered by this Agreement. The UNION may refer qualified applicants for such openings. In interviewing and hiring of such job openings, the DISTRICT will not discriminate against any applicant referred by the

UNION. Applicants referred by UNION will participate in the competitive process as would any other applicant. The UNION is not eligible to participate in the District's Employee Referral Program.

## **ARTICLE 14 – TRAINING**

- 14.1 The DISTRICT encourages employees to keep their job-related skills current and to look for opportunities to enhance those skills. The Superintendent or designee will meet with each EMPLOYEE once a year through the performance evaluation process to assess individual training and career development needs.
- 14.2 When appropriate, the DISTRICT will provide employees the opportunity to attend job-related training, including, but not limited to, conferences and seminars. Voluntary training sessions attended after an employee's work hours are unpaid.
- 14.3 Upon approval by the DISTRICT, the employee will be reimbursed for expenses related to attending job-related, pre-approved training as allowed per the District's travel policy, vehicle use guidelines and applicable state and federal law.
- 14.4 EMPLOYEES will be required to attend training classes and take examinations connected with their duties as required by Federal, State, Local and Agency regulations. Examinations may be written or oral and include physical examinations, geographical qualification examinations and service examinations as required by Federal Railroad Administration Regulations.
- 14.5 EMPLOYEES required by the District to attend a training class or an examination will be compensated at their base hourly rate of pay for the time engaged in such training or examination. Such hours compensated will be counted as hours worked for the purpose of calculating overtime pay.

## **ARTICLE 15 - SAFETY**

- 15.1 When an employee is injured on the job so as to require that they be excused from work by an authorized representative of Management, they shall be paid at their base hourly rate of pay for the balance of the shift for the initial medical evaluation. Subsequent physician's visits, if necessary, will be charged to sick leave if not scheduled outside of the employee's regular working hours. A copy of the accident report shall be given to the employee.
- 15.2 Workers' Compensation is a plan established by State Law under which payments are made to employees who become disabled due to accident or disease occurring as a direct result of their job. The cost of Workers' Compensation Insurance is paid entirely by DISTRICT. If an employee suffers a work-related injury, receives benefits under this plan and is granted sick leave during a disability resulting from an on-the-job injury, DISTRICT shall receive credit against any Workers' Compensation Insurance granted to him, until such leave is exhausted. Payments to the employee will not exceed 100% of regular base pay.

- 15.3 The employer and employee are required to comply with Federal Railroad Administration regulations & Cal-OSHA standards.
- 15.4 The DISTRICT will hold regular quarterly safety meetings pursuant to FRA regulations and the Illness and Injury Prevention Program (IIPP), in which Engineer-Conductors and Conductors will have the opportunity to discuss safety matters. The UNION shall appoint an employee representative to the District safety committee. Safety matters should be directed to Central Control and the closest Supervisor available immediately. Nothing in this MOU prevents an employee from contacting a State or Federal Safety Department.
- 15.5 Efficiency Testing – As required by the Federal Railroad Administration, the District will administer a Program of Operational Tests and Inspections as required per 49 CFR Part 217. All Operational tests will be conducted per the District’s Efficiency Testing Program.

## **ARTICLE 16 - GRIEVANCE PROCEDURE**

### ***16.1 DEFINITION***

A grievance must be in writing, and is defined as a complaint that there has been noncompliance with or a misinterpretation or misapplication of this Agreement or a work rule or resolution of SMART. Grievances will be processed in accordance with SMART policy HRM-0011 Grievance Procedure as modified herein.

### ***16.2 SCOPE***

- 16.2.1. Selection appeals, disciplinary action, examination appeals, release from Probationary period, complaints of discrimination, the content of performance evaluations and reviews are not grievable hereunder.
- 16.2.2. A grievance may be filed by an employee(s) on their own behalf or by the UNION.
- 16.2.3 If it is asserted that the grievance is outside of the scope of procedures or definitions contained herein, such assertion will be evaluated and ruled upon at each step.
- 16.2.4 Disputes concerning the applicability of the Grievance Procedure that persist beyond step 3 may be submitted to step 4, Arbitration, for determination. The Arbitrator will decide the grievability of the issue before taking evidence concerning the merits of the dismissed grievance. If the Arbitrator decides that the dispute is Grievable, the Arbitrator will proceed to consider the merits of the grievance.
- 16.2.5 For the purpose of Article 16 “Working Days” shall be defined as those in a normal, five-day work week, Monday through Friday, excluding Holidays when the Administration is closed.

### ***16.3 GRIEVANCE TIME LIMITS***

- 16.3.1. Time limits specified in each step of the procedure shall be strictly observed and may only be extended by mutual agreement of the parties in writing.

- 16.3.2. Failure of a grievant to observe a time limit shall terminate the grievance. Failure of the party to whom the grievance is submitted to observe the time limits shall give the UNION the right to move the grievance to the next level.

## **16.4 PROCEDURE**

- 16.4.1. The District recognizes that disputes should be resolved at the lowest possible administrative level. The grievance procedure shall be followed in its entirety before further actions are taken to seek resolution to the dispute. When the grievance is filed by a bargaining unit employee, the grievant may be represented by the UNION representative throughout the grievance process.

## **16.5 INFORMAL GRIEVANCE**

- 16.5.1 Whenever practicable, a grievance will be promptly resolved by discussion between the employee or shop steward and the supervisor in question, or between the parties if a higher administrative level is involved. The employee will discuss the grievance with their immediate supervisor within ten (10) working days of the event giving rise to the grievance, or within ten (10) working days of when the employee knew of or could have reasonably discovered such action or occurrence.
- 16.5.2. Presentation of an informal grievance will be a prerequisite to the institution of a formal grievance.

## **16.6 FORMAL GRIEVANCE**

### **16.6.1. STEP 1 - Grievance Form:**

- 16.6.1.1 Within ten (10) working days, if the grievant is not satisfied with the informal response, or he/she has not received a response from the supervisor within a reasonable period of time, the grievant, grievants or the UNION may initiate a formal grievance. A formal grievance shall be initiated by completing and filing a Grievance Form with the Human Resources Department with a copy to the supervisor and the UNION. The form must contain:

- i. Name(s) of grievant;
- ii. Position title(s);
- iii. Department(s);
- iv. Mailing Address(es);
- v. A clear statement of the nature of the grievance, citing applicable rule, regulation, policy or contract language;
- vi. The date upon which the event giving rise to the alleged grievance occurred;
- vii. The date upon which the informal discussion with the supervisor took place;
- viii. A proposed solution to the grievance;
- ix. The date of execution of the Grievance Form

**16.6.2. Resolution Process:** After filing the Grievance Form with Human Resources, the process for resolving the grievance is as follows:

i. **STEP 2:** Within fifteen (15) working days after a formal grievance is filed, the Department Manager will investigate the grievance, and meet with the Grievant(s) or the UNION in an attempt to resolve the grievance and make a decision in writing within ten (10) working days of concluding the Step 2 grievance investigation.

ii. **STEP 3:** If the grievance is not resolved in Step 2 to the satisfaction of the Grievant(s) or the UNION, within ten (10) working days of receipt of the Department Manager's decision, the Grievant(s) or the UNION may request consideration of the grievance by the General Manager, by notifying the Human Resources Department in writing.

1) Within twenty (20) working days after such notification, the General Manager will investigate the grievance, conferring with person(s) affected to the extent they deem necessary, and will render a decision in writing within ten (10) working days of completing the Step 3 investigation process.

2) If the written decision of the General Manager resolves the grievance to the satisfaction of the UNION, it will bind the District.

3) If the UNION is not satisfied with the decision of the General Manager or has not received a response within the time limits specified in Step 3, the UNION may proceed to Step 4.

iii. **STEP 4 Arbitration:** Should the matter remain unresolved in Step 3 above, a final consideration of the grievance to Step 4, arbitration, may be filed in writing with the Human Resources Department not more than ten (10) working days from receipt of the General Manager's decision.

1) The grievance will be determined by an arbitrator.

2) As soon as possible, but no later than twenty (20) working days, after receipt of the Step 4 request for arbitration, the District and the UNION shall select an arbitrator. If the parties are unable to agree upon an arbitrator, they shall request a list of five (5) names from the State Conciliation and Mediation Services and shall strike names until an arbitrator is selected.

3) Both parties will endeavor to submit the grievance to the arbitrator within twenty (20) working days after selection.

4) The Arbitrator(s) will neither add to, detract from nor modify or ignore the existing language of any District rules, policies or regulations in considering any issue properly before them. If the

arbitrator sustains the grievance, they shall fashion an appropriate remedy that does not conflict with any provisions contained in any District rule, policy or regulation.

- 5) The Arbitrator(s) will expressly confine themselves to the precise issues being raised by the grievance and submitted to them, and will have no authority to consider any other issue not so submitted.
- 6) Any monetary award in favor of the grievant is limited to lost wages or benefits. In no event will the Arbitrator(s) award any other type of monetary award, including, but not limited to, attorney's fees.
- 7) The decision will be final and binding on all parties.

### **16.6.3 General Considerations**

- i. The Human Resources Department will act as the central repository for all grievance records.
- ii. All expenses of arbitration will be shared equally by the District and the UNION.
- iii. Failure on the part of the District or the grievant to appear in any case before an arbitrator, without good cause, will result in forfeiture of the case and responsibility for payment of all costs of arbitration.
- iv. The grievant's or UNION designee's signature is required at each step of the grievance procedure.
- v. A copy of the grievance will be provided to the General Manager at each step of the grievance process.
- vi. There will be no amendments of a grievance without the approval of both parties in writing.
- vii. Mediation may be used by both parties to assist them in resolving grievances. The decision to utilize mediation will be voluntary. Mediation may be held at any step prior to submission of the final appeal under Step 4 of the grievance procedure.

## **ARTICLE 17 – DISCIPLINE**

17.1 The DISTRICT has the right to discipline or discharge employees for just cause. The DISTRICT employs a progressive disciplinary program, which program may include, but is not limited to, counseling, verbal warning, written warning, suspension, and discharge. Disciplinary action may begin at any step in the program depending upon the seriousness of the infraction. The District will notify the employee and the UNION in writing of the commencement of a disciplinary investigation within ten (10) working days of the District's date of knowledge that the employee may have



engaged in misconduct. The District will notify the employee and the Union by mail, email or in-person delivery to arrange an investigatory interview with the employee and his/her Union Representative/Shop Steward if requested.

- 17.2 The causes for which an employee may be disciplined or discharged shall include, but not be limited to, the following:
- 17.2.1 Dishonesty
  - 17.2.2 Insubordination
  - 17.2.3 Intoxication or use of alcoholic beverages or illegal drugs while on duty or on DISTRICT property.
  - 17.2.4 Sexual harassment or other harassment of fellow employees.
  - 17.2.5 Violation of DISTRICT rules or policies.
  - 17.2.6 Violation or non-compliance with federal and state operating rules and regulations, including Federal Railroad Administration rules and regulations.
  - 17.2.7 Violence and/or threats of violence in the workplace.
- 17.3 The DISTRICT will inform employees and the Union in writing as to the reasons for any formal discipline that includes suspension, demotion or discharge. Disciplinary documents will become part of the employee's personnel record.
- 17.4 Regular employees (those who have completed the Probation Period) claiming that they were unjustly disciplined or discharged may challenge the discipline or discharge through the Discipline policy and procedures set forth in the DISTRICT's Discipline Policy, HRM-0018, as modified herein HRM-0018 and any modifications thereto are incorporated into this Agreement and are binding on all parties. The Regular employee may be represented by the UNION throughout the disciplinary process. Except as provided in paragraph 17.5, no Bargaining unit employee will be disciplined, suspended or dismissed from the service until a fair and impartial formal investigation has been conducted by an authorized Department Manager.
- 17.5 Except when a serious act or occurrence is involved, or as required by Federal Railroad Administration regulations, a Bargaining unit employee will not be held out of service in disciplinary matters before a formal investigation is conducted. A serious act or occurrence is defined in section 17.2 above.
- 17.5.1 If a Bargaining unit employee is held out of service before a formal investigation, the District may elect to put the employee on Administrative Leave of Absence with pay during the investigatory and disciplinary process. Holding a Bargaining unit employee out of service before a formal investigation or paying the employee for being out of service for less than a serious act or occurrence is not prejudging the employee.

- 17.6 The General Manager's or designee's decision to discipline shall only be appealed by the employee or by the UNION on the employee's behalf to an Arbitrator selected by the Parties.
- 17.6.1 The request for arbitration may be filed in writing with the Human Resources Department not more than fifteen (15) working days from receipt of the General Manager's decision, or the right to appeal the decision is forfeited.
  - 17.6.2 The decision will be resolved by an arbitrator.
  - 17.6.3 As soon as possible, but no later than twenty (20) working days, after receipt of the request for arbitration, the District and the UNION shall select an arbitrator. If the parties are unable to agree upon an arbitrator, they shall request a list of five (5) names from the State Conciliation and Mediation Services and shall strike names until an arbitrator is selected.
  - 17.6.4 Both parties will endeavor to submit the appeal to the arbitrator within twenty (20) working days after selection.
  - 17.6.5 The decision of the arbitrator will be final and binding on all parties.
  - 17.6.6 The Arbitrator(s) will neither add to, detract from nor modify or ignore the existing language of any District rules, policies or regulations in considering any issue properly before them. If the arbitrator sustains the decision, he/she shall fashion an appropriate remedy that does not conflict with any provisions contained in any District rule, policy or regulation.
  - 17.6.7 The Arbitrator(s) will expressly confine themselves to the precise issues being raised by the appeal and submitted to them, and will have no authority to consider any other issue not so submitted.
  - 17.6.8 Any monetary award in favor of the employee is limited to lost wages and benefits suffered measured from the date of the imposed discipline forward. In no event will the Arbitrator(s) award any other type of monetary award, including, but not limited to, attorney's fees.
  - 17.6.9 All expenses of arbitration will be shared equally by the District and the UNION.
  - 17.6.10 Failure on the part of the District or the UNION to appear in any matter before an arbitrator, without good cause, will result in forfeiture of the matter and responsibility for payment of all costs of arbitration.
  - 17.6.11 Mediation may be used by both parties to assist them in resolving the disciplinary matter. The decision to utilize mediation will be voluntary. Mediation may be held at any step prior to submission of the final appeal to arbitration.
- 17.7 Revocation of Certification: For matters related to the revocation of engineer and conductor certifications under the Federal Railroad Administration regulations, 49 CFR 240 and 242, the District will comply with the procedures set forth in sections 49 CFR Parts 240 and 242. The District

shall have the discretion to consolidate any such revocation hearing with any discipline hearing arising from the same facts.

## **ARTICLE 18 – LEAVES**

18.1. All leave time, including Holiday, Sick and Vacation leave will be processed in accordance with District policy HRM-0022. Leaves, except as modified herein. From time to time it may be necessary to modify District leave policy as required by Local, State or Federal law. Should the District be required by law to modify a leave policy, the District will notify the UNION in writing of the required change. Any other proposed changes not required by law will be subject to the provisions of the Meyers-Milias Brown Act.

### **18.2. HOLIDAYS**

18.2.1. The DISTRICT observes various District designated holidays each year. Regular full-time and part-time employees are eligible for paid District designated holidays. To be eligible for Holiday pay, employees must work or be on a pre-approved paid absence on the employee's regularly scheduled work days the day before and the day after the holiday.

18.2.2. Paid holidays are as follows:

1. New Year's Day - January 1st
2. Martin Luther King, Jr.'s Birthday, third Monday in January.
3. President's Day, the third Monday in February
4. Memorial Day, the last Monday in May.
5. Independence Day, July 4<sup>th</sup>.
6. Labor Day, the first Monday in September.
7. Veteran's Day, November 11<sup>th</sup>.
8. Thanksgiving Day
9. The day following Thanksgiving Day
10. Christmas Day, December 25<sup>th</sup>.
11. Two (2) Floating Holidays
12. Each day appointed by the Governor of the State of California and formally recognized by the Board of Directors as a day of mourning or other special observance.

18.2.3. Floating Holidays. Two eight (8) hour days per year will be deemed as floating holidays, which may be taken at any time during the calendar year in which it is accrued provided a written request is made in advance and the supervisor approves such request in writing. Floating holiday pay will be pro-rated for part-time employees. Employees eligible for floating holidays are regular and Probationary. Floating holiday pay must be taken in increments of eight (8) hours. Floating holiday hours must be used in the year that they are accrued and will not carry over from one calendar year to the next. If an eligible employee does not use their floating holiday hours during the calendar year, one eight (8) hour day will be paid out at the straight time rate following the end of the calendar year. Floating holiday hours are not

eligible to be paid out upon separation of employment from the District. New hires hired prior to June 1st of each year will receive two floating holidays. New hires hired between June 1st and August 31st of each year will receive one (1) floating holiday. New hires on or after September 1st will not receive the floating holidays for that year. Supervisor approval is needed prior to scheduling a floating holiday.

- 18.2.4 If in the future, the DISTRICT and UNION agree to establish an Alternative Work Schedule, (i.e. a 4/10 shift), employees whose normally scheduled work shift is greater than 8 hours will receive holiday pay equivalent to the number of hours they are regularly scheduled to work. Holiday pay in excess of eight hours will be paid at the straight time rate. If the Employee actually works on the holiday, hours worked will be paid as specified in District policy HRM-0022.

### **18.3. VACATION ACCRUAL AND PAY**

- 18.3.1 All regular full-time employees are eligible to accrue vacation leave based on hours worked on a maximum forty (40) hour workweek. Part-time employees who work a minimum of 20 hours per week shall accrue vacation on a pro-rata basis. Usage and accrual shall be governed by the same rules and regulations applicable to full time employees. Vacation accrual schedules can be found in District policy HRM-0022 – Leaves.
- 18.3.2 If in the future, the DISTRICT and UNION agree to establish an Alternative Work Schedule, (i.e. a 4/10 shift), employees whose normally scheduled work shift is greater than 8 hours may use accrued vacation pay equivalent to the number of hours they are regularly scheduled to work. Vacation pay in excess of eight hours in one day will be paid at the straight time rate.
- 18.3.2 Vacation Buyback. Each represented employee may request once a calendar year to receive payment for up to eighty (80) hours of accrued vacation hours, provided that there is a minimum remaining balance of eighty (80) hours following payment. Such requests may be made bi-weekly during any pay period.
- 18.3.3 Additional Vacation Time – To allow for flexibility throughout the year, after the annual bid process been has completed, employees may request additional vacation or compensatory time off as needed. All such requests must be scheduled in advance and receive Supervisor approval. The District reserves the right to deny additional time off requests due to Operational needs.
- 18.3.3.1 The District will allow up to two (2) Employees off on vacation at any one time.

18.3.3.2 Vacation Accrual Chart

**Non-exempt Employees Vacation Accrual**

<b>Years of Continuous Completed Full-Time Service</b>	<b>Number of Continuous Completed In-Service Hours</b>	<b>Vacation Accrual per 80 In-Service Hours</b>	<b>Annual Total Equivalent Days</b>
0 - 2	0 - 4,160	3.08	10
2 - 3	4,161 - 6,240	3.69	12
3 - 4	6,241 - 8,320	4.00	13
4 - 5	8,321 - 10,400	4.31	14
5 - 10	10,401 - 20,800	4.62	15
10 - 15	20,801 - 31,200	5.85	19
15 - 20	31,201 - 41,600	6.46	21
20 - 25	41,601 - 52,000	7.08	23
More than 25	52,001 or more	7.38	24

**18.4. SICK LEAVE ACCRUAL AND PAY**

- 18.4.1 Regular full-time and part-time employees are eligible to receive sick pay. Each DISTRICT full-time employee will accrue up to 12 sick days (96 hours) per year, with no limit on accumulation. Regular part-time employees who work at least 20 hours per week are eligible to accrue paid sick leave on a pro-rata basis. In accordance with AB 1522, Article 1.5. Section 246 (b)(1), the minimum sick leave accrual rate for regular part-time employees who work at least 20 hours per week will be one hour per every 30 hours worked. Usage and accrual of said benefits shall be governed by the same rules and regulations applicable to full-time employees. Use of sick leave will be consistent with District policy HRM-0022 Leaves, Section 3, Sick Time Accrual and Pay except as modified herein.
- 18.4.2 If in the future the DISTRICT and UNION agree to establish an Alternative Work Schedule (i.e. a 4/10 shift), employees whose normally scheduled work shift is greater than 8 hours may use accrued sick leave pay equivalent to the number of hours they are regularly scheduled to work. Sick leave used in excess of eight hours in one day will be paid at the straight time rate.

**18.5. MEDICAL AND OTHER LEGALLY REQUIRED LEAVES OF ABSENCE**

- 18.5.1 Leaves of Absence are periods of time in which an employee is permitted to be away from work without being terminated or considered to have voluntarily resigned. Completion of the Probationary Period is required, except where state or federal laws require otherwise. Examples of circumstances where a leave of absence is appropriate are work-related disabilities, military duty and medical disabilities, (including pregnancy). In instances where the leave occurs during the Probationary Period, the Probationary

period is extended by the time an employee is out on a leave. Leaves are generally unpaid time off, unless the employee is eligible for and has accrued time under the sick or vacation plans.

- 18.5.2 The General Manager or designee, on a case-by-case basis, may grant a leave of absence (LOA), depending on the nature of the leave and the business needs at that time. It is the employee's responsibility to maintain contact by phone or in writing, with their supervisor and/or the Human Resources Department while he/she is on a LOA. The employee must provide documentation supporting the need for the leave (e.g., physician's visit certification) and keep it up-to-date. Any holidays that occur while an employee is on a LOA are not paid unless the use of accrued sick, compensatory and/or vacation time on the day prior to and after the District holiday is used. Vacation and sick time do not accrue during a leave if an employee is in unpaid leave status.
- 18.5.3 All legally required leaves will be administered according to DISTRICT policy HRM-0022 – Leaves. The DISTRICT reserves the right to update this policy as required to comply with changes in State, Federal or local laws. The District will notify the union of any changes. To the extent required by law at the time of any Union request, the District will discuss with the Union the impact of any legally mandated changes as a result of State, Federal or local laws.

## **ARTICLE 19 - HEALTH AND LIFE INSURANCE**

- 19.1 DISTRICT provides each employee with a comprehensive group insurance plan as outlined in District Policy HRM-0019 Employee Benefits. New employees who work a minimum of 20 hours per week are eligible to participate in District health and welfare benefits on the first day of the month following their date of hire.
- 19.2 Maintenance of Benefits and Premium Sharing – The DISTRICT shall contribute the amounts outlined in APPENDIX A toward health and welfare benefits for the life of this agreement. If Employees elect to enroll in DISTRICT benefit plans, they shall make a premium sharing contribution according to the schedules set forth in APPENDIX A.
- 19.2.1 Medical Benefits for Retirees/Dependents – Eligibility for medical benefits for retirees/dependents is set forth in APPENDIX B per Government Code Section 22892 of the PEMCHA.
- 19.3 At appropriate normal open enrollment periods or other enrollment periods as arranged by the District for initial enrollment, the District's group insurance plans shall be made available to employees covered by this Agreement.
- 19.4 Coordination of Benefits. If an employee and their spouse or other qualified dependent both work for the District, benefits received under group policies will be coordinated with any other Employer-provided benefits an employee or dependent may



have. This means an employee and their dependent(s) may not receive double coverage under any plan offered by the District.

## ARTICLE 20 - PENSION PLAN

### 20.1 CalPERS

20.1.1 The DISTRICT and each employee, who is scheduled to work twenty (20) hours per week or who actually works one thousand (1,000) hours or more in a fiscal year, shall continue to contribute to the Public Employees' Retirement System in accordance with the applicable rules and regulations.

20.1.2 Employees hired on or after January 1, 2013, the effective date of the new CalPERS Retirement Plan, (2% @ Age 62) shall be covered by the terms of that retirement plan.

### 20.2 457 Deferred Compensation

20.2.1 The DISTRICT has available to all employees a 457 b Deferred Compensation Plan. This plan allows employees to make voluntary contributions, on a pre-tax basis, for their own retirement savings. For employees hired after June 1, 2012, the DISTRICT will match employee voluntary contributions up to a maximum of 2% of annual base salary.

## ARTICLE 21- WAGES

Wages for this Unit of employees as shown below:

21.1 Wages will be effective December 16, 2019 following ratification of the Agreement. Subsequent wage increases will be effective on July 1st of each year through the life of the contract.

Job Class	December 16, 2019 - June 30, 2020	Hourly Wage	July 1, 2020 - June 30, 2021	Hourly Wage	July 1, 2021 - December 15, 2022	Hourly Wage
Engineer-Conductor	4% COLA	\$46.76	3% COLA	\$48.16	3% COLA	\$49.61
Engineer Trainee	4% COLA	\$39.75	3% COLA	\$40.94	3% COLA	\$42.17
Conductor	4% COLA	\$38.90	3% COLA	\$40.06	3% COLA	\$41.26
Conductor Trainee	4% COLA	\$33.06	3% COLA	\$34.05	3% COLA	\$35.08

21.2 A newly hired employee shall receive 85% of the full rate of pay in effect at the time of hire until such employee has successfully completed the training period and has been certified as an Engineer-Conductor and/or Conductor by SMART at which time they will be compensated at the full rate of pay.

- 21.3 Training Pay – Employees who are tasked with training the Engineer-Conductor/ Conductor Trainees shall receive a flat rate of \$35.00 per workday for each workday that they are training. Only one employee per train will be assigned to conduct training and receive the training pay. SMART management will select employee trainers at its discretion.

## **ARTICLE 22 – TRANSPORTATION EXPENSE**

- 22.1 Transportation Expense: When operating employees are required to travel to assignments outside of their home terminal on other than regular assignment, the District will either provide transportation or authorize the use of the employee’s personal vehicle. When so authorized, the employee shall receive compensation per mile equal to the IRS rate then in effect between the ROC and the reporting point and return, and for work-related mileage at the other point.

## **ARTICLE 23 - UNIFORMS**

- 23.1 The DISTRICT will provide uniforms per SOP 201.08 as it pertains to bargaining unit staff; ten shirts (at least one of which must be long sleeve), eight pants and will provide laundered service for such uniforms. The DISTRICT will also provide two pairs of uniform boots annually.
- 23.2 Personal Protective Equipment, if necessary, will be provided per HRM-0020, Employment Practices.

## **ARTICLE 24 - TRANSIT VEHICLES**

- 24.1 Vehicles assigned to the EMPLOYEES working group will be used by and for the EMPLOYEES. Other DISTRICT employees may, if available, use these cars for DISTRICT-related business.
- 24.2 EMPLOYEES will be responsible for keeping the vehicles reasonably clean and inspected, but in no case are they responsible for normal wear and tear.
- 24.3 All vehicles will be equipped with an emergency kit.
- 24.4 It is each EMPLOYEE’S responsibility to inform the DISTRICT if any emergency items are missing.

## **ARTICLE 25 - CIVIC DUTY TIME OFF**

- 25.1 SMART encourages employees to serve as jurors or witnesses when called. Full-time and part-time regular employees will receive full pay while serving on jury or witness duty. An employee must notify their Supervisor of the need for time off for jury or witness duty as soon as a notice or summons from the court or a subpoena is received. Proof of attendance shall be required when the employee returns to work.
- 25.2 An employee may retain such payment as may be allowed for travel but shall make payable to SMART any and all fees which the employee may receive in payment for service as a juror. Employees are required to provide written verification of having served from the court clerk. If work time remains after any day of jury or witness duty, the employee will be expected to return to work for the remainder of their work schedule.
- 25.3 For positions covered under the FRA Hours of Service law, the employee will not be required to perform any work during the 24-hour period in which the jury duty is served.
- 25.4 Time spent on jury duty service will be considered time worked for purposes of DISTRICT'S contributions to health and welfare, pension plans, vacation eligibility and payment, holidays, and seniority.

## **ARTICLE 26 - OVERTIME AND WORK SCHEDULES**

- 26.1 Overtime compensation will be paid at the rate of one and one-half (1 ½ ) times the regular rate for all hours worked in excess of eight hours in one day or forty (40) hours worked in a workweek.
- 26.1.2 Hours spent attending Jury Duty do not count toward the number of hours needed before an employee is eligible for overtime compensation.
- 26.2 Employees may elect compensatory time off for any overtime work performed. Compensatory time off is earned at time and one half. Employees may accumulate a maximum of eighty (80) hours of compensatory time off. Once the maximum number of hours has been accrued, the employee shall receive overtime pay as described in Paragraph 26.1. Employees may not elect compensation time off until they fall below the maximum eighty- (80) hour accumulation.
- 26.3 All employees must submit a timesheet indicating hours worked.
- 26.4 If an employee is called back to work after the regular work day having performed at least 8 hours of compensated service on the day involved, he shall be paid a minimum of two (2) hours at the overtime rate. All work beyond the first two (2) hours shall be paid by the hour at the overtime rates.

- 26.5 On the seventh consecutive day worked within the workweek, the first eight (8) hours are paid at one and one-half times their regular rate, and hours worked beyond eight (8) are paid at double their regular rate of pay. For overtime purposes, the workday begins at 12:01 a.m. and ends at midnight. The workweek begins at 12:01 a.m. Monday and ends at midnight the following Sunday for all employees.
- 26.6 Full time employees will receive a minimum of eight (8) hours of pay for each day that they are scheduled to and report for work in a five (5) day, forty (40) hour workweek. Employees who fail to report to work or request to leave the worksite early for personal reasons will use accrued paid leaves to cover the hours not worked.
- 26.7 Employees may receive one on-duty paid meal break when practicable subject to District Operations.
- 26.8 There will be no split shifts for full-time employees during the term of this agreement. A split shift is defined as a District established work schedule that is interrupted by non-paid and non-working time periods, other than an unpaid meal period. If an employee requests the unpaid time for their own convenience for any reason, then it is not a split shift.

## **ARTICLE 27 - SHIFT BIDDING AND EXTRA WORK**

- 27.1 The DISTRICT will conduct a minimum of three (3) bids per year, at four- (4) month intervals. The bid dates will be in April, in August and in December. The DISTRICT will announce bids electronically, distribute and/or post shift schedules to be bid upon at least fourteen (14) days prior to the day on which the bid/s process will occur. Actual bidding will take place at least ten (10) calendar days prior to the day on which the bid will take effect.
- 27.2 Employees shall bid shifts according to the bargaining unit seniority order. Seniority lists will be distributed with the bid packet at least fourteen days prior to the day on which the bid process will occur. Assignments- will be made to employees in bargaining unit seniority order from bids submitted prior to the close of an advertisement period. Employees will be given confirmation for bids submitted.
- 27.3 Each employee will submit their bid by seniority order on the first business Monday (i.e. non-holiday) of the month. Employees may submit bids in person, by phone, or by proxy. The District and the Union agree that if the District purchases appropriate software in the future, bids may be submitted electronically. If an employee fails to submit a bid, a UNION representative will bid for them. Bidding will take place one week prior to effective date of the awarding of bids. Final results will be posted in the Rail Operations Center office. The bid/s become effective on Monday within ten (10) days after awarding of the bids.
- 27.4 Employees on a leave of absence who will not be able to work at least two (2) months of the bid period will not be permitted to bid, unless the DISTRICT and the UNION mutually

agree to permit the employee to bid. If the employee returns to work during the bid period, the DISTRICT will assign the employee to an open shift.

- 27.5 DISTRICT reserves the right to determine staffing levels of daily Engineer-Conductors and Conductors assignments. If a shift becomes open between bidding cycles and the DISTRICT determines to cover all or part of that shift, the coverage of that shift will be as follows: Open assignments (vacancies due to resignation, termination or discipline, leaves of absence greater than 30 days or schedules not being covered by an Extra Board employee) that the DISTRICT determines need to be filled will be offered in the following manner:

**27.5.1 Open assignments as defined in 27.5 above will be offered for bid to the Extra Board pursuant to bargaining unit seniority.** In the event there is no volunteer **or interest in bidding** for the open assignment(s), the EMPLOYEE(S) with the least amount of **bargaining unit** seniority on the opposing assignment will be obligated to fill the open assignment.

27.5.2 New assignments, assignments subject to re-advertisement, extra board positions and vacancies, will be advertised for bid **pursuant to Section 27.2.** The advertising period will close 11:59 p.m. the following Monday, and assignments will be made effective 00:01 a.m. the following Monday.

27.5.3 Regular assignments will be re-advertised when any of the following permanent changes are made in such assignments:

1. Changing the crew base.
2. Changing advertised starting time at the crew base and or tie up time at the end of the assignment, one hour or more
3. Changing the assigned rest days.
4. Changing any run of the assignment to working a different Shift.

- 27.6 When regular runs, rosters or holiday schedules are rearranged, the local DISTRICT management representative and duly accredited UNION Representative on Site having jurisdiction will meet with the express intent of agreeing to group such assignments consistent with bargaining unit seniority while recognizing the necessity to protect service.

- 27.7 The UNION shop steward will work with a DISTRICT representative in processing the shift bids. The Superintendent or designee will post copies of all bids submitted each day.

- 27.8 When the District determines that it is necessary to temporarily reassign an employee to a shift other than their bid shift, reassignment will be done in inverse seniority order based on availability.

## **ARTICLE 28 - EMPLOYEE ASSISTANCE PROGRAMS**

- 28.1 The DISTRICT and UNION are committed to protecting the safety, health and well-being of all employees, the public and other individuals in the workplace. The District provides an Employee Assistance Program (EAP) to all Employees as part of its benefits program. In addition, pursuant to Federal Railroad Administration regulations, the District has developed a Critical Incident Stress Plan compliant with 49 CFR Part 272, (APPENDIX C).
- 28.2 Substance Abuse: As required by District policy and Federal Railroad Administration Regulations, the District has developed a Drug and Alcohol-Free Workplace Policy and 49 CFR Part 219 Compliance Plan (APPENDIX D). All Employees in the bargaining unit are covered under the provisions of this plan.

## **ARTICLE 29 - NO STRIKES, WORK STOPPAGES OR LOCKOUTS**

- 29.1 The UNION agrees that during the life of this Agreement there shall be no strikes, slowdowns, or any other form of work stoppage, including sympathy strikes and the DISTRICT agrees that there shall be no lockouts.

## **ARTICLE 30 – ACCESS TO NEW HIRE INFORMATION**

- 30.1 The DISTRICT will notify the UNION of all new hires at least ten days prior to the new employee's start date. If a bargaining unit member's first day of work begins less than ten days after the date the employee is hired, the 10-day notice requirement will be reduced and the District will provide as much advance notice as reasonably possible. All new hires will receive a new employee orientation on their first day of employment. The DISTRICT agrees to allocate a thirty (30) minute timeframe during the new hire orientation schedule for UNION representatives to meet with the new employee(s). A UNION representative will contact a representative of the District's human resources department at least twenty-four hours in advance of the new hire orientation date to arrange a time to meet with the new employee during the orientation process. If UNION does not wish to send a representative to the new hire orientation, they may provide written materials to the DISTRICT Human Resources Department which will be provided to the new employee.
- 30.2 To the extent required by Government Code Section 3558, the District will provide the Union with a list of names and contact information (listed below if on file) for any newly hired bargaining unit member within 30 days of the date of hire or by the first pay period of the month following hire. The District will also provide the Union a list of all bargaining unit member names and contact information on the last working day of September, January, and May. The information will include the following information except for any information subject to exclusion pursuant to Government Code Section 6254.3(c):

- Employee name,

- Job title,
- Department,
- Work location,
- Home address, and
- Work, home and personal telephone numbers and personal email addresses on file.

Each month, the Union will provide the District with a list of the names of all current bargaining unit members who are and who are not Union members.

## ARTICLE 31 - TERM OF AGREEMENT

31.1 Upon both Parties ratification of this agreement, this Agreement shall become effective December 16, 2019 and remain in effect for three years from that date up to and including December 15, 2022, and thereafter shall automatically be renewed from year to year unless either party shall give notice in writing to the other party at least one hundred and twenty (120) days prior to the end of the initial term of a desire to amend, modify, or terminate this Agreement. If such notice or notices are not given, the Agreement shall be deemed to be renewed for the succeeding year.

IN WITNESS WHEREOF, the duly authorized representatives of the parties hereto, having met and conferred in good faith, have caused their names to be subscribed this day of \_\_\_\_\_, 2020.

FOR THE DISTRICT

FORTHE UNION

APPROVED

RATIFIED

\_\_\_\_\_

Chair, Board of Directors

\_\_\_\_\_

Felix Mario Huerta Jr.  
Chief Negotiator  
Operating Engineers Local 3

\_\_\_\_\_  
Attest

SMART NEGOTIATORS

UNION NEGOTIATORS

\_\_\_\_\_  
Diane O'Malley, Chief Negotiator

\_\_\_\_\_  
Joe Wildman,  
Business Representative OE3



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Lisa Hansley  
SMART Human Resources

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Timothy Dulin  
Shop Steward

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Ryan Aranda  
Employee Negotiator

## APPENDIX A

### ***SMART EMPLOYER/EMPLOYEE MONTHLY BENEFIT PREMIUM CONTRIBUTIONS***

EFFECTIVE December 16, 2019

<b>Benefit Type</b>	<b>Employer Share</b>	<b>Employee share</b>
Medical	85%	15%
Dental	80%	20%
Vision	100%	0%
Long Term Disability	100%	0%
Group Term Life	100%	0%
EAP	100%	0%
Additional Life	0%	100%
Dependent Life	0%	100%
Short Term Disability	0%	100%

## APPENDIX B

### ***CALPERS PEMCHA MINIMUM CONTRIBUTION FOR ANNUITANTS***

AS OF January 1, 2019

<b>YEAR</b>	<b>PEMCHA Minimum</b>	<b>Employer Monthly Contribution for Annuitants</b>
2011	\$108.00	\$1.00
2012	\$112.00	$\$112.00 \times 5\% \times 1 \text{ Year} = \$5.60$
2013	\$115.00	$\$115.00 \times 5\% \times 2 \text{ Years} = \$11.50$
2014	\$119.00	$\$119.00 \times 5\% \times 3 \text{ Years} = \$17.85$
2015	\$122.00	$\$122.00 \times 5\% \times 4 \text{ Years} = \$24.40$
2016	\$125.00	$\$125.00 \times 5\% \times 5 \text{ Years} = \$31.25$
2017	\$128.00	$\$128.00 \times 5\% \times 6 \text{ Years} = \$38.40$
2018	\$133.00	$\$133.00 \times 5\% \times 7 \text{ Years} = \$46.50$
2019	\$136.00	$\$136.00 \times 5\% \times 8 \text{ Years} = \$54.40$



# Critical Incident Stress Plan

*(49 CFR Part 272)*

Submitted February, 5 2019

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## Section1: Introduction

The Sonoma Marin Area Rail Transit, (herein referred to as SMART) recognizes employees as the agency's most valuable resource and is committed to their wellbeing. Critical incidents occur with unfortunate results on the public, railroad and employees, they expose employees to potentially traumatic events. This exposure can in some cases result in detrimental cognitive, physical and/or emotional reactions. This document serves to outline processes developed by SMART to support employees involved in critical incidents, and to comply with *Title 49, Code of the Federal Regulations (CFR), Part 272 Critical Incident Stress Plans*. This program will be administered by Human Resources and SMART's Psychological Provider (See appendix A for details).

## Section2: Purpose, Intent and Objectives

### **Purpose:**

This plan is adopted by SMART, in fulfillment of requirements set forth in 49 CFR Part 272, Critical Incident Stress Plans. The purposes of the regulation, as stated in 49 CFR Part 272.1, are to promote:

1. Safety in railroad operations, and
2. Health and safety of railroad employees, specifically those directly involved in critical incidents as defined in 49 CFR Part 272.9.

### **Intent:**

SMART is committed to employee health, safety, and welfare. SMART intends for this plan to optimize the key elements involved in responding to critical incidents, ensure it is consistent and effective in its application, provide for its maintenance and continuity, and document its conformance to all requirements of

49 CFR Part 272.

### Objectives:

SMART's Critical Incident Plan strives to apply evidence-supported best practices to:

1. Reduce the likelihood of employees developing disorders such as Post Traumatic Stress Disorder (PTSD) and Acute Stress Disorder (ASD) as a result of experiencing a critical incident in the workplace; and
2. Provide clear pathways to access evaluation and treatment as indicated to decrease symptoms and to promote resilience and recovery.

## Section 3: Rule Requirements

SMART as required by 49 CFR Part 272 will:

1. Inform each directly-involved employee as soon as practicable of the relief options available in accordance with this plan;
2. Offer timely relief from the balance of the duty tour for each directly-involved employee, after the employee has performed any actions necessary for the safety of persons and contemporaneous documentation of the incident;
3. Offer timely transportation to each directly-involved employee's home terminal, if necessary;
4. Offer counseling, guidance and other appropriate support services to each directly involved employee;
5. Permit relief from the duty tour(s) subsequent to the critical incident; for an amount of time determined by each railroad, if requested by a directly-involved employee as may be necessary and reasonable;
6. Permit each directly involved employee such additional leave from normal duty as may be necessary and reasonable to receive preventive services or treatment



related to the incident or both provided that the employees clinical diagnosis support the need for additional time off or the employee is in consultation with a health care professional related to the incident and such health care professional supports the need for additional time off in order for the employee to receive preventive services or treatment related to the incident, or both; and

7. Address how the railroad's employees operating or otherwise working on track owned by or operated over by a different railroad will be afforded the protections of the plan.

## Section 4: Program Scope: Employees and Events Covered Under Plan

To be covered, employees must meet criteria under "Covered Employee Classifications" and "Directly Involved Employee" (see Definitions):

**Critical incidents covered by this plan include:**

1. Accidents reportable to the Federal Railroad Administration under 49 CFR Part 225 resulting in fatality, loss of limb, or similarly serious bodily injury; or
2. A catastrophic accident reportable to the Federal Railroad Administration under 49 CFR Part 225 that could reasonably be expected to impair the ability of a directly involved employee to safely perform his or her job duties.

### **Labor Organization Review**

1. The CISP was vetted and accepted by applicable Labor organizations.
2. Pursuant to 272.103, SMART has served a copy of the submission to the Labor organization, see attached.

### **Covered Employee Classifications:**

The provisions of the plan apply to directly involved employees in the following job classifications:

1. Employees covered under 49 CFR Part 228 by hours of service (HOS) laws who are:
  - a. Locomotive engineers.
  - b. Conductors.
2. Signal employees. (covered under 49 U.S.C. 21104).
3. Dispatching service employees (Control Supervisor).
4. Bridge Tenders.
5. Railroad employees who inspect, install, repair, or maintain railroad right-of-way or structures.
6. Railroad employees, who inspect, repair or maintain locomotives, passenger cars, or freight cars.

### **Directly Involved Employees means:**

A directly involved employee for purposes of this plan includes employees in classifications outlined above who:

1. Are closely connected to the critical incident;
2. Witness the critical incident in person as it occurs; or
3. Witness in person the immediate effects of the critical incident; or
4. Are charged directly to intervene or respond to the critical incident, with the exception of SMART Police Officers and Code Compliance Officers.

## **Section 5: Response Protocols**

1. The Critical Incident Stress Plan will be initiated when a critical incident occurs. Upon initiation, SMART Rail Operations Center (ROC) is advised that a critical incident has occurred.

2. ROC issues a text and/or email advising of the train number, location, and time of the incident. Included on the distribution list will be:
  - a. SMART Operations manager will be responsible for notification to the appropriate department heads:
    - Superintendent of Vehicle Maintenance
    - Superintendent of Signals and Way
    - Superintendent of Transportation
    - General Manager
    - Chief of Police
  - b. SMART Human Resources
  
3. As soon as practical a SMART Field Supervisor will arrive at the site of the critical incident, and the following will occur:
  - a. Identify covered employees;
  - b. Take extra care to connect with and support covered employees;
  - c. Offer/remind directly involved employees of the following support services, including relief options:
    - i. Relief from the balance of the duty tour for each directly-involved employee, after the employee has performed any actions necessary for the safety of persons and contemporaneous documentation of the incident;
    - ii. Timely transportation for each directly-involved employee to the employee's home terminal, (the employee's home reporting station, specifically the employee's regular reporting point at the beginning of the tour of duty), after the employee has performed any actions necessary for the safety of the persons and contemporaneous documentation of the incident;
    - iii. Counseling, guidance and other appropriate

support services.

- iv. Relief from duty tours subsequent to the critical incident for a period up to three days or until cleared to return to work by SMART psychological provider following a Critical Incident Stress Debriefing, whichever occurs later;
  - v. Additional leave (relief) from normal duty as may be necessary and reasonable to receive preventive services or treatment related to the incident or both, provided the employee's clinical diagnosis supports the need for additional time off, or the employee is in consultation with a health care professional related to the incident and such health care professional supports the need for additional time off in order for the employee to receive preventive services or treatment related to the incident or both. Leave will be administered in accordance with applicable state and federal medical leave laws.
4. SMART Psychological Provider will make an outreach call or text to covered employees within a timely manner of the incident to:
- a. Offer counseling, guidance and support.
  - b. Schedule one-on-one sessions if requested by the employee.
  - c. Schedule a Critical Incident Stress Debriefing in coordination with Human Resources and those employees directly involved with the incident.
  - d. Facilitate assessment, referral, and treatment as requested by employee.
  - e. After the initial assessment, if additional treatment is required, SMART will not restrict the employee's choice of health care practitioners, (e.g., certified employee assistance professional, or personal licensed psychiatrist, clinical psychologist, clinical social worker, or physician), although treatment must be consistent with applicable standards of care, collective

bargaining agreements, and pertinent regulations.

## Section 6: Plan Communication and Training

- I. Employees will receive initial information explaining the core features of the Critical Incident Stress plan through a variety of communication means, including the following:
  - a. **May be accessed through SharePoint on SMART Web site.**
2. Education on the plan to employees, supervisors and other involved groups on the Critical Incident Stress Plan will be addressed in the following formats:
  - a. Employee pre-incident training will educate all covered employees on resilience, normal reactions to stress, ways to cope with stress and the core features of the Critical Incident Stress Plan. Employee training will be provided through the following:
    - i. Annual training for engineers and conductors, and train movement personnel;
    - ii. Rules Class for mechanical employees; and
    - iii. New Employee Orientation.
  - b. Non agreement supervisors and managers of covered employees will receive training on their responsibilities in enacting the Critical Incident Stress Plan and the principles of Stress First Aid directing them how to interact with employees involved in critical incidents. Supervisory training will be provided through the following:
    - i. Computer-based (EPATH) training;
    - ii. DSLE/Supervisor class
    - iii. Training at job briefings and staff meetings;
  - c. SMART Psychological Provider will be provided with

the plan elements, concentrating on case management and advanced Stress First Aid an application of Psychological First Aid (PFA), assessment and treatment for PTSD, ASD, anxiety, and depression.

- d. Supervisor training will be provided through:
  - i. Staff training classes;
  - ii. Review at staff meetings

## Section 7: Program Review

SMART will maintain documentation of compliance with the Critical Incident Stress Plan. Additionally, the Plan will be reviewed regularly and changes will be made as deemed necessary. Any substantial changes to the plan will be submitted to the FRA and any international/national presidents of labor organizations representing crafts covered by the Critical incident Stress Plan.

## Section 8: Definition of Terms

**Critical Incident:** accidents reportable to the FRA under 49 CFR Part 225 resulting in fatality, loss of limb, or similarly serious bodily injury; or catastrophic accident reportable to the Federal Railroad Administration under 49 CFR Part 225 that could reasonably be expected to impair the ability of a directly involved employee to safely perform his or her job duties.

**Critical Incident Stress Debriefing:** A meeting facilitated by a licensed mental health professional experienced in debriefings for traumatic events. They will occur in small group settings comprised of affected employees and the licensed mental health professional where intervention can be given if appropriate.

**Directly Involved Employee:** employees covered under 272.7 whose actions are closely connected to the critical

incident; who witness the critical incident in person as it occurs or who witness in person the immediate effects of the critical incident; or are charged directly to intervene or respond to the critical incident, with the exception of SMART Police Officers.

**FRA:** Federal Railroad Administration

**Home Terminal:** the employee's home reporting station, specifically the employee's regular reporting point at the beginning of the tour of duty

**In person:** employees who were present on-site or immediately proximal to the critical incident locale and observed the immediate prelude, actual incident, and/or immediate effects therefrom.

**Non- Agreement Supervisor/ Manager:** management employee in a supervisory role, who is responsible to respond to the critical incident.

**Psychological First Aid (PFA):** PFA is a flexible, evidence-informed intervention which is tailored to the individual who has experienced a traumatic event. PFA emphasizes a nonintrusive and compassionate approach to providing an individual who has experienced a critical incident practical assistance with immediate needs, safety and comfort, and assistance in establishing connections with primary support networks and social resources, as well as information about common reactions to trauma, ways to cope with stress, follow-up, and how to access additional support services, including treatment (if needed). PFA does not encourage or require individuals to express their experience, including their emotional reactions and symptoms, to peers in a group setting. The goals of PFA are to decrease the initial distress



associated with exposure to a traumatic event and to improve adaptive functioning.

**Stress First Aid (SFA):** SFA is an application of psychological first aid (PFA) developed in conjunction with staff from the National Center for Posttraumatic Stress Disorder to facilitate ready acceptance and efficacious utilization in the railroad workplace.

## CISP APPENDIX A – PSYCHOLOGICAL PROVIDER INFORMATION

SMART currently contracts with the following providers  
for psychological support services:

### 1. Assessment and Return to Duty Services

Dr. Mark Clementi  
50 Old Courthouse Square Suite 400  
Santa Rosa, CA 95404  
707-527-0456 (office)  
707-484-5246 (cell)

### 2. Employee Assistance Plan

MHN  
1-800-242-6220  
[www.members.mhn.com](http://www.members.mhn.com)  
Company code : smart

## **APPENDIX D**

### ***FEDERAL RAILROAD ADMINISTRATION CONTROL OF ALCOHOL AND DRUG USE***

**(49 CFR PART 219)**

#### **MODEL PART 219 RAILROAD COMPLIANCE PLAN**

**Sonoma-Marín Area Rail Transit**

**June 12, 2017**

**Date of FRA Plan Approval: June 11, 2017**

## **MODEL PART 219 RAILROAD COMPLIANCE PLAN**

FRA’s Model Part 219 Railroad Compliance Plan has been developed by FRA as a tool to assist railroads in complying with the requirements of Title 49, Code of Federal Regulations Part 219 with respect to submission and approval of random alcohol and drug testing and the required programs. This plan, although initially developed for the smaller railroads, may be used by all railroads regardless of class.

Only railroads that are required to comply with Part 219 are authorized to use Federal authority. Therefore, entities having less than 16 covered service employees (unless they operate on tracks of another railroad or otherwise engage in joint operations with another railroad except as necessary for purposes of interchange) are not authorized to utilize Federal authority to conduct Federal random or reasonable cause testing. In those instances, a railroad should use “Company Policy Testing” as their authority. All railroads subject to Part 219.3 would still be responsible for complying with Subpart C – Post-Accident testing requirements.

Simply signing and adopting this plan does not constitute compliance. The actions required by the regulation must be in accordance with regulatory requirements to achieve compliance. **In all cases where there is a difference between this plan and 49 CFR Part 219 or 49 CFR Part 40, the CFR takes precedence.**

A.

NOTE: Title 49, CFR Part 40 requires employers to have a Designated Employer Representative (DER), defined in 40.3 as “An employee authorized by the employer to take immediate action(s) to remove employees from safety-sensitive duties, or cause employees to be removed from these covered duties, and to make required decisions in the testing and evaluation processes. The DER also receives test results and other communications for the employer, consistent with the requirements of Part 40. Service agents cannot act as DERs.” In the past, this person may have been referred to as the Program Administrator.

NOTE: Please make all entries, changes, or additions to this model plan in bold, italics, color, or other distinguishing manner in order to expedite review by the FRA Drug & Alcohol Program Specialist.

## I. Policy Statement

**Sonoma-Marín Area Rail Transit** recognizes the problem of substance abuse in today's society. This problem poses particular concerns to an employer who is subject to governmental regulations and seeks to promote the safety of the general public. This railroad has a concern for the safety, health and well being of its employees as well as an obligation to comply with the United States Department of Transportation (DOT) and Federal Railroad Administration (FRA) regulations. This railroad will comply with all statutes and regulations administered by the FRA in implementing the required Part 219 Drug and Alcohol Program.

Programs have been established on this railroad which requires regulated employees to demonstrate their safety posture through complying with:

1. Urine screens to detect the presence of marijuana, cocaine, opioids, phencyclidine and amphetamines (See 49 CFR § 40.85 and 49 CFR § 40.87);
2. Breath alcohol tests to detect the unauthorized use of alcohol; and
3. Breath, urine, blood and tissue (fatality) testing after qualifying FRA post-accident events.

In accordance with the applicable Federal regulations, this railroad prohibits persons who perform work regulated by the Federal Hours of Service Laws (see 49 U.S.C. §§ 21101-21108) and/or performing duties as Maintenance-of-Way (MOW) workers as described in the definition of "Roadway Worker" in § 214.7 from being under the influence and/or possession of illegal substances and/or under the influence of alcohol while on duty or within four hours of reporting for regulated service. Additionally, illegal substance use is prohibited **on or off duty**, except as allowed in 49 CFR § 219.103.

## II. Identifying Information.

### **Railroad:**

Name: Sonoma-Marín Area Rail Transit

Address: 5401 Old Redwood Highway, Suite 200

Petaluma, CA 94954

Phone: 707-794-3330

E-Mail: [sshelton@sonomamarintrain.org](mailto:sshelton@sonomamarintrain.org)

**Designated Employer Representative:**

Name: Colleen Day-Flynn Address: (If different from above)  
Phone: 707-794-3326  
E-Mail: cday-flynn@sonomamarintrain.org

**Assistant Designated Employer Representative:**

Name: Yasamin Mora Serrano Address: (If different from above)  
Phone: 707-794-3080  
E-Mail: ymserrano@sonomamarintrain.org

**Medical Review Officer:**

Name: Paul Teynor, MD  
Address: 76 E 6790 S  
Midvale, UT 84047  
  
Phone: 815-486-5400

**Testing Laboratory (must be on HHS list of certified labs):**

Name: Clinical Reference Laboratory  
Address: 8433 Quivira Road  
Lenexa, KS 66215  
  
Phone: 913-492-3652

**Substance Abuse Professional (SAP):**

Name: Lisa Wolper, SAP  
Address: 825 College Ave  
Santa Rosa, CA 95404  
Phone: 707-524-8864

**III. Scope**

**This policy applies to all railroad personnel (including contractors and volunteers) who perform regulated duties subject to either the Federal Hours of Service Laws “Covered Service” and/or performing Maintenance-of-Way (MOW) duties covered by the definition of “Roadway Worker” in § 214.7.**

This railroad has a total of   54   regulated service employees (including volunteers and contractors) who perform “Hours of Service” functions.

This railroad has a total of   10   regulated service employees (including volunteers and contractors) who perform “Roadway Worker” functions.

The total number of all regulated employees (**include both covered service and roadway workers**) at the time of this submission is:   64  .

*(Include any contracted employees in the above counts.)*

If applicable, identify the following for the contractor (**if you have multiple regulated service contractors please add appendix at the end of this document with the following information**):

Name of contractor: \_\_\_\_\_

Regulated Service performed for your railroad: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone: \_\_\_\_\_

Identify whether you operate on tracks of another railroad (or otherwise engage in joint operations with another railroad, except as necessary for purposes of interchange). If so, which railroad (s) and mileage: \_\_\_\_\_

**Previous Employer Checks:** This railroad is required to check on the drug and alcohol testing record of employees it is intending to use to perform regulated duties. This railroad will, after obtaining an employee’s written consent, request information from DOT-regulated employers who have employed the employee during any period during the two years before the date of the employee’s application or transfer into regulated service. **See 49 CFR 40.25.**

An employee must also be asked whether he or she tested positive (or refused to test) on any Federal pre-employment drug or alcohol test administered by a DOT employer to which the employee applied for, but did not obtain regulated service work during the past two years.



With respect to any employee who violated a DOT drug and alcohol regulation, documentation of the employee’s successful completion of DOT return-to-duty requirements (including Federal follow-up tests) must be provided to this railroad.

**IV. Testing Programs**

There are numerous situations when Federal **drug and/or alcohol tests** must be administered for the railroad to be in compliance with 49 CFR Part 219. Personnel performing functions listed in Section III of this policy will be required to submit to a drug and/or alcohol test in the instances set forth, as follows:

- 1) **Pre-Employment Drug Testing** – (49 CFR 219.501) Applicants will be informed that all individuals this company will use for regulated service must be drug-free. Passing a Federal pre-employment drug test is a condition prior to performing regulated service duties. If an applicant refuses to submit to the drug test, or tests positive on the drug test, the applicant will not be considered qualified to perform regulated service and will not be offered a position in regulated service.

**Federal Pre-Employment Alcohol Testing (Optional) – (49 CFR 219.502)**  
**Authorized but not required. This railroad chooses to conduct Federal alcohol pre-employment testing? Place an “X” in one of the following boxes:**

Yes  No

- 2) **Federal Reasonable Suspicion Testing** – (49 CFR 219.301)  
 Regulated service personnel will be required to submit to a Federal drug and/or alcohol test whenever a properly trained supervisory employee of this railroad has reasonable suspicion that a regulated employee is currently under the influence of or impaired by a controlled substance or alcohol. Reasonable suspicion must be based on specific, contemporaneous personal observations the supervisor can articulate concerning the employee’s appearance, behavior, speech, body odor, chronic effects or withdrawal effects.

Part 219.11(g) requires supervisory employees to have education and training on alcohol misuse and controlled substance use. The training will cover the physical, behavioral, speech and performance indicators of probable alcohol misuse and use of controlled substances. It will also prepare the supervisors to make the decisions necessary in reasonable suspicion and FRA post-accident situations (i.e., what is a qualifying event and who is to be tested).

The observation for alcohol must be made by at least one qualified supervisory employee who has received proper training in the signs and symptoms of alcohol use per 219.11(g). Documentation of this decision must be maintained, as required by Part 219 Subpart J.

The observation for drugs must be made by at least two qualified supervisory employees, one of which has received proper training in the signs and symptoms of drug use/misuse per 219.11(g). One qualified supervisor must be on-site, but the supervisor trained per

219.11(g), although preferred does not have to be the supervisor on-site. Documentation of this decision must be maintained, as required by Part 219 Subpart J.

If operating on tracks of another railroad, this railroad will coordinate with the host railroad and decide how the supervisor on the site will immediately communicate and coordinate decisions to test and who will administer the necessary testing. In all reasonable suspicion cases, the supervisor will ensure that the regulated service person is transported immediately to a collection site for a timely collection of a urine and/or breath specimen. If the regulated service person is deemed not fit to return to work, the supervisor will arrange transportation for the person. This is not a Federal requirement, but safety will be better assured if accomplished.

Supervisors must document their observations that led them to decide there was a “reasonable suspicion” to have the regulated service person subjected to Federal drug and/or alcohol testing.

- 3) **Federal Reasonable Cause Testing** – (49 CFR 219.401) **Authorized but not required.**  
**A railroad must choose whether or not to conduct Federal drug and alcohol Reasonable Cause testing.** If a railroad selects to conduct Federal (DOT) Reasonable Cause testing, then the railroad cannot perform company (non-DOT) testing for any event described in 219.403. If a railroad selects to conduct company (non-DOT) Reasonable Cause testing, then the railroad cannot perform DOT testing for any event described in 219.403.

**This railroad chooses to conduct Federal Reasonable Cause drug and alcohol testing for all train accident/incidents and rule violations that meet the criteria of 49 CFR 219.403. Please check the appropriate box:**

**Place an “X” in one of the following boxes: Yes  No**

A Federal reasonable cause drug and/or alcohol test may be required (employer’s decision) when a regulated service employee:

- a. Was involved in a qualifying Train accident/incident per 219.403 (a) and a supervisor has a reasonable belief based on specific and articulable facts that the regulated service person’s acts or omissions contributed to the occurrence or severity of the accident/incident; or
- b. Committed a rule violation described in 219.403 (b).

If operating on tracks of another railroad, this railroad will coordinate with the host railroad and decide how the supervisor on the site will immediately communicate and coordinate decisions to test and who will administer the necessary testing. In all reasonable cause cases, the supervisor will ensure that the regulated service person is transported immediately to a collection site for a timely collection of a urine and/or breath specimen. If the regulated service person is deemed not fit to return to work, the

supervisor will arrange transportation for the person. This is not a Federal requirement, but safety will be better assured if accomplished.

Supervisors must document their observations that led them to decide there was a “reasonable cause” to have the regulated service person subjected to Federal drug and/or alcohol testing.

4) **FRA Post-Accident Drug/Alcohol Testing** – (49 CFR 219.201)

FRA regulations require blood and urine specimens from all surviving **regulated service personnel** when they are directly involved in a qualifying accident or incident. Tissues are also collected, in addition to urine and blood from any fatality involving an on-duty railroad employee (**direct or “regulated service” contractual employee**). Events requiring FRA post-accident testing include (note regulatory exceptions will be followed):

1. **Major Train Accident** involving any rail equipment accident with reportable damages in excess of the current calendar year reporting threshold under 49 CFR Part 225 and one or more of the following:
  - a. A fatality (any fatality).
  - b. A release of hazardous materials from railroad “lading” that results in an evacuation or reportable injury caused by the hazmat release.
  - c. Damage to railroad property of **\$1.5 Million** or more.
2. **Impact Accident** involving reportable damage in excess of the current reporting threshold that results in:
  - a. A reportable injury; or
  - b. Damage to railroad property of \$150,000 or more.
3. **Fatal Train Incident** involving any on-duty railroad employee or regulated contractor employee where damages do not exceed the current reporting threshold.
4. **Passenger Train Accident** with a reportable injury to any person in a train accident involving damage in excess of the current reporting threshold that involves a passenger train.
5. **Human-Factor Highway-Rail Grade Crossing Accident/Incident** meeting one of the following criteria:
  - i. Regulated employee interfered with the normal functioning of a grade crossing signal system, in testing or otherwise, without first providing for

the safety of highway traffic that depends on the normal functioning of such a system, as prohibited by § 234.209, is subject to testing.

- ii. Train crewmember who was, or who should have been, flagging highway traffic to stop due to an activation failure of a grade crossing system, as provided § 234.105 (c)(3), is subject to testing.
- iii. Regulated employee who was performing, or should have been performing, the duties of an appropriately equipped flagger (as defined in § 234.5), but who failed to do so, due to an activation failure, partial activation, or false activation of the grade crossing signal system, as provided by § 234.105 (c)(1) and (2), 234.106, or 234.107 (c)(1)(i), is subject to testing.
- iv. If there is a fatality of any regulated service employee regardless of fault. (fatally injured regulated employee must be tested)
- v. If regulated employee violates an FRA regulation or railroad operating rules and whose actions may have played a role in the cause or severity of the accident/incident, is subject to testing.

**Testing Decision:** For an accident that meets the criteria for a Major Train Accident, all assigned **crew members of all involved trains and on-track equipment** must be tested. Test any other regulated service employees that had a possible role in the cause or severity of the accident.

For an Impact Accident, Fatal Train Incident, Passenger Train Accident or Human-Factor Highway-Rail Grade Crossing Accident/Incident, Test any other regulated service employees that had a possible role in the cause or severity of the accident. The railroad must exclude other regulated service employee if the responding railroad representative can immediately determine, on the basis of specific information, that the employee had no role in the cause(s) or severity of the accident/incident (considering any such information immediately available at the time).

For a fatal train incident, the fatally injured employee cannot be excluded from being tested.

If there is a fatality of any regulated service employee as result of a Highway-Rail Grade Crossing Accident/Incident, the fatally injured regulated employee must be tested regardless of fault.

**Exceptions from Testing:** No test may be required in the case of a collision between railroad rolling stock (including any on-track equipment) and a motor vehicle or other highway conveyance at a rail/highway grade crossing, unless it meets the criteria set forth above in Item 5 (i-v).

No test may be required in the case of an accident/incident the cause and severity of which are wholly attributable to a natural cause (e.g., flood, tornado, or other natural disaster) or to vandalism or trespasser(s), as determined on the basis of objective and documented facts by the railroad representative responding to the scene.

The railroad supervisor(s) on the scene will make timely determinations as to the event being a qualifying event and which regulated service employees (if any) are required to be tested according to the rule.

This railroad will identify the appropriate personnel who must be tested and then ensure that specimens are collected and shipped.

**A. Random Drug and Alcohol Testing – (49 CFR 219.601)**

The railroad is responsible for ensuring that the random program meets regulatory requirements and is approved by FRA (see Appendix A). The principles which are required in the FRA regulation for the plan to be in compliance are attached (see Appendix B). The selection process will ensure that each regulated service person has an equal chance of being selected at every random selection. The random plan shall ensure that testing is accomplished at the beginning and at the end of the duty period for alcohol. The minimum annual random percentage of alcohol testing at either end of the duty period is 10 percent over the course of the year.

**Regulated Service (Covered Service)**

Current employers must test at a minimum of **25 percent annual rate for drugs and 10 percent annual rate for alcohol** for employees who perform regulated duties subject to the Federal Hours of Service Laws “**Covered Service**”. A railroad is permitted to test at a higher rate than the minimum. You must identify if you are testing at a higher rate and if so, the rate(s):

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**Regulated Service (Roadway Worker)**

**Beginning June 12, 2017**, Current employers must test at a minimum **50 percent annual rate for drugs and 25 percent annual rate for alcohol** for employees who perform regulated duties defined as “**Roadway Worker**” in 49CFR § 214.7.

A railroad is permitted to test at a higher rate than the minimum. You must identify if you are testing at a higher rate and if so, the rate(s):

---

**Random Testing Pools:**

- a) Identify and maintain an up-to-date database or list of all personnel working in regulated service (at least once per quarter) and ensure they are all in the random pool(s). Identify how many random testing pools you have. For example, most short

line railroads will have only one random pool, but larger railroads may have multiple pools **(FRA recommends Roadway Workers be placed in separate and stand-alone random pools. Railroads not normally required to submit MIS reports as required by 49 CFR Part 219.800 should contact Sam Noe to discuss the combining of random pools):** SMART and ADTS will maintain the following pools: (1) DOT/FRA Hours of Service Pool; and (1) MOW/Roadworker Pool (To be included in a ADTS consortium pool)

- b) Identify what regulated service employee crafts/functions are in each of the railroad’s random testing pool(s). For example, engineers, conductors, brakemen, switchmen, utility employees, hostlers, mechanical employees performing hostling duties, train dispatchers, signal maintainers, roadway workers, etc.

Hours of Service Pool: Engineer, Conductor, Engineer-Conductor, Controller Supervisor, Vehicle Maintenance Technician, Supervisor Vehicle Maintenance, Signal Technician, Signal Technician Supervisor, , Bridge Tenders, Facilities Maintenance Supervisor, Facilities Maintenance Technicia Track Maintenance Supervisor n

MOW ADTS Consortium: Track Maintainer, Track Maintenance Supervisor, Track Maintenance Supervisor

**Random Selection and Testing Procedures:**

1. There are only two acceptable methods of selection: computer program or random number table. The lottery style, e.g., drawing names out of a hat is no longer an acceptable method of selection. Identify your railroad’s method of selection: Computer Program coordinated by our TPA, ADTS, LLC
2. Identify whether your railroad is making selections by name, ID number, train number, job number, etc. : ID #
3. Random Pools are in a consortium or managed by a Third Party Administrator (TPA):  
Yes  No
4. If using C/TPA pools, please provide name of the C/TPA pool: SMART’s MOW pool will be in the ADTS DOT-MOW/Roadway Worker Consortium
5. If your railroad is using a consortium/third party administrator (C/TPA) to assist in random testing, identify the following information for the C/TPA:  
Name of C/TPA: ADTS Alcohol and Drug Testing Services, LLC

Address: 2700 E. Sunset Road, Suite #7 Las Vegas, NV  
89120

Contact Person: Jana Stephens Ghigo

Phone: 702-769-9871

Please mark the following services the C/TPA are performing for your railroad:

- None
- Random Pool Maintenance
- Random Pool Selections
- Collection Services - Drug
- Collection Services - Alcohol
- HHS Laboratory
- Medical Review Officer (MRO)
- Substance Abuse Professional (SAP)
- Employee Assistance Professional (EAP)
- Drug and Alcohol Counselor (DAC)
- Other: \_\_\_\_\_

6. Identify how often your railroad is making selections, e.g., monthly or quarterly:

Monthly

**Note: If selecting quarterly in order to maintain the deterrent effect of random testing for very small railroads and contractors, FRA is requiring each individual random testing pool established under subpart G to select and randomly test at least one entry per quarter, even if fewer tests are needed to meet FRA’s minimum random testing rates.**

Objective Procedure, if making quarterly selections:

\_\_\_\_\_  
\_\_\_\_\_

7. Identify how you determine whether a selection is to be tested for drugs, for alcohol, or both:

TPA’s Random Selection results by Employee ID #

\_\_\_\_\_  
\_\_\_\_\_

8. Identify your testing “window,” e.g., 30 days.

30 Days

\_\_\_\_\_  
\_\_\_\_\_

Note that if you’re making monthly selections, the testing windows may not exceed 30 days and not past the end of the month. If you’re making quarterly selections, the testing window is 90 days but not past the end of the quarter.

9. Provide additional descriptions of your random testing selection procedure, as applicable: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



- 
10. This railroad will safeguard these selection records to ensure that information concerning collection dates and selections are not disclosed until necessary to arrange for collection or provide notifications.
  11. These random testing records are required to be maintained for 2 years. This includes an electronic or hard copy “snapshot” of the random testing pool each time selections are made, a copy of the list of selected employees, a copy of the drug chain of custody form and/or alcohol testing form, and the reason for not testing any of the selected employees.
  12. In the event that all or a clearly defined portion of the railroad is subject to an emergency such as a flood or severe ice storm, the ranking operations officer on duty is authorized to declare an emergency by completing a memorandum setting forth the facts necessitating this action. If such an emergency determination is made, the date/time of the emergency and random drug/alcohol tests that were suspended must be entered into the DER’s files. Random selections not administered because of the emergency are deemed void, and the selection numbers will be adjusted later to make the required percentage.
  13. Only a substantiated medical emergency involving the selected person or an emergency involving an immediate family member (e.g., birth, death, or a medical emergency) provides the basis for excusing a regulated employee/person from being tested once notified. A medical emergency is defined as an acute medical condition requiring immediate emergency care. A person excluded under these criteria must provide substantiation from a credible outside professional (e.g., doctor, hospital, law enforcement officer, school authority, court official) which can be furnished prior to this release or within a reasonable period of time after the emergency has been resolved. Such excluded (excused) persons will not be tested based on this selection.
  14. Once the regulated service person selection is made, the DER will arrange notification. No prior notification will be given. A selected person will only be tested during his/her tour of duty, extended only long enough to complete testing but not to exceed Federal hours of service law requirements. The person, once notified, must proceed to the selected testing facility IMMEDIATELY. Identify how your railroad will notify selected employees:  
The employee’s supervisor will notify the employee with a written notification indicating the type of testing (drug and / or alcohol)
- 
15. The collection date and time during the selection period (testing window) will be varied by the DER to ensure that it cannot be anticipated. It is not necessary for the railroad to randomly select the “testing date.”

## V. Drug Testing Procedures

The designated collection agents will be qualified and follow the proper collection procedures as described in 49 CFR Part 40.

- a. The Medical Review Officer (MRO) will review drug test results as required in 49 CFR Part 40. All test results will be reported exclusively through the MRO.
- b. A laboratory certified by the Department of Health and Human Services/ Substance Abuse and Mental Health Service Administration (DHHS/ SAMHSA), under the Mandatory Guidelines for Federal Workplace Drug Testing Programs, will perform all drug testing.
- c. Test results will be reported from the laboratory only to the MRO for review and action consistent with 49 CFR Part 40.
- d. The name of the individual providing the specimen will remain confidential and will not be provided to the laboratory performing the test. The testing laboratory is only able to identify the specimen by the specimen ID number printed on the chain-of-custody form. The laboratory will only use a urine custody and control form consistent with the requirements of 49 CFR Part 40.
- e. The designated laboratory will only test for the drugs listed in 49 CFR 40.85.
- f. The MRO will verify the results and report (using procedures in 49 CFR Part 40) to the DER whether the test was positive or negative and the drugs for which there was a positive result.
- g. External blind performance testing of specimens is now only required for those employers or C/TPAs with an aggregate of 2,000 or more DOT-regulated employees per 49 CFR 40.103.

## VI. Alcohol Testing Procedures

Breath alcohol testing will be performed by fully trained and certified Breath Alcohol Technicians (BAT) using the National Highway Traffic Safety Administration (NHTSA) approved testing devices. The results will be documented on an approved Federal Breath Alcohol Testing Form and will be signed by the employee and the BAT. At the time of the alcohol test, the employee will receive a copy of the test result, with an identical copy being sent to the railroad's DER.

- a. Negative results. The DER will be mailed a copy of the negative test results.

- b. Positive results. The BAT will immediately and directly notify the railroad's DER if the test results are positive (0.02 percent or higher) who will take appropriate action to remove or restrict the employee from regulated service as required by Part 219.

## VII. Drug Test Results

For any FRA testing, the railroad should as a "best practice" notify the employee in writing of test results.

**Positive or Otherwise Non-Negative Results.** If the laboratory reports the drug test result as POSITIVE or otherwise non-negative, the following procedures will be followed:

- a. The MRO will immediately inform the regulated service person of the result and offer the person the opportunity for an interview to discuss the test result. If the MRO has difficulty reaching the employee, the procedures set forth in 49 CFR 40.131 will be followed.
- b. The MRO will complete and document the review as required by 49 CFR Part 40 Subpart G, determining if the external chain of custody was intact, if the person has a legitimate medical explanation for the presence of any controlled substance, and whether there is any basis to question the scientific sufficiency of the test results. In the case of an opiate positive, the MRO will also make the special determinations required by the regulation.
- c. If the MRO verifies the test result as positive, the MRO will report the result to the railroad's DER. If the MRO determines that the result is non-negative and the non-negative result cannot be explained, the appropriate regulatory action will be pursued. The chart at Appendix D delineates the appropriate action. The MRO will report the verified test result in accordance with 49 CFR § 40.163. The MRO will not provide the DER with the quantitative test results unless the employee, as stipulated in the regulation, disputes the test.

**Negative results.** If the MRO has determined that the drug test is NEGATIVE, the MRO will accomplish the required administrative review and report the negative results to the railroad's DER in accordance with 49 CFR § 40.163.

**Negative-dilute results.** Unless the MRO directs a railroad to conduct a recollection under direct observation (for a result with creatinine from 2 to 5 mg/dL), per 40.197, a negative-dilute is considered a negative test, although a railroad may, but is not required to direct the employee to immediately take another test. Such recollections must not be collected under direct observation unless there is another basis to do so. A railroad must treat all regulated employees the same. For example, it must not retest some employees and not others. A railroad may establish different policies for different types of tests (e.g., conduct retests in pre-employment situations, but not in random test situations). **This railroad's policy for negative-dilutes is as follows:**

SMART will conduct retests for pre-employment only.

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## VIII. Confidentiality

- a. Medical information a regulated person provides to the MRO during the verification process is treated as confidential by the MRO and is not communicated to the railroad except as provided in Part 40.
- b. Confidentiality of Federal drug or alcohol testing results will be maintained as required by the regulations. For example:
  1. The laboratory observes confidentiality requirements as provided in the regulations. This railroad does not advise the laboratory of the identity of persons submitting specimens. The laboratory performing the testing must keep all records pertaining to the drug test for a period of two years.
  2. All test results will remain exclusively in the secure files of the MRO. The MRO will observe strict confidentiality in accordance with the regulations and professional standards. The MRO will retain the reports of individual test results as required in Part 219 Subpart J.
  3. The DER will maintain all test results reported by the MRO, both positive and negative, in secure storage. The results will be retained as required in Part 219 Subpart J. Other personnel will be informed of individual test results only in the case of positive tests and authorized only on a need-to-know basis.

## IX. Regulated Service Personnel Training Program (49 CFR 219.11)

Each regulated service person will receive a copy of this policy and the other information requirements in 49 CFR Part 219.23 (e) which clearly states the prohibitions required by the regulation. In addition, each regulated person will be given information concerning the problems caused by alcohol or controlled substances and available methods of intervening when an alcohol or controlled substance problem is suspected, including confrontation, referral to an employee assistance program and/or referral to management.

## X. Prescription Drugs (40 CFR 219.103)

The use of controlled substances (on Schedules II through V of the controlled substance list) is not prohibited as long as they are prescribed or authorized by a medical practitioner and used at the dosage prescribed or authorized. Either one treating medical professional or a railroad-designated physician should determine that use of the prescription(s) at the prescribed or authorized dosage is consistent with the safe performance of the employee's duties. Regulated service employees should also seek the advice of a medical professional whenever they are taking any over-the-counter drug that may adversely affect the safe performance of duties.

## XI. Compliance with Testing Procedures

- a. All regulated service personnel/applicants requested to undergo a Federal drug and/or alcohol test are required to promptly comply with this request. This railroad expects all prospective and current regulated service personnel to exercise good faith and cooperation in complying with any procedures required under this policy. Refusal to submit to a Federal drug or alcohol test required under FRA rules, engaging in any conduct which jeopardizes the integrity of the specimen or the reliability of the test result, or any other violations of the prohibited conduct in 49 CFR 219.101 or 219.102 could subject the person to disciplinary action (up to and including termination), independent and regardless of any test result. This includes failure to show up on time for a drug/alcohol test, failing to remain at the testing site until the testing process is complete, etc. (see 40.191).
- b. All DOT Federal return-to-duty and follow-up urine specimens must be collected under direct observation (using the direct observation procedures in 40.67 (i)). Note that a SAP may also require return-to-duty and follow-up “drug” tests in addition to alcohol tests following an alcohol positive of 0.04 percent or greater.
- c. Direct Observation Urine Collection Procedures: The collector (or observer) must be the same gender as the employee. If the collector is not the observer, the collector must instruct the observer about the procedures for checking the employee for prosthetic or other devices designed to carry “clean” urine and urine substitutes AND for watching the employee urinate into the collection container. The observer will request the employee to raise his or her shirt, blouse or dress/skirt, as appropriate, above the waist, just above the navel; and lower clothing and underpants to mid-thigh and show the observer, by turning around, that the employee does not have such a device.
  - 1) If the employee has a device, the observer immediately notifies the collector; the collector stops the collection; and the collector thoroughly documents the circumstances surrounding the event in the remarks section of the testing form. The collector notifies the DER. This is a refusal to test.
  - 2) If the employee does not have a device, the employee is permitted to return his/her clothing to its proper position for the observed collection. The observer must watch the urine go from the employee’s body into the collection container. The observer must watch as the employee takes the specimen to the collector. The collector then completes the collection process.
  - 3) Failure of the employee to permit any part of the direct observation procedure is a refusal to test.
- d. As a minimum, a regulated service person will be removed from FRA regulated service for a minimum of nine months if there is a finding of “refusal to test.”

## XII. Positive Test Results

- a. **Alcohol positive of 0.02 to 0.039:** Regulated service personnel should receive written notification of test results which are other than negative. A Federal positive drug test or a Federal alcohol test result of 0.02 percent or greater or a refusal to test will result in immediate removal from regulated service under FRA regulations. A positive alcohol test of at least 0.02 percent but less than 0.04 percent will result in the removal of the person from regulated service for at least eight hours. The railroad is not prohibited from taking further action under its own company policy.
- b. **Federal violation:** A regulated service person with an MRO verified positive drug test or a breath alcohol test result of 0.04 percent or greater (or a refusal) has violated Federal regulations and must be immediately removed from regulated service. Prior to or upon withdrawing the employee from regulated service, the railroad must provide notice to the employee of the reason for this action. If the employee denies that the test result is valid evidence of alcohol or drug use prohibited by 219.101 or 219.102, the employee may demand and must be provided an opportunity for a prompt post-suspension hearing. **See 219.104 (c) for the hearing provisions.**

Even if the railroad does not wish to keep the employee in its employment, it must provide the above hearing (if requested) and at a minimum provide the employee with a list of qualified Substance Abuse Professionals. Prior to returning to regulated service the employee will be required to undergo an evaluation by a qualified Substance Abuse Professional (SAP) that is railroad approved, to determine the need for treatment and/or education. The employee will be required to participate and comply with the SAP-recommended treatment and any after-care or follow-up treatment that may be recommended or required.

After successful treatment, for a Federal positive drug test (or alcohol test result of 0.04 percent or greater), per the SAP's requirements, the person must provide a Federal return-to-duty urine specimen and/or breath specimen for testing (which is negative) prior to being allowed to return to regulated service. In addition, the person will be subject to additional unannounced Federal follow-up testing, as determined by the SAP, for a maximum period of 60 months, with a minimum of six tests being performed in the first twelve months (**engineers and conductors – SAP will require a minimum of 6 drug tests and 6 alcohol tests in the first 12 months**). Failure to comply with these provisions and remain alcohol and/or drug-free will result in subsequent removal from regulated service and could result in disciplinary action, up to and including termination. Note: Federal regulation does not guarantee the employee will maintain an employment relationship. This is determined via employer and employee negotiation. These Federal return-to-duty and follow-up drug tests must be collected under direct observation.

- c. Identify other employer sanctions (if applicable) for a Federal alcohol test result of at least 0.02 percent but less than 0.04 percent:

\_\_\_ If the alcohol confirmation test is 0.02% - 0.039%, SMART employees will be removed from covered service until their next regularly scheduled duty, but for not less than 8 hours. They need not be evaluated by a SAP, nor are they required to comply with any other FRA requirements before returning to duty.

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Identify other employer sanctions (if applicable) for a Federal alcohol test result of 0.04 percent or greater:

\_\_\_ SMART will follow the FRA regulations in this instance. SMART will also invoke the following Company policy: Employees who violate the District's drug and alcohol policy with a 0.04 percent or greater alcohol test result will be removed from the workplace immediately. The employee will be subject to disciplinary action and may be required to enter rehabilitation at the cost of the employee. An employee required to enter rehabilitation who fails to successfully complete the program will be terminated from employment.

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Identify other employer sanctions (if applicable) for a Federal positive drug test:

\_\_\_ SMART will follow the FRA regulations in this in this instance. SMART will also invoke the following Company policy: Employees who violate the District's drug and alcohol policy with a positive drug test result will be removed from the workplace immediately. The employee will be subject to disciplinary action and may be required to enter rehabilitation at the cost of the employee. An employee required to enter rehabilitation who fails to successfully complete the program will be terminated from employment.

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### **XIII. Self-referral, Co-worker referral, and Non-peer referral (optional) Policies**

This railroad's policy to comply with 49 CFR Part 219.1001 and 49 CFR Part 219.1003 is as follows:

**Employment Relationship.** As per 219.1003(b), a regulated employee who enters and follows the tenants of this program as discussed below, will maintain his or her position upon successful completion of an education, counseling, and treatment program as specified by a Drug and Alcohol Counselor (DAC). Before the employee is charged with conduct sufficient to warrant dismissal, the employee must seek assistance through the railroad for his or her



alcohol or drug use problem or be referred for such assistance by another employee or by a representative of the employee’s collective bargaining unit.

**Imminent Detection.** An employee may not use the referral program for the purpose of avoiding the imminent and probable detection of a rule violation by a supervising employee. No employee may take advantage of self-referral after being notified of a testing event or while in imminent risk of being detected for possession of alcohol or controlled substances.

**Reasonable Suspicion.** In the case of a Co-worker referral or a Non-peer referral (optional), if the employee accepts the referral and has agreed to a Rule G waiver, there is no need for the railroad to perform a Federal reasonable suspicion test. If the Federal reasonable suspicion test occurs, the referral takes precedence and a written request shall be submitted to the FRA Drug and Alcohol Program Manager for permission for reclassification to non-DOT status. This will allow the employer to vacate the return-to-duty and follow-up (RTD/FU) requirements of the reasonable suspicion test violation. Thus, the co-worker referral will take precedence and all subsequent RTD/FU testing will be appropriately conducted under non-DOT/company authority as per Part 219 Subpart K. In this scenario, the reasonable suspicion positive test result(s) are not subject to 49 CFR Part 40.25 requests from any subsequent DOT-regulated employers.

In the case of a Co-worker referral or a Non-peer referral (optional), when the employee does not accept the referral and does not agree to a Rule G waiver, the railroad must properly observe the employee for signs and symptoms of alcohol and/or drug use/misuse. If signs and symptoms are observed, the railroad must perform a Federal reasonable suspicion testing. In this scenario, the reasonable suspicion positive test result(s) are subject to DOT-regulated RTD/FU testing and 49 CFR Part 40.25 requests from any subsequent DOT-regulated employers.

**Referral Sources.** The railroad must specify whether, and under what circumstances, its policy provides for the acceptance of referrals from other sources, including (at the option of the railroad) supervisory employees. Identify acceptable referral sources besides the affected regulated service employee:

**This company accepts referrals from non-peer sources?** Yes  No

Examples of non-peer sources include friends and family, etc. that contact the railroad. A railroad representative will meet with the employee in person regarding the information and determine whether to the employee is unsafe to work with or in violation of 49 CFR Part 219. If the railroad representative determines that employee is unsafe, the employee may either accept or reject the referral.

If rejected, a railroad representative trained in signs and symptoms would perform a Rule G observation on the employee in question. If signs and symptoms are present, then the railroad representative would order reasonable suspicion testing of the on-duty employee.

**General Conditions.** If the employee accepts the referral they must contact the DAC within 3 days.

The employee must cooperate with the DAC in the recommended course of counseling or treatment. Locomotive engineers and conductors that do not cooperate with the DAC will be considered to have active substance abuse disorders as per 49 CFR Part 240.119 and 49 CFR Part 242.115 and would have their confidentiality waived.

Once an employee has contacted the DAC, the DAC's evaluation shall be completed within 10 working days. If more than one evaluation is required, the evaluations must be completed within 20 working days.

No follow-up treatment, care, or testing shall exceed 24 months unless it involved a Part 219 violation.

**Confidentiality.** The railroad treats the referral and subsequent handling, including counseling and treatment, as confidential. With respect to a certified locomotive engineer, conductor or a candidate for certification, the policy of confidentiality is waived (to the extent that the railroad shall receive from the Employee Assistance Professional (EAP) or DAC, official notice of the substance abuse disorder and shall suspend or revoke the certification, as appropriate) if the person at any time refuses to cooperate in a recommended course of counseling or treatment.

Any drug and/or alcohol testing conducted pursuant to this railroad's referral policy is non-Federal testing because a violation of Federal regulations has not occurred.

**Leave of Absence.** The railroad will grant a minimum leave of absence that the DAC recommends to complete a primary education, counseling, or treatment program and to establish control over the employee's drug or alcohol abuse problem. An employee with an active substance abuse disorder may not perform regulated service until the DAC reports that safety is no longer effected.

**Return to Service.** The employee will be returned to service on the recommendation of the DAC. The employee must be returned to service within five working days of the DAC's notification to the railroad that the employee is fit to return to regulated service and the receipt of a follow-up testing plan as per Part 219.1003(h)(2). The railroad may condition the employee's return on a return-to-duty medical evaluation.

**This railroad requires a return-to-duty medical evaluation?** Yes  No

**Compensation.** 49 CFR Part 219.1001(d)(1) does not require the railroad to compensate the employee for any period that the regulated employee is restricted from performing regulated service under the referral program. However, compensation at a nominal rate

has been seen to markedly increase participation in the referral program to enhance safety at the railroad.

**This railroad compensates employees while engaged in a referral program of education, counseling, and treatment?** Yes  No

Compensation is at \_0% of regular pay while participating in a referral program.

**Self-referral:** Regulated employees may contact the DAC at the following telephone and/or email address and contact hours:

<b><u>Drug and Alcohol Counselor (DAC):</u></b>	
Contact person:	<u>Lisa Wolper</u>
Address:	<u>825 College Ave</u>
	<u>Santa Rosa, CA</u>
	<u>95404</u>
Phone:	<u>707-524-8864</u>

**Optional Provisions.**

1. The policy may provide that it does not apply to an employee who has previously been assisted by the railroad under a policy or program substantially consistent with 49 CFR Part 219.1005(c) or who has previously elected to waive investigation under 49 CFR Part 219.1005 (co-worker report policy).

**Adopts this option:** Yes No

**If you checked the above option "No", please identify how many times and/or at what intervals an employee may use the referral programs:** An employee may only utilize this option once over the course of their employment with SMART.

2. A referral policy may provide that the rule of confidentiality is waived if the employee at any time refuses to cooperate in a DAC's recommended course of counseling or treatment; and/or the employee is later determined, after investigation, to have been involved in an alcohol or drug related disciplinary offense growing out of subsequent conduct. Identify whether you adopt the first, second, or both options:

**Adopts Both Options:** Yes  No

**Adopts 1st Option only:** Yes  No

**Adopts 2nd Option only:** Yes  No

- 3. The policy may provide that, in order to invoke its benefits, the employee must report to the contact designated by the railroad either during non-duty hours (i.e., at a time when the employee is off duty); or while unimpaired and otherwise in compliance with the railroad’s alcohol and drug rules consistent with 219.1005(d). Identify whether you adopt this optional provision:

**Adopts this option:** Yes  No

- 4. The policy may require successful completion of a return-to-service medical examination as a further condition on reinstatement in regulated service. Identify whether you adopt this optional provision:

**Adopts this option:** Yes  No

- 5. Other Optional Provisions: \_\_\_\_\_  
\_\_\_\_\_

**Co-worker referral General Conditions and Procedures.**

- 1. The alleged violation must come to the attention of the railroad as a result of a report by a co-worker that the employee was apparently unsafe to work with or was, or appeared to be, in violation of Part 219 or the railroad’s alcohol and drug rules.
- 2. If the railroad representative determines that the employee is in violation, the railroad will immediately remove the employee from service in accordance with its existing policies and procedures. The railroad must allow the employee the opportunity to accept the co-worker referral. If rejected, the railroad may proceed to reasonable suspicion testing based on signs and symptoms of prohibited alcohol or drug use as determined by a trained supervisor.

**Alternate Programs.**

The railroad may request FRA to consider the following alternate program to fulfill the requirements under 49 CFR Part 219.1001 with more favorable conditions to regulated employees troubled by drug or alcohol abuse problems. The alternate program must have the concurrence of the recognized representatives of the railroad employees as per 49 CFR Part 219.1007(b):

**If applicable enter alternate program in this box.**

**This company requests FRA to consider an alternate program for consideration?**

Yes

No

Submit to the FRA Drug and Alcohol Program Manager at:

U.S. Department of Transportation  
Federal Railroad Administration, Office of Railroad Safety - RRS-19  
1200 New Jersey Avenue SE  
Washington DC 20590

##

## APPENDIX A

Once the FRA has approved a Random drug and alcohol testing plan, the railroad will receive an approval letter, which includes these conditions.

### STANDARD APPROVAL CONDITIONS FOR RANDOM TESTING PROGRAMS

1. **This approval is effective upon receipt with respect to all matters within its scope. FRA reserves administration jurisdiction over all approvals and may reopen review based upon experience gained during implementation (audits).**
2. **Approval of the subject random testing program does not constitute or imply the granting of a waiver or exemption from any provision of Federal law or regulation. Compliance with all applicable provisions of 49 CFR Parts 219 and 40 is required. All random program plans must be applied in accordance with the criteria listed in this Appendix A and Appendix B.**
3. **Approval is contingent upon the railroad making appropriate amendments to the program to conform to any pertinent regulatory amendments that may be issued hereafter. Any such program amendments that may be required shall be submitted to the Associate Administrator for Safety at FRA by the effective date of the subject regulatory amendments, or by the expiration of 30 days from publication of the regulatory amendments in the *Federal Register*, whichever is later.**
4. **Amendments to the program shall be submitted as required by 49 CFR 219.605 and 49 CFR 219.607 and 49 CFR 219.609 and shall not be implemented prior to approval. The following guidance is provided with respect to when a program is deemed to have been amended.**
  - A. Any change in the selection methodology, the criteria for scheduling collections, non-availability criteria, or other structural element is a program amendment. Any change in the organizational level at which a function is carried out is a program amendment.
  - B. Substitution of incumbents performing the same function at the same organizational level (persons or contractors/volunteers) is not deemed to amend the program. Notification of these changes would be appreciated to assist FRA in maintaining liaison, but is not required.
  - C. Any change in a program that is occasioned by an amendment of an applicable DOT/FRA regulation and that involves the exercise of discretion to choose between or among one or more courses of action is a program amendment required to be filed under item 3 above. Any non-discretionary change in a program that is required by amendment of an applicable DOT/FRA regulation is not considered a program amendment requiring approval; however, the Office of Safety, FRA, would appreciate receipt of an informational copy of the revised program document showing current compliance.
  - D. Any case not addressed above may be resolved by contacting the Office of Safety, Administrator for Safety or that individual's delegate.

## APPENDIX B

### CRITERIA FOR ASSESSING DEPARTMENT OF TRANSPORTATION (DOT)

#### RANDOM DRUG AND ALCOHOL TESTING PROGRAMS

##### Section I. Random Testing Pools

- A. Random pool(s) must accurately and completely include all regulated service personnel. Whoever is performing the safety-sensitive “regulated service”, regardless of job title or status, is subject to 49 CFR Part 219 requirements (supervisors, volunteers, contractors, etc.). Pool lists must be retained for a minimum of two years.
- B. An employer may not mix regulated service and non- regulated service personnel in the same pool.
- C. Multiple pools for an employer are acceptable.
- D. Employees do not need to be placed in separate pools for drug and alcohol testing selection.
- E. **Employees from different DOT operating administrations can be included in the same pool. It is strongly recommended, however, that employers not mix groups of personnel subject to different drug or different alcohol testing rates (i.e., having some employees subject to a 50% rate for drugs and other employees subject to a 25% rate in the same pool). If they do, they must test the entire pool at the highest selection rate for any of the groups with personnel in the pool.**
- F. **Pools may not be diluted with regulated service personnel who rarely perform regulated service duties (i.e., less than once per quarter).**
- G. **Pools must be routinely updated (i.e., at least monthly for employers with either a changing workforce or seasonal employees; and quarterly for employers with a generally stable workforce).**
- H. **Besides individual employees, specific jobs (i.e., third shift main dispatcher at XYZ location) or operational units (i.e., trains) may also be pool entries. However, there may not be a significant difference in the size of the entries in the pool.**
- I. **Pool entries may not be constructed in a way which could result in a manager/supervisor having discretion as to who would be actually provide a sample (e.g., a specific job cannot be selected with multiple people working in it at the same time, but with only one to be tested).**

##### Section II. Random Selections

- A. Everyone in a pool must have an equal chance of selection in each selection period.



1. No individual, job, or operational unit may be removed from the pool if it is still actively performing regulated service. However, employees doing de minimus regulated service may be eliminated from the pool (see Section I.-F).
  2. There may be no selections without replacement (i.e., an individual cannot be removed from the pool because he or she was previously tested).
  3. No selection weightings are allowed which would increase or decrease the chance of any individual being selected.
- B. The following selection options are acceptable. Note that manual selection using names or social security numbers drawn out of a hat (or equivalent) is no longer an acceptable practice:**
1. Computer programs which randomly select entries from an employee list without apparent bias. The specific selection criteria used by the computer must be extensively detailed in writing, and each computer draw must be retained as a record for a minimum of two years; or
  2. Manual selection from a list of employees using a random-number table. The specific criteria used to select from the table must be documented in writing, including detail on how the initial starting point in the table was determined. Each draw, as well as a copy of the table portion used, must be retained as a record for a minimum of two years. See Appendix C for Model Procedures to Conduct a FRA-Acceptable Random Testing Program Using a Random Number Table for Selections.
- C. If the employee testing pool is so small that it does not allow testing each selection period, then the employer must have in place a mechanism to randomly determine which selection periods will have selections and which will not. The specific criteria used to make this determination must be detailed in writing and the determination itself must be retained as a record for a minimum of two years.**
- D. If required drug and alcohol testing rates are different (i.e., 25% for drugs and 10% for alcohol) and a single pool is being used, it is permissible to select one list of employees and designate a proportion for both drug and alcohol testing and a proportion for drug testing only. The specific criteria used to make this determination must be detailed in writing, and the master selection list with both sub-groups clearly identified must be retained as a record for a minimum of two years.**
- E. Employers should carefully monitor significant changes in its workforce in order to ensure that an appropriate number of tests will be conducted each year. Unless otherwise directed by the DOT Operating Administration, changes in the employee base of greater than 10% in a quarter should result in a recalculation of total tests required.

### Section III. Implementation of Random Collections

- A. Collections must be distributed unpredictably throughout the designated testing period, covering all operating days (including holidays) and shifts (24-hour clock). There is no expectation that day/night or shift collection distributions be equal but**

there has to be sufficient testing to establish deterrence by generally mirroring employer operations.

- B. Collections must be unpredictable within a work shift (some collections must be conducted at the beginning, middle, and end). There is no expectation that “within-shift” collection distributions be equal. Sufficient testing must be conducted at the start, middle and end of shifts to provide deterrence. Both beginning of and ending of shift collections are particularly important. For alcohol testing, at least 10% of successful collections must fall within each period of the shift.**
- C. No discretion is allowed with collection dates or collection times which would result in a subjective choice by a field manager/supervisor as to who was actually collected. That is, if a test time frame is permitted in the employer’s program, a manager/supervisor with knowledge of specific personnel assignments may not have discretion in the selection of who will be tested.**
- D. Specific reasons for “no-tests” must be documented in writing by the employer, with records maintained for two years. Acceptable reasons for no-tests should relate to critical safety concerns, unforeseen or unpredictable significant adverse impact to operations, or employee illness or vacation.**

#### **Section IV. Records**

- A. All records which support the random testing program, including notes, memoranda, pool makeups, number tables, etc., must be retained for a minimum of two years.**

## **APPENDIX E**

### **DEFINITIONS**

Only to be applied to this agreement

District, SMART all interchangeable and stand for Sonoma Marin Area Rail Transit District.

Employee, Engineer-Conductor, Conductor are interchangeable and stand for any employee covered by this agreement employed at SMART as an Engineer-Conductor, Conductor, Engineer-Conductor Trainee, or Conductor Trainee.

Exclusive Bargaining Representative, Exclusive Bargaining Representative, Local 3, Operating Engineers, Operating Engineers Local 3 are interchangeable and stand for Operating Engineers Local 3, AFL-CIO.

Home location means home terminal.

Trainee is any employee training to be a conductor and/or engineer-conductor.

Efficiency and operational testing as defined by 49 CFR part 217 are interchangeable.

Job Classes: Conductor, Engineer-Conductor (dual certified), Engineer-Conductor trainee, Conductor trainee.

Basic Day – 8 times hourly rate.

He, she, him, her, his, reference all genders.

The Shift Bid process describes the selection of assignments by employees by seniority based on the posted bidding documents

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January 8, 2020

**Gary Phillips, Chair**  
Transportation Authority of Marin

**Barbara Pahre, Vice Chair**  
Golden Gate Bridge,  
Highway/Transportation District

**Judy Arnold**  
Marin County Board of Supervisors

**Damon Connolly**  
Marin County Board of Supervisors

**Debora Fudge**  
Sonoma County Mayors' and  
Councilmembers Association

**Patty Garbarino**  
Golden Gate Bridge,  
Highway/Transportation District

**Dan Hillmer**  
Marin County Council of Mayors and  
Councilmembers

**Eric Lucan**  
Transportation Authority of Marin

**Joe Naujokas**  
Sonoma County Mayors' and  
Councilmembers Association

**David Rabbitt**  
Sonoma County Board of Supervisors

**Chris Rogers**  
Sonoma County Mayors' and  
Councilmembers Association

**Shirlee Zane**  
Sonoma County Board of Supervisors

**Farhad Mansourian**  
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:** Resolution designating the General Manager as the signatory for a joint Affordable Housing Sustainable Communities grant to the State of California Strategic Growth Council and Department of Housing and Community Development.

Dear Board Members:

**RECOMMENDATIONS:**

Approve Resolution Number 2020-02 required by the State of California designating the General Manager as the authorized to submit all documents on behalf of SMART for the Affordable Housing Sustainable Communities (AHSC) Program funds to construct the SMART Pathway – Joe Rodota Trail to 3<sup>rd</sup> Street project and the SMART Rail Extension to Windsor project.

**SUMMARY:**

On November 1, 2019, the State of California released a Notice of Funding Availability for the fifth cycle of the Affordable Housing and Sustainable Communities (AHSC) grant funds program. The AHSC is administered by the California Strategic Growth Council (SGC) and the State Department of Housing and Community Development (Department). The program has been developed to provide funding to both housing projects and transportation investments that support the State's climate and land use goals. This fifth round of the AHSC will invest \$550 Million of California Climate Initiatives funds, otherwise known as Greenhouse Gas Reduction Funds, into communities statewide, with applications due February 11, 2020, and awards announced Summer 2020.

SMART has been asked to cooperate with our partners in Santa Rosa on two AHSC Round 5 application submittals. The first, and the subject of this staff report, is a partnership between MidPen Housing, the developers behind the Roseland Village project in Southwest Santa Rosa, the City of Santa Rosa, and SMART.



The second is a potential partnership with the Santa Rosa Junior College that would come before Your Board prior to the February 11, 2020, AHSC application submittal deadline.

The joint application submittal for AHSC Round 5 includes a housing component through MidPen Housing, public transit components through the City of Santa Rosa and SMART, and active transportation components through each of the three partner applications. The MidPen Housing Roseland Village Project will construct 75 multifamily rental units (1, 2, and 3-bedroom apartments ranging from approximately 516 sq. ft. to 1,025 sq. ft.) in a single building of stacked flats, including approximately 3,500 sq. ft. of resident commons facilities (management and services offices, resident educational/lifestyle amenities spaces, storage and bike room). The Roseland Village Project is seeking \$20 million from the AHSC program to construct these 75-units, designed to be affordable to families earning 30-60% of Area Median Income.

The transportation portion of the AHSC grant application includes several active transportation components and several public transit components. The Roseland Village Master Planned Community includes \$1 million worth of bicycle and pedestrian infrastructure investments to be constructed by the project developer. The City of Santa Rosa project elements include nearly \$4 million for improvements to Santa Rosa CityBus' Route 14, purchase of a new electric bus, provision of CityBus transit passes to Roseland Village residents, a new pedestrian signalized crossing of 3<sup>rd</sup> Street at the SMART Pathway, pedestrian gap closures at various locations identified in the Safe Routes to School study area of Southwest Santa Rosa, and installation of important wayfinding in the project area to improve connectivity to the SMART Santa Rosa Downtown Station.

The SMART project elements include \$5 million for the SMART Windsor Extension, \$375,000 of which will be in the form of the grant-defined Transit Related Amenities, such as the Windsor Station platform shelters. In addition to other AHSC project eligibility criteria, infrastructure projects must not have started construction by the time of this application submittal (February 11, 2020) and must have construction completed and service deployed before the completion of the affordable housing project. The status of the Windsor Extension project is ideally timed for inclusion in this AHSC grant program as the construction of the project is ready to go but the construction will not have begun by February 11, 2020. In addition, the Windsor Extension project is scheduled for completion by 2021.


The additional SMART project element for which funds are requested is \$225,000 to construct the critical gap closure of 300 feet of the SMART Pathway from Joe Rodota Trail to 3<sup>rd</sup> Street in Santa Rosa. At 3<sup>rd</sup> Street, the SMART Pathway will meet the City of Santa Rosa's 3<sup>rd</sup> Street crossing, funded through this AHSC grant program, to the existing SMART Pathway connecting to the SMART Downtown Santa Rosa Station. Completing this gap closure will create a near seamless system of SMART Pathway over 10-miles connecting between Sonoma Mountain Village/East Railroad Avenue in Rohnert Park/Cotati and Santa Rosa at Guerneville Road by 2022. There are also an additional 4 miles between Penngrove and Petaluma as well that are constructed or fully funded for construction by 2022.

Participation in this AHSC grant application as a Joint Applicant with the City of Santa Rosa and MidPen Housing allows SMART, if the funding is awarded, to execute grant agreements, file grant reports and submit invoice requests, among other requirements, directly to the State without having to utilize either the City of Santa Rosa or MidPen Housing as a pass-through grant administrator. To file an AHSC grant application as a Joint Applicant, the State requires each applicant to submit a resolution from their governing body designating an authorized person to file the AHSC application and any necessary AHSC-required documents to allow for award of the funds and the successful completion of any AHSC-funded project. The required resolution must include information on all of the components for the full application scope and grant amounts requested by each of the Joint Applicant partners.

The Roseland Village AHSC project aims to holistically attack the systemic barriers to active transportation and transit usage in Santa Rosa and in Sonoma County. The broad transportation investment approach recognizes that the most beneficial climate impacts come when shorter trips are targeted for local bus public transit and pedestrian/bicycle modes and longer trips are targeted to public transit options such as commuter rail. This Roseland Village Project partnership combines project elements to improve local and regional transit systems, close non-motorized network infrastructure gaps, construct affordable housing, improve wayfinding information systems, and support local bus operations, including the reduction of emissions for those operations.

**FISCAL IMPACT:** None.

**REVIEWED BY:**  Finance   Counsel 

Very truly yours,  
  
Joanne Parker  
Grants and Programming Manager

Attachment(s): Resolution Number 2020-02



**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT AUTHORIZING APPLICATION FOR THE AFFORDABLE HOUSING AND SUSTAINABLE COMMUNITIES PROGRAM**

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**WHEREAS**, the State of California, the Strategic Growth Council (SGC) and the Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated November 1, 2019, (NOFA) under the Affordable Housing and Sustainable Communities (AHSC) Program; and

**WHEREAS**, the Sonoma-Marín Area Rail Transit District (SMART) is an eligible public agency project sponsor and may receive funding from State of California, the Department and the SGC for transportation projects; and

**WHEREAS**, the SGC is authorized to approve funding allocations for the AHSC Program, subject to the conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement, and the Department is authorized to administer the approved funding allocations of the AHSC Program; and

**WHEREAS**, SMART desires to apply for AHSC Program funds, as a Joint Applicant with the City of Santa Rosa and MidPen Housing, for the purposes of constructing the Roseland Village AHSC Project, which includes the Roseland Village housing and bicycle pedestrian improvements to be implemented by MidPen Housing, the Santa Rosa bicycle and pedestrian improvements and CityBus transit service improvements and wayfinding to be implemented by the City of Santa Rosa, and the “SMART Windsor Rail Extension and SMART Pathway – Joe Rodota Trail to 3<sup>rd</sup> Street in Santa Rosa”, collectively the “SMART Project”, to be implemented by SMART; and

**WHEREAS**, SMART wishes to implement the SMART Project portion of the Roseland Village AHSC Project; and

**WHEREAS**, SMART wishes to delegate authorization to submit and execute all required AHSC Program documents and any amendments thereto for the SMART Project portion of this Roseland Village AHSC Project to the SMART General Manager, or designee;

**NOW, THEREFORE, BE IT RESOLVED THAT THE** Board of Directors of the SMART District hereby

1. Authorizes the submittal to the Department the AHSC Program application as detailed in the NOFA dated November 1, 2019, for Round 5 in a total amount not to exceed \$30,000,000 for all Roseland Village Project components to be implemented independently by MidPen Housing, the City of Santa Rosa, and SMART, including a not-to-exceed amount of \$5,225,000 for the SMART Project of which \$4,625,000 is requested for a grant for Sustainable Transportation Infrastructure (STI) for the SMART Windsor Rail Extension and \$225,000 is requested for a grant for STI for construction of the SMART Pathway – Joe

**Resolution No. 2020-02**  
**Sonoma-Marín Area Rail Transit District**  
**January 8, 2020**

Rodota to 3<sup>rd</sup> Street segment, and \$375,000 is requested for a grant for Transit-Related Amenities (TRA) for the SMART Windsor Station (AHSC Grant), as defined by the AHSC Program Guidelines adopted on October 31, 2019 errata December 9, 2019; and

2. Agrees, if the application is approved, SMART is hereby authorized and directed to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) in a total amount not to exceed \$5,225,000 for the AHSC Grant funded SMART Project, and any and all other documents required or deemed necessary or appropriate to secure the AHSC Program funds from the Department and all amendments thereto (collectively, the AHSC Documents); and
3. Agrees to comply with all terms, conditions and requirements as specified in the Standard Agreement, including identified allowable capital asset project expenditures and incorporation of the full application in the Agreement, and agrees to use the funds for eligible capital assets in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package; and
4. Designates SMART's General Manager, or designee, to be authorized to execute all required documents of the AHSC Program as required by the Department and any Amendments thereto with the State and Department which may be necessary for the completion of the aforementioned project.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Sonoma-Marín Area Rail Transit District held on the 8<sup>th</sup> day of January 2020, by the following vote:

**DIRECTORS:**

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Chair, Board of Directors  
Sonoma-Marín Area Rail Transit District

ATTEST:

\_\_\_\_\_  
Leticia Rosas-Mendoza, Clerk of Board of Directors  
Sonoma-Marín Area Rail Transit District





**Gary Phillips, Chair**  
Transportation Authority of Marin

**Barbara Pahre, Vice Chair**  
Golden Gate Bridge,  
Highway/Transportation District

**Judy Arnold**  
Marin County Board of Supervisors

**Damon Connolly**  
Marin County Board of Supervisors

**Debora Fudge**  
Sonoma County Mayors' and  
Councilmembers Association

**Patty Garbarino**  
Golden Gate Bridge,  
Highway/Transportation District

**Dan Hillmer**  
Marin County Council of Mayors and  
Councilmembers

**Eric Lucan**  
Transportation Authority of Marin

**Joe Naujokas**  
Sonoma County Mayors' and  
Councilmembers Association

**David Rabbitt**  
Sonoma County Board of Supervisors

**Chris Rogers**  
Sonoma County Mayors' and  
Councilmembers Association

**Shirlee Zane**  
Sonoma County Board of Supervisors

**Farhad Mansourian**  
General Manager  
  
5401 Old Redwood Highway  
Suite 200  
Petaluma, CA 94954  
Phone: 707-794-3330  
Fax: 707-794-3037  
www.sonomamarintrain.org

January 8, 2020

Sonoma-Marín Area Rail Transit Board of Directors  
5401 Old Redwood Highway, Suite 200  
Petaluma, CA 95425

**SUBJECT:** Ridership data collection, analysis and presentation.

Dear Board Members:

**EXECUTIVE SUMMARY:**

As you know, we have been reporting to you at each Board meeting our cumulative ridership counts. And on December 4, as part of the General Manager's Report, we announced that we would be coming to you at the next meeting with a more detailed presentation on ridership. Today we are providing that presentation.

SMART is currently in its infancy compared to other transit agencies. With only two years of operations underway, we are pleased with our ridership progress and we can see that our workday ridership is steadily building even prior to opening our two new stations and running a more robust schedule. Our riders are loyal and happy customers who report that the train has been transformative in their lives.

There are two types of transit systems. Closed Systems, like BART or the Larkspur Ferry, requires riders to funnel past a gate or an individual and use their Clipper Card or ticket to pass through. Ridership for these systems is much easier to count and report and the data much more straightforward.

Counting passengers on SMART is not a simple task because SMART is an Open System similar to Caltrain where riders are not required to funnel through turnstiles or other types of gates. The challenge of an Open System is that there is no single perfect way to count and report ridership. There are no turnstiles or gates, we allow riders to board at multiple entrances and some stops are just minutes apart. To tackle this problem, since we began operations, we have been reporting to you at every Board meeting SMART ridership utilizing a method that we believe catches the greatest number of riders: manual counts. This means our Engineer-Conductors are visually counting people as they enter the train. Doing so allows us to count not only people but also bikes and wheelchairs, as well as a number of other riders that other methods do not tally.



We also have access to reports from Clipper and our Mobile Fare application, which provide more limited data based on riders who both purchase fares and complete the process to use those fares. However, these numbers differ from our manual counts, and they do not tell the whole story of SMART ridership because of the Open System design, the prevalence of pass users and SMART's many ridership promotions.

As a transit agency, we have a duty to report to the National Transit Database (NTD) using approved methodology. For the last several months, we have been working with an outside consultant to create the third set of data using federally approved methods that serve to validate the accuracy of the information we report to the NTD. Fiscal Year 2019 is the first full year of ridership data. Prior to final submittal of SMART's collection of ridership data, we were waiting to receive and accept our consultant's work on the passenger ridership, this occurred on December 20, 2019.

After compiling all of this data for public distribution, we are now prepared to release all of the raw data in a way that provides context and helpful information about the differences in those sets of data. While SMART's publicly announced ridership counts are still the best overall method of collecting data, today we will be posting all of the data including our manual counts, counts based on fare collection devices, and our consultant's sampling methodology for federal purposes. Each of these data tracking methods have challenges. Whether you look at one or the other, the conclusions that can be drawn from the data is this: **SMART's core ridership is robust and growing.**

#### **BACKGROUND:**

At each Board meeting since we began carrying passengers, the General Manager has been reporting manual cumulative ridership counts to you and members of the public. In addition to those counts, we have been working to compile ridership data in preparation for conducting ridership trend analysis and addressing Federal Transit Administration data requirements around ridership reporting. SMART's collection of ridership data is a work in progress befitting a small agency that began its transition from an engineering construction agency to a rail operations agency in the past twenty-seven months. The details and status of SMART's development of ridership data is described further below. It is worth noting that developing the capacity to collect and analyze ridership data takes resources and time. Because of how SMART's system has been built, as explained before, it is not possible to accurately count 100% of riders, so SMART has been in the process of developing several ridership data collection methods to allow for comparisons in order to validate each method of collection and ensure that future ridership analyses are robust enough to allow for meaningful trend evaluations.

The analysis of that ridership data helps us to understand how the system is performing and will evolve over time. It is important that we not focus on any one day or month or data point but begin to look at the data over time. Only over time does the data tell you the story of what is happening onboard the trains. SMART is currently in its infancy compared to other transit agencies. To put SMART's analysis in perspective, BART started service in 1972, operating three quarters of their first fiscal year and seeing 3.6% of the riders they have today. The Transbay Tube opened two years later and subsequently ridership grew to 24% of today. BART's ridership forecasts predicted twice as many riders as BART actually experienced on an average weekday in 1976 (258,496 vs. 131,370). If BART had been declared a failure at that point, it would never have had the opportunity to become the critical element of the Bay Area's transportation network that it is today.



## **METHODS TO COLLECTING RIDERSHIP DATA**

While it might seem like SMART could rely on just one method of counting passenger numbers, this approach wouldn't serve us because SMART is an "Open" transit system. Your Board approved a platform design that allows for easiest access for our customers getting to and from our trains. That means there are no automated or staffed gates or doors for passengers to walk through and be counted. By comparison, BART is a "Closed" system with automatic gates opening or closing for riders entering or exiting. Golden Gate Ferry and Bus are closed systems; the ferry is staffed at entry and only one point of exit and the bus is staffed at both entry and exit. Closed systems register virtually every passenger transaction resulting in what the Federal Transit Administration considers 100% passenger counts. For those agencies, rider counts are rider counts and there is no ambiguity on their accuracy.

"Open" systems like SMART, by contrast, use multiple methods to track ridership as accurately as possible. Data collection can be expensive and capturing 100% of open system riders is difficult and often requires staff analysis to distill the meaning of collected raw data for reporting purposes. As an example, Caltrain is an "Open" system, similar to SMART, and utilizes three methods to track ridership but does not have every day manual counts as SMART does.

## **HOW SMART TRACKS RIDERSHIP**

1. **ON BOARD MANUAL COUNTS:** SMART onboard personnel (Engineer-Conductors) manually count riders onboard the trains with a handheld counter. This method of data collection has been consistent since the start of service. When trains are full, the accuracy of the tracking drops because staff are often occupied verifying fare payment and/or trains are too full to navigate through. However, this method captures a number of passengers who are not captured by paid fare reporting, such as:

- Riders who have activated their 31-Day pass but are not required to tag on or off platform validators
- Eco-Pass holders who have activated their pass but are not required to tag on or off platform validators
- Mobile app users who fail to activate their tickets (13% of mobile app users)
- Free fare days (29):
  - First day of revenue service (Aug 25, 2017)
  - During and after the Tubbs Fire (Oct 9, 2017 – Oct 20, 2017)
  - SMART's 1-Year Anniversary Celebration (Aug 18, 2018 – Aug 19, 2018)
  - During and Post-Kincade fire (Oct 30, 2019 – Nov 8, 2019)
  - Thanksgiving Weekend (Nov 28, 2019 – Dec 1, 2019)
- Promotional free programs:
  - Post Tubbs fire relief passes (10,000 were distributed: 5,000 to businesses and 5,000 to individuals impacted by the wildfires)
  - 1,000,000 rider milestone celebration (1,500 free passes were distributed)
  - 100,000 bicycles milestone celebration (1,500 free passes were distributed)
  - Kids Ride Free in Summer 2019 on weekends and holidays



- Veterans and Active Military Servicemembers ride free during Veteran's Day and Memorial Day Weekend

2. **PAID FARE MEDIA RIDERSHIP REPORTS:** SMART's riders use either a Clipper card or SMART's mobile app to pay their fares. SMART collects Fare Media Ridership Reports from Clipper and SMART's Mobile Phone activations. There are some built in limitations with the Fare Media ridership reports that lead to undercounting of riders. There is a significant portion of our riders who are not counted through this method. For example, our Mobile App provider reports that industry-wide, they find that 13% of riders fail to activate their ticket either unintentionally or intentionally. SMART's data shows a similar experience with Mobile App activation failures. That means that the Mobile App Fare Media Ridership number may be 13% low.

Even more challenging is that there are some unquantifiable number of Clipper-loaded pass holders (31-day and Eco Pass) whose trips are not counted, because they are not required to tag on and off every time. In addition, for Clipper users who tag on but then don't tag off, incomplete data is presented. In order to collect rider fares and data via Clipper, a rider is required to "Tag On" at their boarding station and "Tag Off" at their exiting station. About 13% of SMART's riders have an "Unknown" ending station because they have not tagged off, indicating they are exiting at one of SMART's end of the line stations, Sonoma County Airport and San Rafael until December 2019 and now Larkspur going forward. It is not possible to determine which of these three stations were the rider's exit station if the rider does not tag off when departing the platform. To further complicate analysis, the data reported in the Clipper system can change and is not finalized for several days to a week after the date of service.

3. **NATIONAL TRANSIT DATABASE (NTD) RIDERSHIP:** Because we are a direct grantee of the Federal Transit Administration, we are required to report to the National Transit Database (NTD), certain information. We have been reporting to the NTD all of our required data, which can be found here: <https://www.transit.dot.gov/ntd/data-product/monthly-module-adjusted-data-release>. The NTD process for a new transit agency, like SMART, can take several years to establish protocols and create a base of information from which to evaluate systems. Though SMART began operating in Fiscal Year 2018, the first full year of service operations was Fiscal Year 2019. SMART's first full year of operations with all three methods of ridership data in place will be Fiscal Year 2020. The NTD collects data from operators and, over a period of months, validates and calibrates that data. A typical NTD submittal and validation process can take up to 6 months. NTD releases finalized data reports approximately 18 months after the close of a Fiscal Year.

As is the case with Caltrain, the nature of SMART's open system means that the Federal Transit Administration requires an additional method of data collection for the purpose of annual reporting to the National Transit Database (NTD) beyond our manual counts. NTD requires open systems to conduct a random selection of statistically-valid ride checks to represent the agency's sample group. To complete this task, this year SMART enlisted the same contractor as Caltrain utilizes for their NTD Ridership counts. In a regular year, the contractor will conduct onboard counts of randomly selected trains over four quarters of the year making it statistically valid and utilizing the standardized NTD Sampling Template.

A final report was submitted to SMART in December 2019 (attached to this staff report). SMART and the other transit operators in Sonoma County received an extension to file a Fiscal Year 2019 NTD report due to the fires and evacuations. Additional work is underway to calibrate this data collection effort to SMART's other two data collection efforts and NTD reporting requirements.



The results of this report are deemed statistically significant within a 95% confidence interval plus or minus 10%. More importantly, though analysis of this data is just underway, this third method of data collection confirms the validity of the other two methods SMART has developed. This third method is a limited snapshot that cannot be used to project ridership beyond the sample time period but helps us further understand how SMART's other collection methods are performing. This third method is not significantly different than what we have been reporting thus far.

#### SMART RIDERSHIP DATA POSTING

Now that SMART has three methods of ridership data collection available for use, the relative accuracy of any of the three are better understood. None of the three methods of ridership tracking are 100% accurate. Each has its limitations or benefits and continued use of all three methods is appropriate for understanding what is happening on board the trains. In addition, all of the methods require a significant amount of staff resources to collect, process, analyze and present. We have posted and plan to make the data sets available on our website. We will update the manual counts and paid fare counts on a monthly basis on our website. This is in addition to the reports the General Manager has been providing and the publicly available NTD reports that SMART has been submitting since the start of service in Summer 2017.


As a new transit agency, we believe taking this next step of providing complete data to the public is important. Before SMART received the attached analysis and recommendations regarding the NTD Ridership, we had not verified the completeness of our data sets. In addition, it is important to understand that over time our data collection and analysis will grow and improve as we learn more about what types of data are useful and manageable. By creating robust data collection systems and analyzing trends, over time, you and members of public will be able to make sound policy decisions based on the system performance data metrics tracked and presented to you.

With the opening of the Larkspur and Downtown Novato Stations and the launch of new service schedules on January 1, we anticipate that ridership will continue to grow steadily, adding to the happy 1.6 million riders we have reported to you to date.

**FISCAL IMPACT:** None.

**REVIEWED BY:** [ x ] Finance  [ x ] Counsel 

Very truly yours,

  
Joanne Parker  
Grants and Programming Manager

Attachments:

- A) SMART 2019 NTD Counts Report (December 2019) – Corey, Canapary and Galanis
- B) SMART Ridership Report

December 20, 2019

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Farhad Mansourian  
General Manager  
Sonoma-Marín Area Rail Transit District  
5401 Old Redwood Highway, Suite 200  
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RE: Transmittal Letter – Updated 2019 NTD Report

Dear Mr. Mansourian:

This letter accompanies our updated SMART NTD counts report which represents three quarters (January 2019 through September 2019) of onboard counts conducted by Corey, Canapary & Galanis. Note that this report has been updated from prior versions. Some of the data are for informational purposes only and should not be used for any projections for these time periods. Only the full data set figures (January 2019 – September 2019) are projectable.

We recommend SMART staff use this report as one resource in the development of system performance data metrics.

As you know, we are currently conducting additional quarterly counts on SMART trains through 2020. Please note that the 2020 report will reflect a time period of July 2019 through June 2020 to be consistent with state reporting requirements. Any subsequent NTD reports will continue to include the state required time period (July through June).

Sincerely,



Jon Canapary



# SMART NTD Counts

January – September 2019

Final Report  
(Revised 12-20-19)



# Table of Contents

## **Background**

### **Section 1: Passenger Boardings/Passenger Miles Summary**

(Total, by Train Type, and By Train Counted) – This is the passenger boardings and passenger miles for 2019, based on the counts through the entire year.

**Section 2: Northbound Ridecheck Count Detail** – These tables show the northbound trains counted for 2019.

**Section 3: Southbound Ridecheck Count Detail** – These tables show the southbound trains counted for 2019.

### **Appendix:**

Fieldwork / Data Cleaning Information  
Count Forms

## Background

Corey, Canapary & Galanis (CC&G) conducted this study on behalf of the Sonoma-Marín Rail Transit (SMART) to fulfill federally mandated on-board passenger count requirements of the National Transit Database (NTD).

The project consisted of the following primary tasks managed by CC&G:

- ) Planning, scheduling, and preparing for the counts on SMART trains.
- ) Training staff on the specifics of this count project.
- ) Scheduling and conducting shifts throughout the year.
- ) Conducting the 2019 counts across four time periods of approximately 2 ¼ months months each.
- ) Entering the completed count sheets into an Excel spreadsheet.
- ) Providing projected SMART ridership within this management report.

The approach on this project is outlined below:

- ) CC&G randomly selected train cars to be counted as per NTD compliant count procedures.
- ) CC&G staff boarded SMART trains and conducted counts at each station or stop on the SMART system. CC&G starting at one end (e.g. San Rafael) and conducted end-to-end counts for each randomly selected train car.
- ) Counts were conducted on both weekday and weekend trains.
- ) CC&G used the NTD Sampling Template to determine how many randomly selected train cars were scheduled for counts in 2019. A minimum of 92 train car counts were required in 2019.

### Schedule

Corey, Canapary & Galanis conducted the NTD counts beginning in January 2019 and ending in September 2019. The schedule was divided into four time periods:

- Period 1: January 1 - March 9, 2019
- Period 2: March 10 - May 16, 2019
- Period 3: May 17 - July 24, 2019
- Period 4: July 25 - September 30, 2019.

Subsequent SMART NTD counts will cover a full 12-month period. For 2019, the January 1, 2019 start date was the soonest CC&G could begin the counts.

### Other

The data tables included as Section 1, 2 and 3 in this report will also be sent to SMART as Excel files.

## Section 1: Passenger Boardings/Passenger Miles Summary (Total, by Train Type, and By Train Counted)

### Fiscal Year 2019 NTD Ridechecks (Partial Year Survey January-September 2019)

#### Cumulative Total Passenger Boardings

	#Cars Jan-Sep 2019	Boardings Jan-Sep 2019	Percentage of Total	# of SVC Days	Boardings Per Day
<b>TOTAL</b>	<b>14,628</b>	<b>455,240</b>			
Weekday	12,988	389,640	85.59%	191	2,040
Weekend	1,640	65,600	14.41%	82	800

### Fiscal Year 2019 NTD Ridechecks (Partial Year Survey January-September 2019)

#### Cumulative Total Passenger Miles

	#Cars Jan-Sep 2019	Passenger Miles Jan-Sep 2019	Percentage of Total	# of SVC Days	Miles Per Day
<b>TOTAL</b>	<b>14,628</b>	<b>9,212,380</b>			
Weekday	12,988	7,857,740	85.30%	191	41,140
Weekend	1,640	1,354,640	14.70%	82	16,520

Data is accurate +/- 10% with 95% confidence

2019 NTD Ridechecks (January 1, 2019-Sep 30, 2019)  
 Weekday Trains

#	Train#	Day	Scheduled Date	Actual Date	Car#	Boardings	Passenger Miles
1	7:56 AM	FRI	1/4/2019	1/4/2019	1	41	981.20
2	6:29 AM	FRI	1/4/2019	1/4/2019	1	12	159.93
3	4:29 PM	FRI	1/4/2019	1/4/2019	1	59	1,083.06
4	5:56 PM	FRI	1/4/2019	1/4/2019	1	17	255.30
5	9:59 AM	MON	1/7/2019	1/7/2019	1	13	219.47
6	3:26 PM	MON	1/7/2019	1/7/2019	1	18	289.00
7	3:59 PM	TUE	1/8/2019	1/8/2019	2	63	1,273.57
8	5:26 PM	TUE	1/8/2019	1/8/2019	2	25	533.10
9	4:59 PM	THUR	1/10/2019	1/10/2019	1	155	1,797.46
10	6:26 PM	THUR	1/10/2019	1/10/2019	1	10	147.60
11	9:59 AM	THUR	1/31/2019	1/31/2019	1	17	292.65
12	3:26 PM	THUR	1/31/2019	1/31/2019	1	24	439.80
13	6:59 PM	WED	2/13/2019	2/13/2019	1	27	635.74
14	4:26 AM	THUR	2/14/2019	2/14/2019	1	1	21.50
15	9:29 AM	MON	2/25/2019	2/25/2019	2	7	132.57
16	2:56 PM	MON	2/25/2019	2/25/2019	2	12	218.70
17	5:29 PM	THUR	2/28/2019	3/7/2019	2	71	1,579.89
18	6:56 PM	THUR	2/28/2019	3/7/2019	2	16	288.50
19	7:59 PM	THUR	2/28/2019	2/28/2019	2	6	135.47
20	5:26 AM	FRI	3/1/2019	3/1/2019	2	31	858.60
21	5:29 PM	THUR	3/7/2019	3/7/2019	2	71	1,581.21
22	6:56 PM	THUR	3/7/2019	3/7/2019	2	16	288.50
23	6:59 AM	THUR	3/14/2019	3/14/2019	1	45	441.85
24	8:26 AM	THUR	3/14/2019	3/14/2019	1	48	1,066.50
25	7:59 AM	FRI	3/29/2019	3/29/2019	2	14	208.44
26	9:56 AM	FRI	3/29/2019	3/29/2019	2	36	1,033.70
27	2:29 PM	WED	4/3/2019	4/3/2019	2	55	1,030.42
28	3:56 PM	WED	4/3/2019	4/3/2019	2	44	869.30
29	7:29 PM	FRI	4/5/2019	4/5/2019	2	18	415.02
30	4:56 AM*	MON	4/8/2019	4/12/2019	2	13	343.20
31	3:59 PM	TUE	4/9/2019	4/9/2019	1	76	1,529.49
32	5:26 PM	TUE	4/9/2019	4/9/2019	1	35	702.00
33	6:29 AM	FRI	4/12/2019	4/12/2019	1	15	211.90
34	7:56 AM	FRI	4/12/2019	4/12/2019	1	40	1,089.60
35	6:29 AM	FRI	4/19/2019	4/19/2019	1	10	133.91
36	7:56 AM	FRI	4/19/2019	4/19/2019	1	32	698.60
37	7:29 PM	THUR	4/25/2019	4/25/2019	2	9	179.02
38	4:56 AM	FRI	4/26/2019	4/26/2019	2	20	479.40
39	5:29 PM	MON	5/6/2019	5/6/2019	2	67	1,596.06
40	6:56 PM	MON	5/6/2019	5/6/2019	2	8	145.90
41	5:26 AM	WED	5/8/2019	5/8/2019	2	55	1,393.40
42	7:29 PM	FRI	5/10/2019	5/10/2019	1	19	342.90
43	4:56 AM	MON	5/13/2019	5/13/2019	1	14	290.00
44	7:59 PM	THUR	5/30/2019	5/30/2019	2	5	74.86
45	5:26 AM	FRI	5/31/2019	5/31/2019	2	42	1,180.50
46	9:59 AM	FRI	5/31/2019	6/28/2019	1	17	331.94
47	3:26 PM	FRI	5/31/2019	6/28/2019	1	12	249.10
48	3:26 PM	FRI	5/31/2019	6/28/2019	1	12	249.10
49	2:29 PM	TUE	6/4/2019	6/4/2019	2	43	977.21
50	3:56 PM	TUE	6/4/2019	6/4/2019	2	59	1,071.60
51	6:29 AM	MON	6/10/2019	6/27/2019	2	16	234.54

#	Train#	Day	Scheduled Date	Actual Date	Car#	Boardings	Passenger Miles
52	7:56 AM	MON	6/10/2019	7/5/2019	2	20	481.20
53	7:29 PM	TUE	6/11/2019	7/9/2019	2	18	365.04
54	4:56 AM	WED	6/12/2019	7/10/2019	2	18	442.80
55	7:56 AM	THUR	6/13/2019	6/13/2019	1	26	467.90
56	9:29 AM	WED	7/3/2019	7/3/2019	1	5	94.11
57	2:56 PM	WED	7/3/2019	7/3/2019	1	15	254.50
58	9:59 AM	FRI	7/5/2019	7/5/2019	1	33	353.46
59	3:26 PM	FRI	7/5/2019	7/5/2019	1	35	809.60
60	8:59 AM	FRI	7/12/2019	7/12/2019	3	6	58.90
61	2:26 PM	FRI	7/12/2019	7/12/2019	3	17	308.50
62	8:35 PM	FRI	7/12/2019	7/12/2019	2	16	426.55
63	6:59 PM	TUE	7/23/2019	7/23/2019	1	37	801.81
64	4:26 AM	WED	7/24/2019	7/23/2019	1	8	253.50
65	4:29 PM	MON	7/29/2019	7/29/2019	2	60	1,273.32
66	5:56 PM	MON	7/29/2019	7/29/2019	2	15	399.40
67	8:59 AM	FRI	8/2/2019	8/2/2019	3	6	64.14
68	2:26 PM	FRI	8/2/2019	8/2/2019	3	25	649.00
69	2:29 PM	FRI	8/2/2019	8/2/2019	1	89	2,093.39
70	3:56 PM	FRI	8/2/2019	8/2/2019	1	35	707.90
71	7:59 AM	FRI	8/9/2019	8/9/2019	2	24	386.26
72	9:56 AM	FRI	8/9/2019	8/9/2019	2	25	578.30
73	6:59 PM	WED	8/21/2019	8/21/2019	3	22	503.54
74	4:26 AM	THUR	8/22/2019	8/22/2019	3	14	372.50
75	6:29 AM	FRI	8/23/2019	8/23/2019	1	22	287.74
76	7:56 AM	FRI	8/23/2019	8/23/2019	1	51	1,261.80
77	5:29 PM	THUR	8/29/2019	8/29/2019	1	72	1,572.79
78	6:56 PM	THUR	8/29/2019	8/29/2019	1	13	193.30
79	4:29 PM	FRI	8/30/2019	8/30/2019	1	68	1,449.03
80	5:56 PM	FRI	8/30/2019	8/30/2019	1	15	273.20
81	9:59 AM	FRI	9/20/2019	9/20/2019	2	19	262.84
82	3:26 PM	FRI	9/20/2019	9/20/2019	2	18	402.70

<b>TOTAL (CAR)</b>	<b>2,438</b>	<b>49,631</b>
<b>AVERAGE (CAR)</b>	<b>30</b>	<b>605</b>
<b>STANDARD DEVIATION (CAR)</b>	<b>24.67</b>	<b>487.01</b>

**Weekday Cars per Year**

Quarter	Trains/day	Cars/day	Svc Days	Cars/Qtr	Avg Boardings/Car*
1 (Jan 1 -Mar 9, 2019)	34	68	47	3,196	32
2 (Mar 10 - May 16, 2019)	34	68	48	3,264	32
3 (May 17 - Jul 24, 2019)	34	68	49	3,332	22
4 (Jul 25 - Sep 30, 2019)	34	68	47	3,196	33
Weekday Cars/Year:				12,988	

\* Note: Data is not designed to be projectable by quarter. Data is provided for information only.

2019 NTD Ridechecks (January 1, 2019-Sep 30, 2019)

Weekend Trains

#	Train#	Day	Scheduled Date	Actual Date	Car#	Boardings	Passenger Miles
1	4:55 PM	SAT	1/12/2019	1/12/2019	1	65	1133.94
2	7:30 PM	SAT	1/12/2019	1/12/2019	1	27	550.90
3	12:20 PM	SUN	1/27/2019	1/27/2019	1	44	1002.30
4	2:55 PM	SUN	1/27/2019	1/27/2019	1	42	1087.09
5	4:55 PM	SAT	4/6/2019	4/6/2019	2	42	866.22
6	7:30 PM	SAT	4/6/2019	4/6/2019	2	36	734.00
7	4:55 PM	SUN	5/19/2019	5/19/2019	2	25	560.65
8	7:30 PM	SUN	5/19/2019	5/19/2019	2	24	604.70
9	10:20 AM	SUN	8/11/2019	8/11/2019	1	46	1457.50
10	12:20 PM	SAT	9/7/2019	9/7/2019	2	30	669.81
11	2:55 PM	SAT	9/7/2019	9/7/2019	2	25	359.14
12	4:55 PM	SAT	9/28/2019	9/28/2019	1	71	979.83
13	7:30 PM	SAT	9/28/2019	9/28/2019	1	37	730.30
<b>TOTAL (CAR)</b>						<b>514</b>	<b>10,736</b>
<b>AVERAGE (CAR)</b>						<b>40</b>	<b>826</b>
<b>STANDARD DEVIATION (CAR)</b>						<b>14.84</b>	<b>299.05</b>

Weekend Cars per Year

Quarter	Trains/day	Cars/day	Svc Days	Cars/Qtr	Avg Boardings/Car*
1 (Jan 1 -Mar 9, 2019)	10	20	20	400	45
2 (Mar 10 - May 16, 2019)	10	20	19	380	39
3 (May 17 - Jul 24, 2019)	10	20	21	420	25
4 (Jul 25 - Sep 30, 2019)	10	20	22	440	42
Weekend Cars/Year:				1,640	

\* Note: Data is not designed to be projectable by quarter. Data is provided for information only.

## Section 2: Northbound Ridecheck Count Detail

Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/4/2019	6:29 AM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	3	3	3	0	0.0	0.00
1/4/2019	6:29 AM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	0	2	2	0	6.1	18.30
1/4/2019	6:29 AM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	1	3	3	0	3.7	25.70
1/4/2019	6:29 AM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	1	4	4	0	11.8	61.10
1/4/2019	6:29 AM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	1	4	7	7	0	3.3	74.30
1/4/2019	6:29 AM	F	1	6	NB COTATI	NB (In)	Y	0	2	9	9	0	3.8	101.18
1/4/2019	6:29 AM	F	1	7	NB ROHNERT PARK	NB (In)	Y	1	0	8	8	0	1.7	116.57
1/4/2019	6:29 AM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	0	0	8	8	0	1.3	126.65
1/4/2019	6:29 AM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	3	1	6	6	0	1.4	137.85
1/4/2019	6:29 AM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	6	0	0	0	0	3.7	159.93

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/4/2019	4:29 PM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	22	22	22	0	0.0	0.00
1/4/2019	4:29 PM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	16	38	38	0	6.1	134.20
1/4/2019	4:29 PM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	1	39	39	0	3.7	274.80
1/4/2019	4:29 PM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	1	9	47	47	0	11.8	735.00
1/4/2019	4:29 PM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	19	5	33	33	0	3.3	890.10
1/4/2019	4:29 PM	F	1	6	NB COTATI	NB (In)	Y	15	2	20	20	0	3.8	1,016.82
1/4/2019	4:29 PM	F	1	7	NB ROHNERT PARK	NB (In)	Y	10	0	10	10	0	1.7	1,051.02
1/4/2019	4:29 PM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	5	1	6	6	0	1.3	1,063.62
1/4/2019	4:29 PM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	6	3	3	3	0	1.4	1,072.02
1/4/2019	4:29 PM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	3	0	0	0	0	3.7	1,083.06

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/7/2019	9:59 AM	M	1	1	NB SAN RAFAEL	NB (In)	Y	0	5	5	5	0	0.0	0.00
1/7/2019	9:59 AM	M	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	2	7	7	0	6.1	30.50
1/7/2019	9:59 AM	M	1	3	NB NOVATO HAMILTON	NB (In)	Y	1	0	6	6	0	3.7	56.40
1/7/2019	9:59 AM	M	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	0	6	6	0	11.8	127.20
1/7/2019	9:59 AM	M	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	1	5	10	10	0	3.3	147.00
1/7/2019	9:59 AM	M	1	6	NB COTATI	NB (In)	Y	0	1	11	11	0	3.8	185.40
1/7/2019	9:59 AM	M	1	7	NB ROHNERT PARK	NB (In)	Y	0	0	11	11	0	1.7	204.21
1/7/2019	9:59 AM	M	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	10	0	1	1	0	1.3	218.07
1/7/2019	9:59 AM	M	1	9	NB SANTA ROSA NORTH	NB (In)	Y	1	0	0	0	0	1.4	219.47
1/7/2019	9:59 AM	M	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	219.47

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/8/2019	3:59 PM	T	2	1	NB SAN RAFAEL	NB (In)	Y	0	21	21	21	0	0.0	0.00
1/8/2019	3:59 PM	T	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	13	34	34	0	6.1	128.10
1/8/2019	3:59 PM	T	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	13	47	47	0	3.7	253.90
1/8/2019	3:59 PM	T	2	4	NB NOVATO SAN MARIN	NB (In)	Y	2	7	52	52	0	11.8	808.50
1/8/2019	3:59 PM	T	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	15	6	43	43	0	3.3	980.10
1/8/2019	3:59 PM	T	2	6	NB COTATI	NB (In)	Y	17	3	29	29	0	3.8	1,145.22
1/8/2019	3:59 PM	T	2	7	NB ROHNERT PARK	NB (In)	Y	5	0	24	24	0	1.7	1,194.81
1/8/2019	3:59 PM	T	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	13	0	11	11	0	1.3	1,225.05
1/8/2019	3:59 PM	T	2	9	NB SANTA ROSA NORTH	NB (In)	Y	2	0	9	9	0	1.4	1,240.45
1/8/2019	3:59 PM	T	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	9	0	0	0	0	3.7	1,273.57

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/10/2019	4:59 PM	TH	1	1	NB SAN RAFAEL	NB (In)	Y	0	84	84	84	0	0.0	0.00
1/10/2019	4:59 PM	TH	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	2	28	110	110	0	6.1	512.40
1/10/2019	4:59 PM	TH	1	3	NB NOVATO HAMILTON	NB (In)	Y	77	6	39	39	0	3.7	919.40
1/10/2019	4:59 PM	TH	1	4	NB NOVATO SAN MARIN	NB (In)	Y	2	21	58	58	0	11.8	1,379.60
1/10/2019	4:59 PM	TH	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	27	6	37	37	0	3.3	1,571.00
1/10/2019	4:59 PM	TH	1	6	NB COTATI	NB (In)	Y	23	0	14	14	0	3.8	1,713.08
1/10/2019	4:59 PM	TH	1	7	NB ROHNERT PARK	NB (In)	Y	6	8	16	16	0	1.7	1,737.02
1/10/2019	4:59 PM	TH	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	5	2	13	13	0	1.3	1,757.18
1/10/2019	4:59 PM	TH	1	9	NB SANTA ROSA NORTH	NB (In)	Y	7	0	6	6	0	1.4	1,775.38
1/10/2019	4:59 PM	TH	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	6	0	0	0	0	3.7	1,797.46

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/12/2019	4:55 PM	SA	1	1	NB SAN RAFAEL	NB (In)	Y	0	42	42	42	0	0.0	0.00
1/12/2019	4:55 PM	SA	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	8	0	34	34	0	6.1	256.20
1/12/2019	4:55 PM	SA	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	3	37	37	0	3.7	382.00
1/12/2019	4:55 PM	SA	1	4	NB NOVATO SAN MARIN	NB (In)	Y	4	5	38	38	0	11.8	818.60
1/12/2019	4:55 PM	SA	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	17	7	28	28	0	3.3	944.00
1/12/2019	4:55 PM	SA	1	6	NB COTATI	NB (In)	Y	14	6	20	20	0	3.8	1,051.52
1/12/2019	4:55 PM	SA	1	7	NB ROHNERT PARK	NB (In)	Y	4	1	17	17	0	1.7	1,085.72
1/12/2019	4:55 PM	SA	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	12	1	6	6	0	1.3	1,107.14
1/12/2019	4:55 PM	SA	1	9	NB SANTA ROSA NORTH	NB (In)	Y	1	0	5	5	0	1.4	1,115.54
1/12/2019	4:55 PM	SA	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	5	0	0	0	0	3.7	1,133.94

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/27/2019	2:55 PM	SU	1	1	NB SAN RAFAEL	NB (In)	Y	0	29	29	29	0	0.0	0.00
1/27/2019	2:55 PM	SU	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	2	31	31	0	6.1	176.90
1/27/2019	2:55 PM	SU	1	3	NB NOVATO HAMILTON	NB (In)	Y	2	3	32	32	0	3.7	291.60
1/27/2019	2:55 PM	SU	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	7	39	39	0	11.8	669.20
1/27/2019	2:55 PM	SU	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	3	1	37	37	0	3.3	797.90
1/27/2019	2:55 PM	SU	1	6	NB COTATI	NB (In)	Y	0	0	37	37	0	3.8	939.98
1/27/2019	2:55 PM	SU	1	7	NB ROHNERT PARK	NB (In)	Y	13	0	24	24	0	1.7	1,003.25
1/27/2019	2:55 PM	SU	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	12	0	12	12	0	1.3	1,033.49
1/27/2019	2:55 PM	SU	1	9	NB SANTA ROSA NORTH	NB (In)	Y	2	0	10	10	0	1.4	1,050.29
1/27/2019	2:55 PM	SU	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	10	0	0	0	0	3.7	1,087.09

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/31/2019	9:59 AM	TH	1	1	NB SAN RAFAEL	NB (In)	Y	0	7	7	7	0	0.0	0.00
1/31/2019	9:59 AM	TH	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	3	10	10	0	6.1	42.70
1/31/2019	9:59 AM	TH	1	3	NB NOVATO HAMILTON	NB (In)	Y	4	4	10	10	0	3.7	79.70
1/31/2019	9:59 AM	TH	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	2	12	12	0	11.8	197.70
1/31/2019	9:59 AM	TH	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	3	0	9	9	0	3.3	237.30
1/31/2019	9:59 AM	TH	1	6	NB COTATI	NB (In)	Y	3	1	7	7	0	3.8	271.86
1/31/2019	9:59 AM	TH	1	7	NB ROHNERT PARK	NB (In)	Y	0	0	7	7	0	1.7	283.83
1/31/2019	9:59 AM	TH	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	7	0	0	0	0	1.3	292.65
1/31/2019	9:59 AM	TH	1	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	0	0	0	1.4	292.65
1/31/2019	9:59 AM	TH	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	292.65

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
2/13/2019	6:59 PM	W	1	1	NB SAN RAFAEL	NB (In)	Y	0	16	16	16	0	0.0	0.00
2/13/2019	6:59 PM	W	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	3	19	19	0	6.1	97.60
2/13/2019	6:59 PM	W	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	2	21	21	0	3.7	167.90
2/13/2019	6:59 PM	W	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	2	23	23	0	11.8	415.70
2/13/2019	6:59 PM	W	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	4	4	23	23	0	3.3	491.60
2/13/2019	6:59 PM	W	1	6	NB COTATI	NB (In)	Y	7	0	16	16	0	3.8	579.92
2/13/2019	6:59 PM	W	1	7	NB ROHNERT PARK	NB (In)	Y	3	0	13	13	0	1.7	607.28
2/13/2019	6:59 PM	W	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	7	0	6	6	0	1.3	623.66
2/13/2019	6:59 PM	W	1	9	NB SANTA ROSA NORTH	NB (In)	Y	5	0	1	1	0	1.4	632.06
2/13/2019	6:59 PM	W	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	1	0	0	0	0	3.7	635.74

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
2/25/2019	9:29 AM	M	2	1	NB SAN RAFAEL	NB (In)	Y	0	5	5	5	0	0.0	0.00
2/25/2019	9:29 AM	M	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	0	5	5	0	6.1	30.50
2/25/2019	9:29 AM	M	2	3	NB NOVATO HAMILTON	NB (In)	Y	2	0	3	3	0	3.7	49.00
2/25/2019	9:29 AM	M	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	0	3	3	0	11.8	84.40
2/25/2019	9:29 AM	M	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	0	2	5	5	0	3.3	94.30
2/25/2019	9:29 AM	M	2	6	NB COTATI	NB (In)	Y	2	0	3	3	0	3.8	113.50
2/25/2019	9:29 AM	M	2	7	NB ROHNERT PARK	NB (In)	Y	0	0	3	3	0	1.7	118.63
2/25/2019	9:29 AM	M	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	1	0	2	2	0	1.3	122.41
2/25/2019	9:29 AM	M	2	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	2	2	0	1.4	125.21
2/25/2019	9:29 AM	M	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	2	0	0	0	0	3.7	132.57

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
2/28/2019	7:59 PM	TH	2	1	NB SAN RAFAEL	NB (In)	Y	0	4	4	4	0	0.0	0.00
2/28/2019	7:59 PM	TH	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	5	5	0	6.1	24.40
2/28/2019	7:59 PM	TH	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	0	5	5	0	3.7	42.90
2/28/2019	7:59 PM	TH	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	0	5	5	0	11.8	101.90
2/28/2019	7:59 PM	TH	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	2	1	4	4	0	3.3	118.40
2/28/2019	7:59 PM	TH	2	6	NB COTATI	NB (In)	Y	3	0	1	1	0	3.8	133.76
2/28/2019	7:59 PM	TH	2	7	NB ROHNERT PARK	NB (In)	Y	1	0	0	0	0	1.7	135.47
2/28/2019	7:59 PM	TH	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	0	0	0	0	0	1.3	135.47
2/28/2019	7:59 PM	TH	2	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	0	0	0	1.4	135.47
2/28/2019	7:59 PM	TH	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	135.47

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
3/7/2019	5:29 PM	TH	2	1	NB SAN RAFAEL	NB (In)	Y	0	37	37	37	0	0.0	0.00
3/7/2019	5:29 PM	TH	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	16	52	52	0	6.1	225.70
3/7/2019	5:29 PM	TH	2	3	NB NOVATO HAMILTON	NB (In)	Y	2	6	56	56	0	3.7	418.10
3/7/2019	5:29 PM	TH	2	4	NB NOVATO SAN MARIN	NB (In)	Y	2	9	63	63	0	11.8	1,078.90
3/7/2019	5:29 PM	TH	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	22	3	44	44	0	3.3	1,286.80
3/7/2019	5:29 PM	TH	2	6	NB COTATI	NB (In)	Y	11	0	33	33	0	3.8	1,455.76
3/7/2019	5:29 PM	TH	2	7	NB ROHNERT PARK	NB (In)	Y	12	0	21	21	0	1.7	1,512.19
3/7/2019	5:29 PM	TH	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	9	0	12	12	0	1.3	1,538.65
3/7/2019	5:29 PM	TH	2	9	NB SANTA ROSA NORTH	NB (In)	Y	5	0	7	7	0	1.4	1,555.45
3/7/2019	5:29 PM	TH	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	7	0	0	0	0	3.7	1,581.21

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
3/14/2019	6:59 AM	TH	1	1	NB SAN RAFAEL	NB (In)	Y	0	5	5	5	0	0.0	0.00
3/14/2019	6:59 AM	TH	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	3	7	7	0	6.1	30.50
3/14/2019	6:59 AM	TH	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	3	10	10	0	3.7	56.40
3/14/2019	6:59 AM	TH	1	4	NB NOVATO SAN MARIN	NB (In)	Y	1	10	19	19	0	11.8	174.40
3/14/2019	6:59 AM	TH	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	8	12	23	23	0	3.3	237.10
3/14/2019	6:59 AM	TH	1	6	NB COTATI	NB (In)	Y	10	2	15	15	0	3.8	325.42
3/14/2019	6:59 AM	TH	1	7	NB ROHNERT PARK	NB (In)	Y	0	2	17	17	0	1.7	351.07
3/14/2019	6:59 AM	TH	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	1	2	18	18	0	1.3	372.49
3/14/2019	6:59 AM	TH	1	9	NB SANTA ROSA NORTH	NB (In)	Y	12	6	12	12	0	1.4	397.69
3/14/2019	6:59 AM	TH	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	12	0	0	0	0	3.7	441.85

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
3/29/2019	7:59 AM	F	2	1	NB SAN RAFAEL	NB (In)	Y	0	5	5	5	0	0.0	0.00
3/29/2019	7:59 AM	F	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	6	6	0	6.1	30.50
3/29/2019	7:59 AM	F	2	3	NB NOVATO HAMILTON	NB (In)	Y	1	0	5	5	0	3.7	52.70
3/29/2019	7:59 AM	F	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	7	12	12	0	11.8	111.70
3/29/2019	7:59 AM	F	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	4	0	8	8	0	3.3	151.30
3/29/2019	7:59 AM	F	2	6	NB COTATI	NB (In)	Y	0	0	8	8	0	3.8	182.02
3/29/2019	7:59 AM	F	2	7	NB ROHNERT PARK	NB (In)	Y	0	1	9	9	0	1.7	195.70
3/29/2019	7:59 AM	F	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	8	0	1	1	0	1.3	207.04
3/29/2019	7:59 AM	F	2	9	NB SANTA ROSA NORTH	NB (In)	Y	1	0	0	0	0	1.4	208.44
3/29/2019	7:59 AM	F	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	208.44

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/3/2019	2:29 PM	W	2	1	NB SAN RAFAEL	NB (In)	Y	0	22	22	22	0	0.0	0.00
4/3/2019	2:29 PM	W	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	8	30	30	0	6.1	134.20
4/3/2019	2:29 PM	W	2	3	NB NOVATO HAMILTON	NB (In)	Y	2	8	36	36	0	3.7	245.20
4/3/2019	2:29 PM	W	2	4	NB NOVATO SAN MARIN	NB (In)	Y	1	11	46	46	0	11.8	670.00
4/3/2019	2:29 PM	W	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	19	6	33	33	0	3.3	821.80
4/3/2019	2:29 PM	W	2	6	NB COTATI	NB (In)	Y	9	0	24	24	0	3.8	948.52
4/3/2019	2:29 PM	W	2	7	NB ROHNERT PARK	NB (In)	Y	7	0	17	17	0	1.7	989.56
4/3/2019	2:29 PM	W	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	11	0	6	6	0	1.3	1,010.98
4/3/2019	2:29 PM	W	2	9	NB SANTA ROSA NORTH	NB (In)	Y	3	0	3	3	0	1.4	1,019.38
4/3/2019	2:29 PM	W	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	3	0	0	0	0	3.7	1,030.42

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/5/2019	7:29 PM	F	2	1	NB SAN RAFAEL	NB (In)	Y	0	15	15	15	0	0.0	0.00
4/5/2019	7:29 PM	F	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	0	14	14	0	6.1	91.50
4/5/2019	7:29 PM	F	2	3	NB NOVATO HAMILTON	NB (In)	Y	1	0	13	13	0	3.7	143.30
4/5/2019	7:29 PM	F	2	4	NB NOVATO SAN MARIN	NB (In)	Y	1	0	12	12	0	11.8	296.70
4/5/2019	7:29 PM	F	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	2	1	11	11	0	3.3	336.30
4/5/2019	7:29 PM	F	2	6	NB COTATI	NB (In)	Y	3	0	8	8	0	3.8	378.54
4/5/2019	7:29 PM	F	2	7	NB ROHNERT PARK	NB (In)	Y	2	0	6	6	0	1.7	392.22
4/5/2019	7:29 PM	F	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	5	2	3	3	0	1.3	399.78
4/5/2019	7:29 PM	F	2	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	3	3	0	1.4	403.98
4/5/2019	7:29 PM	F	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	3	0	0	0	0	3.7	415.02

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/6/2019	4:55 PM	SA	2	1	NB SAN RAFAEL	NB (In)	Y	0	25	25	25	0	0.0	0.00
4/6/2019	4:55 PM	SA	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	4	28	28	0	6.1	152.50
4/6/2019	4:55 PM	SA	2	3	NB NOVATO HAMILTON	NB (In)	Y	3	0	25	25	0	3.7	256.10
4/6/2019	4:55 PM	SA	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	8	33	33	0	11.8	551.10
4/6/2019	4:55 PM	SA	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	13	2	22	22	0	3.3	660.00
4/6/2019	4:55 PM	SA	2	6	NB COTATI	NB (In)	Y	1	1	22	22	0	3.8	744.48
4/6/2019	4:55 PM	SA	2	7	NB ROHNERT PARK	NB (In)	Y	2	2	22	22	0	1.7	782.10
4/6/2019	4:55 PM	SA	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	8	0	14	14	0	1.3	809.82
4/6/2019	4:55 PM	SA	2	9	NB SANTA ROSA NORTH	NB (In)	Y	4	0	10	10	0	1.4	829.42
4/6/2019	4:55 PM	SA	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	10	0	0	0	0	3.7	866.22

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/9/2019	3:59 PM	TU	1	1	NB SAN RAFAEL	NB (In)	Y	0	24	24	24	0	0.0	0.00
4/9/2019	3:59 PM	TU	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	30	54	54	0	6.1	146.40
4/9/2019	3:59 PM	TU	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	2	56	56	0	3.7	346.20
4/9/2019	3:59 PM	TU	1	4	NB NOVATO SAN MARIN	NB (In)	Y	1	9	64	64	0	11.8	1,007.00
4/9/2019	3:59 PM	TU	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	24	5	45	45	0	3.3	1,218.20
4/9/2019	3:59 PM	TU	1	6	NB COTATI	NB (In)	Y	16	2	31	31	0	3.8	1,391.00
4/9/2019	3:59 PM	TU	1	7	NB ROHNERT PARK	NB (In)	Y	9	4	26	26	0	1.7	1,444.01
4/9/2019	3:59 PM	TU	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	12	0	14	14	0	1.3	1,476.77
4/9/2019	3:59 PM	TU	1	9	NB SANTA ROSA NORTH	NB (In)	Y	5	0	9	9	0	1.4	1,496.37
4/9/2019	3:59 PM	TU	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	9	0	0	0	0	3.7	1,529.49

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/12/2019	6:29 AM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	2	2	2	0	0.0	0.00
4/12/2019	6:29 AM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	3	3	0	6.1	12.20
4/12/2019	6:29 AM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	2	5	5	0	3.7	23.30
4/12/2019	6:29 AM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	1	6	6	0	11.8	82.30
4/12/2019	6:29 AM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	2	4	8	8	0	3.3	102.10
4/12/2019	6:29 AM	F	1	6	NB COTATI	NB (In)	Y	0	4	12	12	0	3.8	132.82
4/12/2019	6:29 AM	F	1	7	NB ROHNERT PARK	NB (In)	Y	0	0	12	12	0	1.7	153.34
4/12/2019	6:29 AM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	2	0	10	10	0	1.3	168.46
4/12/2019	6:29 AM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	3	1	8	8	0	1.4	182.46
4/12/2019	6:29 AM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	8	0	0	0	0	3.7	211.90

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/19/2019	6:29 AM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	1	1	1	0	0.0	0.00
4/19/2019	6:29 AM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	2	3	3	0	6.1	6.10
4/19/2019	6:29 AM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	0	3	3	0	3.7	17.20
4/19/2019	6:29 AM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	1	4	4	0	11.8	52.60
4/19/2019	6:29 AM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	0	3	7	7	0	3.3	65.80
4/19/2019	6:29 AM	F	1	6	NB COTATI	NB (In)	Y	1	3	9	9	0	3.8	92.68
4/19/2019	6:29 AM	F	1	7	NB ROHNERT PARK	NB (In)	Y	1	0	8	8	0	1.7	108.07
4/19/2019	6:29 AM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	2	0	6	6	0	1.3	118.15
4/19/2019	6:29 AM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	4	0	2	2	0	1.4	126.55
4/19/2019	6:29 AM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	2	0	0	0	0	3.7	133.91

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/25/2019	7:29 PM	TH	2	1	NB SAN RAFAEL	NB (In)	Y	0	5	5	5	0	0.0	0.00
4/25/2019	7:29 PM	TH	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	2	7	7	0	6.1	30.50
4/25/2019	7:29 PM	TH	2	3	NB NOVATO HAMILTON	NB (In)	Y	1	1	7	7	0	3.7	56.40
4/25/2019	7:29 PM	TH	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	1	8	8	0	11.8	139.00
4/25/2019	7:29 PM	TH	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	6	0	2	2	0	3.3	165.40
4/25/2019	7:29 PM	TH	2	6	NB COTATI	NB (In)	Y	0	0	2	2	0	3.8	173.08
4/25/2019	7:29 PM	TH	2	7	NB ROHNERT PARK	NB (In)	Y	0	0	2	2	0	1.7	176.50
4/25/2019	7:29 PM	TH	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	2	0	0	0	0	1.3	179.02
4/25/2019	7:29 PM	TH	2	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	0	0	0	1.4	179.02
4/25/2019	7:29 PM	TH	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	179.02

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/6/2019	5:29 PM	M	2	1	NB SAN RAFAEL	NB (In)	Y	0	37	37	37	0	0.0	0.00
5/6/2019	5:29 PM	M	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	13	50	50	0	6.1	225.70
5/6/2019	5:29 PM	M	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	7	57	57	0	3.7	410.70
5/6/2019	5:29 PM	M	2	4	NB NOVATO SAN MARIN	NB (In)	Y	1	6	62	62	0	11.8	1,083.30
5/6/2019	5:29 PM	M	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	18	0	44	44	0	3.3	1,287.90
5/6/2019	5:29 PM	M	2	6	NB COTATI	NB (In)	Y	14	0	30	30	0	3.8	1,456.86
5/6/2019	5:29 PM	M	2	7	NB ROHNERT PARK	NB (In)	Y	5	0	25	25	0	1.7	1,508.16
5/6/2019	5:29 PM	M	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	15	4	14	14	0	1.3	1,539.66
5/6/2019	5:29 PM	M	2	9	NB SANTA ROSA NORTH	NB (In)	Y	4	0	10	10	0	1.4	1,559.26
5/6/2019	5:29 PM	M	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	10			0	0	3.7	1,596.06

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/10/2019	7:29 PM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	7	7	7	0	0.0	0.00
5/10/2019	7:29 PM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	5	12	12	0	6.1	42.70
5/10/2019	7:29 PM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	0	12	12	0	3.7	87.10
5/10/2019	7:29 PM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	2	14	14	0	11.8	228.70
5/10/2019	7:29 PM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	10	4	8	8	0	3.3	274.90
5/10/2019	7:29 PM	F	1	6	NB COTATI	NB (In)	Y	4	0	4	4	0	3.8	305.62
5/10/2019	7:29 PM	F	1	7	NB ROHNERT PARK	NB (In)	Y	0	0	4	4	0	1.7	312.46
5/10/2019	7:29 PM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	0	1	5	5	0	1.3	317.50
5/10/2019	7:29 PM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	5	5	0	1.4	324.50
5/10/2019	7:29 PM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	5	0	0	0	0	3.7	342.90

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/19/2019	4:55 PM	SU	2	1	NB SAN RAFAEL	NB (In)	Y	0	14	14	14	0	0.0	0.00
5/19/2019	4:55 PM	SU	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	2	15	15	0	6.1	85.40
5/19/2019	4:55 PM	SU	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	2	17	17	0	3.7	140.90
5/19/2019	4:55 PM	SU	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	1	18	18	0	11.8	341.50
5/19/2019	4:55 PM	SU	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	3	5	20	20	0	3.3	400.90
5/19/2019	4:55 PM	SU	2	6	NB COTATI	NB (In)	Y	5	0	15	15	0	3.8	477.70
5/19/2019	4:55 PM	SU	2	7	NB ROHNERT PARK	NB (In)	Y	4	0	11	11	0	1.7	503.35
5/19/2019	4:55 PM	SU	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	2	1	10	10	0	1.3	517.21
5/19/2019	4:55 PM	SU	2	9	NB SANTA ROSA NORTH	NB (In)	Y	2	0	8	8	0	1.4	531.21
5/19/2019	4:55 PM	SU	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	8	0	0	0	0	3.7	560.65

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/30/2019	7:59 PM	TH	2	1	NB SAN RAFAEL	NB (In)	Y	0	3	3	3	0	0.0	0.00
5/30/2019	7:59 PM	TH	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	0	2	2	0	6.1	18.30
5/30/2019	7:59 PM	TH	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	0	2	2	0	3.7	25.70
5/30/2019	7:59 PM	TH	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	2	4	4	0	11.8	49.30
5/30/2019	7:59 PM	TH	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	2	0	2	2	0	3.3	62.50
5/30/2019	7:59 PM	TH	2	6	NB COTATI	NB (In)	Y	0	0	2	2	0	3.8	70.18
5/30/2019	7:59 PM	TH	2	7	NB ROHNERT PARK	NB (In)	Y	1	0	1	1	0	1.7	73.60
5/30/2019	7:59 PM	TH	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	1	0	0	0	0	1.3	74.86
5/30/2019	7:59 PM	TH	2	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	0	0	0	1.4	74.86
5/30/2019	7:59 PM	TH	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	74.86

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
6/4/2019	2:29 PM	TU	2	1	NB SAN RAFAEL	NB (In)	Y	0	24	24	24	0	0.0	0.00
6/4/2019	2:29 PM	TU	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	5	29	29	0	6.1	146.40
6/4/2019	2:29 PM	TU	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	5	34	34	0	3.7	253.70
6/4/2019	2:29 PM	TU	2	4	NB NOVATO SAN MARIN	NB (In)	Y	4	6	36	36	0	11.8	654.90
6/4/2019	2:29 PM	TU	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	10	3	29	29	0	3.3	773.70
6/4/2019	2:29 PM	TU	2	6	NB COTATI	NB (In)	Y	8	0	21	21	0	3.8	885.06
6/4/2019	2:29 PM	TU	2	7	NB ROHNERT PARK	NB (In)	Y	5	0	16	16	0	1.7	920.97
6/4/2019	2:29 PM	TU	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	6	0	10	10	0	1.3	941.13
6/4/2019	2:29 PM	TU	2	9	NB SANTA ROSA NORTH	NB (In)	Y	4	0	6	6	0	1.4	955.13
6/4/2019	2:29 PM	TU	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	6	0	0	0	0	3.7	977.21

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
6/27/2019	6:29 AM	TH	1	1	NB SAN RAFAEL	NB (In)	Y	0	4	4	4	0	0.0	0.00
6/27/2019	6:29 AM	TH	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	5	5	0	6.1	24.40
6/27/2019	6:29 AM	TH	1	3	NB NOVATO HAMILTON	NB (In)	Y	1	1	5	5	0	3.7	42.90
6/27/2019	6:29 AM	TH	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	0	5	5	0	11.8	101.90
6/27/2019	6:29 AM	TH	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	1	4	8	8	0	3.3	118.40
6/27/2019	6:29 AM	TH	1	6	NB COTATI	NB (In)	Y	0	4	12	12	0	3.8	149.12
6/27/2019	6:29 AM	TH	1	7	NB ROHNERT PARK	NB (In)	Y	1	2	13	13	0	1.7	169.64
6/27/2019	6:29 AM	TH	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	2	0	11	11	0	1.3	186.02
6/27/2019	6:29 AM	TH	1	9	NB SANTA ROSA NORTH	NB (In)	Y	2	0	9	9	0	1.4	201.42
6/27/2019	6:29 AM	TH	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	9	0	0	0	0	3.7	234.54

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
6/28/2019	9:59 AM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	9	9	9	0	0.0	0.00
6/28/2019	9:59 AM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	1	9	9	0	6.1	54.90
6/28/2019	9:59 AM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	5	14	14	0	3.7	88.20
6/28/2019	9:59 AM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	3	0	11	11	0	11.8	253.40
6/28/2019	9:59 AM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	2	2	11	11	0	3.3	289.70
6/28/2019	9:59 AM	F	1	6	NB COTATI	NB (In)	Y	11	0	0	0	0	3.8	331.94
6/28/2019	9:59 AM	F	1	7	NB ROHNERT PARK	NB (In)	Y				0	0	1.7	331.94
6/28/2019	9:59 AM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y				0	0	1.3	331.94
6/28/2019	9:59 AM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y				0	0	1.4	331.94
6/28/2019	9:59 AM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y				0	0	3.7	331.94

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/3/2019	9:29 AM	W	1	1	NB SAN RAFAEL	NB (In)	Y	0	2	2	2	0	0.0	0.00
7/3/2019	9:29 AM	W	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	3	3	0	6.1	12.20
7/3/2019	9:29 AM	W	1	3	NB NOVATO HAMILTON	NB (In)	Y	1	1	3	3	0	3.7	23.30
7/3/2019	9:29 AM	W	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	0	3	3	0	11.8	58.70
7/3/2019	9:29 AM	W	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	1	1	3	3	0	3.3	68.60
7/3/2019	9:29 AM	W	1	6	NB COTATI	NB (In)	Y	0	0	3	3	0	3.8	80.12
7/3/2019	9:29 AM	W	1	7	NB ROHNERT PARK	NB (In)	Y	0	0	3	3	0	1.7	85.25
7/3/2019	9:29 AM	W	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	2	0	1	1	0	1.3	89.03
7/3/2019	9:29 AM	W	1	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	1	1	0	1.4	90.43
7/3/2019	9:29 AM	W	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	1	0	0	0	0	3.7	94.11

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/5/2019	9:59 AM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	9	9	9	0	0.0	0.00
7/5/2019	9:59 AM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	4	0	5	5	0	6.1	54.90
7/5/2019	9:59 AM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	5	10	10	0	3.7	73.40
7/5/2019	9:59 AM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	1	0	9	9	0	11.8	191.40
7/5/2019	9:59 AM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	6	16	19	19	0	3.3	221.10
7/5/2019	9:59 AM	F	1	6	NB COTATI	NB (In)	Y	1	2	20	20	0	3.8	294.06
7/5/2019	9:59 AM	F	1	7	NB ROHNERT PARK	NB (In)	Y	1	1	20	20	0	1.7	328.26
7/5/2019	9:59 AM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	20	0	0	0	0	1.3	353.46
7/5/2019	9:59 AM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	0	0	0	1.4	353.46
7/5/2019	9:59 AM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	353.46

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/9/2019	7:29 AM	T	2	1	NB SAN RAFAEL	NB (In)	Y	0	12	12	12	0	0.0	0.00
7/9/2019	7:29 AM	T	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	0	12	12	0	6.1	73.20
7/9/2019	7:29 AM	T	2	3	NB NOVATO HAMILTON	NB (In)	Y	3	0	9	9	0	3.7	117.60
7/9/2019	7:29 AM	T	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	3	12	12	0	11.8	223.80
7/9/2019	7:29 AM	T	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	1	3	14	14	0	3.3	263.40
7/9/2019	7:29 AM	T	2	6	NB COTATI	NB (In)	Y	4	0	10	10	0	3.8	317.16
7/9/2019	7:29 AM	T	2	7	NB ROHNERT PARK	NB (In)	Y	1	0	9	9	0	1.7	334.26
7/9/2019	7:29 AM	T	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	3	0	6	6	0	1.3	345.60
7/9/2019	7:29 AM	T	2	9	NB SANTA ROSA NORTH	NB (In)	Y	3	0	3	3	0	1.4	354.00
7/9/2019	7:29 AM	T	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	3	0	0	0	0	3.7	365.04

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/12/2019	8:35 PM	F	2	1	NB SAN RAFAEL	NB (In)	Y	0	14	14	14	0	0.0	0.00
7/12/2019	8:35 PM	F	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	15	15	0	6.1	85.40
7/12/2019	8:35 PM	F	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	0	15	15	0	3.7	140.90
7/12/2019	8:35 PM	F	2	4	NB NOVATO SAN MARIN	NB (In)	Y	1	1	15	15	0	11.8	317.90
7/12/2019	8:35 PM	F	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	7	0	8	8	0	3.3	367.40
7/12/2019	8:35 PM	F	2	6	NB COTATI	NB (In)	Y	1	0	7	7	0	3.8	398.12
7/12/2019	8:35 PM	F	2	7	NB ROHNERT PARK	NB (In)	Y	2	0	5	5	0	1.7	410.09
7/12/2019	8:35 PM	F	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	3	0	2	2	0	1.3	416.39
7/12/2019	8:35 PM	F	2	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	2	2	0	1.4	419.19
7/12/2019	8:35 PM	F	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	2	0	0	0	0	3.7	426.55

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/12/2019	8:59 AM	F	3	1	NB SAN RAFAEL	NB (In)	Y	0	2	2	2	0	0.0	0.00
7/12/2019	8:59 AM	F	3	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	0	1	1	0	6.1	12.20
7/12/2019	8:59 AM	F	3	3	NB NOVATO HAMILTON	NB (In)	Y	0	0	1	1	0	3.7	15.90
7/12/2019	8:59 AM	F	3	4	NB NOVATO SAN MARIN	NB (In)	Y	0	2	3	3	0	11.8	27.70
7/12/2019	8:59 AM	F	3	5	NB PETALUMA DOWNTOWN	NB (In)	Y	1	2	4	4	0	3.3	37.60
7/12/2019	8:59 AM	F	3	6	NB COTATI	NB (In)	Y	2	0	2	2	0	3.8	52.96
7/12/2019	8:59 AM	F	3	7	NB ROHNERT PARK	NB (In)	Y	0	0	2	2	0	1.7	56.38
7/12/2019	8:59 AM	F	3	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	2	0	0	0	0	1.3	58.90
7/12/2019	8:59 AM	F	3	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	0	0	0	1.4	58.90
7/12/2019	8:59 AM	F	3	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	58.90

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/23/2019	6:59 PM	T	1	1	NB SAN RAFAEL	NB (In)	Y	0	23	23	23	0	0.0	0.00
7/23/2019	6:59 PM	T	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	24	24	0	6.1	140.30
7/23/2019	6:59 PM	T	1	3	NB NOVATO HAMILTON	NB (In)	Y	1	2	25	25	0	3.7	229.10
7/23/2019	6:59 PM	T	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	1	26	26	0	11.8	524.10
7/23/2019	6:59 PM	T	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	6	5	25	25	0	3.3	609.90
7/23/2019	6:59 PM	T	1	6	NB COTATI	NB (In)	Y	5	5	25	25	0	3.8	705.90
7/23/2019	6:59 PM	T	1	7	NB ROHNERT PARK	NB (In)	Y	7	0	18	18	0	1.7	748.65
7/23/2019	6:59 PM	T	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	12	0	6	6	0	1.3	771.33
7/23/2019	6:59 PM	T	1	9	NB SANTA ROSA NORTH	NB (In)	Y	0	0	6	6	0	1.4	779.73
7/23/2019	6:59 PM	T	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	6	0	0	0	0	3.7	801.81

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/29/2019	4:29 PM	M	2	1	NB SAN RAFAEL	NB (In)	Y	0	27	27	27	0	0.0	0.00
7/29/2019	4:29 PM	M	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	15	42	42	0	6.1	164.70
7/29/2019	4:29 PM	M	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	4	46	46	0	3.7	320.10
7/29/2019	4:29 PM	M	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	9	55	55	0	11.8	862.90
7/29/2019	4:29 PM	M	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	23	5	37	37	0	3.3	1,044.40
7/29/2019	4:29 PM	M	2	6	NB COTATI	NB (In)	Y	13	0	24	24	0	3.8	1,186.48
7/29/2019	4:29 PM	M	2	7	NB ROHNERT PARK	NB (In)	Y	6	0	18	18	0	1.7	1,227.52
7/29/2019	4:29 PM	M	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	12	0	6	6	0	1.3	1,250.20
7/29/2019	4:29 PM	M	2	9	NB SANTA ROSA NORTH	NB (In)	Y	2	0	4	4	0	1.4	1,258.60
7/29/2019	4:29 PM	M	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	4	0	0	0	0	3.7	1,273.32

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/2/2019	8:59 AM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	1	1	1	0	0.0	0.00
8/2/2019	8:59 AM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	0	1	1	0	6.1	6.10
8/2/2019	8:59 AM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	1	2	2	0	3.7	9.80
8/2/2019	8:59 AM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	2	4	4	0	11.8	33.40
8/2/2019	8:59 AM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	2	0	2	2	0	3.3	46.60
8/2/2019	8:59 AM	F	1	6	NB COTATI	NB (In)	Y	0	0	2	2	0	3.8	54.28
8/2/2019	8:59 AM	F	1	7	NB ROHNERT PARK	NB (In)	Y	0	2	4	4	0	1.7	57.70
8/2/2019	8:59 AM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	3	0	1	1	0	1.3	62.74
8/2/2019	8:59 AM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	1	0	0	0	0	1.4	64.14
8/2/2019	8:59 AM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	64.14

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/2/2019	2:29 PM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	54	54	54	0	0.0	0.00
8/2/2019	2:29 PM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	9	63	63	0	6.1	329.40
8/2/2019	2:29 PM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	13	76	76	0	3.7	562.50
8/2/2019	2:29 PM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	2	78	78	0	11.8	1,459.30
8/2/2019	2:29 PM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	31	6	53	53	0	3.3	1,716.70
8/2/2019	2:29 PM	F	1	6	NB COTATI	NB (In)	Y	16	4	41	41	0	3.8	1,920.22
8/2/2019	2:29 PM	F	1	7	NB ROHNERT PARK	NB (In)	Y	9	1	33	33	0	1.7	1,990.33
8/2/2019	2:29 PM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	18	0	15	15	0	1.3	2,031.91
8/2/2019	2:29 PM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	4	0	11	11	0	1.4	2,052.91
8/2/2019	2:29 PM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	11	0	0	0	0	3.7	2,093.39

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/9/2019	7:59 AM	F	2	1	NB SAN RAFAEL	NB (In)	Y	0	5	5	5	0	0.0	0.00
8/9/2019	7:59 AM	F	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	0	5	5	0	6.1	30.50
8/9/2019	7:59 AM	F	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	6	11	11	0	3.7	49.00
8/9/2019	7:59 AM	F	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	0	11	11	0	11.8	178.80
8/9/2019	7:59 AM	F	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	4	8	15	15	0	3.3	215.10
8/9/2019	7:59 AM	F	2	6	NB COTATI	NB (In)	Y	0	5	20	20	0	3.8	272.70
8/9/2019	7:59 AM	F	2	7	NB ROHNERT PARK	NB (In)	Y	4	0	16	16	0	1.7	306.90
8/9/2019	7:59 AM	F	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	0	0	16	16	0	1.3	327.06
8/9/2019	7:59 AM	F	2	9	NB SANTA ROSA NORTH	NB (In)	Y	6	0	10	10	0	1.4	349.46
8/9/2019	7:59 AM	F	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	10	0	0	0	0	3.7	386.26

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/21/2019	6:59 AM	W	3	1	NB SAN RAFAEL	NB (In)	Y	0	14	14	14	0	0.0	0.00
8/21/2019	6:59 AM	W	3	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	15	15	0	6.1	85.40
8/21/2019	6:59 AM	W	3	3	NB NOVATO HAMILTON	NB (In)	Y	1	4	18	18	0	3.7	140.90
8/21/2019	6:59 AM	W	3	4	NB NOVATO SAN MARIN	NB (In)	Y	2	2	18	18	0	11.8	353.30
8/21/2019	6:59 AM	W	3	5	NB PETALUMA DOWNTOWN	NB (In)	Y	5	1	14	14	0	3.3	412.70
8/21/2019	6:59 AM	W	3	6	NB COTATI	NB (In)	Y	2	0	12	12	0	3.8	466.46
8/21/2019	6:59 AM	W	3	7	NB ROHNERT PARK	NB (In)	Y	4	0	8	8	0	1.7	486.98
8/21/2019	6:59 AM	W	3	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	6	0	2	2	0	1.3	497.06
8/21/2019	6:59 AM	W	3	9	NB SANTA ROSA NORTH	NB (In)	Y	1	0	1	1	0	1.4	499.86
8/21/2019	6:59 AM	W	3	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	1	0	0	0	0	3.7	503.54

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/23/2019	6:29 AM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	3	3	3	0	0.0	0.00
8/23/2019	6:29 AM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	0	3	3	0	6.1	18.30
8/23/2019	6:29 AM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	0	4	7	7	0	3.7	29.40
8/23/2019	6:29 AM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	0	1	8	8	0	11.8	112.00
8/23/2019	6:29 AM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	2	2	8	8	0	3.3	138.40
8/23/2019	6:29 AM	F	1	6	NB COTATI	NB (In)	Y	0	10	18	18	0	3.8	169.12
8/23/2019	6:29 AM	F	1	7	NB ROHNERT PARK	NB (In)	Y	1	1	18	18	0	1.7	199.90
8/23/2019	6:29 AM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	3	0	15	15	0	1.3	222.58
8/23/2019	6:29 AM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	4	1	12	12	0	1.4	243.58
8/23/2019	6:29 AM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	12	0	0	0	0	3.7	287.74

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/29/2019	5:29 PM	TH	1	1	NB SAN RAFAEL	NB (In)	Y	0	38	38	38	0	0.0	0.00
8/29/2019	5:29 PM	TH	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	1	15	52	52	0	6.1	231.80
8/29/2019	5:29 PM	TH	1	3	NB NOVATO HAMILTON	NB (In)	Y	2	6	56	56	0	3.7	424.20
8/29/2019	5:29 PM	TH	1	4	NB NOVATO SAN MARIN	NB (In)	Y	2	4	58	58	0	11.8	1,085.00
8/29/2019	5:29 PM	TH	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	22	5	41	41	0	3.3	1,276.40
8/29/2019	5:29 PM	TH	1	6	NB COTATI	NB (In)	Y	15	1	27	27	0	3.8	1,433.84
8/29/2019	5:29 PM	TH	1	7	NB ROHNERT PARK	NB (In)	Y	8	0	19	19	0	1.7	1,480.01
8/29/2019	5:29 PM	TH	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	7	3	15	15	0	1.3	1,503.95
8/29/2019	5:29 PM	TH	1	9	NB SANTA ROSA NORTH	NB (In)	Y	2	0	13	13	0	1.4	1,524.95
8/29/2019	5:29 PM	TH	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	13	0	0	0	0	3.7	1,572.79

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/30/2019	4:29 PM	F	1	1	NB SAN RAFAEL	NB (In)	Y	0	30	30	30	0	0.0	0.00
8/30/2019	4:29 PM	F	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	16	46	46	0	6.1	183.00
8/30/2019	4:29 PM	F	1	3	NB NOVATO HAMILTON	NB (In)	Y	1	6	51	51	0	3.7	353.20
8/30/2019	4:29 PM	F	1	4	NB NOVATO SAN MARIN	NB (In)	Y	1	5	55	55	0	11.8	955.00
8/30/2019	4:29 PM	F	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	17	7	45	45	0	3.3	1,136.50
8/30/2019	4:29 PM	F	1	6	NB COTATI	NB (In)	Y	13	1	33	33	0	3.8	1,309.30
8/30/2019	4:29 PM	F	1	7	NB ROHNERT PARK	NB (In)	Y	7	3	29	29	0	1.7	1,365.73
8/30/2019	4:29 PM	F	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	14	0	15	15	0	1.3	1,402.27
8/30/2019	4:29 PM	F	1	9	NB SANTA ROSA NORTH	NB (In)	Y	8	0	7	7	0	1.4	1,423.27
8/30/2019	4:29 PM	F	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	7	0	0	0	0	3.7	1,449.03

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
9/7/2019	2:55 PM	SA	2	1	NB SAN RAFAEL	NB (In)	Y	0	8	8	8	0	0.0	0.00
9/7/2019	2:55 PM	SA	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	2	10	10	0	6.1	48.80
9/7/2019	2:55 PM	SA	2	3	NB NOVATO HAMILTON	NB (In)	Y	0	0	10	10	0	3.7	85.80
9/7/2019	2:55 PM	SA	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	11	21	21	0	11.8	203.80
9/7/2019	2:55 PM	SA	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	10	1	12	12	0	3.3	273.10
9/7/2019	2:55 PM	SA	2	6	NB COTATI	NB (In)	Y	2	0	10	10	0	3.8	319.18
9/7/2019	2:55 PM	SA	2	7	NB ROHNERT PARK	NB (In)	Y	0	3	13	13	0	1.7	336.28
9/7/2019	2:55 PM	SA	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	11	0	2	2	0	1.3	352.66
9/7/2019	2:55 PM	SA	2	9	NB SANTA ROSA NORTH	NB (In)	Y	1	0	1	1	0	1.4	355.46
9/7/2019	2:55 PM	SA	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	1	0	0	0	0	3.7	359.14

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
9/20/2019	9:59 AM	F	2	1	NB SAN RAFAEL	NB (In)	Y	0	7	7	7	0	0.0	0.00
9/20/2019	9:59 AM	F	2	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	8	8	0	6.1	42.70
9/20/2019	9:59 AM	F	2	3	NB NOVATO HAMILTON	NB (In)	Y	3	0	5	5	0	3.7	72.30
9/20/2019	9:59 AM	F	2	4	NB NOVATO SAN MARIN	NB (In)	Y	0	4	9	9	0	11.8	131.30
9/20/2019	9:59 AM	F	2	5	NB PETALUMA DOWNTOWN	NB (In)	Y	0	6	15	15	0	3.3	161.00
9/20/2019	9:59 AM	F	2	6	NB COTATI	NB (In)	Y	1	0	14	14	0	3.8	218.60
9/20/2019	9:59 AM	F	2	7	NB ROHNERT PARK	NB (In)	Y	0	1	15	15	0	1.7	242.54
9/20/2019	9:59 AM	F	2	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	14	0	1	1	0	1.3	261.44
9/20/2019	9:59 AM	F	2	9	NB SANTA ROSA NORTH	NB (In)	Y	1	0	0	0	0	1.4	262.84
9/20/2019	9:59 AM	F	2	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	0	0	0	0	0	3.7	262.84

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
9/29/2019	4:55 PM	SA	1	1	NB SAN RAFAEL	NB (In)	Y	0	26	26	26	0	0.0	0.00
9/29/2019	4:55 PM	SA	1	2	NB MARIN CIVIC CENTER	NB (In)	Y	0	1	27	27	0	6.1	158.60
9/29/2019	4:55 PM	SA	1	3	NB NOVATO HAMILTON	NB (In)	Y	5	6	28	28	0	3.7	258.50
9/29/2019	4:55 PM	SA	1	4	NB NOVATO SAN MARIN	NB (In)	Y	2	8	34	34	0	11.8	588.90
9/29/2019	4:55 PM	SA	1	5	NB PETALUMA DOWNTOWN	NB (In)	Y	23	24	35	35	0	3.3	701.10
9/29/2019	4:55 PM	SA	1	6	NB COTATI	NB (In)	Y	6	4	33	33	0	3.8	835.50
9/29/2019	4:55 PM	SA	1	7	NB ROHNERT PARK	NB (In)	Y	10	2	25	25	0	1.7	891.93
9/29/2019	4:55 PM	SA	1	8	NB SANTA ROSA DOWNTOWN	NB (In)	Y	11	0	14	14	0	1.3	923.43
9/29/2019	4:55 PM	SA	1	9	NB SANTA ROSA NORTH	NB (In)	Y	4	0	10	10	0	1.4	943.03
9/29/2019	4:55 PM	SA	1	10	NB SONOMA COUNTY AIRPORT	NB (In)	Y	10	0	0	0	0	3.7	979.83

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### Section 3: Southbound Ridecheck Count Detail

Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/4/2019	7:56 AM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
1/4/2019	7:56 AM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	4	4	0	4.7	9.40
1/4/2019	7:56 AM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	14	18	18	0	1.4	15.00
1/4/2019	7:56 AM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	1	4	21	21	0	6.4	130.20
1/4/2019	7:56 AM	F	1	6	SB COTATI	SB (Out)	Y	0	4	25	25	0	1.4	159.60
1/4/2019	7:56 AM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	5	7	27	27	0	7.5	347.10
1/4/2019	7:56 AM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	5	32	32	0	9.7	609.00
1/4/2019	7:56 AM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	1	1	32	32	0	5.1	772.20
1/4/2019	7:56 AM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	4	2	30	30	0	4.0	900.20
1/4/2019	7:56 AM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	30	0	0	0	0	2.7	981.20

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/4/2018	5:56 PM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
1/4/2018	5:56 PM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	1	1	0	4.7	4.70
1/4/2018	5:56 PM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	9	10	10	0	1.4	6.10
1/4/2018	5:56 PM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	0	5	15	15	0	6.4	70.10
1/4/2018	5:56 PM	F	1	6	SB COTATI	SB (Out)	Y	4	1	12	12	0	1.4	91.10
1/4/2018	5:56 PM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	9	1	4	4	0	7.5	181.10
1/4/2018	5:56 PM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	3	3	0	9.7	219.90
1/4/2018	5:56 PM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	3	3	0	5.1	235.20
1/4/2018	5:56 PM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	3	3	0	4.0	247.20
1/4/2018	5:56 PM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	3	0	0	0	0	2.7	255.30

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/7/2019	3:26 PM	M	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
1/7/2019	3:26 PM	M	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	1	1	0	4.7	4.70
1/7/2019	3:26 PM	M	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	0	1	1	0	1.4	6.10
1/7/2019	3:26 PM	M	1	7	SB ROHNERT PARK	SB (Out)	Y	1	0	0	0	0	6.4	12.50
1/7/2019	3:26 PM	M	1	6	SB COTATI	SB (Out)	Y	0	8	8	8	0	1.4	12.50
1/7/2019	3:26 PM	M	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	8	13	13	0	7.5	72.50
1/7/2019	3:26 PM	M	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	5	0	8	8	0	9.7	198.60
1/7/2019	3:26 PM	M	1	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	7	7	0	5.1	239.40
1/7/2019	3:26 PM	M	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	1	8	8	0	4.0	267.40
1/7/2019	3:26 PM	M	1	1	SB SAN RAFAEL	SB (Out)	Y	8	0	0	0	0	2.7	289.00

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/8/2019	5:26 PM	T	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	5	5	5	0	0.0	0.00
1/8/2019	5:26 PM	T	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	4	9	9	0	4.7	23.50
1/8/2019	5:26 PM	T	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	13	22	22	0	1.4	36.10
1/8/2019	5:26 PM	T	2	7	SB ROHNERT PARK	SB (Out)	Y	4	0	18	18	0	6.4	176.90
1/8/2019	5:26 PM	T	2	6	SB COTATI	SB (Out)	Y	1	0	17	17	0	1.4	202.10
1/8/2019	5:26 PM	T	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	7	1	11	11	0	7.5	329.60
1/8/2019	5:26 PM	T	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	3	1	9	9	0	9.7	436.30
1/8/2019	5:26 PM	T	2	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	8	8	0	5.1	482.20
1/8/2019	5:26 PM	T	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	1	7	7	0	4.0	514.20
1/8/2019	5:26 PM	T	2	1	SB SAN RAFAEL	SB (Out)	Y	7	0	0	0	0	2.7	533.10

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/10/2019	6:26 PM	TH	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	4	4	4	0	0.0	0.00
1/10/2019	6:26 PM	TH	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	3	7	7	0	4.7	18.80
1/10/2019	6:26 PM	TH	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	3	0	4	4	0	1.4	28.60
1/10/2019	6:26 PM	TH	1	7	SB ROHNERT PARK	SB (Out)	Y	0	0	4	4	0	6.4	54.20
1/10/2019	6:26 PM	TH	1	6	SB COTATI	SB (Out)	Y	0	0	4	4	0	1.4	59.80
1/10/2019	6:26 PM	TH	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	4	3	3	3	0	7.5	89.80
1/10/2019	6:26 PM	TH	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	0	3	3	0	9.7	118.90
1/10/2019	6:26 PM	TH	1	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	2	2	0	5.1	134.20
1/10/2019	6:26 PM	TH	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	2	2	0	4.0	142.20
1/10/2019	6:26 PM	TH	1	1	SB SAN RAFAEL	SB (Out)	Y	2	0	0	0	0	2.7	147.60

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/12/2019	7:30 PM	SA	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	0	0	0	0	0.0	0.00
1/12/2019	7:30 PM	SA	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	1	1	0	4.7	0.00
1/12/2019	7:30 PM	SA	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	14	15	15	0	1.4	1.40
1/12/2019	7:30 PM	SA	1	7	SB ROHNERT PARK	SB (Out)	Y	6	8	17	17	0	6.4	97.40
1/12/2019	7:30 PM	SA	1	6	SB COTATI	SB (Out)	Y	1	0	16	16	0	1.4	121.20
1/12/2019	7:30 PM	SA	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	3	16	16	0	7.5	241.20
1/12/2019	7:30 PM	SA	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	2	0	14	14	0	9.7	396.40
1/12/2019	7:30 PM	SA	1	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	12	12	0	5.1	467.80
1/12/2019	7:30 PM	SA	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	1	13	13	0	4.0	515.80
1/12/2019	7:30 PM	SA	1	1	SB SAN RAFAEL	SB (Out)	Y	13	0	0	0	0	2.7	550.90

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/27/2019	12:20 PM	SU	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
1/27/2019	12:20 PM	SU	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	2	2	0	4.7	9.40
1/27/2019	12:20 PM	SU	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	25	27	27	0	1.4	12.20
1/27/2019	12:20 PM	SU	1	7	SB ROHNERT PARK	SB (Out)	Y	3	4	28	28	0	6.4	185.00
1/27/2019	12:20 PM	SU	1	6	SB COTATI	SB (Out)	Y	0	1	29	29	0	1.4	224.20
1/27/2019	12:20 PM	SU	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	11	7	25	25	0	7.5	441.70
1/27/2019	12:20 PM	SU	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	4	29	29	0	9.7	684.20
1/27/2019	12:20 PM	SU	1	3	SB NOVATO HAMILTON	SB (Out)	Y	4	0	25	25	0	5.1	832.10
1/27/2019	12:20 PM	SU	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	1	26	26	0	4.0	932.10
1/27/2019	12:20 PM	SU	1	1	SB SAN RAFAEL	SB (Out)	Y	26	0	0	0	0	2.7	1,002.30

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
1/31/2019	3:26 PM	TH	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	3	3	3	0	0.0	0.00
1/31/2019	3:26 PM	TH	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	5	5	0	4.7	14.10
1/31/2019	3:26 PM	TH	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	4	9	9	0	1.4	21.10
1/31/2019	3:26 PM	TH	1	7	SB ROHNERT PARK	SB (Out)	Y	0	0	9	9	0	6.4	78.70
1/31/2019	3:26 PM	TH	1	6	SB COTATI	SB (Out)	Y	1	2	10	10	0	1.4	91.30
1/31/2019	3:26 PM	TH	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	4	11	17	17	0	7.5	166.30
1/31/2019	3:26 PM	TH	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	7	0	10	10	0	9.7	331.20
1/31/2019	3:26 PM	TH	1	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	9	9	0	5.1	382.20
1/31/2019	3:26 PM	TH	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	3	2	8	8	0	4.0	418.20
1/31/2019	3:26 PM	TH	1	1	SB SAN RAFAEL	SB (Out)	Y	8	0	0	0	0	2.7	439.80

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
2/14/2019	4:26 AM	TH	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	0	0	0	0	0.0	0.00
2/14/2019	4:26 AM	TH	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	0	0	0	4.7	0.00
2/14/2019	4:26 AM	TH	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	0	0	0	0	1.4	0.00
2/14/2019	4:26 AM	TH	1	7	SB ROHNERT PARK	SB (Out)	Y	0	0	0	0	0	6.4	0.00
2/14/2019	4:26 AM	TH	1	6	SB COTATI	SB (Out)	Y	0	0	0	0	0	1.4	0.00
2/14/2019	4:26 AM	TH	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	0	1	1	1	0	7.5	0.00
2/14/2019	4:26 AM	TH	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	0	1	1	0	9.7	9.70
2/14/2019	4:26 AM	TH	1	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	1	1	0	5.1	14.80
2/14/2019	4:26 AM	TH	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	1	1	0	4.0	18.80
2/14/2019	4:26 AM	TH	1	1	SB SAN RAFAEL	SB (Out)	Y	1	0	0	0	0	2.7	21.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
2/25/2019	2:56 PM	M	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
2/25/2019	2:56 PM	M	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	4	4	0	4.7	9.40
2/25/2019	2:56 PM	M	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	2	1	3	3	0	1.4	15.00
2/25/2019	2:56 PM	M	2	7	SB ROHNERT PARK	SB (Out)	Y	0	0	3	3	0	6.4	34.20
2/25/2019	2:56 PM	M	2	6	SB COTATI	SB (Out)	Y	0	0	3	3	0	1.4	38.40
2/25/2019	2:56 PM	M	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	0	6	9	9	0	7.5	60.90
2/25/2019	2:56 PM	M	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	2	0	7	7	0	9.7	148.20
2/25/2019	2:56 PM	M	2	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	6	6	0	5.1	183.90
2/25/2019	2:56 PM	M	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	3	1	4	4	0	4.0	207.90
2/25/2019	2:56 PM	M	2	1	SB SAN RAFAEL	SB (Out)	Y	4	0	0	0	0	2.7	218.70

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
3/1/2019	5:26 AM	F	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	4	4	4	0	0.0	0.00
3/1/2019	5:26 AM	F	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	7	11	11	0	4.7	18.80
3/1/2019	5:26 AM	F	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	4	15	15	0	1.4	34.20
3/1/2019	5:26 AM	F	2	7	SB ROHNERT PARK	SB (Out)	Y	0	2	17	17	0	6.4	130.20
3/1/2019	5:26 AM	F	2	6	SB COTATI	SB (Out)	Y	0	4	21	21	0	1.4	154.00
3/1/2019	5:26 AM	F	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	2	10	29	29	0	7.5	311.50
3/1/2019	5:26 AM	F	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	28	28	0	9.7	592.80
3/1/2019	5:26 AM	F	2	3	SB NOVATO HAMILTON	SB (Out)	Y	4	0	24	24	0	5.1	735.60
3/1/2019	5:26 AM	F	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	14	0	10	10	0	4.0	831.60
3/1/2019	5:26 AM	F	2	1	SB SAN RAFAEL	SB (Out)	Y	10	0	0	0	0	2.7	858.60

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
3/7/2019	6:56 PM	TH	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
3/7/2019	6:56 PM	TH	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	1	1	0	4.7	4.70
3/7/2019	6:56 PM	TH	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	8	9	9	0	1.4	6.10
3/7/2019	6:56 PM	TH	2	7	SB ROHNERT PARK	SB (Out)	Y	0	0	9	9	0	6.4	63.70
3/7/2019	6:56 PM	TH	2	6	SB COTATI	SB (Out)	Y	0	0	9	9	0	1.4	76.30
3/7/2019	6:56 PM	TH	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	5	5	9	9	0	7.5	143.80
3/7/2019	6:56 PM	TH	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	5	2	6	6	0	9.7	231.10
3/7/2019	6:56 PM	TH	2	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	4	4	0	5.1	261.70
3/7/2019	6:56 PM	TH	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	4	4	0	4.0	277.70
3/7/2019	6:56 PM	TH	2	1	SB SAN RAFAEL	SB (Out)	Y	4	0	0	0	0	2.7	288.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
3/14/2019	8:26 AM	TH	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	4	4	4	0	0.0	0.00
3/14/2019	8:26 AM	TH	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	6	6	0	4.7	18.80
3/14/2019	8:26 AM	TH	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	11	17	17	0	1.4	27.20
3/14/2019	8:26 AM	TH	1	7	SB ROHNERT PARK	SB (Out)	Y	1	2	18	18	0	6.4	136.00
3/14/2019	8:26 AM	TH	1	6	SB COTATI	SB (Out)	Y	1	8	25	25	0	1.4	161.20
3/14/2019	8:26 AM	TH	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	5	15	35	35	0	7.5	348.70
3/14/2019	8:26 AM	TH	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	4	3	34	34	0	9.7	688.20
3/14/2019	8:26 AM	TH	1	3	SB NOVATO HAMILTON	SB (Out)	Y	4	3	33	33	0	5.1	861.60
3/14/2019	8:26 AM	TH	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	6	0	27	27	0	4.0	993.60
3/14/2019	8:26 AM	TH	1	1	SB SAN RAFAEL	SB (Out)	Y	27	0	0	0	0	2.7	1,066.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
3/29/2019	9:56 AM	F	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	13	13	13	0	0.0	0.00
3/29/2019	9:56 AM	F	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	14	14	0	4.7	61.10
3/29/2019	9:56 AM	F	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	9	23	23	0	1.4	80.70
3/29/2019	9:56 AM	F	2	7	SB ROHNERT PARK	SB (Out)	Y	0	2	25	25	0	6.4	227.90
3/29/2019	9:56 AM	F	2	6	SB COTATI	SB (Out)	Y	0	5	30	30	0	1.4	262.90
3/29/2019	9:56 AM	F	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	8	5	27	27	0	7.5	487.90
3/29/2019	9:56 AM	F	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	26	26	0	9.7	749.80
3/29/2019	9:56 AM	F	2	3	SB NOVATO HAMILTON	SB (Out)	Y	2	1	25	25	0	5.1	882.40
3/29/2019	9:56 AM	F	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	6	0	19	19	0	4.0	982.40
3/29/2019	9:56 AM	F	2	1	SB SAN RAFAEL	SB (Out)	Y	19	0	0	0	0	2.7	1,033.70

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/3/2019	3:56 PM	W	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	11	11	11	0	0.0	0.00
4/3/2019	3:56 PM	W	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	1	4	14	14	0	4.7	51.70
4/3/2019	3:56 PM	W	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	5	19	19	0	1.4	71.30
4/3/2019	3:56 PM	W	2	7	SB ROHNERT PARK	SB (Out)	Y	1	0	18	18	0	6.4	192.90
4/3/2019	3:56 PM	W	2	6	SB COTATI	SB (Out)	Y	2	13	29	29	0	1.4	218.10
4/3/2019	3:56 PM	W	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	11	8	26	26	0	7.5	435.60
4/3/2019	3:56 PM	W	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	8	0	18	18	0	9.7	687.80
4/3/2019	3:56 PM	W	2	3	SB NOVATO HAMILTON	SB (Out)	Y	5	2	15	15	0	5.1	779.60
4/3/2019	3:56 PM	W	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	5	1	11	11	0	4.0	839.60
4/3/2019	3:56 PM	W	2	1	SB SAN RAFAEL	SB (Out)	Y	11	0	0	0	0	2.7	869.30

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/6/2019	7:30 PM	SA	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	3	3	3	0	0.0	0.00
4/6/2019	7:30 PM	SA	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	3	3	0	4.7	14.10
4/6/2019	7:30 PM	SA	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	18	21	21	0	1.4	18.30
4/6/2019	7:30 PM	SA	2	7	SB ROHNERT PARK	SB (Out)	Y	4	1	18	18	0	6.4	152.70
4/6/2019	7:30 PM	SA	2	6	SB COTATI	SB (Out)	Y	4	3	17	17	0	1.4	177.90
4/6/2019	7:30 PM	SA	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	2	10	25	25	0	7.5	305.40
4/6/2019	7:30 PM	SA	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	9	0	16	16	0	9.7	547.90
4/6/2019	7:30 PM	SA	2	3	SB NOVATO HAMILTON	SB (Out)	Y	1	1	16	16	0	5.1	629.50
4/6/2019	7:30 PM	SA	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	1	0	15	15	0	4.0	693.50
4/6/2019	7:30 PM	SA	2	1	SB SAN RAFAEL	SB (Out)	Y	15	0	0	0	0	2.7	734.00

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/9/2019	5:26 PM	TU	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	6	6	6	0	0.0	0.00
4/9/2019	5:26 PM	TU	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	8	8	0	4.7	28.20
4/9/2019	5:26 PM	TU	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	4	15	19	19	0	1.4	39.40
4/9/2019	5:26 PM	TU	1	7	SB ROHNERT PARK	SB (Out)	Y	4	2	17	17	0	6.4	161.00
4/9/2019	5:26 PM	TU	1	6	SB COTATI	SB (Out)	Y	1	3	19	19	0	1.4	184.80
4/9/2019	5:26 PM	TU	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	6	7	20	20	0	7.5	327.30
4/9/2019	5:26 PM	TU	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	4	0	16	16	0	9.7	521.30
4/9/2019	5:26 PM	TU	1	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	16	16	0	5.1	602.90
4/9/2019	5:26 PM	TU	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	3	0	13	13	0	4.0	666.90
4/9/2019	5:26 PM	TU	1	1	SB SAN RAFAEL	SB (Out)	Y	13	0	0	0	0	2.7	702.00

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/12/2019	4:56 AM	F	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	3	3	3	0	0.0	0.00
4/12/2019	4:56 AM	F	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	3	3	0	4.7	14.10
4/12/2019	4:56 AM	F	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	1	4	4	0	1.4	18.30
4/12/2019	4:56 AM	F	2	7	SB ROHNERT PARK	SB (Out)	Y	0	3	7	7	0	6.4	43.90
4/12/2019	4:56 AM	F	2	6	SB COTATI	SB (Out)	Y	0	2	9	9	0	1.4	53.70
4/12/2019	4:56 AM	F	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	1	4	12	12	0	7.5	121.20
4/12/2019	4:56 AM	F	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	11	11	0	9.7	237.60
4/12/2019	4:56 AM	F	2	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	9	9	0	5.1	293.70
4/12/2019	4:56 AM	F	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	4	0	5	5	0	4.0	329.70
4/12/2019	4:56 AM	F	2	1	SB SAN RAFAEL	SB (Out)	Y	5	0	0	0	0	2.7	343.20

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/12/2019	7:56 AM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	6	6	6	0	0.0	0.00
4/12/2019	7:56 AM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	7	7	0	4.7	28.20
4/12/2019	7:56 AM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	11	18	18	0	1.4	38.00
4/12/2019	7:56 AM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	0	6	24	24	0	6.4	153.20
4/12/2019	7:56 AM	F	1	6	SB COTATI	SB (Out)	Y	0	5	29	29	0	1.4	186.80
4/12/2019	7:56 AM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	6	10	33	33	0	7.5	404.30
4/12/2019	7:56 AM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	1	33	33	0	9.7	724.40
4/12/2019	7:56 AM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	31	31	0	5.1	892.70
4/12/2019	7:56 AM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	4	0	27	27	0	4.0	1,016.70
4/12/2019	7:56 AM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	27	0	0	0	0	2.7	1,089.60

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/19/2019	7:56 AM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
4/19/2019	7:56 AM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	2	2	0	4.7	4.70
4/19/2019	7:56 AM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	7	9	9	0	1.4	7.50
4/19/2019	7:56 AM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	0	0	9	9	0	6.4	65.10
4/19/2019	7:56 AM	F	1	6	SB COTATI	SB (Out)	Y	0	6	15	15	0	1.4	77.70
4/19/2019	7:56 AM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	5	13	23	23	0	7.5	190.20
4/19/2019	7:56 AM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	3	26	26	0	9.7	413.30
4/19/2019	7:56 AM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	3	1	24	24	0	5.1	545.90
4/19/2019	7:56 AM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	3	0	21	21	0	4.0	641.90
4/19/2019	7:56 AM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	21	0	0	0	0	2.7	698.60

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
4/26/2019	4:56 AM	F	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	4	4	4	0	0.0	0.00
4/26/2019	4:56 AM	F	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	4	4	0	4.7	18.80
4/26/2019	4:56 AM	F	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	2	6	6	0	1.4	24.40
4/26/2019	4:56 AM	F	2	7	SB ROHNERT PARK	SB (Out)	Y	0	5	11	11	0	6.4	62.80
4/26/2019	4:56 AM	F	2	6	SB COTATI	SB (Out)	Y	0	3	14	14	0	1.4	78.20
4/26/2019	4:56 AM	F	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	2	4	16	16	0	7.5	183.20
4/26/2019	4:56 AM	F	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	2	0	14	14	0	9.7	338.40
4/26/2019	4:56 AM	F	2	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	12	12	0	5.1	409.80
4/26/2019	4:56 AM	F	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	6	2	8	8	0	4.0	457.80
4/26/2019	4:56 AM	F	2	1	SB SAN RAFAEL	SB (Out)	Y	8	0	0	0	0	2.7	479.40

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/6/2019	6:56 PM	M	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
5/6/2019	6:56 PM	M	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	2	2	0	4.7	4.70
5/6/2019	6:56 PM	M	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	4	6	6	0	1.4	7.50
5/6/2019	6:56 PM	M	2	7	SB ROHNERT PARK	SB (Out)	Y	0	1	7	7	0	6.4	45.90
5/6/2019	6:56 PM	M	2	6	SB COTATI	SB (Out)	Y	2	0	5	5	0	1.4	55.70
5/6/2019	6:56 PM	M	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	1	3	3	0	7.5	93.20
5/6/2019	6:56 PM	M	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	2	2	0	9.7	122.30
5/6/2019	6:56 PM	M	2	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	2	2	0	5.1	132.50
5/6/2019	6:56 PM	M	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	2	2	0	4.0	140.50
5/6/2019	6:56 PM	M	2	1	SB SAN RAFAEL	SB (Out)	Y	2	0	0	0	0	2.7	145.90

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/8/2019	5:26 AM	W	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	6	6	6	0	0.0	0.00
5/8/2019	5:26 AM	W	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	11	17	17	0	4.7	28.20
5/8/2019	5:26 AM	W	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	4	21	21	0	1.4	52.00
5/8/2019	5:26 AM	W	2	7	SB ROHNERT PARK	SB (Out)	Y	0	7	28	28	0	6.4	186.40
5/8/2019	5:26 AM	W	2	6	SB COTATI	SB (Out)	Y	0	9	37	37	0	1.4	225.60
5/8/2019	5:26 AM	W	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	6	14	45	45	0	7.5	503.10
5/8/2019	5:26 AM	W	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	3	4	46	46	0	9.7	939.60
5/8/2019	5:26 AM	W	2	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	44	44	0	5.1	1,174.20
5/8/2019	5:26 AM	W	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	28	0	16	16	0	4.0	1,350.20
5/8/2019	5:26 AM	W	2	1	SB SAN RAFAEL	SB (Out)	Y	16	0	0	0	0	2.7	1,393.40

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/13/2019	4:56 AM	M	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
5/13/2019	4:56 AM	M	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	3	3	0	4.7	9.40
5/13/2019	4:56 AM	M	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	1	4	4	0	1.4	13.60
5/13/2019	4:56 AM	M	1	7	SB ROHNERT PARK	SB (Out)	Y	1	0	3	3	0	6.4	39.20
5/13/2019	4:56 AM	M	1	6	SB COTATI	SB (Out)	Y	0	6	9	9	0	1.4	43.40
5/13/2019	4:56 AM	M	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	1	4	12	12	0	7.5	110.90
5/13/2019	4:56 AM	M	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	6	0	6	6	0	9.7	227.30
5/13/2019	4:56 AM	M	1	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	6	6	0	5.1	257.90
5/13/2019	4:56 AM	M	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	3	0	3	3	0	4.0	281.90
5/13/2019	4:56 AM	M	1	1	SB SAN RAFAEL	SB (Out)	Y	3	0	0	0	0	2.7	290.00

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/19/2019	7:30 PM	SU	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
5/19/2019	7:30 PM	SU	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	2	2	0	4.7	9.40
5/19/2019	7:30 PM	SU	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	14	16	16	0	1.4	12.20
5/19/2019	7:30 PM	SU	2	7	SB ROHNERT PARK	SB (Out)	Y	0	1	17	17	0	6.4	114.60
5/19/2019	7:30 PM	SU	2	6	SB COTATI	SB (Out)	Y	2	1	16	16	0	1.4	138.40
5/19/2019	7:30 PM	SU	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	6	19	19	0	7.5	258.40
5/19/2019	7:30 PM	SU	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	3	0	16	16	0	9.7	442.70
5/19/2019	7:30 PM	SU	2	3	SB NOVATO HAMILTON	SB (Out)	Y	4	0	12	12	0	5.1	524.30
5/19/2019	7:30 PM	SU	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	12	12	0	4.0	572.30
5/19/2019	7:30 PM	SU	2	1	SB SAN RAFAEL	SB (Out)	Y	12	0	0	0	0	2.7	604.70

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
5/31/2019	5:26 AM	F	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	9	9	9	0	0.0	0.00
5/31/2019	5:26 AM	F	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	4	13	13	0	4.7	42.30
5/31/2019	5:26 AM	F	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	6	19	19	0	1.4	60.50
5/31/2019	5:26 AM	F	2	7	SB ROHNERT PARK	SB (Out)	Y	0	6	25	25	0	6.4	182.10
5/31/2019	5:26 AM	F	2	6	SB COTATI	SB (Out)	Y	0	4	29	29	0	1.4	217.10
5/31/2019	5:26 AM	F	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	12	38	38	0	7.5	434.60
5/31/2019	5:26 AM	F	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	2	1	37	37	0	9.7	803.20
5/31/2019	5:26 AM	F	2	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	35	35	0	5.1	991.90
5/31/2019	5:26 AM	F	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	17	0	18	18	0	4.0	1,131.90
5/31/2019	5:26 AM	F	2	1	SB SAN RAFAEL	SB (Out)	Y	18	0	0	0	0	2.7	1,180.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
6/4/2019	3:56 PM	TU	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	9	9	9	0	0.0	0.00
6/4/2019	3:56 PM	TU	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	1	4	12	12	0	4.7	42.30
6/4/2019	3:56 PM	TU	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	3	19	28	28	0	1.4	59.10
6/4/2019	3:56 PM	TU	2	7	SB ROHNERT PARK	SB (Out)	Y	1	2	29	29	0	6.4	238.30
6/4/2019	3:56 PM	TU	2	6	SB COTATI	SB (Out)	Y	2	21	48	48	0	1.4	278.90
6/4/2019	3:56 PM	TU	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	23	3	28	28	0	7.5	638.90
6/4/2019	3:56 PM	TU	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	9	0	19	19	0	9.7	910.50
6/4/2019	3:56 PM	TU	2	3	SB NOVATO HAMILTON	SB (Out)	Y	8	1	12	12	0	5.1	1,007.40
6/4/2019	3:56 PM	TU	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	6	0	6	6	0	4.0	1,055.40
6/4/2019	3:56 PM	TU	2	1	SB SAN RAFAEL	SB (Out)	Y	6	0	0	0	0	2.7	1,071.60

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
6/10/2019	7:56 AM	M	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
6/10/2019	7:56 AM	M	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	5	7	7	0	4.7	9.40
6/10/2019	7:56 AM	M	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	3	9	13	13	0	1.4	19.20
6/10/2019	7:56 AM	M	1	7	SB ROHNERT PARK	SB (Out)	Y	0	5	18	18	0	6.4	102.40
6/10/2019	7:56 AM	M	1	6	SB COTATI	SB (Out)	Y	7	3	14	14	0	1.4	127.60
6/10/2019	7:56 AM	M	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	2	2	14	14	0	7.5	232.60
6/10/2019	7:56 AM	M	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	5	0	9	9	0	9.7	368.40
6/10/2019	7:56 AM	M	1	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	8	8	0	5.1	414.30
6/10/2019	7:56 AM	M	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	8	8	0	4.0	446.30
6/10/2019	7:56 AM	M	1	1	SB SAN RAFAEL	SB (Out)	Y	8	0	0	0	0	2.7	467.90

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
6/28/2019	3:26 PM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	0	0	0	0	0.0	0.00
6/28/2019	3:26 PM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	1	1	0	4.7	0.00
6/28/2019	3:26 PM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	1	5	5	5	0	1.4	1.40
6/28/2019	3:26 PM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	0	1	6	6	0	6.4	33.40
6/28/2019	3:26 PM	F	1	6	SB COTATI	SB (Out)	Y	1	2	7	7	0	1.4	41.80
6/28/2019	3:26 PM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	2	3	8	8	0	7.5	94.30
6/28/2019	3:26 PM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	7	7	0	9.7	171.90
6/28/2019	3:26 PM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	7	7	0	5.1	207.60
6/28/2019	3:26 PM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	0	5	5	0	4.0	235.60
6/28/2019	3:26 PM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	5	0	0	0	0	2.7	249.10

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/3/2019	2:56 PM	W	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
7/3/2019	2:56 PM	W	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	1	1	0	4.7	4.70
7/3/2019	2:56 PM	W	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	3	4	4	0	1.4	6.10
7/3/2019	2:56 PM	W	1	7	SB ROHNERT PARK	SB (Out)	Y	0	2	6	6	0	6.4	31.70
7/3/2019	2:56 PM	W	1	6	SB COTATI	SB (Out)	Y	1	0	5	5	0	1.4	40.10
7/3/2019	2:56 PM	W	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	1	7	11	11	0	7.5	77.60
7/3/2019	2:56 PM	W	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	4	1	8	8	0	9.7	184.30
7/3/2019	2:56 PM	W	1	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	6	6	0	5.1	225.10
7/3/2019	2:56 PM	W	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	5	1	2	2	0	4.0	249.10
7/3/2019	2:56 PM	W	1	1	SB SAN RAFAEL	SB (Out)	Y	2	0	0	0	0	2.7	254.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/5/2019	7:56 AM	F	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
7/5/2019	7:56 AM	F	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	3	3	0	4.7	4.70
7/5/2019	7:56 AM	F	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	4	7	7	0	1.4	8.90
7/5/2019	7:56 AM	F	2	7	SB ROHNERT PARK	SB (Out)	Y	1	3	9	9	0	6.4	53.70
7/5/2019	7:56 AM	F	2	6	SB COTATI	SB (Out)	Y	0	4	13	13	0	1.4	66.30
7/5/2019	7:56 AM	F	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	2	5	16	16	0	7.5	163.80
7/5/2019	7:56 AM	F	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	15	15	0	9.7	319.00
7/5/2019	7:56 AM	F	2	3	SB NOVATO HAMILTON	SB (Out)	Y	2	1	14	14	0	5.1	395.50
7/5/2019	7:56 AM	F	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	3	0	11	11	0	4.0	451.50
7/5/2019	7:56 AM	F	2	1	SB SAN RAFAEL	SB (Out)	Y	11	0	0	0	0	2.7	481.20

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/5/2019	3:26 PM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	0	0	0	0	0.0	0.00
7/5/2019	3:26 PM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	2	2	0	4.7	0.00
7/5/2019	3:26 PM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	4	6	6	0	1.4	2.80
7/5/2019	3:26 PM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	1	13	18	18	0	6.4	41.20
7/5/2019	3:26 PM	F	1	6	SB COTATI	SB (Out)	Y	0	2	20	20	0	1.4	66.40
7/5/2019	3:26 PM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	1	9	28	28	0	7.5	216.40
7/5/2019	3:26 PM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	2	4	30	30	0	9.7	488.00
7/5/2019	3:26 PM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	30	30	0	5.1	641.00
7/5/2019	3:26 PM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	13	1	18	18	0	4.0	761.00
7/5/2019	3:26 PM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	18	0	0	0	0	2.7	809.60

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/10/2019	4:56 AM	W	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
7/10/2019	4:56 AM	W	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	3	3	0	4.7	4.70
7/10/2019	4:56 AM	W	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	1	4	4	0	1.4	8.90
7/10/2019	4:56 AM	W	2	7	SB ROHNERT PARK	SB (Out)	Y	0	2	6	6	0	6.4	34.50
7/10/2019	4:56 AM	W	2	6	SB COTATI	SB (Out)	Y	1	6	11	11	0	1.4	42.90
7/10/2019	4:56 AM	W	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	0	6	17	17	0	7.5	125.40
7/10/2019	4:56 AM	W	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	16	16	0	9.7	290.30
7/10/2019	4:56 AM	W	2	3	SB NOVATO HAMILTON	SB (Out)	Y	3	0	13	13	0	5.1	371.90
7/10/2019	4:56 AM	W	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	6	0	7	7	0	4.0	423.90
7/10/2019	4:56 AM	W	2	1	SB SAN RAFAEL	SB (Out)	Y	7	0	0	0	0	2.7	442.80

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/12/2019	2:26 PM	F	3	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
7/12/2019	2:26 PM	F	3	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	2	2	0	4.7	9.40
7/12/2019	2:26 PM	F	3	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	1	3	3	0	1.4	12.20
7/12/2019	2:26 PM	F	3	7	SB ROHNERT PARK	SB (Out)	Y	0	7	10	10	0	6.4	31.40
7/12/2019	2:26 PM	F	3	6	SB COTATI	SB (Out)	Y	0	0	10	10	0	1.4	45.40
7/12/2019	2:26 PM	F	3	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	8	7	9	9	0	7.5	120.40
7/12/2019	2:26 PM	F	3	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	0	9	9	0	9.7	207.70
7/12/2019	2:26 PM	F	3	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	9	9	0	5.1	253.60
7/12/2019	2:26 PM	F	3	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	0	7	7	0	4.0	289.60
7/12/2019	2:26 PM	F	3	1	SB SAN RAFAEL	SB (Out)	Y	7	0	0	0	0	2.7	308.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/24/2019	4:26 AM	W	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
7/24/2019	4:26 AM	W	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	2	2	0	4.7	4.70
7/24/2019	4:26 AM	W	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	2	4	4	0	1.4	7.50
7/24/2019	4:26 AM	W	1	7	SB ROHNERT PARK	SB (Out)	Y	0	0	4	4	0	6.4	33.10
7/24/2019	4:26 AM	W	1	6	SB COTATI	SB (Out)	Y	0	4	8	8	0	1.4	38.70
7/24/2019	4:26 AM	W	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	0	0	8	8	0	7.5	98.70
7/24/2019	4:26 AM	W	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	7	7	0	9.7	176.30
7/24/2019	4:26 AM	W	1	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	7	7	0	5.1	212.00
7/24/2019	4:26 AM	W	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	0	5	5	0	4.0	240.00
7/24/2019	4:26 AM	W	1	1	SB SAN RAFAEL	SB (Out)	Y	5	0	0	0	0	2.7	253.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
7/29/2019	5:56 PM	M	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	4	4	4	0	0.0	0.00
7/29/2019	5:56 PM	M	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	6	6	0	4.7	18.80
7/29/2019	5:56 PM	M	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	2	8	8	0	1.4	27.20
7/29/2019	5:56 PM	M	2	7	SB ROHNERT PARK	SB (Out)	Y	0	1	9	9	0	6.4	78.40
7/29/2019	5:56 PM	M	2	6	SB COTATI	SB (Out)	Y	1	0	8	8	0	1.4	91.00
7/29/2019	5:56 PM	M	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	0	6	14	14	0	7.5	151.00
7/29/2019	5:56 PM	M	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	4	0	10	10	0	9.7	286.80
7/29/2019	5:56 PM	M	2	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	10	10	0	5.1	337.80
7/29/2019	5:56 PM	M	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	0	8	8	0	4.0	377.80
7/29/2019	5:56 PM	M	2	1	SB SAN RAFAEL	SB (Out)	Y	8	0	0	0	0	2.7	399.40

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/2/2019	2:26 PM	F	3	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	4	4	4	0	0.0	0.00
8/2/2019	2:26 PM	F	3	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	6	6	0	4.7	18.80
8/2/2019	2:26 PM	F	3	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	4	10	10	0	1.4	27.20
8/2/2019	2:26 PM	F	3	7	SB ROHNERT PARK	SB (Out)	Y	0	5	15	15	0	6.4	91.20
8/2/2019	2:26 PM	F	3	6	SB COTATI	SB (Out)	Y	1	3	17	17	0	1.4	112.20
8/2/2019	2:26 PM	F	3	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	2	6	21	21	0	7.5	239.70
8/2/2019	2:26 PM	F	3	4	SB NOVATO SAN MARIN	SB (Out)	Y	3	0	18	18	0	9.7	443.40
8/2/2019	2:26 PM	F	3	3	SB NOVATO HAMILTON	SB (Out)	Y	0	1	19	19	0	5.1	535.20
8/2/2019	2:26 PM	F	3	2	SB MARIN CIVIC CENTER	SB (Out)	Y	5	0	14	14	0	4.0	611.20
8/2/2019	2:26 PM	F	3	1	SB SAN RAFAEL	SB (Out)	Y	14	0	0	0	0	2.7	649.00

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/2/2019	3:56 PM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
8/2/2019	3:56 PM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	4	4	0	4.7	9.40
8/2/2019	3:56 PM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	3	17	18	18	0	1.4	15.00
8/2/2019	3:56 PM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	5	0	13	13	0	6.4	130.20
8/2/2019	3:56 PM	F	1	6	SB COTATI	SB (Out)	Y	0	6	19	19	0	1.4	148.40
8/2/2019	3:56 PM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	1	5	23	23	0	7.5	290.90
8/2/2019	3:56 PM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	6	0	17	17	0	9.7	514.00
8/2/2019	3:56 PM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	2	1	16	16	0	5.1	600.70
8/2/2019	3:56 PM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	2	16	16	0	4.0	664.70
8/2/2019	3:56 PM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	16	0	0	0	0	2.7	707.90

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/9/2019	9:56 AM	F	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	5	5	5	0	0.0	0.00
8/9/2019	9:56 AM	F	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	5	5	0	4.7	23.50
8/9/2019	9:56 AM	F	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	8	13	13	0	1.4	30.50
8/9/2019	9:56 AM	F	2	7	SB ROHNERT PARK	SB (Out)	Y	3	0	10	10	0	6.4	113.70
8/9/2019	9:56 AM	F	2	6	SB COTATI	SB (Out)	Y	6	12	16	16	0	1.4	127.70
8/9/2019	9:56 AM	F	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	0	0	16	16	0	7.5	247.70
8/9/2019	9:56 AM	F	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	0	16	16	0	9.7	402.90
8/9/2019	9:56 AM	F	2	3	SB NOVATO HAMILTON	SB (Out)	Y	2	0	14	14	0	5.1	484.50
8/9/2019	9:56 AM	F	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	14	14	0	4.0	540.50
8/9/2019	9:56 AM	F	2	1	SB SAN RAFAEL	SB (Out)	Y	14	0	0	0	0	2.7	578.30

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/11/2019	10:20 AM	SU	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	12	12	12	0	0.0	0.00
8/11/2019	10:20 AM	SU	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	3	15	15	0	4.7	56.40
8/11/2019	10:20 AM	SU	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	1	15	29	29	0	1.4	77.40
8/11/2019	10:20 AM	SU	1	7	SB ROHNERT PARK	SB (Out)	Y	0	4	33	33	0	6.4	263.00
8/11/2019	10:20 AM	SU	1	6	SB COTATI	SB (Out)	Y	0	2	35	35	0	1.4	309.20
8/11/2019	10:20 AM	SU	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	10	42	42	0	7.5	571.70
8/11/2019	10:20 AM	SU	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	1	0	41	41	0	9.7	979.10
8/11/2019	10:20 AM	SU	1	3	SB NOVATO HAMILTON	SB (Out)	Y	0	0	41	41	0	5.1	1,188.20
8/11/2019	10:20 AM	SU	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	0	39	39	0	4.0	1,352.20
8/11/2019	10:20 AM	SU	1	1	SB SAN RAFAEL	SB (Out)	Y	39	0	0	0	0	2.7	1,457.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/22/2019	4:26 AM	TH	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	2	2	2	0	0.0	0.00
8/22/2019	4:26 AM	TH	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	3	3	0	4.7	9.40
8/22/2019	4:26 AM	TH	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	1	4	4	0	1.4	13.60
8/22/2019	4:26 AM	TH	1	7	SB ROHNERT PARK	SB (Out)	Y	0	1	5	5	0	6.4	39.20
8/22/2019	4:26 AM	TH	1	6	SB COTATI	SB (Out)	Y	1	7	11	11	0	1.4	46.20
8/22/2019	4:26 AM	TH	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	0	2	13	13	0	7.5	128.70
8/22/2019	4:26 AM	TH	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	2	0	11	11	0	9.7	254.80
8/22/2019	4:26 AM	TH	1	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	10	10	0	5.1	310.90
8/22/2019	4:26 AM	TH	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	0	8	8	0	4.0	350.90
8/22/2019	4:26 AM	TH	1	1	SB SAN RAFAEL	SB (Out)	Y	8	0	0	0	0	2.7	372.50

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/23/2019	7:56 AM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	5	5	5	0	0.0	0.00
8/23/2019	7:56 AM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	1	6	6	0	4.7	23.50
8/23/2019	7:56 AM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	12	18	18	0	1.4	31.90
8/23/2019	7:56 AM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	1	6	23	23	0	6.4	147.10
8/23/2019	7:56 AM	F	1	6	SB COTATI	SB (Out)	Y	0	9	32	32	0	1.4	179.30
8/23/2019	7:56 AM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	12	41	41	0	7.5	419.30
8/23/2019	7:56 AM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	5	5	41	41	0	9.7	817.00
8/23/2019	7:56 AM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	3	0	38	38	0	5.1	1,026.10
8/23/2019	7:56 AM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	8	1	31	31	0	4.0	1,178.10
8/23/2019	7:56 AM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	31	0	0	0	0	2.7	1,261.80

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/29/2019	6:56 PM	TH	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	0	0	0	0	0.0	0.00
8/29/2019	6:56 PM	TH	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	0	0	0	4.7	0.00
8/29/2019	6:56 PM	TH	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	6	6	6	0	1.4	0.00
8/29/2019	6:56 PM	TH	1	7	SB ROHNERT PARK	SB (Out)	Y	1	0	5	5	0	6.4	38.40
8/29/2019	6:56 PM	TH	1	6	SB COTATI	SB (Out)	Y	0	2	7	7	0	1.4	45.40
8/29/2019	6:56 PM	TH	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	2	0	5	5	0	7.5	97.90
8/29/2019	6:56 PM	TH	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	5	5	5	5	0	9.7	146.40
8/29/2019	6:56 PM	TH	1	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	4	4	0	5.1	171.90
8/29/2019	6:56 PM	TH	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	2	0	2	2	0	4.0	187.90
8/29/2019	6:56 PM	TH	1	1	SB SAN RAFAEL	SB (Out)	Y	2	0	0	0	0	2.7	193.30

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
8/30/2019	5:56 PM	F	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
8/30/2019	5:56 PM	F	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	0	1	1	0	4.7	4.70
8/30/2019	5:56 PM	F	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	3	4	4	0	1.4	6.10
8/30/2019	5:56 PM	F	1	7	SB ROHNERT PARK	SB (Out)	Y	0	2	6	6	0	6.4	31.70
8/30/2019	5:56 PM	F	1	6	SB COTATI	SB (Out)	Y	0	4	10	10	0	1.4	40.10
8/30/2019	5:56 PM	F	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	5	4	9	9	0	7.5	115.10
8/30/2019	5:56 PM	F	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	3	0	6	6	0	9.7	202.40
8/30/2019	5:56 PM	F	1	3	SB NOVATO HAMILTON	SB (Out)	Y	1	1	6	6	0	5.1	233.00
8/30/2019	5:56 PM	F	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	6	6	0	4.0	257.00
8/30/2019	5:56 PM	F	1	1	SB SAN RAFAEL	SB (Out)	Y	6	0	0	0	0	2.7	273.20

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
9/7/2019	12:20 PM	SA	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	9	9	9	0	0.0	0.00
9/7/2019	12:20 PM	SA	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	7	16	16	0	4.7	42.30
9/7/2019	12:20 PM	SA	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	3	7	20	20	0	1.4	64.70
9/7/2019	12:20 PM	SA	2	7	SB ROHNERT PARK	SB (Out)	Y	0	2	22	22	0	6.4	192.70
9/7/2019	12:20 PM	SA	2	6	SB COTATI	SB (Out)	Y	2	0	20	20	0	1.4	223.50
9/7/2019	12:20 PM	SA	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	4	21	21	0	7.5	373.50
9/7/2019	12:20 PM	SA	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	1	22	22	0	9.7	577.20
9/7/2019	12:20 PM	SA	2	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	21	21	0	5.1	689.40
9/7/2019	12:20 PM	SA	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	0	0	21	21	0	4.0	773.40
9/7/2019	12:20 PM	SA	2	1	SB SAN RAFAEL	SB (Out)	Y	21	0	0	0	0	2.7	830.10

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
9/20/2019	3:26 PM	F	2	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	1	1	1	0	0.0	0.00
9/20/2019	3:26 PM	F	2	9	SB SANTA ROSA NORTH	SB (Out)	Y	0	2	3	3	0	4.7	4.70
9/20/2019	3:26 PM	F	2	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	2	8	9	9	0	1.4	8.90
9/20/2019	3:26 PM	F	2	7	SB ROHNERT PARK	SB (Out)	Y	1	1	9	9	0	6.4	66.50
9/20/2019	3:26 PM	F	2	6	SB COTATI	SB (Out)	Y	0	1	10	10	0	1.4	79.10
9/20/2019	3:26 PM	F	2	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	3	5	12	12	0	7.5	154.10
9/20/2019	3:26 PM	F	2	4	SB NOVATO SAN MARIN	SB (Out)	Y	0	0	12	12	0	9.7	270.50
9/20/2019	3:26 PM	F	2	3	SB NOVATO HAMILTON	SB (Out)	Y	1	0	11	11	0	5.1	331.70
9/20/2019	3:26 PM	F	2	2	SB MARIN CIVIC CENTER	SB (Out)	Y	1	0	10	10	0	4.0	375.70
9/20/2019	3:26 PM	F	2	1	SB SAN RAFAEL	SB (Out)	Y	10	0	0	0	0	2.7	402.70

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Date	Departure	Day	Car	Stop ID	Location	Dir	Stop	Off	Ons	Total	Pass. Load	Diff	Distance	Pass. Mls.
9/29/2019	7:30 PM	SA	1	10	SB SONOMA COUNTY AIRPORT	SB (Out)	Y	0	3	3	3	0	0.0	0.00
9/29/2019	7:30 PM	SA	1	9	SB SANTA ROSA NORTH	SB (Out)	Y	2	1	2	2	0	4.7	14.10
9/29/2019	7:30 PM	SA	1	8	SB SANTA ROSA DOWNTOWN	SB (Out)	Y	0	14	16	16	0	1.4	16.90
9/29/2019	7:30 PM	SA	1	7	SB ROHNERT PARK	SB (Out)	Y	0	3	19	19	0	6.4	119.30
9/29/2019	7:30 PM	SA	1	6	SB COTATI	SB (Out)	Y	2	5	22	22	0	1.4	145.90
9/29/2019	7:30 PM	SA	1	5	SB PETALUMA DOWNTOWN	SB (Out)	Y	8	9	23	23	0	7.5	310.90
9/29/2019	7:30 PM	SA	1	4	SB NOVATO SAN MARIN	SB (Out)	Y	5	0	18	18	0	9.7	534.00
9/29/2019	7:30 PM	SA	1	3	SB NOVATO HAMILTON	SB (Out)	Y	4	2	16	16	0	5.1	625.80
9/29/2019	7:30 PM	SA	1	2	SB MARIN CIVIC CENTER	SB (Out)	Y	1	0	15	15	0	4.0	689.80
9/29/2019	7:30 PM	SA	1	1	SB SAN RAFAEL	SB (Out)	Y	15	0	0	0	0	2.7	730.30

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# Appendix

## FIELDWORK

In accordance with NTD (National Transit Database, [www.ntdprogram.gov](http://www.ntdprogram.gov)) standards, a number of trains were randomly selected for counts every quarter. On each day of the fieldwork, surveyors were assigned a specific car on one of the randomly selected trains to survey during their shift. In order to simplify car assignment, the first car in the direction of travel was always numbered as Car 1. In order to maximize efficiency, sampled trains were paired with a train returning in the opposite direction. This normally allowed a surveyor to travel out on one and return on the next. When pairs were scheduled where a surveyor could not travel out on the first train and return on the next, the trains were assigned for subsequent days.

Upon arriving at the designated car, surveyors boarded the train and began recording data. While the surveyors' primary task was the recording of the number of passengers boarding and alighting from their car at each station, they also recorded both the total number of passengers in their car and the departure time at each station. Only one car on one train was counted at a time, and only one surveyor was used on each train. Surveyors rode their assigned train between San Rafael and Santa Rosa North. Passengers onboard at Santa Rosa North were assumed to have boarded or alighted at Sonoma County Airport..

Interviewers returned completed data sheets to the CC&G office within two days of the run. Inputting and data cleaning was done as soon as the data sheets were returned. Standard office procedures were used in spot checking (validating) the work of the data inputters and cleaners.

## DATA CLEANING

Note that the number of alighting passengers and boarding passengers in the surveyed car is not always equal due to passenger movement between cars. Fieldworkers recorded these counts "as is" and were instructed not to attempt to balance these figures. These numbers were balanced once the data was entered. Stations were identified where the numbers did not balance. It was assumed that passengers in the car alighted, either at the surveyed car or another, and the number alighting was adjusted to balance the equation. For the majority of cases, this adjustment balanced the equation. Only in the few cases where it didn't, was the number boarding adjusted.

## *DETAIL SHEET CODES*

Date	The date the data was acquired
Departure	The departure time of the train on which the data was acquired
Day	The day of the week of the run. M = Monday, TU = Tuesday, W = Wednesday, TH = Thursday, F = Friday, SA=Saturday, SU = Sunday
Car	The position of the car surveyed. Car #1 is always the first car in the direction of travel
Stop ID	A sequential number identifying the station
Location	The station name with a descriptor (NB/SB) for the direction of the train
Dir	The direction of the train
Stop	Whether the train stops at this station.
Off	The number of passengers alighting at that station
On	The number of passengers boarding at that station
Pass Load	The number of passengers at that station. It is the load at the previous station + the number of passengers boarding at the current station - the number of passengers alighting at the current station.
Distance	The distance (in miles) between the current and the previous station
Pass MIs	Passenger Miles. It is Pass Load multiplied by distance.

Surveyor \_\_\_\_\_ Car# \_\_\_\_\_ OF \_\_\_\_\_ Date \_\_\_\_\_

Day (CHECK ONE):  Mon  Tue  Wed  Thur  Fri  Sat  Sun

SCHEDULED TRAIN DEPARTURE \_\_\_\_\_:\_\_\_\_\_ am/pm  On time  Early \_\_\_\_\_ (#mins)  Late \_\_\_\_\_ (#mins)

SCHEDULED TRAIN ARRIVAL \_\_\_\_\_:\_\_\_\_\_ am/pm  On time  Early \_\_\_\_\_ (#mins)  Late \_\_\_\_\_ (#mins)

STATION					CAR SPECIFIC INFORMATION	
Station	Stopped at station?	# OFF	# ON	Total # On Car	Notes (Use Back For Additional Notes)	Departure Time (Arrival time at Last Station) (HH:MM)
SAN RAFAEL	Y N	NA				: AM PM
MARIN CIVIC CENTER	Y N					: AM PM
NOVATO HAMILTON	Y N					: AM PM
NOVATO SAN MARIN	Y N					: AM PM
PETALUMA DOWNTOWN	Y N					: AM PM
COTATI	Y N					: AM PM
ROHNERT PARK	Y N					: AM PM
SANTA ROSA DOWNTOWN	Y N					: AM PM
SANTA ROSA NORTH	Y N					: AM PM
SONOMA COUNTY AIRPORT	Y N		NA			: AM PM

**SOUTHBOUND - SMART NTD COUNTS**

Surveyor \_\_\_\_\_ Car# \_\_\_\_\_ OF \_\_\_\_\_ Date \_\_\_\_\_

Day (CHECK ONE):  Mon  Tue  Wed  Thur  Fri  Sat  Sun

SCHEDULED TRAIN DEPARTURE \_\_\_\_\_:\_\_\_\_\_ am/pm  On time  Early \_\_\_\_\_ (#mins)  Late \_\_\_\_\_ (#mins)

SCHEDULED TRAIN ARRIVAL \_\_\_\_\_:\_\_\_\_\_ am/pm  On time  Early \_\_\_\_\_ (#mins)  Late \_\_\_\_\_ (#mins)

STATION					CAR SPECIFIC INFORMATION	
Station	Stopped at station?	# OFF	# ON	Total # On Car	Notes (Use Back For Additional Notes)	Departure Time (Arrival time at Last Station) (HH:MM)
SONOMA COUNTY AIRPORT	Y N	NA				: AM PM
SANTA ROSA NORTH	Y N					: AM PM
SANTA ROSA DOWNTOWN	Y N					: AM PM
ROHNERT PARK	Y N					: AM PM
COTATI	Y N					: AM PM
PETALUMA DOWNTOWN	Y N					: AM PM
NOVATO SAN MARIN	Y N					: AM PM
NOVATO HAMILTON	Y N					: AM PM
MARIN CIVIC CENTER	Y N					: AM PM
SAN RAFAEL	Y N		NA			: AM PM



# Ridership Counts

Paid Fare Media may not capture:

- Clipper Card users and monthly pass holders (31-Day Pass and Eco-Pass) that don't tag on & off at the platforms
- Promotional Free Programs
- Free service days
- Riders under the age of 5
- Mobile app users who don't "activate" their ticket

Date	Day of the Week	FARE MEDIA		Manual Count	Bicycles	Wheelchairs	Notes About Day
		Clipper Tags	Fare App Activations				
06/29/17	Thursday	-	-	3,000	-	-	Public Preview Rohnert Park to San Rafael
07/01/17	Saturday	-	-	1,380	-	-	Public Preview Marin County Fair
07/04/17	Tuesday	-	-	1,365	-	-	Public Preview Marin County Fair
07/07/17	Friday	-	-	1,151	-	-	VIP Preview
07/08/17	Saturday	-	-	2,885	-	-	Public Preview
07/09/17	Sunday	-	-	3,077	-	-	Public Preview
07/11/17	Tuesday	-	-	713	-	-	VIP Preview
07/13/17	Thursday	-	-	3,524	-	-	Public Preview
07/15/17	Saturday	-	-	3,269	-	-	Public Preview
07/16/17	Sunday	-	-	3,035	-	-	Public Preview
07/18/17	Tuesday	-	-	678	-	-	VIP Preview
07/19/17	Wednesday	-	-	4,018	-	-	Public Preview
07/20/17	Thursday	-	-	1,103	-	-	VIP Preview
07/22/17	Saturday	-	-	3,735	-	-	Public Preview
07/23/18	Sunday	-	-	4,278	-	-	Public Preview
08/25/17	Friday	-	-	2,561	-	-	First day of service/Free Service
08/26/17	Saturday	1,358	308	1,932	-	-	N/A
08/27/17	Sunday	1,549	415	2,021	-	-	N/A
08/28/17	Monday	1,501	212	2,539	-	-	N/A
08/29/17	Tuesday	1,793	238	2,627	49	0	N/A
08/30/17	Wednesday	1,934	280	2,733	220	23	N/A
08/31/17	Thursday	1,990	286	2,860	259	3	N/A
09/01/17	Friday	1,771	350	2,651	252	20	N/A
09/02/17	Saturday	1,063	294	1,926	40	5	N/A
09/03/17	Sunday	1,552	470	2,416	37	8	N/A
09/04/17	Monday	1,492	528	2,566	105	19	Holiday
09/05/17	Tuesday	1,542	176	1,853	261	11	N/A
09/06/17	Wednesday	1,642	143	1,854	257	4	N/A
09/07/17	Thursday	1,723	179	2,122	265	5	N/A
09/08/17	Friday	1,869	338	2,450	279	8	N/A
09/09/17	Saturday	1,111	354	2,142	84	6	N/A
09/10/17	Sunday	957	324	1,505	45	6	N/A
09/11/17	Monday	1,722	215	2,117	266	12	N/A

09/12/17	Tuesday	1,787	237	2,161	274	24	N/A
09/13/17	Wednesday	1,776	194	2,049	243	8	N/A
09/14/17	Thursday	1,965	224	2,333	294	9	N/A
09/15/17	Friday	1,829	355	2,427	248	11	N/A
09/16/17	Saturday	1,063	501	2,038	71	11	N/A
09/17/17	Sunday	923	386	1,639	34	8	N/A
09/18/17	Monday	1,791	171	2,014	253	18	N/A
09/19/17	Tuesday	1,897	178	2,223	301	12	N/A
09/20/17	Wednesday	1,853	211	2,222	284	6	N/A
09/21/17	Thursday	1,842	265	2,290	305	8	N/A
09/22/17	Friday	2,049	482	2,675	285	11	N/A
09/23/17	Saturday	1,059	567	2,111	91	9	N/A
09/24/17	Sunday	995	552	1,669	73	9	N/A
09/25/17	Monday	1,736	169	2,018	279	13	N/A
09/26/17	Tuesday	1,931	237	2,300	288	10	N/A
09/27/17	Wednesday	2,028	212	2,331	318	14	N/A
09/28/17	Thursday	2,038	243	2,484	285	17	N/A
09/29/17	Friday	2,026	440	2,657	262	13	N/A
09/30/17	Saturday	1,016	409	1,776	68	7	N/A
10/01/17	Sunday	916	387	1,708	66	7	N/A
10/02/17	Monday	1,796	155	2,112	252	6	N/A
10/03/17	Tuesday	1,979	176	2,240	324	9	N/A
10/04/17	Wednesday	1,990	217	2,379	294	4	N/A
10/05/17	Thursday	2,127	200	2,476	293	8	N/A
10/06/17	Friday	2,103	318	2,551	261	8	N/A
10/07/17	Saturday	1,005	351	1,647	106	13	N/A
10/08/17	Sunday	757	448	1,387	46	13	N/A
10/09/17	Monday	61	2	56	1	0	Morning Service Annulled/Tubbs Fire/Free Service/Columbus Day
10/10/17	Tuesday	225	5	690	53	3	Tubbs Fire/Free Service
10/11/17	Wednesday	242	12	1,209	119	2	Tubbs Fire/Free Service
10/12/17	Thursday	137	6	1,202	103	7	Tubbs Fire/Free Service
10/13/17	Friday	58	4	1,405	111	10	Tubbs Fire/Free Service
10/14/17	Saturday	3	2	1,007	35	5	Tubbs Fire/Free Service
10/15/17	Sunday	-	2	1,254	69	4	Tubbs Fire/Free Service
10/16/17	Monday	54	10	1,960	187	11	Tubbs Fire/Free Service
10/17/17	Tuesday	20	11	2,722	245	21	Tubbs Fire/Free Service
10/18/17	Wednesday	24	5	3,127	289	13	Tubbs Fire/Free Service
10/19/17	Thursday	54	25	2,691	257	12	Tubbs Fire/Free Service
10/20/17	Friday	131	27	3,684	218	10	Tubbs Fire/Free Service
10/21/17	Saturday	715	260	1,289	68	9	N/A
10/22/17	Sunday	749	270	1,065	33	6	N/A
10/23/17	Monday	1,834	154	2,171	251	24	N/A
10/24/17	Tuesday	1,916	141	2,274	272	14	N/A
10/25/17	Wednesday	1,977	193	2,387	291	4	N/A
10/26/17	Thursday	1,963	210	2,340	281	10	N/A
10/27/17	Friday	1,925	275	2,268	260	9	N/A
10/28/17	Saturday	705	189	1,025	72	1	N/A



10/29/17	Sunday	618	283	967	24	2	N/A
10/30/17	Monday	1,803	129	2,117	216	26	N/A
10/31/17	Tuesday	1,700	114	2,043	216	8	Halloween
11/01/17	Wednesday	2,021	152	2,371	284	7	N/A
11/02/17	Thursday	1,985	190	2,335	238	13	N/A
11/03/17	Friday	1,800	177	2,095	185	8	N/A
11/04/17	Saturday	768	247	1,173	54	7	N/A
11/05/17	Sunday	717	385	1,368	63	4	N/A
11/06/17	Monday	1,862	160	2,180	246	15	N/A
11/07/17	Tuesday	1,894	171	2,216	262	9	N/A
11/08/17	Wednesday	1,908	138	2,200	207	36	N/A
11/09/17	Thursday	1,887	184	2,366	187	16	N/A
11/10/17	Friday	826	319	1,313	67	6	Holiday
11/11/17	Saturday	840	429	1,495	22	5	N/A
11/12/17	Sunday	627	346	1,135	44	3	N/A
11/13/17	Monday	1,717	147	2,074	198	13	N/A
11/14/17	Tuesday	1,878	115	2,149	242	6	N/A
11/15/17	Wednesday	1,777	198	2,138	139	5	N/A
11/16/17	Thursday	1,853	186	2,186	182	6	N/A
11/17/17	Friday	1,915	252	2,378	210	12	N/A
11/18/17	Saturday	646	272	1,055	58	4	N/A
11/19/17	Sunday	642	406	1,238	49	3	N/A
11/20/17	Monday	1,750	232	2,099	179	4	N/A
11/21/17	Tuesday	1,772	336	2,372	217	7	N/A
11/22/17	Wednesday	1,734	358	2,358	198	13	Day before Thanksgiving
11/23/17	Thursday	274	87	434	15	1	Holiday
11/24/17	Friday	986	665	2,075	66	3	Holiday
11/25/17	Saturday	979	500	1,681	55	8	N/A
11/26/17	Sunday	340	240	664	15	0	N/A
11/27/17	Monday	1,808	157	2,127	215	9	N/A
11/28/17	Tuesday	1,901	164	2,199	280	3	N/A
11/29/17	Wednesday	1,954	133	2,275	242	12	N/A
11/30/17	Thursday	1,984	268	2,376	239	10	N/A
12/01/17	Friday	1,851	254	2,299	257	9	N/A
12/02/17	Saturday	599	290	1,034	38	4	N/A
12/03/17	Sunday	520	238	883	39	3	N/A
12/04/17	Monday	1,814	173	2,145	259	15	N/A
12/05/17	Tuesday	1,886	154	2,199	254	7	N/A
12/06/17	Wednesday	1,881	166	2,236	236	9	N/A
12/07/17	Thursday	1,829	174	2,162	238	9	N/A
12/08/17	Friday	1,900	221	2,277	209	8	N/A
12/09/17	Saturday	604	251	1,009	39	6	N/A
12/10/17	Sunday	528	203	851	45	6	N/A
12/11/17	Monday	1,747	131	1,993	235	8	N/A
12/12/17	Tuesday	1,890	165	2,133	233	12	N/A
12/13/17	Wednesday	1,847	163	2,148	225	2	N/A
12/14/17	Thursday	1,923	233	2,251	220	8	N/A

12/15/17	Friday	1,755	241	2,206	198	10	N/A
12/16/17	Saturday	573	283	999	37	4	N/A
12/17/17	Sunday	564	225	1,004	30	4	N/A
12/18/17	Monday	1,786	250	2,167	236	15	N/A
12/19/17	Tuesday	1,789	202	2,169	227	7	N/A
12/20/17	Wednesday	1,794	158	2,134	211	9	N/A
12/21/17	Thursday	1,725	227	2,149	227	5	N/A
12/22/17	Friday	1,538	343	2,065	154	7	N/A
12/23/17	Saturday	650	349	1,023	31	6	N/A
12/24/17	Sunday	409	205	668	19	3	Xmas Eve
12/25/17	Monday	248	65	346	17	3	Holiday
12/26/17	Tuesday	1,438	528	2,284	84	15	N/A
12/27/17	Wednesday	1,725	577	2,612	122	10	N/A
12/28/17	Thursday	1,999	700	3,045	163	35	N/A
12/29/17	Friday	1,741	693	2,823	131	7	N/A
12/30/17	Saturday	857	601	1,834	43	4	N/A
12/31/17	Sunday	642	405	1,277	47	1	N/A
01/01/18	Monday	483	272	884	45	3	Holiday
01/02/18	Tuesday	1,686	490	2,347	180	11	N/A
01/03/18	Wednesday	1,674	386	2,281	166	9	N/A
01/04/18	Thursday	1,712	376	2,291	127	7	N/A
01/05/18	Friday	1,432	439	2,054	121	3	N/A
01/06/18	Saturday	695	437	1,323	52	3	N/A
01/07/18	Sunday	585	417	1,126	36	4	N/A
01/08/18	Monday	1,441	126	1,716	106	11	N/A
01/09/18	Tuesday	1,631	142	1,871	138	8	N/A
01/10/18	Wednesday	1,778	128	2,067	217	4	N/A
01/11/18	Thursday	1,786	246	2,239	230	38	N/A
01/12/18	Friday	1,819	249	2,226	212	4	N/A
01/13/18	Saturday	712	377	1,283	39	8	N/A
01/14/18	Sunday	733	389	1,240	106	1	N/A
01/15/18	Monday	1,082	425	1,726	125	4	Holiday
01/16/18	Tuesday	1,753	185	2,020	211	9	N/A
01/17/18	Wednesday	1,828	151	2,123	267	4	N/A
01/18/18	Thursday	1,787	176	2,051	154	6	N/A
01/19/18	Friday	1,719	235	2,046	192	8	N/A
01/20/18	Saturday	750	387	1,319	63	1	N/A
01/21/18	Sunday	524	288	926	13	13	N/A
01/22/18	Monday	1,726	182	2,064	193	13	N/A
01/23/18	Tuesday	1,968	156	2,238	237	7	N/A
01/24/18	Wednesday	1,678	129	1,973	160	5	N/A
01/25/18	Thursday	1,690	172	2,007	158	3	N/A
01/26/18	Friday	1,761	210	2,129	218	9	N/A
01/27/18	Saturday	733	432	1,341	44	2	N/A
01/28/18	Sunday	745	462	1,339	33	6	N/A
01/29/18	Monday	1,781	114	2,070	195	5	N/A
01/30/18	Tuesday	2,012	187	2,347	255	8	N/A

01/31/18	Wednesday	1,735	154	1,860	200	9	Train Trips Annulled
02/01/18	Thursday	1,952	231	2,308	236	8	N/A
02/02/18	Friday	1,904	280	2,340	233	15	N/A
02/03/18	Saturday	742	448	1,430	57	7	N/A
02/04/18	Sunday	525	241	860	40	0	N/A
02/05/18	Monday	1,825	154	2,092	257	7	N/A
02/06/18	Tuesday	1,999	190	2,258	277	7	N/A
02/07/18	Wednesday	2,037	175	2,342	293	12	N/A
02/08/18	Thursday	2,042	203	2,339	253	13	N/A
02/09/18	Friday	1,911	222	2,291	235	7	N/A
02/10/18	Saturday	763	439	1,397	65	9	N/A
02/11/18	Sunday	615	427	1,210	58	4	N/A
02/12/18	Monday	1,864	375	2,326	194	3	N/A
02/13/18	Tuesday	1,931	176	2,148	257	9	N/A
02/14/18	Wednesday	2,028	205	2,338	249	11	N/A
02/15/18	Thursday	1,819	211	2,179	213	7	N/A
02/16/18	Friday	1,874	295	2,374	212	10	N/A
02/17/18	Saturday	731	486	1,431	70	5	N/A
02/18/18	Sunday	800	579	1,624	52	6	N/A
02/19/18	Monday	752	453	1,394	61	4	Holiday
02/20/18	Tuesday	1,837	236	2,235	214	12	N/A
02/21/18	Wednesday	1,838	242	2,255	209	7	N/A
02/22/18	Thursday	1,912	263	2,359	207	8	N/A
02/23/18	Friday	1,787	363	2,396	196	9	N/A
02/24/18	Saturday	606	449	1,213	38	4	N/A
02/25/18	Sunday	586	453	1,184	40	0	N/A
02/26/18	Monday	1,739	176	2,103	172	11	N/A
02/27/18	Tuesday	1,921	168	2,232	250	4	N/A
02/28/18	Wednesday	1,819	150	2,139	222	9	N/A
03/01/18	Thursday	1,651	180	1,961	132	8	Storm
03/02/18	Friday	1,563	176	1,903	158	8	N/A
03/03/18	Saturday	532	277	952	15	4	N/A
03/04/18	Sunday	514	304	979	23	10	N/A
03/05/18	Monday	1,726	137	2,009	218	5	N/A
03/06/18	Tuesday	1,957	164	2,411	261	7	N/A
03/07/18	Wednesday	1,924	188	2,299	241	20	N/A
03/08/18	Thursday	1,867	208	2,313	218	5	N/A
03/09/18	Friday	1,894	191	2,320	212	7	N/A
03/10/18	Saturday	641	321	1,102	32	5	N/A
03/11/18	Sunday	600	388	1,135	42	4	N/A
03/12/18	Monday	1,562	151	1,871	185	16	N/A
03/13/18	Tuesday	1,700	132	2,006	126	3	N/A
03/14/18	Wednesday	1,691	207	1,993	187	21	Rain
03/15/18	Thursday	1,645	128	1,962	137	3	Rain
03/16/18	Friday	1,694	230	2,108	150	9	N/A
03/17/18	Saturday	619	293	1,046	40	4	N/A
03/18/18	Sunday	459	350	995	26	1	N/A

03/19/18	Monday	1,677	201	2,112	221	7	N/A
03/20/18	Tuesday	1,674	237	2,095	144	6	N/A
03/21/18	Wednesday	1,628	170	2,035	121	8	N/A
03/22/18	Thursday	1,626	249	2,133	139	2	N/A
03/23/18	Friday	1,714	227	2,169	190	6	N/A
03/24/18	Saturday	563	373	1,116	24	1	N/A
03/25/18	Sunday	628	396	1,236	43	8	N/A
03/26/18	Monday	1,894	181	2,353	227	10	N/A
03/27/18	Tuesday	1,994	178	2,378	244	5	N/A
03/28/18	Wednesday	1,966	174	2,407	288	10	N/A
03/29/18	Thursday	1,985	229	2,312	248	9	N/A
03/30/18	Friday	1,831	471	2,530	241	12	N/A
03/31/18	Saturday	634	291	1,071	54	2	N/A
04/01/18	Sunday	394	183	741	37	7	N/A
04/02/18	Monday	1,785	292	2,068	208	6	Train Trips Annulled
04/03/18	Tuesday	2,021	292	2,544	294	9	N/A
04/04/18	Wednesday	1,867	304	2,417	257	9	N/A
04/05/18	Thursday	1,951	328	2,551	198	8	N/A
04/06/18	Friday	1,511	194	1,969	78	2	Storm
04/07/18	Saturday	462	265	879	32	2	N/A
04/08/18	Sunday	581	283	1,036	50	8	N/A
04/09/18	Monday	1,847	228	2,283	256	6	N/A
04/10/18	Tuesday	1,889	241	2,288	245	13	N/A
04/11/18	Wednesday	1,787	175	2,087	178	5	N/A
04/12/18	Thursday	1,860	261	2,323	227	6	N/A
04/13/18	Friday	1,826	337	2,454	220	9	N/A
04/14/18	Saturday	711	398	1,396	63	8	N/A
04/15/18	Sunday	549	215	832	25	1	N/A
04/16/18	Monday	1,549	133	1,826	134	3	N/A
04/17/18	Tuesday	1,997	169	2,391	232	6	N/A
04/18/18	Wednesday	1,786	198	2,085	201	20	N/A
04/19/18	Thursday	1,989	218	2,286	228	14	N/A
04/20/18	Friday	1,833	286	2,363	200	8	N/A
04/21/18	Saturday	725	328	1,146	79	5	N/A
04/22/18	Sunday	524	261	874	21	2	N/A
04/23/18	Monday	1,734	179	2,034	236	4	N/A
04/24/18	Tuesday	1,922	269	2,285	243	8	N/A
04/25/18	Wednesday	1,885	200	2,249	254	11	N/A
04/26/18	Thursday	1,982	258	2,289	240	10	N/A
04/27/18	Friday	1,792	247	2,224	201	8	N/A
04/28/18	Saturday	863	560	1,651	55	9	N/A
04/29/18	Sunday	589	309	918	62	2	N/A
04/30/18	Monday	1,767	218	2,142	250	5	N/A
05/01/18	Tuesday	1,942	239	2,353	307	10	N/A
05/02/18	Wednesday	2,049	171	2,411	267	7	N/A
05/03/18	Thursday	1,919	206	2,366	286	7	N/A
05/04/18	Friday	1,775	323	2,325	196	8	N/A

05/05/18	Saturday	558	232	900	37	3	N/A
05/06/18	Sunday	575	254	868	45	5	N/A
05/07/18	Monday	1,827	200	2,161	267	4	N/A
05/08/18	Tuesday	1,892	149	2,162	304	6	N/A
05/09/18	Wednesday	2,081	206	2,371	333	9	N/A
05/10/18	Thursday	1,957	238	2,422	364	8	N/A
05/11/18	Friday	1,928	220	2,372	286	3	N/A
05/12/18	Saturday	745	329	1,235	95	10	N/A
05/13/18	Sunday	780	480	1,594	63	9	N/A
05/14/18	Monday	1,832	163	2,130	280	15	N/A
05/15/18	Tuesday	1,880	184	2,023	283	3	N/A
05/16/18	Wednesday	2,077	180	2,396	325	7	N/A
05/17/18	Thursday	2,000	268	2,571	288	6	N/A
05/18/18	Friday	1,835	247	2,282	261	11	N/A
05/19/18	Saturday	653	326	1,157	63	5	N/A
05/20/18	Sunday	479	246	716	32	2	N/A
05/21/18	Monday	1,903	166	2,304	288	9	N/A
05/22/18	Tuesday	1,914	201	2,241	250	9	N/A
05/23/18	Wednesday	1,908	157	2,196	298	10	N/A
05/24/18	Thursday	1,946	261	2,396	259	6	N/A
05/25/18	Friday	1,679	259	2,137	203	7	N/A
05/26/18	Saturday	760	341	1,208	69	3	N/A
05/27/18	Sunday	642	331	1,104	94	5	N/A
05/28/18	Monday	504	278	869	58	3	Holiday
05/29/18	Tuesday	1,978	214	2,399	318	13	N/A
05/30/18	Wednesday	2,095	226	2,523	342	5	N/A
05/31/18	Thursday	1,850	186	1,236	246	106	Train Trips Annulled
06/01/18	Friday	1,843	319	2,362	269	17	N/A
06/02/18	Saturday	521	277	870	59	8	N/A
06/03/18	Sunday	492	199	777	68	5	N/A
06/04/18	Monday	1,936	239	2,408	292	7	N/A
06/05/18	Tuesday	2,012	281	2,444	326	4	N/A
06/06/18	Wednesday	2,051	293	2,527	299	9	N/A
06/07/18	Thursday	1,969	281	2,439	306	3	N/A
06/08/18	Friday	1,863	304	2,431	285	14	N/A
06/09/18	Saturday	667	290	1,136	67	4	N/A
06/10/18	Sunday	745	362	1,221	43	7	N/A
06/11/18	Monday	1,877	231	2,367	311	11	N/A
06/12/18	Tuesday	2,010	178	2,364	326	6	N/A
06/13/18	Wednesday	2,099	258	2,572	331	5	N/A
06/14/18	Thursday	1,993	255	2,538	261	15	N/A
06/15/18	Friday	1,933	382	2,641	265	21	N/A
06/16/18	Saturday	690	332	1,110	69	5	N/A
06/17/18	Sunday	782	562	1,528	58	3	N/A
06/18/18	Monday	1,859	261	2,386	260	4	N/A
06/19/18	Tuesday	1,990	324	2,534	309	14	N/A
06/20/18	Wednesday	2,113	287	2,660	309	9	N/A

06/21/18	Thursday	2,022	286	2,449	292	10	N/A
06/22/18	Friday	1,828	379	2,401	226	5	N/A
06/23/18	Saturday	485	258	812	56	3	N/A
06/24/18	Sunday	616	332	1,083	49	5	N/A
06/25/18	Monday	1,878	246	2,271	258	16	N/A
06/26/18	Tuesday	1,993	269	2,636	331	10	N/A
06/27/18	Wednesday	2,033	358	2,620	285	14	N/A
06/28/18	Thursday	2,074	364	2,739	321	6	N/A
06/29/18	Friday	1,861	381	2,480	265	10	N/A
06/30/18	Saturday	582	311	1,022	40	2	N/A
07/01/18	Sunday	678	281	1,006	49	8	N/A
07/02/18	Monday	1,919	335	2,502	279	9	N/A
07/03/18	Tuesday	1,969	416	2,619	258	14	N/A
07/04/18	Wednesday	644	293	1,060	68	9	Holiday
07/05/18	Thursday	1,812	291	2,260	241	13	N/A
07/06/18	Friday	1,852	383	2,488	278	19	N/A
07/07/18	Saturday	680	287	1,162	60	9	N/A
07/08/18	Sunday	646	295	1,015	57	6	N/A
07/09/18	Monday	1,801	287	2,267	269	7	N/A
07/10/18	Tuesday	1,956	264	2,333	285	6	N/A
07/11/18	Wednesday	1,985	294	2,523	272	12	N/A
07/12/18	Thursday	2,040	349	2,577	292	12	N/A
07/13/18	Friday	1,820	319	2,473	260	9	N/A
07/14/18	Saturday	868	471	1,425	62	6	N/A
07/15/18	Sunday	557	336	908	63	2	N/A
07/16/18	Monday	1,891	293	2,441	266	17	N/A
07/17/18	Tuesday	2,003	282	2,503	280	5	N/A
07/18/18	Wednesday	2,096	421	2,711	340	8	N/A
07/19/18	Thursday	2,026	289	2,527	294	11	N/A
07/20/18	Friday	2,007	422	2,716	256	5	N/A
07/21/18	Saturday	697	334	1,231	68	4	N/A
07/22/18	Sunday	542	395	1,059	54	0	N/A
07/23/18	Monday	1,903	280	2,378	294	4	N/A
07/24/18	Tuesday	2,012	339	2,606	314	28	N/A
07/25/18	Wednesday	2,117	311	2,711	310	6	N/A
07/26/18	Thursday	2,134	307	2,679	316	11	N/A
07/27/18	Friday	1,980	327	2,588	257	9	N/A
07/28/18	Saturday	674	268	1,075	60	8	N/A
07/29/18	Sunday	566	340	1,071	63	1	N/A
07/30/18	Monday	1,853	225	2,378	270	7	N/A
07/31/18	Tuesday	2,022	330	2,572	308	9	N/A
08/01/18	Wednesday	2,100	295	2,686	298	10	N/A
08/02/18	Thursday	2,036	325	2,662	301	12	N/A
08/03/18	Friday	1,926	369	2,609	263	9	N/A
08/04/18	Saturday	590	315	1,008	55	3	N/A
08/05/18	Sunday	524	262	855	41	3	N/A
08/06/18	Monday	1,919	281	2,370	298	12	N/A

08/07/18	Tuesday	2,083	339	2,603	293	3	N/A
08/08/18	Wednesday	2,019	354	2,639	295	17	N/A
08/09/18	Thursday	2,175	351	2,743	320	7	N/A
08/10/18	Friday	1,811	430	2,511	254	4	N/A
08/11/18	Saturday	684	384	1,187	71	7	N/A
08/12/18	Sunday	519	227	818	59	3	N/A
08/13/18	Monday	1,580	251	1,791	208	23	Train Trips Annulled
08/14/18	Tuesday	2,077	267	2,584	286	10	N/A
08/15/18	Wednesday	2,127	333	2,671	332	11	N/A
08/16/18	Thursday	2,056	267	2,597	297	11	N/A
08/17/18	Friday	2,020	327	2,595	296	15	N/A
08/18/18	Saturday	3	32	4,735	80	6	Free Service
08/19/18	Sunday	3	45	4,186	102	22	Free Service
08/20/18	Monday	2,090	286	2,578	339	11	N/A
08/21/18	Tuesday	2,213	292	2,764	410	15	N/A
08/22/18	Wednesday	2,292	253	2,710	362	12	N/A
08/23/18	Thursday	2,176	227	2,678	346	10	N/A
08/24/18	Friday	1,869	370	2,528	263	16	N/A
08/25/18	Saturday	793	282	1,171	86	5	N/A
08/26/18	Sunday	600	296	1,001	58	4	N/A
08/27/18	Monday	2,095	250	2,542	359	11	N/A
08/28/18	Tuesday	2,241	277	2,718	343	4	N/A
08/29/18	Wednesday	2,233	324	2,667	384	7	N/A
08/30/18	Thursday	2,314	204	2,672	329	10	Train Trips Annulled
08/31/18	Friday	1,997	361	2,505	344	7	N/A
09/01/18	Saturday	845	294	1,340	58	1	N/A
09/02/18	Sunday	663	415	1,252	55	14	N/A
09/03/18	Monday	671	348	1,127	89	3	Holiday
09/04/18	Tuesday	2,112	176	2,456	340	12	N/A
09/05/18	Wednesday	2,264	213	2,685	406	17	N/A
09/06/18	Thursday	2,296	247	2,690	341	10	N/A
09/07/18	Friday	2,204	305	2,718	323	5	N/A
09/08/18	Saturday	925	415	1,663	68	7	N/A
09/09/18	Sunday	532	273	928	65	1	N/A
09/10/18	Monday	2,244	322	2,632	334	17	N/A
09/11/18	Tuesday	2,268	229	2,636	384	12	N/A
09/12/18	Wednesday	2,334	266	2,742	348	7	N/A
09/13/18	Thursday	2,250	265	2,684	325	15	N/A
09/14/18	Friday	2,100	388	2,611	304	10	N/A
09/15/18	Saturday	789	372	1,310	58	14	N/A
09/16/18	Sunday	509	258	858	46	2	N/A
09/17/18	Monday	2,132	247	2,551	343	11	N/A
09/18/18	Tuesday	2,329	303	2,840	390	12	N/A
09/19/18	Wednesday	2,244	247	2,735	317	9	N/A
09/20/18	Thursday	2,215	223	2,588	321	6	N/A
09/21/18	Friday	2,159	284	2,665	340	4	N/A
09/22/18	Saturday	648	253	1,003	75	3	N/A

09/23/18	Sunday	586	236	857	69	6	N/A
09/24/18	Monday	2,134	245	2,520	329	11	N/A
09/25/18	Tuesday	2,230	209	2,660	348	6	N/A
09/26/18	Wednesday	2,119	218	2,513	369	9	N/A
09/27/18	Thursday	2,230	222	2,712	353	7	N/A
09/28/18	Friday	2,088	288	2,601	335	10	N/A
09/29/18	Saturday	535	322	937	53	1	N/A
09/30/18	Sunday	473	246	800	63	5	N/A
10/01/18	Monday	2,106	176	2,451	298	10	N/A
10/02/18	Tuesday	2,039	278	2,399	182	7	N/A
10/03/18	Wednesday	2,232	231	2,880	283	6	N/A
10/04/18	Thursday	2,248	246	2,619	322	6	N/A
10/05/18	Friday	2,064	335	2,618	315	12	N/A
10/06/18	Saturday	569	243	919	50	3	N/A
10/07/18	Sunday	553	257	978	90	1	N/A
10/08/18	Monday	1,975	246	2,504	280	14	Columbus Day
10/09/18	Tuesday	2,222	231	2,602	421	9	N/A
10/10/18	Wednesday	2,242	268	2,662	323	16	N/A
10/11/18	Thursday	2,209	234	2,547	331	10	N/A
10/12/18	Friday	2,050	341	2,565	275	13	N/A
10/13/18	Saturday	648	283	1,062	81	6	N/A
10/14/18	Sunday	598	200	860	64	4	N/A
10/15/18	Monday	2,128	225	2,507	279	11	N/A
10/16/18	Tuesday	2,261	233	2,654	335	11	N/A
10/17/18	Wednesday	2,178	217	2,516	336	10	N/A
10/18/18	Thursday	2,121	236	2,540	334	9	N/A
10/19/18	Friday	1,924	319	2,447	314	9	N/A
10/20/18	Saturday	590	291	1,030	55	2	N/A
10/21/18	Sunday	501	160	774	45	1	N/A
10/22/18	Monday	2,005	237	2,398	305	8	N/A
10/23/18	Tuesday	2,146	218	2,375	312	15	N/A
10/24/18	Wednesday	2,154	198	2,525	321	12	N/A
10/25/18	Thursday	2,422	228	2,710	327	12	N/A
10/26/18	Friday	2,005	259	2,452	270	17	N/A
10/27/18	Saturday	575	230	901	47	5	N/A
10/28/18	Sunday	474	168	657	39	2	N/A
10/29/18	Monday	2,072	187	2,451	299	16	N/A
10/30/18	Tuesday	2,289	209	2,517	331	6	N/A
10/31/18	Wednesday	2,089	177	2,372	275	10	Halloween
11/01/18	Thursday	2,116	231	2,438	275	10	N/A
11/02/18	Friday	2,041	353	2,547	271	4	N/A
11/03/18	Saturday	505	263	890	66	3	Fire in Santa Rosa Near Tracks
11/04/18	Sunday	496	203	817	68	1	N/A
11/05/18	Monday	2,125	231	2,499	314	13	N/A
11/06/18	Tuesday	2,255	221	2,546	304	5	N/A
11/07/18	Wednesday	2,238	279	2,610	320	9	N/A
11/08/18	Thursday	2,191	248	2,601	299	11	N/A



11/09/18	Friday	1,705	237	2,179	204	10	N/A
11/10/18	Saturday	453	230	752	32	1	N/A
11/11/18	Sunday	422	188	783	31	7	N/A
11/12/18	Monday	1,366	292	1,791	146	5	Veteran's Day (Regular Service)
11/13/18	Tuesday	1,850	217	2,158	226	11	N/A
11/14/18	Wednesday	2,102	229	2,501	258	6	N/A
11/15/18	Thursday	2,068	253	2,525	228	4	N/A
11/16/18	Friday	1,081	166	1,267	73	3	Train Trips Annulled
11/17/18	Saturday	356	191	613	29	3	N/A
11/18/18	Sunday	353	164	595	25	1	N/A
11/19/18	Monday	1,508	235	1,919	163	8	N/A
11/20/18	Tuesday	1,740	237	2,152	190	2	N/A
11/21/18	Wednesday	1,438	221	1,826	105	4	Day before Thanksgiving
11/22/18	Thursday	252	57	330	11	2	Holiday
11/23/18	Friday	415	206	632	15	1	Holiday
11/24/18	Saturday	477	301	921	31	4	N/A
11/25/18	Sunday	402	252	743	47	3	N/A
11/26/18	Monday	2,009	210	2,314	242	16	N/A
11/27/18	Tuesday	2,059	211	2,462	208	5	N/A
11/28/18	Wednesday	2,064	216	2,506	197	7	Storm
11/29/18	Thursday	1,889	222	2,300	145	2	N/A
11/30/18	Friday	1,942	364	2,557	240	11	N/A
12/01/18	Saturday	407	195	729	29	6	N/A
12/02/18	Sunday	386	113	541	28	2	N/A
12/03/18	Monday	2,020	190	2,353	212	7	N/A
12/04/18	Tuesday	2,041	212	2,245	209	9	N/A
12/05/18	Wednesday	1,980	211	2,261	157	5	N/A
12/06/18	Thursday	2,078	378	2,612	214	4	N/A
12/07/18	Friday	1,972	309	2,360	204	5	N/A
12/08/18	Saturday	592	237	1,116	40	2	Holiday Express Train
12/09/18	Sunday	366	233	709	30	2	N/A
12/10/18	Monday	1,939	224	2,369	233	6	N/A
12/11/18	Tuesday	2,045	264	2,494	229	4	N/A
12/12/18	Wednesday	2,117	247	2,551	245	7	N/A
12/13/18	Thursday	2,050	261	2,446	255	6	N/A
12/14/18	Friday	1,723	249	2,199	169	9	N/A
12/15/18	Saturday	393	187	712	45	1	N/A
12/16/18	Sunday	279	139	457	14	0	N/A
12/17/18	Monday	1,862	218	2,235	207	3	N/A
12/18/18	Tuesday	1,925	216	2,355	198	6	N/A
12/19/18	Wednesday	1,975	263	2,352	220	7	N/A
12/20/18	Thursday	1,903	302	2,360	220	8	N/A
12/21/18	Friday	1,556	288	2,029	147	5	N/A
12/22/18	Saturday	519	193	814	35	5	N/A
12/23/18	Sunday	388	197	644	19	2	N/A
12/24/18	Monday	510	103	686	35	0	Xmas Eve
12/25/18	Tuesday	193	48	274	20	3	Holiday

12/26/18	Wednesday	1,211	329	1,774	127	6	N/A
12/27/18	Thursday	1,457	346	2,019	140	8	N/A
12/28/18	Friday	1,621	467	2,412	173	10	N/A
12/29/18	Saturday	567	491	1,200	29	4	N/A
12/30/18	Sunday	538	351	959	65	3	N/A
12/31/18	Monday	916	289	1,403	80	2	New Year's Eve
01/01/19	Tuesday	362	244	707	32	4	Holiday
01/02/19	Wednesday	1,583	330	2,118	179	9	N/A
01/03/19	Thursday	1,781	400	2,386	176	5	N/A
01/04/19	Friday	1,742	450	2,376	159	8	N/A
01/05/19	Saturday	327	215	571	8	0	N/A
01/06/19	Sunday	231	151	457	13	0	Storm
01/07/19	Monday	1,835	244	2,170	184	4	N/A
01/08/19	Tuesday	1,862	201	2,156	181	3	N/A
01/09/19	Wednesday	1,863	265	2,195	161	9	N/A
01/10/19	Thursday	1,958	248	2,359	194	4	N/A
01/11/19	Friday	1,804	255	2,213	160	8	N/A
01/12/19	Saturday	589	249	955	78	2	N/A
01/13/19	Sunday	387	181	687	26	4	N/A
01/14/19	Monday	1,860	219	2,158	151	4	N/A
01/15/19	Tuesday	1,907	215	2,263	150	3	Storm
01/16/19	Wednesday	1,828	213	2,190	132	4	Storm
01/17/19	Thursday	1,817	207	2,132	128	11	1 Mill. Rider Celebration
01/18/19	Friday	1,732	238	2,266	129	4	Train Trips Annulled
01/19/19	Saturday	552	252	966	34	3	N/A
01/20/19	Sunday	384	162	621	14	0	N/A
01/21/19	Monday	903	363	1,444	82	9	MLK Day - Reg Schedule
01/22/19	Tuesday	1,993	227	2,353	210	7	N/A
01/23/19	Wednesday	2,077	254	2,579	249	12	N/A
01/24/19	Thursday	2,121	232	2,566	222	10	N/A
01/25/19	Friday	2,012	236	2,522	211	8	N/A
01/26/19	Saturday	580	263	929	43	2	N/A
01/27/19	Sunday	500	254	896	54	6	N/A
01/28/19	Monday	1,945	193	2,322	221	6	N/A
01/29/19	Tuesday	2,135	198	2,513	237	6	Train Trips Annulled
01/30/19	Wednesday	2,162	224	2,582	203	7	N/A
01/31/19	Thursday	2,090	228	2,484	218	13	N/A
02/01/19	Friday	1,725	247	2,186	143	2	N/A
02/02/19	Saturday	371	153	660	21	0	N/A
02/03/19	Sunday	301	146	532	8	1	N/A
02/04/19	Monday	1,787	208	2,122	125	4	Train Trips Annulled
02/05/19	Tuesday	2,055	218	2,480	199	3	N/A
02/06/19	Wednesday	2,138	212	2,451	227	5	N/A
02/07/19	Thursday	2,240	267	2,663	248	14	N/A
02/08/19	Friday	1,790	255	2,301	139	6	N/A
02/09/19	Saturday	457	180	710	10	1	N/A
02/10/19	Sunday	443	154	700	43	0	N/A

02/11/19	Monday	2,031	263	2,437	213	7	N/A
02/12/19	Tuesday	2,013	178	2,280	194	4	Storm
02/13/19	Wednesday	1,837	212	2,248	108	4	Train Trips Annulled
02/14/19	Thursday	1,785	189	2,139	138	2	Storm
02/15/19	Friday	1,699	236	2,111	124	7	N/A
02/16/19	Saturday	490	331	1,208	26	0	N/A
02/17/19	Sunday	551	342	1,072	38	1	N/A
02/18/19	Monday	532	316	951	32	3	Holiday
02/19/19	Tuesday	2,061	236	2,556	235	8	N/A
02/20/19	Wednesday	2,035	260	2,532	241	9	N/A
02/21/19	Thursday	2,126	251	2,652	231	11	N/A
02/22/19	Friday	1,823	314	2,399	234	10	N/A
02/23/19	Saturday	494	331	1,030	54	4	N/A
02/24/19	Sunday	347	187	628	28	1	N/A
02/25/19	Monday	1,775	167	2,055	140	7	Storm
02/26/19	Tuesday	1,706	174	2,021	114	1	Train Trips Annulled
02/27/19	Wednesday	1,685	185	2,006	107	2	Train Trips Annulled
02/28/19	Thursday	1,631	186	2,000	178	5	Flooding
03/01/19	Friday	1,742	280	2,440	180	7	N/A
03/02/19	Saturday	546	220	857	23	0	N/A
03/03/19	Sunday	474	165	721	20	5	N/A
03/04/19	Monday	1,873	163	2,114	168	7	N/A
03/05/19	Tuesday	1,886	174	2,228	167	5	N/A
03/06/19	Wednesday	1,947	228	2,284	153	4	N/A
03/07/19	Thursday	2,089	217	2,402	211	7	N/A
03/08/19	Friday	1,810	295	2,283	202	4	N/A
03/09/19	Saturday	461	215	773	18	0	N/A
03/10/19	Sunday	414	199	648	33	0	N/A
03/11/19	Monday	1,962	232	2,281	218	8	N/A
03/12/19	Tuesday	2,013	260	2,438	233	3	N/A
03/13/19	Wednesday	2,019	220	2,445	221	8	N/A
03/14/19	Thursday	2,056	192	2,441	254	7	N/A
03/15/19	Friday	1,884	329	2,481	233	5	N/A
03/16/19	Saturday	498	319	991	51	1	N/A
03/17/19	Sunday	569	269	874	28	2	N/A
03/18/19	Monday	1,882	309	2,400	255	19	N/A
03/19/19	Tuesday	1,883	293	2,432	262	5	N/A
03/20/19	Wednesday	1,739	226	2,232	150	6	N/A
03/21/19	Thursday	1,898	322	2,523	236	7	N/A
03/22/19	Friday	1,493	289	1,973	99	7	Storm
03/23/19	Saturday	557	282	990	47	4	N/A
03/24/19	Sunday	474	278	842	54	0	N/A
03/25/19	Monday	1,852	212	2,300	168	7	N/A
03/26/19	Tuesday	2,070	243	2,512	251	7	N/A
03/27/19	Wednesday	1,913	296	2,438	183	23	N/A
03/28/19	Thursday	1,933	247	2,394	192	14	N/A
03/29/19	Friday	1,831	312	2,377	213	3	N/A

03/30/19	Saturday	602	337	1,059	67	4	N/A
03/31/19	Sunday	476	228	918	64	3	N/A
04/01/19	Monday	1,844	194	2,244	207	8	N/A
04/02/19	Tuesday	1,977	215	2,424	204	7	N/A
04/03/19	Wednesday	1,982	226	2,393	225	5	N/A
04/04/19	Thursday	1,992	231	2,415	221	6	N/A
04/05/19	Friday	1,734	257	2,169	116	1	N/A
04/06/19	Saturday	552	274	952	44	3	N/A
04/07/19	Sunday	436	221	808	34	4	N/A
04/08/19	Monday	1,871	217	2,341	224	3	N/A
04/09/19	Tuesday	2,057	227	2,464	217	9	N/A
04/10/19	Wednesday	2,061	255	2,508	251	15	N/A
04/11/19	Thursday	2,058	249	2,599	279	9	N/A
04/12/19	Friday	1,859	317	2,453	217	7	N/A
04/13/19	Saturday	514	248	892	76	4	N/A
04/14/19	Sunday	457	215	740	50	2	N/A
04/15/19	Monday	1,797	210	2,199	207	9	N/A
04/16/19	Tuesday	2,087	233	2,529	275	8	N/A
04/17/19	Wednesday	2,039	211	2,460	248	9	N/A
04/18/19	Thursday	1,961	273	2,455	233	20	N/A
04/19/19	Friday	1,778	251	2,275	256	3	N/A
04/20/19	Saturday	524	254	829	50	2	N/A
04/21/19	Sunday	384	143	558	45	2	N/A
04/22/19	Monday	1,963	223	2,380	282	6	N/A
04/23/19	Tuesday	2,088	260	2,695	289	8	N/A
04/24/19	Wednesday	1,926	249	2,377	293	5	N/A
04/25/19	Thursday	2,026	279	2,505	267	12	N/A
04/26/19	Friday	1,907	342	2,537	267	7	N/A
04/27/19	Saturday	872	407	1,539	71	0	N/A
04/28/19	Sunday	490	222	748	52	5	N/A
04/29/19	Monday	1,935	227	2,226	263	6	N/A
04/30/19	Tuesday	2,088	238	2,542	287	8	N/A
05/01/19	Wednesday	2,073	233	2,538	310	6	N/A
05/02/19	Thursday	2,069	378	2,621	260	4	N/A
05/03/19	Friday	1,942	271	2,564	294	6	N/A
05/04/19	Saturday	489	180	738	62	1	N/A
05/05/19	Sunday	432	228	678	56	3	N/A
05/06/19	Monday	1,993	212	2,414	283	6	N/A
05/07/19	Tuesday	2,115	246	2,604	287	4	N/A
05/08/19	Wednesday	2,101	236	2,580	335	5	N/A
05/09/19	Thursday	2,155	241	2,634	354	8	N/A
05/10/19	Friday	1,953	312	2,538	303	7	N/A
05/11/19	Saturday	579	214	937	60	3	N/A
05/12/19	Sunday	700	397	1,282	63	4	N/A
05/13/19	Monday	2,078	229	2,507	310	3	N/A
05/14/19	Tuesday	2,117	174	2,523	336	9	N/A
05/15/19	Wednesday	1,960	190	2,334	145	5	Storm

05/16/19	Thursday	1,987	246	2,463	189	2	N/A
05/17/19	Friday	1,847	419	2,513	230	6	N/A
05/18/19	Saturday	342	149	571	21	0	Storm
05/19/19	Sunday	483	116	600	32	0	N/A
05/20/19	Monday	1,967	250	2,448	286	5	N/A
05/21/19	Tuesday	2,008	214	2,454	251	2	N/A
05/22/19	Wednesday	2,178	262	2,719	325	8	N/A
05/23/19	Thursday	2,160	243	2,588	303	13	N/A
05/24/19	Friday	1,846	364	2,496	281	12	N/A
05/25/19	Saturday	594	221	1,055	88	2	Kids/Veterans Ride Free
05/26/19	Sunday	554	250	1,195	35	3	Kids/Veterans Ride Free
05/27/19	Monday	567	253	1,229	54	3	Holiday
05/28/19	Tuesday	2,049	256	2,454	288	7	N/A
05/29/19	Wednesday	2,058	225	2,556	313	8	N/A
05/30/19	Thursday	2,047	301	2,659	316	10	N/A
05/31/19	Friday	1,854	354	2,544	285	11	N/A
06/01/19	Saturday	489	196	825	53	0	Kids ride free
06/02/19	Sunday	322	109	559	72	2	Kids ride free
06/03/19	Monday	1,864	278	2,490	271	4	N/A
06/04/19	Tuesday	2,003	232	2,573	313	5	N/A
06/05/19	Wednesday	2,079	299	2,613	318	17	N/A
06/06/19	Thursday	1,973	233	2,507	306	5	N/A
06/07/19	Friday	1,823	303	2,472	279	7	N/A
06/08/19	Saturday	378	156	648	41	1	Kids ride free/San Rafael Station Closed
06/09/19	Sunday	482	267	791	54	0	Kids ride free/San Rafael Station Closed
06/10/19	Monday	1,762	200	2,148	289	4	N/A
06/11/19	Tuesday	1,844	225	2,351	276	2	N/A
06/12/19	Wednesday	1,868	215	2,338	289	6	N/A
06/13/19	Thursday	1,872	244	2,405	279	6	N/A
06/14/19	Friday	1,766	339	2,412	276	2	N/A
06/15/19	Saturday	501	241	904	49	1	Kids ride free
06/16/19	Sunday	547	257	1,219	59	5	Kids ride free
06/17/19	Monday	1,876	241	2,323	290	9	N/A
06/18/19	Tuesday	1,964	237	2,350	325	5	N/A
06/19/19	Wednesday	2,017	313	2,640	309	11	N/A
06/20/19	Thursday	1,926	328	2,510	323	8	N/A
06/21/19	Friday	1,914	341	2,540	281	8	N/A
06/22/19	Saturday	509	179	860	57	2	Kids ride free
06/23/19	Sunday	464	151	775	39	0	Kids ride free
06/24/19	Monday	1,845	282	2,421	278	6	N/A
06/25/19	Tuesday	1,974	253	2,522	301	6	N/A
06/26/19	Wednesday	2,023	308	2,511	303	4	N/A
06/27/19	Thursday	1,710	205	1,594	174	3	Train Trips Annulled
06/28/19	Friday	1,477	226	1,700	201	5	Train Trips Annulled
06/29/19	Saturday	466	159	872	44	1	Kids ride free
06/30/19	Sunday	446	190	827	64	2	Kids ride free
07/01/19	Monday	1,707	271	2,125	256	2	Train Trips Annulled

07/02/19	Tuesday	1,873	246	2,401	308	8	N/A
07/03/19	Wednesday	2,064	472	3,028	312	7	Marin County Fair (MCF)
07/04/19	Thursday	666	266	1,340	89	2	Holiday/Kids ride free/MCF
07/05/19	Friday	1,574	470	2,571	200	9	MCF
07/06/19	Saturday	817	325	1,477	69	0	Kids ride free/MCF
07/07/19	Sunday	628	229	1,225	62	6	Kids ride free/MCF
07/08/19	Monday	1,726	274	2,067	283	7	N/A
07/09/19	Tuesday	1,965	327	2,590	302	9	Train Trips Annulled
07/10/19	Wednesday	1,938	313	2,466	279	8	N/A
07/11/19	Thursday	1,906	314	2,549	279	7	N/A
07/12/19	Friday	1,590	266	2,019	223	10	Train Trips Annulled
07/13/19	Saturday	479	173	829	89	3	Kids ride free
07/14/19	Sunday	452	198	923	78	4	Kids ride free
07/15/19	Monday	1,650	199	2,059	250	1	Train Trips Annulled
07/16/19	Tuesday	1,776	246	2,297	275	4	Train Trips Annulled
07/17/19	Wednesday	1,877	329	2,492	294	10	N/A
07/18/19	Thursday	1,825	258	2,410	289	6	N/A
07/19/19	Friday	1,712	310	2,380	255	4	N/A
07/20/19	Saturday	697	336	1,350	71	2	Kids ride free
07/21/19	Sunday	436	255	990	62	6	Kids ride free
07/22/19	Monday	1,753	257	2,317	280	3	N/A
07/23/19	Tuesday	1,805	288	2,425	261	4	N/A
07/24/19	Wednesday	1,943	301	2,560	253	8	N/A
07/25/19	Thursday	1,863	268	2,481	257	3	N/A
07/26/19	Friday	1,738	425	2,590	295	9	N/A
07/27/19	Saturday	482	156	844	36	5	Kids ride free
07/28/19	Sunday	420	225	879	49	4	Kids ride free
07/29/19	Monday	1,672	218	2,131	286	5	N/A
07/30/19	Tuesday	1,845	282	2,419	300	6	N/A
07/31/19	Wednesday	1,949	298	2,617	324	6	N/A
08/01/19	Thursday	1,962	282	2,660	299	4	N/A
08/02/19	Friday	1,686	365	2,397	288	6	N/A
08/03/19	Saturday	541	195	927	70	2	Kids ride free
08/04/19	Sunday	456	188	862	47	5	Kids ride free
08/05/19	Monday	1,727	229	2,293	283	4	N/A
08/06/19	Tuesday	1,904	307	2,518	318	2	N/A
08/07/19	Wednesday	2,005	324	2,640	301	6	N/A
08/08/19	Thursday	1,938	288	2,516	272	6	N/A
08/09/19	Friday	1,834	283	2,344	263	7	N/A
08/10/19	Saturday	448	155	1,180	96	13	Kids ride free/Bus Bridge
08/11/19	Sunday	420	208	802	49	4	Kids ride free/Bus Bridge
08/12/19	Monday	1,835	263	2,412	340	7	N/A
08/13/19	Tuesday	1,988	242	2,561	346	4	N/A
08/14/19	Wednesday	1,996	293	2,567	347	12	N/A
08/15/19	Thursday	1,925	216	2,462	291	6	N/A
08/16/19	Friday	1,679	266	2,267	287	2	N/A
08/17/19	Saturday	518	169	1,047	67	0	Kids ride free

08/18/19	Sunday	417	185	820	79	1	Kids ride free
08/19/19	Monday	1,978	240	2,568	346	6	N/A
08/20/19	Tuesday	2,141	271	2,800	406	7	N/A
08/21/19	Wednesday	2,121	343	2,783	372	20	N/A
08/22/19	Thursday	2,060	244	2,606	358	10	N/A
08/23/19	Friday	1,927	321	2,579	323	10	N/A
08/24/19	Saturday	466	173	851	106	1	Kids ride free
08/25/19	Sunday	522	184	954	72	4	Kids ride free
08/26/19	Monday	2,060	261	2,684	355	3	N/A
08/27/19	Tuesday	2,229	329	2,863	409	14	N/A
08/28/19	Wednesday	2,215	279	2,789	393	13	N/A
08/29/19	Thursday	2,261	296	2,925	406	10	N/A
08/30/19	Friday	2,009	322	2,624	325	10	N/A
08/31/19	Saturday	593	212	1,051	85	7	Kids ride free
09/01/19	Sunday	646	281	1,165	82	3	Kids ride free
09/02/19	Monday	563	249	1,083	100	3	Kids ride free/Holiday
09/03/19	Tuesday	2,121	250	2,602	350	11	N/A
09/04/19	Wednesday	2,234	274	2,834	396	15	N/A
09/05/19	Thursday	2,151	256	2,788	378	10	N/A
09/06/19	Friday	1,997	274	2,667	323	10	N/A
09/07/19	Saturday	509	143	748	71	8	N/A
09/08/19	Sunday	439	169	738	77	2	N/A
09/09/19	Monday	2,046	258	2,617	360	7	N/A
09/10/19	Tuesday	2,188	259	2,764	376	8	N/A
09/11/19	Wednesday	2,281	269	2,887	367	11	N/A
09/12/19	Thursday	2,313	305	2,994	429	12	N/A
09/13/19	Friday	1,891	292	2,469	283	6	N/A
09/14/19	Saturday	581	309	1,009	67	1	N/A
09/15/19	Sunday	434	183	759	78	8	N/A
09/16/19	Monday	1,992	225	2,564	354	6	N/A
09/17/19	Tuesday	2,208	239	2,733	409	10	N/A
09/18/19	Wednesday	2,121	271	2,643	352	13	N/A
09/19/19	Thursday	2,143	261	2,664	347	15	N/A
09/20/19	Friday	1,987	342	2,728	328	10	N/A
09/21/19	Saturday	510	239	853	57	7	N/A
09/22/19	Sunday	500	187	772	83	10	N/A
09/23/19	Monday	2,091	249	2,700	372	8	N/A
09/24/19	Tuesday	2,161	232	2,669	391	8	N/A
09/25/19	Wednesday	2,190	260	2,673	390	10	Train Trips Annulled
09/26/19	Thursday	2,247	268	2,761	370	7	Train Trips Annulled
09/27/19	Friday	1,977	326	2,653	323	6	N/A
09/28/19	Saturday	629	254	1,117	84	8	N/A
09/29/19	Sunday	415	213	705	84	1	N/A
09/30/19	Monday	2,068	223	2,615	351	10	N/A
10/01/19	Tuesday	2,228	314	2,817	388	7	N/A
10/02/19	Wednesday	2,264	280	2,765	384	7	N/A
10/03/19	Thursday	2,183	262	2,814	381	12	N/A

10/04/19	Friday	2,004	287	2,692	321	12	N/A
10/05/19	Saturday	550	164	886	54	8	N/A
10/06/19	Sunday	429	211	701	47	5	N/A
10/07/19	Monday	2,083	273	2,597	387	12	N/A
10/08/19	Tuesday	2,130	218	2,526	402	9	N/A
10/09/19	Wednesday	1,596	174	1,997	313	9	Public Safety Power Shutoff (PSPS)
10/10/19	Thursday	1,886	203	2,312	329	5	PSPS
10/11/19	Friday	1,886	271	2,488	291	11	PSPS
10/12/19	Saturday	605	211	925	76	4	N/A
10/13/19	Sunday	414	140	726	47	3	N/A
10/14/19	Monday	1,891	298	2,439	293	5	Columbus Day
10/15/19	Tuesday	2,123	246	2,660	386	5	N/A
10/16/19	Wednesday	2,115	264	2,619	347	15	N/A
10/17/19	Thursday	2,060	245	2,481	352	8	N/A
10/18/19	Friday	1,880	336	2,525	298	12	N/A
10/19/19	Saturday	429	179	640	59	0	Annulled Train Trip
10/20/19	Sunday	407	165	736	69	4	N/A
10/21/19	Monday	2,036	250	2,517	356	11	N/A
10/22/19	Tuesday	2,121	240	2,690	386	9	N/A
10/23/19	Wednesday	2,141	233	2,703	375	23	PSPS
10/24/19	Thursday	2,020	205	2,512	353	10	PSPS/Train Trips Annulled
10/25/19	Friday	1,794	264	2,362	277	16	PSPS + Kincade Fire
10/26/19	Saturday	255	98	434	38	2	PSPS + Kincade Fire
10/27/19	Sunday	7	6	0	0	0	Annulled service due to Kincade fire/PSPS
10/28/19	Monday	3	1	0	0	0	Annulled service due to Kincade fire/PSPS
10/29/19	Tuesday	0	6	0	0	0	Annulled service due to Kincade fire/PSPS
10/30/19	Wednesday	27	20	1,327	122	5	Free Service/No stops @ SCA & SRN Stations
10/31/19	Thursday	101	37	2,331	283	9	Free Service
11/01/19	Friday	69	21	3,195	288	18	Free Service
11/02/19	Saturday	0	21	2,009	167	6	Free Service
11/03/19	Sunday	0	19	2,424	144	11	Free Service
11/04/19	Monday	0	39	3,259	406	32	Free Service
11/05/19	Tuesday	1	27	3,616	423	21	Free Service
11/06/19	Wednesday	2	28	3,617	404	11	Free Service
11/07/19	Thursday	380	48	2,763	367	13	Free Service
11/08/19	Friday	304	64	3,112	382	14	Free Service
11/09/19	Saturday	292	97	414	23	2	Bus Bridge/Modified Service
11/10/19	Sunday	305	53	493	26	1	Bus Bridge/Modified Service
11/11/19	Monday	1,392	245	2,202	219	9	Veteran's Day (Regular Service)/Vets Ride Free
11/12/19	Tuesday	2,053	242	2,648	359	11	N/A
11/13/19	Wednesday	2,105	201	2,517	294	10	Train Trips Annulled
11/14/19	Thursday	2,076	268	2,589	350	7	N/A
11/15/19	Friday	1,954	303	2,682	269	14	N/A
11/16/19	Saturday	393	189	737	61	6	N/A
11/17/19	Sunday	354	126	666	51	3	N/A
11/18/19	Monday	2,029	266	2,668	363	12	N/A
11/19/19	Tuesday	2,063	290	2,682	391	6	N/A



11/20/19	Wednesday	2,084	234	2,578	311	9	N/A
11/21/19	Thursday	2,147	386	2,909	371	7	N/A
11/22/19	Friday	1,905	279	2,558	330	9	N/A
11/23/19	Saturday	465	182	776	69	2	N/A
11/24/19	Sunday	322	131	583	65	7	N/A
11/25/19	Monday	1,850	264	2,495	322	12	N/A
11/26/19	Tuesday	1,685	232	2,282	190	4	Storm
11/27/19	Wednesday	1,493	391	2,157	160	8	Storm
11/28/19	Thursday	0	21	738	35	3	Holiday/Free Service
11/29/19	Friday	1	41	2,160	49	6	Holiday/Free Service
11/30/19	Saturday	1	25	1,437	13	3	Free Service/Rain