



**BOARD OF DIRECTORS
MEETING AGENDA
April 20, 2022 – 1:30 PM**

In accordance with AB 361, Sonoma-Marin Area Rail Transit District Resolution No. 2021-24, Governor Newsom's March 4, 2020, State of Emergency due to the COVID-19 pandemic and Marin and Sonoma Counties Health Officials recommendations to continue measures that promote social distancing the SMART Board of Directors Meeting will continue to be held virtually through Zoom.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

ZOOM TELECONFERENCE INSTRUCTIONS

PUBLIC COMMENT PRIOR TO MEETING:

If you wish to make a comment you are strongly encouraged to please submit your comment by 5:00 p.m. on Tuesday, April 19, 2022 at <https://www.surveymonkey.com/r/SMARTBoardComments>

PUBLIC COMMENT DURING THE MEETING:

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

1. Call to Order
2. Approval of the April 6, 2022 Board Meeting Minutes
3. Board Member Announcements
4. General Manager's Report
5. Public Comment on Non-Agenda Items

Consent Calendar

- 6a. Accept Monthly Ridership Report – March 2022
- 6b. Approval of Old Town Glass Novato Lease Renewal with 90-Day Notice of Termination Provision

Regular Calendar

- 7. Approve a Resolution to revise Appendix B to Fiscal Year 2021-2022 Budget; reclassify the Senior Administrative Analyst to Budget and Grants Analyst; and adjust the pay scale authority related to the reclassification changes – *Presented by Heather McKillop*
- 8. Approve a Resolution to Amendment Fiscal Year 2021-2022 Freight Budget in an amount of request is \$304,428 – *Presented by Heather McKillop*
- 9. Fiscal Year 2022-23 Budget Overview Presentation – *Presented by Heather McKillop*
- 10. Approve a Recognition Resolution of Farhad Mansourian for his Service as SMART's General Manager – *Presented by Chair Rabbitt*
- 11. Next Regular Meeting of the Board of Directors, May 4, 2022 – 1:30 PM
- 12. Adjournment

DISABLED ACCOMODATIONS:

Upon request, SMART will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, service, or alternative format requested at least two (2) days before the meeting. Requests should be emailed to Leticia Rosas-Mendoza, Clerk of the Board at lrosas@sonomamarintrain.org or submitted by phone at (707) 794-3072. Requests made by mail SMART's, 5401 Old Redwood Highway, Suite 200, Petaluma, CA 94954 must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
April 6, 2022 - 1:30 PM**

In accordance with AB 361, Sonoma-Marina Area Rail Transit District Resolution No. 2021-24, Governor Newsom's March 4, 2020, State of Emergency due to the COVID-19 pandemic, and Marin and Sonoma Counties Health Officials recommendations to continue measures that promote social distancing, the SMART Board of Directors Meeting will continue to be held virtually through Zoom.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

1. Call to Order

Chair Rabbitt called the meeting to order at 1:32pm. Directors Bagby, Colin, Coursey, Fudge, Hillmer, Lucan and Pahre were present; Directors Arnold, Garbarino and Rogers absent; Director Connolly joined later.

2. Approval of the March 16, 2022, Board Meeting Minutes

MOTION: Director Hillmer moved approval of March 16, 2022, Board Meeting Minutes as presented. Director Colin second. The motion carried 7-0 (Director Connolly joined later; Director Pahre abstain; Directors Arnold, Garbarino and Rogers absent).

3. Board Members Announcements
None

4. General Manager's Report

General Manager Cumins provided a brief update on the following:

- Public Meetings
- SMART Highlight of the Month
- Ridership Update
- Community Outreach
- Weekend Service Changes

Public Meetings

SMART will continue to conduct SMART Board of Directors meetings virtually, with SMART staff being physically present and the Board Directors and public, meeting on Zoom. General Manager

Cumins stated that guidance could change with the lifting of restrictions and virtual or in person Board meetings will be reconsidered in the future.

SMART Highlight of the Month

Two (2) SMART employees, Daniel Foster and Tomas Arellanes, successfully completed SMART's in-house Signal Technician Training Program and are now fully certified Signal Technicians.

Ridership Update

SMART's ridership continues to grow. SMART carried 35,240 passengers in the month of March. Weekly daily boardings have grown 43% since January and shows that ridership is trending in the right direction. General Manager Cumins said that in March, 16% of SMART's passengers used a bicycle in conjunction with the train to solve their last mile problem.

Community Outreach

General Manager Cumins spoke at 5 events in the past month, which included: 1) San Rafael Chamber of Commerce Government Affairs Committee; 2) Marin Coalition; 3) Marin Forum; 4) Petaluma Rotary Club; and 5) San Rafael Rotary Club. The Communications and Marketing staff conducted two school platform safety briefing with a total of 95 students learning about being safe around trains and tracks. General Manager Cumins announced that staff will be conducting Strategic Planning Listening Sessions, which are scheduled for: Ridership – April 6 at 6:30 PM; Pathways – April 13 at 6:30 PM; Extensions – April 20 at 6:30 PM; and Freight – April 27 at 6:30 PM

Weekend Service Changes

General Manager Cumins announced that SMART will be reinstating Sunday service on May 1, 2022. Sunday service would operate on the same as schedule as Saturday service with minor changes to the schedule to create a more consistent 25-minute transfer time between the train and ferry due to changes recently made to the Larkspur Ferry schedule by Golden Gate.

Director Connolly joined at 1:38pm

5. Public Comment on Non-Agenda Items

Dani Sheehan stated that the articles in the Marin IJ and Press Democrat were very positive. The articles are posted on the Friends of SMART website and Facebook site.

Rick Coates thanked General Manager Cumins and staff for starting Sunday service on May 1st. He likes the new fare structure which includes the price for train and ferry.

David Simecek stated that the train is very clean and nice. He is happy for Sunday service.

6. Consent

- a. Consider and Approve a Resolution to continue virtual Tele/Video Conference Meetings during the COVID-19 State of Emergency
- b. Approval of Monthly Financial Reports
- c. Approve Contract Amendment No 3 with Masabi, LLP

- d. Authorize the General Manager to Award Contract No. MK-PS-22-001 to Vector Media Holding Corporation to sell and manage advertising space onboard SMART's trains and facilities at no cost to SMART

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

Comments

Director Coursey asked if there are incentives for local vendors. Procurement Manager, Ken Hendricks responded that local vendors are encouraged to submit proposals, and at this time SMART does not have any specific preference regarding local vendors.

Vice Chair Pahre asked if SMART has control of what is advertised on the outside of the Train. Mr. Hendricks responded that SMART does have control at the time the proposal is submitted.

MOTION: Vice Chair Pahre moved approval of the Consent Agenda as presented. Director Coursey second. The motion carried 9-0 (Directors Arnold, Garbarino and Rogers absent)

7. Downtown San Rafael Gate Down Timing Study Presentation (*Informational Item*) – Presented by Aaron Parkes

General Manager Cumins stated that while speaking in Marin County he heard a lot about traffic congestion caused by the gate arm downtime in San Rafael in addition to concerns directly from Director Colin. He asked staff to determine what actions can be taken to improve congestion. He introduced Aaron Parkes, who provided a presentation that is available on the website. Highlights include:

Overview:

- Traffic movements through the at grade crossing at 2nd and 3rd Street, San Rafael
- Goals of Study

Study – Data – Average Gate Down Times

- Reviewed over 580 activations at 2nd Street
- Activations were divided into categories
- What did we learn?
- On average, gate down times for passing trains were 3x higher than single train movements

Study – Data – Minimum Gate Down Times

- What did we learn?
- A single train movement was studied
- A passing train movement was studied

Key Takeaways

- Southbound trains that have longer than normal dwell times at San Rafael Station result in longer gate down times
- Trains that pass one another at San Rafael Station can cause longer gate down times due to the time required for the southbound train to stop, dwell at the station, and clear the crossings

Improvement Plan

- Arrive southbound at San Rafael Station on time instead of early
- Delay northbound departures from Larkspur by ~2 minutes

Potential Improvement

- SMART's current weekday schedule includes 3 activations that involve trains passing at San Rafael
- When SMART returns to its pre-pandemic schedule, trains will pass in San Rafael as many as fourteen times a day

Current Operation – Trains Pass at Station

- Visual of trains passing

Proposed Operation – Trains Pass at 2nd Street

- Visual of trains passing

Comments

Director Colin thanked General Manager Cumins and staff for reviewing and proposing the new changes. She suggested comparing the data in 6 months.

Director Connolly stated that this has been a long time in the works, and he is glad to see these improvements being made. He would like to receive an update on the collaborating traffic light timing work with the City of San Rafael. Mr. Parkes responded that staff has been working with the City of San Rafael and will provide an update at a future board meeting.

8. Approve a Resolution Creating a Non-PERS Medical Group and Electing to be subject to the Public Employees Medical and Hospital Care Act at an unequal amount for Freight Division Employees and Annuitants – *Presented by Heather McKillop*

Chief Financial Officer, Heather McKillop stated that on January 5, 2022, the Board approved expenditure and positions associated with freight service. It was determined that 6 fulltime positions were needed to operate and maintain the Freight Division. These employees will be subject to Federal Railroad Retirement and not part of CalPERS. It was stated that they would receive the same medical benefits that our current employees have.

CalPERS suggested creating a separate “non-PERS” medical group for the freight division employees.

Staff recommends adopting the Resolution provided by CalPERS to support the second plan to cover medical benefits for Freight District Employees.

MOTION: Director Hillmer moved to Approve a Resolution Creating a Non-PERS Medical Group and Electing to be subject to the Public Employees Medical and Hospital Care Act at an unequal amount for Freight Division Employees and Annuitants as presented. Director Lucan second. The motion carried 9-0 (Directors Arnold, Garbarino and Rogers absent)

9. Authorize the General Manager to Award a Purchase Order to Aspen Equipment Co. for the purchase of one (1) Hi-Rail Track Inspector Truck in the amount of \$117,247.75 – *Presented by Ken Hendricks*

Procurement Manager, Ken Hendricks stated that SMART's Maintenance of Way and Signals Department require specialized track inspector vehicles to perform inspection and maintenance work along SMART's right-of-way. These vehicles are custom built for railroads to provide the ability to operate on the tracks providing access to areas of SMART's right-of-way that are typically inaccessible using standard road vehicles.

One of SMART's existing Hi-Rail Track Inspector Trucks is aging and will need to be replaced. It is critical that our operations team has reliable vehicles to perform the required Federal Railroad Administration ("FRA") inspections and maintenance activities to ensure a safe and reliable service to our passengers, and to ensure timely response during emergency response situations when they arise.

An Invitation for Bid was issued, and SMART received a total of two bids in response from the following bidders: 1) Aspen Equipment Co and 2) Custom Truck One Source. Upon completion of the bid review, SMART determined that Aspen Equipment Co submitted the lowest responsive responsible bid.

Therefore, staff recommends authorizing the General Manager to award a Purchase Order to Aspen Equipment Co. for the purchase of one Hi-Rail Track Inspector Truck in the amount of \$117,247.75.

Comments

Vice Chair Pahre asked how many of these types of vehicles does SMART own. Mr. Hendricks responded that there are two at this time and Operations staff continues to evaluate when additional vehicles are needed.

MOTION: Director Lucan moved to Authorize the General Manager to Award a Purchase Order to Aspen Equipment Co. for the purchase of one (1) Hi-Rail Track Inspector Truck in the amount of \$117,247.75 as presented. Director Coursey second. The motion carried 9-0 (Directors Arnold, Garbarino and Rogers absent)

10. Authorize the General Manager to award Contract No. OP-PS-21-005 to Urban Transportation Associates, Inc. in an amount of \$336,684 to design, furnish, and install an Automatic Passenger Counter System on board SMART's eighteen (18) trains – *Presented by Ken Hendricks*

Procurement Manager, Ken Hendricks stated that counting ridership is challenging due to its "open system" design, meaning that riders are not required to funnel through turnstiles or other gates for entry like other transit agencies. Since start of passenger service, SMART's Engineer-Conductors have been tasked with manually counting passengers on the trains, which have allowed us to count not only passengers, but bicycles and wheelchairs as well. In addition to these manual counts, staff review reports from Clipper and SMART's Mobile Fare application which provide limited data based on riders using these fare medias. Finally, SMART contracts with a third-party consultant to perform the onboard counts required for submittal to the Federal

Transit Administration's ("FTA") National Transit Database ("NTD") in accordance with the NTD Sampling requirements.

Staff identified that implementing an Automatic Passenger Counter ("APC") system would relieve SMART of the need to contract with a third-party to perform the NTD-required sampling counts, remove the manual counting process being performed by our Engineer-Conductors, and add a systematic and highly accurate method for counting passengers, bicycles, and wheelchairs. SMART secured grant funding through the SB1 Local Partnership Program Funds to pursue implementing this system.

SMART issued a Request for Proposal to procure the Automatic Passenger Counter (APC) System. This was a very competitive procurement with SMART receiving 8 responsive proposals. Following the evaluation of the technical proposals, the Selection Committee shortlisted the three firms for further review, evaluation and conducted reference checks and held interview/presentations with the three firms. Upon completion, the Selection Committee determined that Urban Transportation Associates, Inc. provides the best benefit to SMART.

Urban transportation Associates is a leading provider and integrator of APC systems in North America and has implemented or integrated APC systems and software solutions for more than 125 transit agencies including Sacramento Regional Transit, Utah Transit Authority, Muni of San Francisco, Capital Metro Transit Authority and Dallas Area Rapid Transit and others.

The APC system will have the capabilities of differentiating between adults, children bicycles and wheelchairs systematically and automatically. This project is anticipated to be implemented in approximately five months.

Therefore, staff recommends authorizing the General Manager to award Contract No. OP-PS-21-005 to Urban Transportation Associates, Inc. in an amount of \$336,684 to design, furnish, and install an Automatic Passenger Counter System on board SMART's eighteen (18) trains.

Comments

Director Coursey asked for clarification of the grant funds and if it is less costly that the way is being conducted at this time. Ms. McKillop responded that this system is more accurate than hand counting and will improve the reporting to the National Transit Database. The grant funds will be used for the implementation of the system with 5 years of warranty. Director Coursey asked who would maintain the system. Mr. Hendricks responded that SMART staff would maintain.

Vice Chair Pahre asked if staff receive additional information from this system versus manual count. General Manager Cumins responded that staff does not anticipate any negative issues with the system. Most transit system have this system; however, this system can help us improve and our Engineer-Conductors will have more time to interact with passengers.

Director Lucan stated that he is glad that the system will count not only passengers but also bicycles and wheelchairs. He would like to learn more about the technology that will be used. Mr. Hendricks responded that there will be sensors in all the entry doors that tracks objects and passengers. Mr. Cumins stated that the system will track passengers, bicycles, and wheelchairs

where they get off and on and it will be able to provide a better analysis of ridership. Director Lucan said that it seems that the system will provide more accurate information to staff.

Director Fudge stated that the public is not confident of the ridership counts since at this time there are three ways of complying the information. She hopes that the system will be able to show a more accurate and increased ridership count. The Engineer-Conductors check for fares and talk to passengers.

Director Bagby asked if the artificial intelligence software will be doing the work to analyze the visual data that the cameras are going to be collecting and extrapolating and learning over time. Mr. Hendricks responded yes.

MOTION: Director Fudge moved to Authorize the General Manager to award Contract No. OP-PS-21-005 to Urban Transportation Associates, Inc. in an amount of \$336,684 to design, furnish, and install an Automatic Passenger Counter System on board SMART's eighteen (18) trains as presented. Director Bagby second. The motion carried 9-0 (Directors Arnold, Garbarino and Rogers absent)

11. Authorize the General Manager to Execute Contract No. MK-PS-21-003 with Craft and Commerce, LLC in an amount of \$40,000 and not-to-exceed \$200,000 for each Fiscal Years 2023, 2024, and 2025 for marketing services - *Presented by Matt Stevens*

Communications and Marketing Manager, Matt Stevens, stated that marketing and brand awareness are critical elements to rebuilding ridership following the COVID-19 pandemic and expanding the community's awareness of the benefits that SMART brings to North Bay communities. Over the next three years, SMART anticipates several marketing challenges that will require a strong strategic marketing and public awareness consulting partner. This strategic partner will be utilized on an as-needed task basis. The consultant will be producing and executing high quality marketing campaigns, providing top notch graphic art and video elements, and placing and dynamically managing targeted media buys.

Each task order that the SMART team will initiate with the awarded consultant will not only include the set deliverables of the project, but also include after-action reports of the Key Performance Indicators ("KPIs") to measure the success and effectiveness of the task. Having a consistent and strategic partner when needed keeps SMART's marketing on-point; reaching SMART's audiences will be essential in the coming years.

SMART issued a Request for Proposal to procure this strategic marketing partner under Solicitation No. MK-PS-21-003. SMART received 8 responsive proposals from the following vendors:

1. A. Bright Idea, LLC
2. BB&B Business Group
3. Civic Edge Consulting
4. Craft & Commerce, LLC
5. D2 Creative, LLC
6. Pulsar Advertising, Inc.
7. Sartin Denny Productions, LLC dba The Engine is Red
8. The Glue, LLC

SMART's evaluation committee reviewed each proposal. The criteria included: the firm and key personnel qualifications, quality of samples of work, demonstrated history of performing similar work, and pricing. Following the review, the Selection Committee shortlisted three firms to move on to the final stage involving reference checks and interviews. After completing the reference checks and interviews with the three shortlisted firms, the Selection Committee determined that Craft & Commerce, LLC would be excellent strategic partner providing the overall best benefit to SMART.

SMART's Communications and Marketing team anticipates developing and executing a major marketing campaign beginning in the late spring and running through the summer of 2022.

Building on last year's successful Welcome Back campaign promoting reduced fares and the expanded post COVID-19 service schedule, the goal is to expand SMART's ridership beyond the commuter market and leverage the recreational and tourism markets in the North Bay and San Francisco Bay Area.

Therefore, staff recommends authorizing the General Manager to Award Contract No. MK-PS-21-003 to Craft & Commerce, LLC to provide marketing services on an as-needed task order basis with a not-to-exceed amount of \$40,000 for Fiscal Year 2022 and a not-to-exceed amount of \$200,000 each for Fiscal Year 2023, 2024, and 2025. In addition to the initial three-year term, this contract has two additional one-year options to extend the contract at SMART's discretion.

Comments

Rick Coates thanked staff and General Manager Cumins for concentrating on improving the relationship between the tourist industry and SMART. This is an important step forward for ridership. He said the Eco Ring sent a position paper to SMART, which addressed items to improve that relationship between the tourist industry.

Mike Peckner suggested having three car trains on October 2, 2022, for the Diabetic Association event. The event starts at Sonoma State University

MOTION: Director Hillmer moved to Authorize the General Manager to Execute Contract No. MK-PS-21-003 with Craft and Commerce, LLC in an amount of \$40,000 and not-to-exceed \$200,000 for each Fiscal Years 2023, 2024, and 2025 for marketing services as presented. Vice Chair Pahre second. The motion carried 9-0 (Directors Arnold, Garbarino and Rogers absent)

12. Approve Resolutions Authorizing the Annual Filing of Grant Applications for Various State and Federal Fund Programs for a Total of \$18,735,803 in Fiscal Year 2022-2023 Budget Operations Grant Support – *Presented by Joanne Parker*

Programming and Grants Manager, Joanne Parker stated that the item before the Board today is to approve the resolutions to consolidate the annual filing of grant applications for various State and Federal Fund programs for a total amount of \$18,735,803 in Fiscal Year 2022-23. The following funds are from:

- Federal Transit Administration (FTA); and
- one-time FTA discretionary Formula 5307 funds from American Rescue Plan COVID-relief program for Operations; and

- State Transit Assistance (STA) Program funding for Operations; and
- State Rail Assistance (SRA) Program funding for Operations; and
- State Low Carbon Transit Program (LCTOP) funding to Restart Rail Operations on SMART (Post-Pandemic); and
- State Transit Assistance – State of Good Repair (STA-SGR) funding for SMART Capital Spare Parts.

The funds sources are from the following: Federal excise tax on gasoline, sales tax on diesel fuel, and California Cap and Trade proceeds into the Greenhouse Gas Reductions fund. Each grant fund source has its own unique applicant eligibility requirements that SMART fulfills with the normal course of business. The FTA formula funds are for Direct Grantee agencies who agree to abide by the FTA's requirements in technical, legal, and financial areas. Included in the FTA Direct Grantee eligibility requirements are four Civil Rights programs and policies that have been adopted and implemented by SMART, with three of these being updated every three years. These Civil Rights programs include Americans with Disabilities Act compliance; Title VI Non-Discrimination Program and Policy, including a Limited English Proficiency and Public Participation Plan; Disadvantaged Business Enterprise Program as part of District procurement; and Equal Employment Opportunity Program as part of District hiring practices.

As part of the eligibility process, SMART reports service data into the National Transit Database (NTD). Nationally, NTD data is used to determine how FTA funds are distributed across Urbanized Areas. Approximately 95% of SMART's service data is reported into the Santa Rosa Urbanized Area and the FTA formula funds.

Comments

Steve Birdleough stated that he is very impressed with Ms. Parker for staying on top of all the complexity of transit funding.

Chair Rabbitt thanked Ms. Parker for all her work on leveraging funds.

MOTION: Director Coursey moved to Approve Resolutions Authorizing the Annual Filing of Grant Applications for Various State and Federal Fund Programs for a Total of \$18,735,803 in Fiscal Year 2022-2023 Budget Operations Grant Support as presented. Director Colin second. The motion carried 9-0 (Directors Arnold, Garbarino and Rogers absent)

13. State Route 37 Highway Improvements and SMART Draft White Paper (*Information/Discussion*) - Presented by Bill Gamlen

Chief Engineer, Bill Gamlen provided a presentation that will be available on the website. Highlights include:

State Route 37- SMART White Paper

- Importance of SMART Railroad Line from Novato to Napa
- Opportunities to integrate the railroad into the State Route 37 Improvements

State Route 37 – Challenges

- Flooding
- Congestion

State Route 37 – Planning Segments

- Segment A: US101 to Hwy121
- Segment B: Hwy121 to Mare Island
- Segment C: Mare Island to Interstate 80

State Route 37 – Improvements

Make State Route 37 more resilient

SMART – Brazos Branch to Napa

Illustrated a map of the area

SMART State Route 37 White Paper

Existing Railroad

SMART Freight Service

- Interface
- Freight
- Critical Connection

State Rail Plan

Novato – Suisun Alignment

Brazos Branch

Illustrated a map

SMART State Route 37 White Paper

Integrated State Route 37 Multi-Modal Facility – Vehicular; Railroad; Non-Motorized (bicycles & pedestrians); Environmental enhancement opportunities

State Route 37 – Multi Modal Facility

- Alternative A1
- Opportunities

SMART State Route 37 White Paper – Recommendations

- At a minimum, ensure that State Route 37 improvements maintain and do not negatively impact freight rail service to meet Federal Common Carrier obligations.
- Include California State Rail Plan recommendations and objectives in advancing freight and passenger rail improvements in the State Route 37 Corridor.
- Take advantage of the proximity of an existing rail line to develop an innovative multi-modal facility that integrates vehicles, freight, passenger rail, bicycles, and pedestrians.
- Leverage the opportunities of a combined State Route 37 and SMART Rail Corridor to restore wetlands and preserve critical habitats.

Comments

Chair Rabbitt stated that Highway 37 project still needs funding to make the vision come to reality it would be only the second project in the State that truly remediated the environment, instead of mitigated. There is so much opportunity within that site to enhance the environment, rather

than dealing with a mitigation bank after the fact, it can be part of the design solution and raise the roadway out of the bay mud. He has envisioned Highway 37 having a railroad down the median and connecting over to Vallejo and freight service to Suisun. He asked how passenger service would work in the existing alignment versus the proposed. Mr. Gamlen responded that the route through Schellville and Suisun makes the most sense for passenger; however, staff has not studied or looked at traffic patterns passenger and origins destination. There may be opportunities to streamline the alignment and still serve the Sonoma population.

Director Lucan thanked Mr. Gamlen for the report. He asked if later he can make the same presentation to the different stakeholders and members who serve on the Policy Committee. Mr. Gamlen responded that he has been working with Sonoma County Transportation Authority and tentatively have us on the agenda for the Executive Committee in May and the Policy Committee in June. Director Lucan said that as his time on that committee there is interest and excitement about the project. He asked how we position the project, knowing that that ultimate project is going to have a hefty cost. Mr. Gamlen responded that there is a tremendous amount of funds with the infrastructure bill and other opportunities to that the project can be folded into those potential funds

Ms. Parker said that staff is excited about some prospects with the federal reauthorization and five year plan. Regarding passenger rail and the FRA programs grew from \$12 billion over five years in the last measure, to \$102 billion in the current five year federal plan just for passenger rail programs. She said there is strong opportunity in this corridor for potential funding. Staff is working with Metropolitan Transportation Commission (MTC) as a partner, however there are limitations, as you all know from the numerous items we've discussed at the Board. SMART is not in Plan Bay Area in the financially constrained plan for either the east, west corridor, or extensions North. MTC is limiting itself to endorsing projects that are in Plan Bay area.

Director Fudge suggested sending a copy of the white paper to the State Rail planners and Senator McGuire and to widely circulate this, so it gets included in various plans. This is very exciting and would like to keep it in front of everybody who might have other sources resources for SMART. Mr. Gamlen agrees to widely distribute the Highway 37 White Paper to more than just the policy committee.

Director Coursey thanked Mr. Gamlen and staff for not letting difficulty and expense limit the possibilities that we put in front of ourselves. This is exactly what's needed, a true multimodal project.

Director Bagby stated that having a separate road and freight policy goes hand and hand and this White Paper illustrates that. The presentation that the Board received in March on Regional Transit Network Integration clearly shows a vision at the State level. She looks forward to this White Paper being a multimodal pathway for everybody to share.

Director Connolly thanked Mr. Gamlen for the comprehensive nature of this work. The vision that is presented and how it ties into our goals. He is on the Steering Committee for Highway 37. The fact that the project is about enhancing the environment, protecting our communities against sea level rise and as it is a transportation project; there is a vision of multimodal ways of people to travel through our corridor. During the planning process on Highway 37, these goals must be kept in mind.

Director Hillmer stated that this is an exciting project especially because of the connection concept, He thanked Mr. Gamlen on behalf of the Board for his elevated thinking.

Chair Rabbitt stated that Senators Dodd and McGuire have been intimately involved in the Highway 37 project, and they are aware of the multimodal aspect. His personal vision is that the existing right-of-way would be a great Class 1 bike path the way that it goes up into Schellville. A better solution would be if you exchange the existing railroad right-of-way with a bike path and put the track over where the passenger train or their vehicles are going to be. He encouraged the Board, staff and public to view the Resilient 37 project on the Metropolitan Transportation Commission website. Last week Congressman Huffman was briefed regarding Highway 37 and the availability of some of the Infrastructure Bill funds, this project expense can be approximately \$5 billion.

Rick Luttmann stated that he didn't see the word/agency Amtrak in that document, and it is a serious omission. It has been noted that there is a connection between SMART tracks and the National Railroad network at Suisun, and this is important for freight. He lives in Rohnert Park, and he would be delighted to be able to take a train over to Suisun and connect with the Capital Corridor trains and Amtrak trains. Mr. Luttmann is not sure where there was a presentation on Amtrak and there was a discussion about the difficulties connecting between Amtrak bus and SMART. Building a new railroad line anywhere is a challenge. There is a railroad that parallels as far as Sears point, and then it goes up to the north, and eventually goes over to the southern part of the napa valley. Some people are not going to be happy about a project that will cost half a billion dollars and be finished in 20 years. With a lot less money passenger service could be service from Novato to Southern Napa Valley.

Steve Birdlebough thanked Mr. Gamlen for the report. He was worried that the project was going to be a highway project and not train and roadway project. He said that the issue that needs to be addressed is that we need to reduce vehicle miles traveled and a wider highway does not do that. Another issue is how is the Sonoma Valley going to be served, perhaps a bus, and how does someone get to the Napa River.

Mike Pechner asked for clarification on where does the double track start. There is a potential to get more freight out of Sonoma Valley since the Victory station is the biggest warehouse in Sonoma County. He said that if the first segment will be double tracking, its beneficial if the entire segment is double tracked.

Rick Coates stated that connecting to Amtrak is important in terms of getting the tourists out of their automobiles and on the trains. He has used Amtrak traveling to Sacramento. He suggested that it connects to the Napa Valley.

Jack Swaengen stated that building more roadways will not save the planet from global warming.

Mr. Gamlen stated that the White Paper explores opportunities for State Route 37 Improvements. It is not so much about whether the tracks are going to be used by passenger rail or freight rail; it's really about preserving the ability to do both. We did look at the passenger rail feasibility and that report in 2019 that dealt a little bit more into where stations might be located

and in that it was envisioned that at some point, we would study operational analysis and look at where double track sections might be needed. But in the context of this, if the region is going to invest in such a large infrastructure component, it makes sense to include the track and if you're going to include the track, we might as well include two tracks, or at least the space for two tracks in the future.

Chair Rabbitt stated that he appreciates the work of the White Paper going forward look forward to the discussions as we move forward and make progress on the Highway 37 issues.

Director Fudge stated she wanted to show more excitement for adding the Sunday service. She acknowledges staff and General Manager Cumins all the work that was presented today, and excited to see SMART move into this positive direction.

Vice Chair Pahre reminded everyone of the first listening sessions is today at 6:30pm

14. Next Regular Meeting of the Board of Directors, April 20, 2022 – 1:30 PM
15. Adjournment - Meeting adjourned at 3:25PM

Respectfully submitted,

Leticia Rosas-Mendoza
Clerk of the Board

Approved on: _____



April 20, 2022

David Rabbitt, Chair
Sonoma County Board of Supervisors

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

Judy Arnold
Marin County Board of Supervisors

Melanie Bagby
Sonoma County Mayors' and
Councilmembers Association

Kate Colin
Transportation Authority of Marin

Damon Connolly
Marin County Board of Supervisors

Chris Coursey
Sonoma 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

Chris Rogers
Sonoma County Mayors' and
Councilmembers Association

Eddy Cumins
General Manager

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

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

SUBJECT: Monthly Ridership Report – March 2022

Dear Board Members:

RECOMMENDATIONS: Information Item

SUMMARY:

We are presenting the monthly ridership report for activity for the month of March 2022. This report shows trends in ridership for SMART by tracking Totals, Average Weekday riders, and Average Saturday/Holiday riders, as well as bicycles and mobility devices. We have added charts and graphs of the information to further illustrate system trends.

As discussed in prior presentations to the Board, both Onboard Counts and Fare-based collection rider counts are shown to give a full picture of ridership. Onboard Counts capture all riders, including the riders who are riding during the Free Fare Days or Programs offered by the Board, riders with passes who neglect to tag on or off, as well as categories of riders such as children under five years old. Clipper + Mobile App paid fare reports do not capture all riders.

This and future reports will compare the most recent month to the same month during the prior year, as is standard industry practice for tracking trends over time. The report also shows progress so far in the Fiscal Year compared to the same time in the last Fiscal Year, to enable tracking of riders relative to budget expectations. These reports also note relevant details associated with fare program discount usage and trends in riders bringing bicycles onboard. As this data collection and reporting process evolves, we will continue to revise data discussion and presentation in the reports.

SMART's rider data for February 2022 is posted on the SMART Ridership website (<http://sonomamarintrain.org/RidershipReports>) and SMART's detailed March 2022 data will be posted once validated.

The report covers the gradual return of riders to SMART as Bay Area Counties continue to lift COVID-19 restrictions schools, restaurants, retail shops, offices, and other places of work.

FISCAL IMPACT: None

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

Respectfully,

 /s/
Emily Betts
Principal Planner

Attachment(s): Monthly Ridership Report – March 2022

MARCH 2022 SMART RIDERSHIP REPORT

SMART Ridership Report
Board of Directors,
April 20, 2022

SMART's March 2022 ridership was **more than triple** that of March 2021, which was heavily impacted by the COVID-19 shutdown. Average weekday ridership rose steadily from February 2021, with a dip in December and January, and rose again in February and March 2022. **February average weekday ridership (1,388) was the highest since the pandemic began.**

Throughout the region, automobile traffic levels have returned to pre-pandemic levels in some areas and transit agencies are seeing signs of ridership recovery. Fuel prices also rose around 20% in March, which likely contributed to rising transit ridership. SMART has recovered to approximately 50% of pre-pandemic ridership levels for Fiscal Year to Date. However, COVID-related restrictions and ongoing remote-work trends continue to have a detrimental effect on transit ridership throughout the Bay Area.

As a reminder, SMART modified services in March 2020 due to the COVID-19 pandemic, with weekend service annulled starting March 21 & 22, 2020, and weekday service reduced first by 4 trips on March 23, 2020, then by another 18 trips, (down to 16), on April 6, 2020. Beginning on Monday, May 24, 2021, SMART added service to the weekday schedule with two new morning trips and three new afternoon trips, resulting in 26 weekday trips. Saturday service was also restored the last two weekends in May, with 3 morning and 3 afternoon round trips. FY22 Saturday ridership has been very strong, seeing approximately 65% of average weekday ridership levels on less than half the number of train trips. SMART is planning to restore Sunday service on Sunday, May 1, 2022.

The tables below present data from March 2021 and 2022, year-over-year, and compare fiscal years to date (July – March).

MONTHLY TOTALS YEAR-OVER-YEAR	MAR 2021	MAR 2022	% Change
Ridership (Onboard Counts)	9,933	35,291	255%
Paid Ridership (Clipper + App Only)	9,332	33,036	254%
Average Weekday Ridership (Onboard Counts)	432	1,388	221%
Average Saturday/Holiday Ridership (Onboard Counts)	0	868	N/A
Bicycles	1,843	5,616	205%
Mobility Devices	17	144	747%

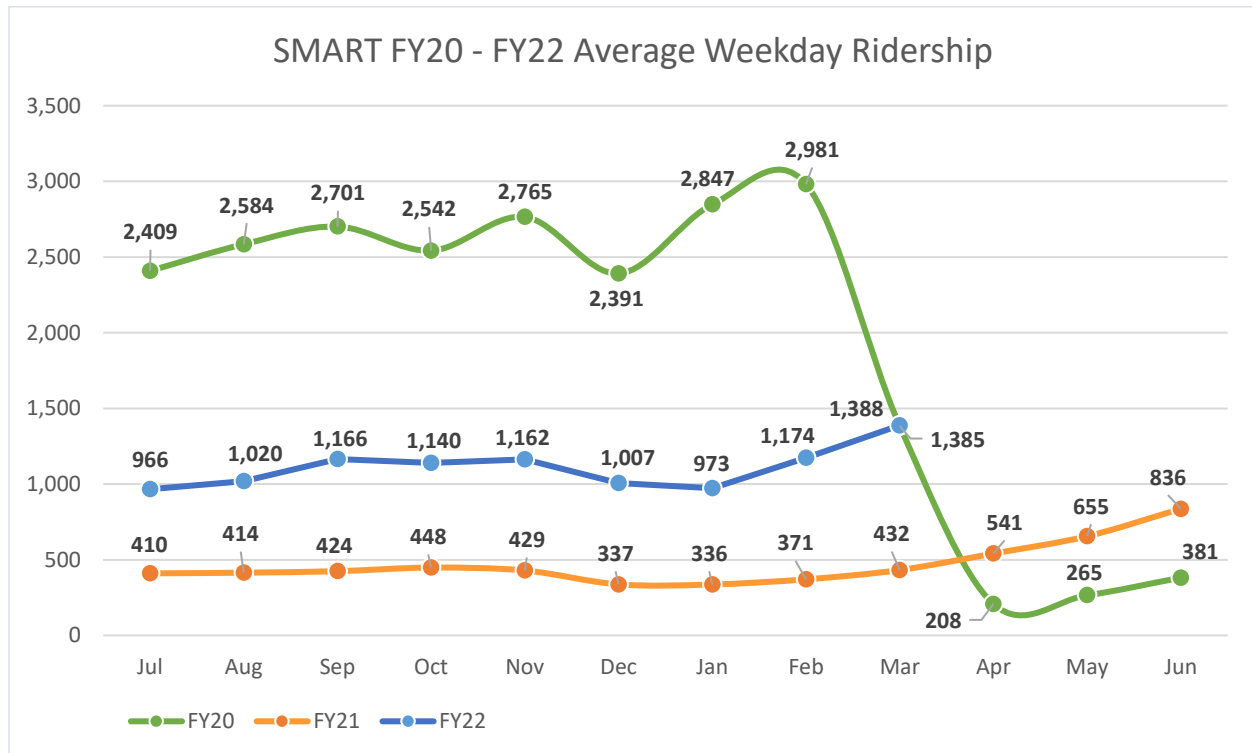
For FY22 to date, total ridership is **more than triple** that of FY21 and the number of bicycles on board has doubled.

FISCAL YEAR-TO-DATE (JUL-MAR)	Fiscal Year 2021	Fiscal Year 2022	% Change
Ridership (Onboard Counts)	76,523	239,890	213%
Paid Ridership (Clipper + App Only)	71,735	220,059	207%
Average Weekday Ridership (Onboard Counts)	400	1,113	178%
Average Saturday/Holiday Ridership (Onboard Counts)	0	663	N/A
Bicycles	15,804	36,614	132%
Mobility Devices	221	1,066	382%

MARCH 2022 SMART RIDERSHIP REPORT

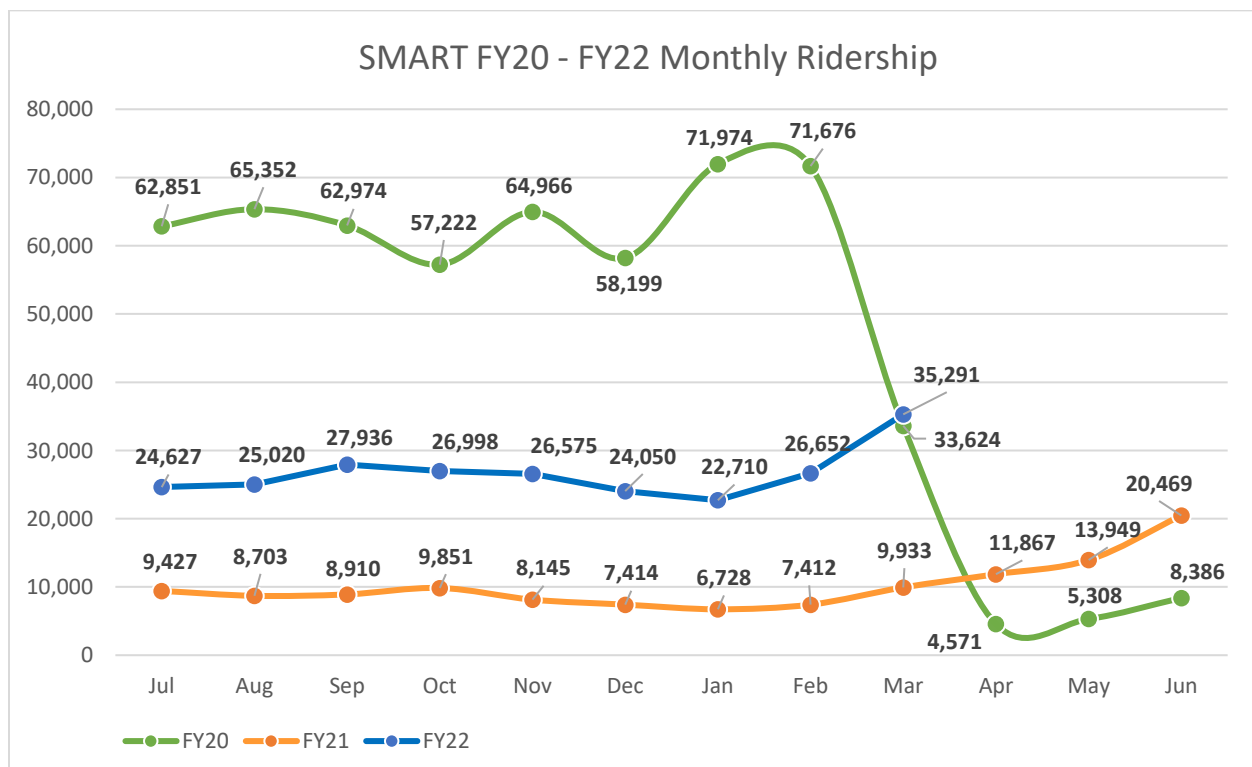
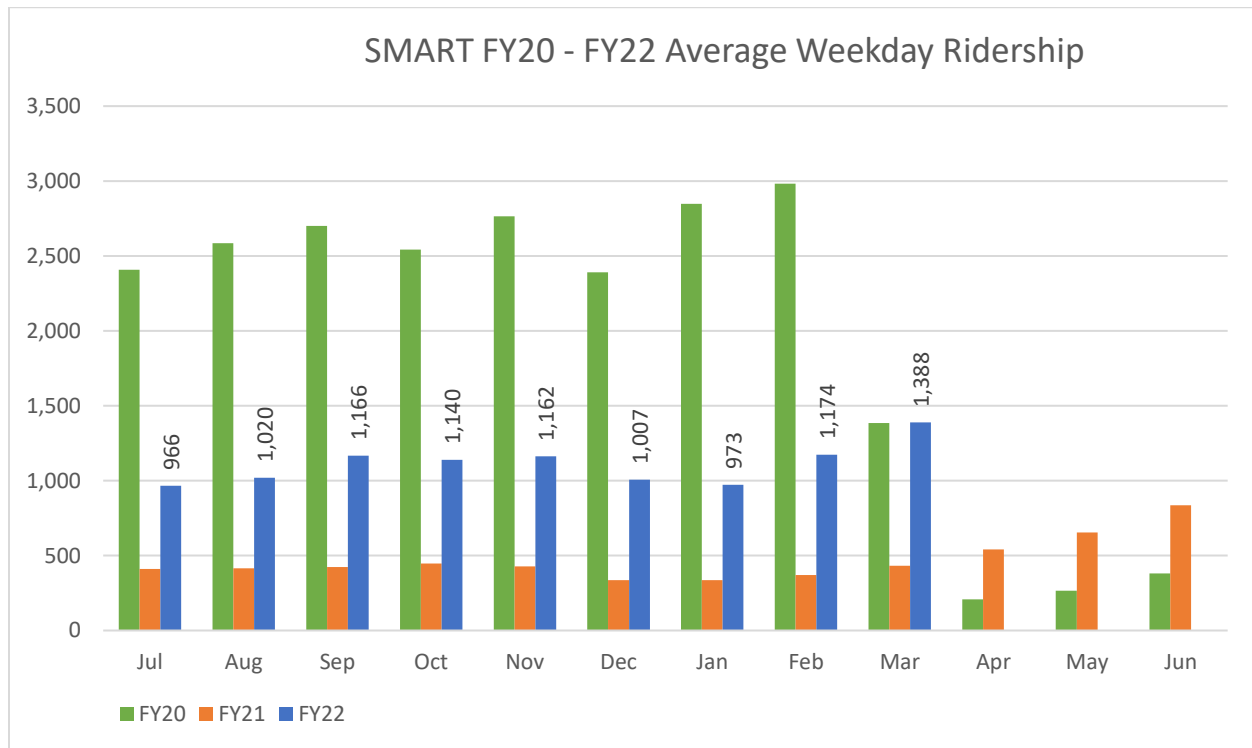
SMART Ridership Report
Board of Directors,
April 20, 2022

The following charts compare the monthly totals and average weekday ridership for FY20-FY22 to date and illustrate monthly and average weekday ridership trends.



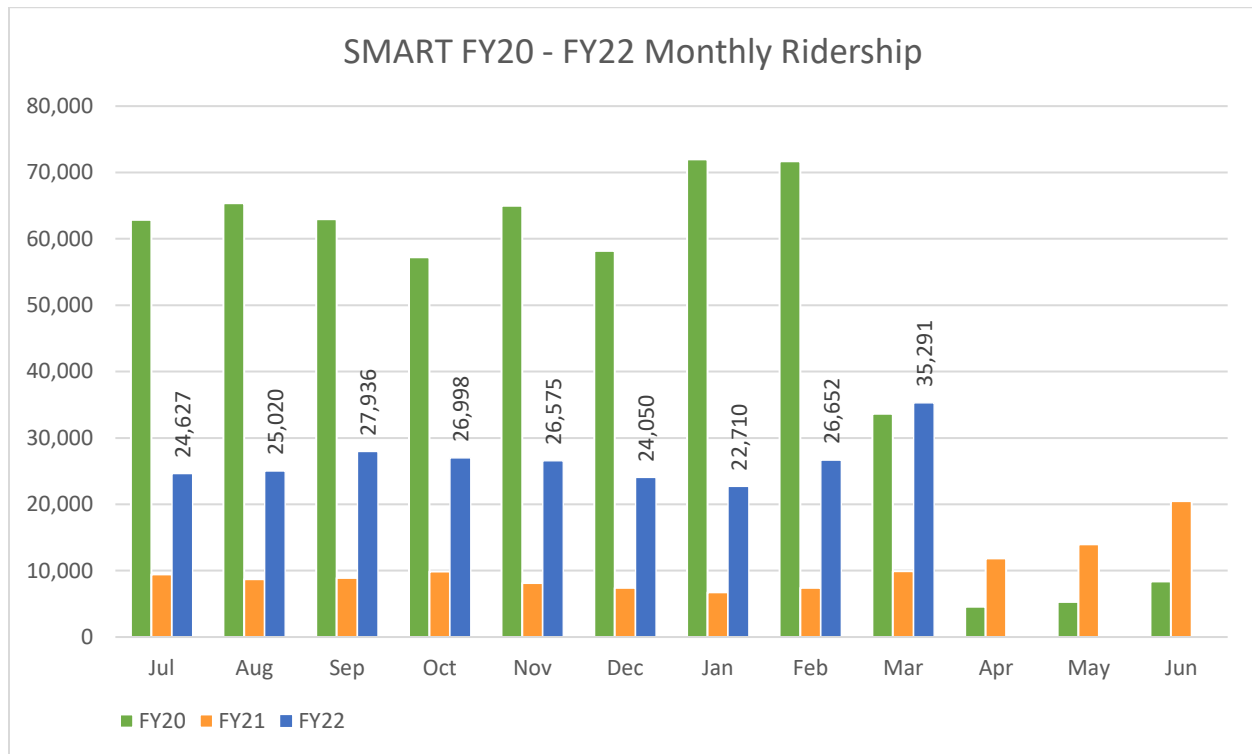
MARCH 2022 SMART RIDERSHIP REPORT

SMART Ridership Report
Board of Directors,
April 20, 2022



MARCH 2022 SMART RIDERSHIP REPORT

SMART Ridership Report
Board of Directors,
April 20, 2022





April 20, 2022

David Rabbitt, Chair
Sonoma County Board of Supervisors

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

Judy Arnold
Marin County Board of Supervisors

Melanie Bagby
Sonoma County Mayors' and
Councilmembers Association

Kate Colin
Transportation Authority of Marin

Damon Connolly
Marin County Board of Supervisors

Chris Coursey
Sonoma 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

Chris Rogers
Sonoma County Mayors' and
Councilmembers Association

Eddy Cumins
General Manager

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

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

SUBJECT: Request for Approval of Old Town Glass Novato Lease Renewal with 90-Day Notice of Termination Provision

Dear Board Members:

RECOMMENDATION:

Approve Old Town Glass Lease renewal with a 90-Day Notice of Termination for Convenience.

SUMMARY:

SMART has negotiated a Lease renewal with Lessee, Old Town Glass of Novato. The new Lease contains a clause for termination for convenience by SMART upon 90-Days' Notice from SMART to Lessee. SMART Board of Directors Policy, as provided in Resolution 2003-11 Section 2 (September 17, 2003), provides in pertinent part that:

"The General Manager... may approve all requests for... leases... provided that... the... agreement shall be terminable upon no more than thirty (30) days' notice without cause."

Lessee, Old Town Glass of Novato, is a longstanding local business that has leased the subject property from SMART and its predecessor in interest for many years. The Lease Area is essential for business, especially in light of its closely adjacent proximity to Licensee's rear property line. Lessee has requested that they be permitted a 90-day period for Notice to Vacate from SMART instead of 30 days, in the event SMART should require the subject property under a termination for convenience. The likelihood that SMART would not know more than 90 days out that it needs the property back is very small.

Staff finds this request by Lessee to be reasonable under these, as well as in some other circumstances involving encroachments, and accordingly, staff respectfully requests Board approval of the Old Town Glass of Novato Lease renewal with a 90-Day Notice of Termination provision.

FISCAL IMPACT: None anticipated.

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

Very truly yours,
/s/
Randy Friedland
Real Estate Manager



April 20, 2022

David Rabbitt, Chair
Sonoma County Board of Supervisors

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

Judy Arnold
Marin County Board of Supervisors

Melanie Bagby
Sonoma County Mayors' and
Councilmembers Association

Kate Colin
Transportation Authority of Marin

Damon Connolly
Marin County Board of Supervisors

Chris Coursey
Sonoma 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

Chris Rogers
Sonoma County Mayors' and
Councilmembers Association

Eddy Cumins
General Manager

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

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

SUBJECT: Position Authorization Job Title and Range Change

Dear Board Members:

RECOMMENDATIONS:

Approve Resolution No. 2022-16 which revises Appendix B to the Fiscal Year 2021-2022 Budget

SUMMARY:

In January, we had a vacancy in the Finance Department. We used that opportunity to review the job duties of two positions, the Fiscal Manager and the Accounting Supervisor positions. Based on those reviews, we asked the Board to approve a change in title and a change in the pay ranges for both positions. The new position titles are Accounting Manager and Budget and Finance Manager. Due to an internal promotion to the Budget and Finance Manager position, we now have a position vacant that is titled "Senior Administrative Analyst." We have reviewed that position and determined that a change in duties and salary range is required. This position will now assist with budget preparation, grants administration, and contract administration. We are requesting that the title be changed to Budget and Grants Analyst. There is no change to existing authorized headcount.

FISCAL IMPACT: The financial impact to reclassify the Senior Administrative Analyst to a Budget & Grants Analyst is an increase of between \$6,862 - \$8,343 per year. This change can be absorbed in the current Fiscal Year 2021-22 budget and will be included in budgets going forward.

Very Truly Yours,

/s/
Heather McKillop
Chief Financial Officer

Attachment(s):

- 1) Resolution No. 2022-16
- 2) Appendix B

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT, STATE OF CALIFORNIA, AMENDING RESOLUTION NO. 2021-11 THE FISCAL YEAR 2021-22 APPENDIX B, COMPENSATION AND SALARY OF ALL DISTRICT EMPLOYEES

WHEREAS, Section 8.01 of Article VIII of the Administrative Code of the Sonoma-Marín Area Rail Transit District (“SMART”) requires that the Board of Directors (“Board”) adopt an annual budget for the ensuing fiscal year no later than the District’s June meeting; and

WHEREAS, the Board adopted Resolution No. 2021-12, the Fiscal Year 2021-22 budget; and

WHEREAS, the Board revised the Fiscal Year 2021-22 budget, Appendix B, Position Authorization, through Resolution Nos. 2021-20, 2021-27, 2022-02, 2022-03; and

WHEREAS, the Board wishes to make additional changes to Appendix B, Position Authorization, of the Fiscal Year 2021-22.

NOW, THEREFORE, BE IT RESOLVED that the Fiscal Year 2021-22 Annual Budget, Appendix B attached hereto is hereby approved.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Sonoma-Marín Area Rail Transit District held on the 20th day of April 2022, by the following vote:

DIRECTORS:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Rabbitt, 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

Appendix B
Fiscal Year 2021-22 : Proposed Position Authorization - Revised

Position	Authorized FTE	Salary Range: Annual		Salary Range: Hourly		COMMENTS
		Low	High	Low	High	
ADMINISTRATIVE POSITIONS						
Accountant I	1	\$ 67,371	\$ 81,890	\$ 32.39	\$ 39.37	
Accounts Payable Technician	1	\$ 57,242	\$ 69,576	\$ 27.52	\$ 33.45	
Administrative Assistant	1	\$ 54,454	\$ 66,186	\$ 26.18	\$ 31.82	
Assistant General Counsel	1	\$ 174,678	\$ 212,326	\$ 83.98	\$ 102.08	
Assistant Planner*	1	\$ 75,109	\$ 91,312	\$ 36.11	\$ 43.90	
Chief Financial Officer	1	\$ 232,710	\$ 282,859	\$ 111.88	\$ 135.99	
Clerk of the Board	1	\$ 82,846	\$ 100,714	\$ 39.83	\$ 48.42	
Communications and Marketing Manager	1	\$ 142,022	\$ 172,619	\$ 68.28	\$ 82.99	
Community Outreach Coordinator	1	\$ 77,002	\$ 93,579	\$ 37.02	\$ 44.99	
Community Outreach Specialist	1	\$ 116,542	\$ 141,648	\$ 56.03	\$ 68.10	
Budget and Finance Manager	1	\$ 118,893	\$ 144,518	\$ 57.16	\$ 69.48	
General Counsel	1	\$ 232,710	\$ 282,859	\$ 111.88	\$ 135.99	
General Manager	1	\$ 290,000	\$ 330,000	\$ 139.42	\$ 158.65	
Human Resources Manager	1	\$ 141,523	\$ 172,016	\$ 68.04	\$ 82.70	
Human Resources Principal Analyst	1	\$ 116,542	\$ 141,648	\$ 56.03	\$ 68.10	
Human Resources Technician	1	\$ 71,469	\$ 86,861	\$ 34.36	\$ 41.76	
Information Systems Manager	1	\$ 147,950	\$ 179,837	\$ 71.13	\$ 86.46	
Information Systems Technician	1	\$ 78,874	\$ 95,888	\$ 37.92	\$ 46.10	
Intern	Multiple Positions	Up to total amount	\$ 60,000			
Legal Administrative Assistant	1	\$ 71,469	\$ 86,861	\$ 34.36	\$ 41.76	
Payroll Technician	1	\$ 57,242	\$ 69,597	\$ 27.52	\$ 33.46	
Principal Planner	1	\$ 125,757	\$ 152,838	\$ 60.46	\$ 73.48	
Purchasing Assistant	1	\$ 59,550	\$ 72,384	\$ 28.63	\$ 34.80	
Procurement Manager	1	\$ 129,896	\$ 157,893	\$ 62.45	\$ 75.91	
Programming and Grants Manager	1	\$ 149,219	\$ 181,397	\$ 71.74	\$ 87.21	
Real Estate Manager	1	\$ 160,659	\$ 195,291	\$ 77.24	\$ 93.89	
Budget and Grants Analyst	1	\$ 102,521	\$ 124,615	\$ 49.29	\$ 59.91	
Senior Administrative Analyst	0	\$ 95,659	\$ 116,272	\$ 45.99	\$ 55.90	Title and Pay Range Change
Accounting Manager	1	\$ 110,406	\$ 134,202	\$ 53.08	\$ 64.52	
Total Administrative Positions		27				

Appendix B : Continued on Next Page (Page 1 of 3)

Appendix B

Fiscal Year 2021-22 : Proposed Position Authorization - Revised

Position	Authorized FTE	Salary Range: Annual		Salary Range: Hourly		COMMENTS
		Low	High	Low	High	

CAPITAL POSITIONS						
Assistant Engineer *	2	\$ 91,062	\$ 110,656	\$ 43.78	\$ 53.20	
Associate Engineer*	2	\$ 108,243	\$ 131,560	\$ 52.04	\$ 63.25	
Principal Engineer*	1	\$ 142,022	\$ 172,598	\$ 68.28	\$ 82.98	
Chief Engineer	1	\$ 190,965	\$ 232,107	\$ 91.81	\$ 111.59	
Manager Train Control Systems	1	\$ 190,965	\$ 232,107	\$ 91.81	\$ 111.59	
Project Extra hires *		\$ -	\$ 50,000	\$ -	\$ -	
Subtotal Capital Full Time Equivalents (FTE)		7				

* Denotes Limited-Term Position Dependent on Project need

Appendix B : Continued on Next Page (Page 2 of 3)

Appendix B
Fiscal Year 2021-22 : Proposed Position Authorization - Revised

Position	Authorized FTE	Salary Range: Annual		Salary Range: Hourly		COMMENTS
		Low	High	Low	High	
OPERATIONS POSITIONS						
Administrative Assistant	1	\$ 54,454	\$ 66,186	\$ 26.18	\$ 31.82	
Administrative Analyst-Purchasing	1	\$ 87,090	\$ 105,851	\$ 41.87	\$ 50.89	
Administrative Services Manager	1	\$ 91,062	\$ 110,677	\$ 43.78	\$ 53.21	
Assistant Superintendent of Transportation	1	\$ 127,587	\$ 155,085	\$ 61.34	\$ 74.56	
Bridge Tender*	2.5	-	\$ 68,203	-	\$ 32.79	
Chief of Police	1	\$ 173,014	\$ 210,330	\$ 83.18	\$ 101.12	
Code Compliance Officer	3	\$ 69,763	\$ 84,781	\$ 33.54	\$ 40.76	
Controller /Supervisor	10	\$ 97,594	\$ 118,643	\$ 46.92	\$ 57.04	
Conductor**	11	\$ 72,966	\$ 85,821	\$ 35.08	\$ 41.26	
Engineer-Conductor**	29	\$ 87,714	\$ 103,189	\$ 42.17	\$ 49.61	
Extra Hires Operations		-	\$ 350,000	-	-	
Facilities Maintenance Supervisor	1	\$ 100,506	\$ 122,179	\$ 48.32	\$ 58.74	
Facilities Maintenance Technician	3	-	\$ 85,322	-	\$ 41.02	
Laborers-Vehicle Maintenance	10	-	\$ 65,707	-	\$ 31.59	
Laborers-Track Maintenance	2	-	\$ 63,773	-	\$ 30.66	
Operations Manager	1	\$ 200,512	\$ 243,714	\$ 96.40	\$ 117.17	
Parts Clerk	2	\$ 64,750	\$ 78,707	\$ 31.13	\$ 37.84	
Railroad Information Systems Specialist	1	\$ 113,714	\$ 138,195	\$ 54.67	\$ 66.44	
Safety & Compliance Officer	1	\$ 131,893	\$ 160,326	\$ 63.41	\$ 77.08	
Signal Supervisor	2	\$ 108,243	\$ 131,560	\$ 52.04	\$ 63.25	
Signal Technician	9	-	\$ 112,965	-	\$ 54.31	
Signal Technician Trainee***	2	-	\$ 84,718	-	\$ 40.73	
Superintendent of Vehicle Maintenance	1	\$ 151,674	\$ 184,350	\$ 72.92	\$ 88.63	
Superintendent of Transportation	1	\$ 151,674	\$ 184,350	\$ 72.92	\$ 88.63	
Superintendent of Signals and Way	1	\$ 151,674	\$ 184,350	\$ 72.92	\$ 88.63	
Track Maintainer 1	5	-	\$ 84,490	-	\$ 40.62	
Track Maintainer 2	1	-	\$ 92,934	-	\$ 44.68	
Track Maintenance Supervisor	2	\$ 100,277	\$ 121,930	\$ 48.21	\$ 58.62	
Vehicle Maintenance Supervisor	4	\$ 103,002	\$ 125,216	\$ 49.52	\$ 60.20	
Vehicle Maintenance Technician	12	-	\$ 103,251	-	\$ 49.64	
Subtotal Operations Full Time Equivalents (FTE)**		108.5				

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

***Signal Technicians may be filled by Signal Technician Trainees, Total FTE for both is 9

Appendix B**Fiscal Year 2021-22 : Proposed Position Authorization - Revised**

Position	Authorized FTE	Salary Range: Annual		Salary Range: Hourly		COMMENTS
		Low	High	Low	High	
Freight						
Administrative Assistant	0.5	\$ 54,454	\$ 66,186	\$ 26.18	\$ 31.82	
Freight Manager	1	\$ 151,674	\$ 184,350	\$ 72.92	\$ 88.63	
Utility Worker - Freight	4.5	\$ 69,056	\$ 83,949	\$ 33.20	\$ 40.36	
Subtotal Freight Full Time Equivalents (FTE)		6				
Total All Full Time Equivalents (FTE)		148.5				



April 20, 2022

David Rabbitt, Chair
Sonoma County Board of Supervisors

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

Judy Arnold
Marin County Board of Supervisors

Melanie Bagby
Sonoma County Mayors' and
Councilmembers Association

Kate Colin
Transportation Authority of Marin

Damon Connolly
Marin County Board of Supervisors

Chris Coursey
Sonoma 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

Chris Rogers
Sonoma County Mayors' and
Councilmembers Association

Eddy Cumins
General Manager

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

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

SUBJECT: Amendment to Fiscal Year 2021-2022 Freight Budget

Dear Board Members:

RECOMMENDATIONS:

Approve Resolution No. 2022-17 which revises Resolution Nos: 2021-11, 2022-03, and 2022-05 of the Fiscal Year 2021-2022 Budget

SUMMARY:

On March 1, 2022, SMART took over freight operations from the Northwestern Pacific Railroad after inspecting vehicles and equipment. We have determined that we need to make some immediate repairs to Locomotive 2009, a dump truck, and backhoe. The repairs have been estimated to cost \$133,944. We already have \$30,000 budgeted that can be applied towards these costs therefore the request is for \$103,944. In addition, material and debris were left on the property and need to be removed. We have allocated funds in the budget for that work.

We are also asking for \$100,484 for design of Black Point Bridge and \$75,000 for design of the Brazos Branch Bridges. The Black Point Bridge will be ready for construction in the fall of 2022. We would like to start designing the Brazos Branch bridge projects so that we can proceed with construction in Fiscal Year 2023.

FISCAL IMPACT: The total request is \$304,428. The funds are available in Fiscal Year 2022. Utilizing the funds this year will reduce the funds that will be carried forward from Fiscal Year 2022 to Fiscal Year 2023. See Attachment I

Very Truly Yours,

/s/
Heather McKillop
Chief Financial Officer

Attachments:

- 1) Resolution No. 2022-17
- 2) Attachment I

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT
AMENDING RESOLUTION NOS. 2021-11, 2022-03, AND 2022-05 TO REVISE THE ANNUAL BUDGET FOR
FISCAL YEAR 2021-22 TO PROVIDE FOR REVISED EXPENDITURE AUTHORITY**

WHEREAS, as part of its approval of the Annual Budget for Fiscal Year 2021-22, the Board duly considered the annual expenditures necessary for the Sonoma-Marín Area Rail Transit District; and

WHEREAS, on June 2, 2021, the Board adopted Resolution No. 2021-11 approving the annual budget for Fiscal Year 2021-22; and

WHEREAS, on January 5, 2022, the Board adopted Resolution No. 2022-03 amending the annual budget for Fiscal 2021-22 to include Freight; and

WHEREAS, on February 16, 2022, the Board adopted Resolution No. 2022-05 amending the annual budget for Fiscal 2021-22; and

WHEREAS, Resolution Nos. 2021-11, 2022-03, and 2022-05 considered the appropriation of funds for Operating expenses; and

WHEREAS, the Board desires to Amend the Annual Budget to provide increased appropriation authority for costs associated with freight service; and

NOW, THEREFORE, BE IT RESOLVED THAT Resolution No. 2021-11, FY 2021-22 Annual Budget, is hereby amended to increase expenditure authority. (Attachment I)

BE IT FURTHER RESOLVED except as specifically amended or supplemented by this Resolution, Resolution No. 2021-11, 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. 2021-11.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Sonoma- Marin Area Rail Transit District held on the 20th day of April 2022, by the following vote:

DIRECTORS:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

David Rabbitt, Chair, Board of Directors
Sonoma- Marin Area Rail Transit District

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

Attachment I

Freight Budget					
DESCRIPTION	FY 2021-22 Amended Budget	FY 2021-22 PROPOSED BUDGET CHANGES	FY 2021-22 REVISED BUDGET	EXPLANATION OF BUDGET CHANGES	
Budgeted Revenues					
CalSTA Funds - Freight Rights (42340)	\$ 4,000,000	\$ -	\$ 4,000,000		
CalSTA Funds - Other Freight Funds (42341)	\$ 1,803,473	\$ -	\$ 1,803,473		
Freight Movement Revenues (43600)	\$ 372,000	\$ -	\$ 372,000		
Storage Fees (45600)	\$ 30,800	\$ -	\$ 30,800		
Storage Fee (LPG 43600)	\$ 84,600	\$ -	\$ 84,600		
Total Estimated Revenues	\$ 6,290,873	\$ -	\$ 6,290,873		
Expenditures:					
Salaries & Benefits	\$ 79,329	\$ -	\$ 79,329		
Services and Supplies	\$ 672,441	\$ 128,944	\$ 801,385		Equipment repairs and removal of materials & debris
Equipment, Buildings, & Improvements	\$ 4,000,000		\$ 4,000,000		\$4 million for purchase of Freight Rights and Assets
Capital Projects	\$ -	\$ 175,484	\$ 175,484		Black Point Bridge Design/ Permitting & Design Funds for Brazos Branch Bridge Repairs
Total Budgeted Expenditures	\$ 4,751,770	\$ 304,428	\$ 5,056,198		
Fund Balance			\$ 1,234,675		



April 20, 2022

David Rabbitt, Chair
Sonoma County Board of Supervisors

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

Judy Arnold
Marin County Board of Supervisors

Melanie Bagby
Sonoma County Mayors' and
Councilmembers Association

Kate Colin
Transportation Authority of Marin

Damon Connolly
Marin County Board of Supervisors

Chris Coursey
Sonoma 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

Chris Rogers
Sonoma County Mayors' and
Councilmembers Association

Eddy Cumins
General Manager

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

SUBJECT: Fiscal Year 2022-23 Budget Overview

Dear Board Members:

SUMMARY:

The draft budget will be presented at the May 18, 2022, Board of Directors meeting with the adoption scheduled at the June 15, 2022 Board of Directors meeting.

The Budget will be available for public review and comment between May 13 and June 3, 2022.

Very Truly Yours,

/s/

Heather McKillop
Chief Financial Officer

Attachment(s): Board Overview PowerPoint Presentation

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

BOARD PRESENTATION

FY 2022/2023 Budget Overview

APRIL 20, 2022



FY 23 Budget Components

- Revenues
- Expenditures
- Reserves
- Freight Revenues
- Freight Expenditures
- Timeline

Revenues

- Sales Tax
 - Largest funding source (58%)
 - Estimated to generate \$49.4 million in FY 23
 - MuniServices most recent forecast
 - Up 5.2% from FY 22
 - 15-year forecast averages 2.9%
 - Expires in FY 29
- State Grants
 - 2nd largest funding source (24%)
 - Estimated to generate \$20.5 million in FY 23
 - 4 programs are reoccurring formula funds
 - Other funds available on application / project specific basis

Revenues

- Federal Funds
 - 3rd largest funding source (14%)
 - 5307 funds, Quick Strike, and ARP Discretionary Funds
 - 5307 estimated at \$3.9 million (30% increase)
 - Quick Strike funds for Payran to Lakeville \$806,000
 - ARP Discretionary Funds \$7,507,797
- Fare Revenues
 - 4th largest funding source (3%)
 - Assumed current fares through FY 23
 - Estimated ridership at 594,028 for FY 23
 - Based on average fare of \$3.89 would result in \$2,310,768 for FY 23

Revenue Sources for Fiscal Year 2023

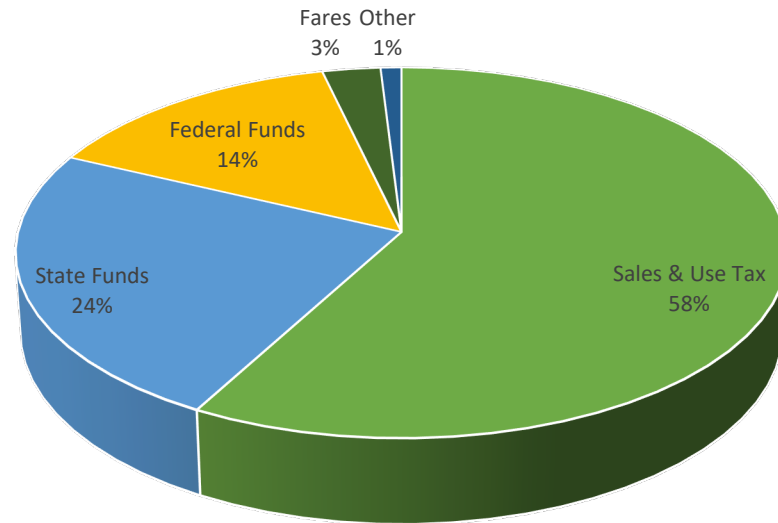
Revenues

Parking Revenue

Didn't assume parking
revenue in FY 23

Other Revenues

Total \$828,606 or 1%



Expenditures

- Administration
 - Finance
 - General Manager' Office
 - Human Resources
 - Information Technology
 - Legal
 - Marketing & Communications
 - Planning
 - Real Estate
 - Debt Service

Expenditures

- Operations
 - Service
 - Assumed 12 trips on Sunday
 - Assumed 10 additional trips on weekdays
- Capital
- Carryforward Projects

Reserves and Estimated Fund Balance

Reserves

- Pension Liability Reserve – Contributing \$500,000 in FY 23. Balance will be \$4,084,676
- Equipment Reserve – Not contributing anything additional in FY 22. Balance is \$7,625,000. Will be drawn down over time to fund capital plan.
- Corridor Completion Reserve – Not contributing anything additional in FY 22. Balance is \$7,000,000. Will be drawn down over time to fund capital plan.
- Operating Reserve – Current policy is 25% of operations or minimum of \$10 million.

Freight Revenues

- State Grant
- Freight Revenues
- Lease Revenues
- Storage Revenues

Freight Expenditures

- Operations
 - Maintenance of Way
 - Vehicle Maintenance
 - Transportation
- Capital
 - Equipment
 - Tracks
 - Bridges
 - Crossings
- Administrative Allocation

Timeline

- April 20, 2022
 - BOD Broad Overview of FY 23 Budget
- May 18, 2022
 - Draft Budget to the BOD
- June 15, 2022
 - Final FY 23 Budget Approved by the Board

Connect with us:

www.SonomaMarinTrain.org



Customer Service:

CustomerService@SonomaMarinTrain.org

(707) 794- 3330





April 20, 2022

David Rabbitt, Chair
Sonoma County Board of Supervisors

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

Judy Arnold
Marin County Board of Supervisors

Melanie Bagby
Sonoma County Mayors' and
Councilmembers Association

Kate Colin
Transportation Authority of Marin

Damon Connolly
Marin County Board of Supervisors

Chris Coursey
Sonoma 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

Chris Rogers
Sonoma County Mayors' and
Councilmembers Association

Eddy Cumins
General Manager

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

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

SUBJECT: Recognizing Former General Manager Farhad Mansourian
Approving Resolution 2022-15

SUMMARY:

Staff recommends adopting Resolution No. 2022-15 which formally recognizes former General Manager Farhad Mansourian for his exemplary service, dedication, and contribution to SMART.

BACKGROUND:

Mr. Mansourian was recruited by SMART Board members in 2011 from Marin County where he was the Public Works Director. The County of Marin was led to believe that Mr. Mansourian would only serve in acting roll for a few months while the Board hired a permanent General Manager. The SMART Board was so pleased with Mr. Mansourian's leadership that they refused to allow him to return to the County of Marin. Instead, they enlisted him as the permanent General Manager in September of 2011.

Mr. Mansourian led the construction of one of the largest public works projects in the North Bay, constructed segments of pathway, procured Diesel Multiple Unit (DMU) passenger trains, developed a transit agency, cultivated relationships with regulatory agencies, and initiated passenger rail service from Larkspur to northern Santa Rosa. He oversaw the resumption of passenger rail service in Marin and Sonoma counties which commenced on August 25, 2017.

The SMART Board of directors is grateful for his nearly eleven years of leadership, dedication, and tenacity.

Very truly yours,

/s/

David Rabbitt
Chair, Board of Directors

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT ACKNOWLEDGING THE CONTRIBUTION OF GENERAL MANAGER FARHAD MANSOURIAN AND DEDICATING SMART DIESEL MULTIPLE UNIT TRAIN 101 AS THE FARHAD MANSOURIAN TRAIN

WHEREAS, the Sonoma-Marín Area Rail Transit District (SMART) was created by the Legislature of the State of California to provide passenger rail service and construct a bicycle pedestrian pathway in Marin and Sonoma counties in 2002; and

WHEREAS, SMART owned the historic North Western Pacific railroad line that had a rich history of moving lumber, grains and dairy products as well as providing passenger train service through Marin and Sonoma counties; and

WHEREAS, in 2008 the voters of Marin and Sonoma approved a quarter cent sales tax to fund the reconstruction and operation of a passenger railroad and pathway segments; and

WHEREAS, the SMART Board of Directors needed a General Manager that could construct the railroad and pathway improvements, build a transit agency and initiate passenger service in the two counties; and

WHEREAS, SMART asked Marin County to loan their Public Works Director, Farhad Mansourian, to the agency as the acting General Manager while they hired a permanent General Manager; and

WHEREAS, Farhad Mansourian demonstrated exceptional leadership skills, an understanding of local politics and a knack for building a competent team; and

WHEREAS, the SMART Board refused to release Mr. Mansourian back to the County of Marin; and

WHEREAS, Farhad Mansourian led the reconstruction of the railroad, constructed segments of pathway, procured Diesel Multiple Unit (DMU) passenger trains, developed a transit agency, cultivated relationships with regulatory agencies, and initiated passenger rail service from Larkspur to northern Santa Rosa; and

WHEREAS, this Board is grateful to Mr. Mansourian for his nearly 11 years of service in which he accomplished what few could; and

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF SMART HEREBY FINDS, DETERMINES, DECLARES, AND ORDERS AS FOLLOWS:

1. The forgoing Recitals are true and correct and are incorporated herein and form a part of this Resolution.
2. Acknowledges Mr. Mansourian's dedication and leadership to the Sonoma-Marin Area Rail Transit District.
3. Declares the first SMART DMU passenger train, Train 101, the Farhad Mansourian Train which shall be branded with a plaque establishing it as such.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Sonoma-Marin Area Rail Transit District held on the 20th day of April, 2022, by the following vote:

DIRECTORS:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Rabbitt, Chair, Board of Directors
Sonoma-Marin Area Rail Transit District

ATTEST:

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