



**CITIZENS OVERSIGHT COMMITTEE
MEETING AGENDA
March 28, 2019 – 7:30 AM**

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

1. Call to Order
2. Approval of the April 5, 2018 Meeting Minutes
3. Comment on Non-agenda Items
4. Capital Project Update
5. Strategic Plan 2014 Update
5. Next Meeting: April 25, 2019
6. Adjournment

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**CITIZENS OVERSIGHT COMMITTEE
MEETING MINUTES
April 5, 2018, 7:30 AM
5401 Old Redwood Highway, 1st Floor
Petaluma, CA 94954**

1. Call to Order

Chair Colombo is running late and Dennis Harter called the meeting to order at 7:45AM. Committee members Peter Breen, Steve Birdlebough, Dennis Harter, and David Oster were in attendance. Chair Colombo arrived later.

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

2. Approval of December 7, 2017 Meeting Minutes

Motion: Minutes approved as presented.

3. Comment on Non-agenda Items

Mr. Breen stated that Senator McGuire introduced SB 1029 - North Coast Railroad Authority which could impact SMART.

Mr. Oster asked if Senator McGuire has reached out to SMART. Ms. McGrath responded that SMART is aware of the legislation that has been introduced and are discussing with Senator McGuire.

Chair Colombo arrived 8:00am

4. Capital Project Update

Chief Engineer Bill Gamlen gave a PowerPoint project update. Highlights include:

- Larkspur Extension Project Elements:
 - Larkspur Station – 30 parking spaces will be available;
 - Anderson Drive – The intersection closed on February 26th for approximately 2-month period;
 - San Rafael Creek Bridge – Sheet pile driving;

- Pathway Segments
 - Constructed FY 2017-2018: 1) San Pedro Road to Civic Center Station (San Rafael); 2) Franklin to Grant (Novato); 3) Rush Creek Road to San Marin Station (Novato); and 4) Cotati Station to South East Railroad;
 - Up Next FY 2018: Southpoint Blvd to Payran Street (Petaluma)

Comments:

Mr. Breen asked if there is a last mile plan at Larkspur Station.

Chair Colombo mentioned that past Civic Center Station toward Northgate the pathway is gravel.

Mr. Breen asked if SMART has Maintenance Agreements with the Cities? Mr. Gamlen responded that it is SMART's responsibility to maintain the pathways along SMART's Right-of-Way.

Mr. Birdlebough mentioned that Merrydale has potential for pedestrians.

5. SMART's 2017 Annual Report

Ms. McGrath gave an overview of the 2017 Annual Report. Highlights include:

Start of Passenger Rail Service through December 2017

- Preview Rides
- Opening Day – August 25, 2017
- 2,371 31-day passes issued
- 450 Eco passes issued
- \$1.38 million in fare revenue
- 5,000 post fire business passes given
- 3,000 free ride cards given

Operations Activities

- Stations, Rail and Signal Readiness
- Rail Vehicle Maintenance
- Movement of Trains and Passengers

Safety and Security

- Hiring of Code Compliance Staff
- Trespassing and enforcement
- Coordination with law enforcement, fire and emergency medical services
- Outreach and training for crises and prevention

Capital Projects

- The completion of the signal system and Phase 1 of the project
- Increased vehicle and bicycle parking
- Passenger Rail Cars
- Pathway Projects
- Larkspur Project

Community Outreach

- New website, smartphone application, Nixle alerts
- Safety Training
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- Ambassador training
- Advertising Program
- Holiday Toy Drive
- Marketing Campaign

Financial Information

- Expenses for Fiscal Year 2016-17
- Revenue for Fiscal Year 2016-17

Comments

Mr. Breen suggested that the Citizens Oversight Committee be mentioned in the Annual report as a reporting committee.

Mr. Oster stated that the roles of the Citizens' Oversight Committee is to review and coordinate the update of the Strategic Plan.

Mr. Harter stated that it's a very well written report. He asked the status of ridership and revenue. Ms. McGrath stated that SMART had some challenges tracking ridership, through Clipper Card program, however staff started to manually count passengers. SMART continues to meet revenue expectations as stated in the budget.

Ms. McGrath announced that Request for Proposal (RFP) for Santa Rosa Railroad Square was released on March 30, 2018.

Mr. Harter asked the status of hiring. Ms. McGrath responded that the cost of living in the county has a huge impact on turnover. Mr. Breen suggested having an in-house training certification program.

Mr. Birdlebough asked what will happen to SMART funds if SB1 is repealed. Ms. McGrath responded that SB1 funds are very important to SMART, since we anticipate receiving approximately \$3 million for Operations.

Mr. Harter stated that he hopes SB1 repeal does not make it to the ballot.

Mr. Birdlebough asked the status of the Cloverdale Station Bus Bridge. Ms. McGrath responded that SMART continues to coordinate and work with Sonoma County Transit who runs the service.

Mr. Harter suggested that at the next meeting they discuss the following: 1) Regional Measure 3; 2) TIGER Grants; and 3) Funding opportunities.

Public Comments

Jack Swearingen asked the following: 1) how he can receive SMART notification on Nixle; and 2) has SMART affected Golden Gate Bridge Bus riders. Ms. McGrath responded that you need text the word SMART to 888777 to receive SMART alerts and SMART has not received Golden Gate Bus ridership data. Mr. Swearingen stated that there is an Annual Rail/Wheels American Conference and suggested this may be helpful to SMART's Engineering staff. It's a huge accomplishment for SMART to have excellent ridership.

6. Next meeting tentatively scheduled: TBD
7. Adjournment - Meeting adjourned at 8:49AM

Respectfully Submitted,

Leticia Rosas-Mendoza
Clerk of the Board

Approved: _____