

# Agenda Item 4 - General Manager's Report



# General Manager's Report

- Ridership Report
- Free Fare Analysis
- Pathway Trips Analysis
- Construction Update
- SMART Connect Update
- Bike Locker Update
- Transit Month (September)
- Rail Safety Month (September)
- Employee Recognition
- Questions



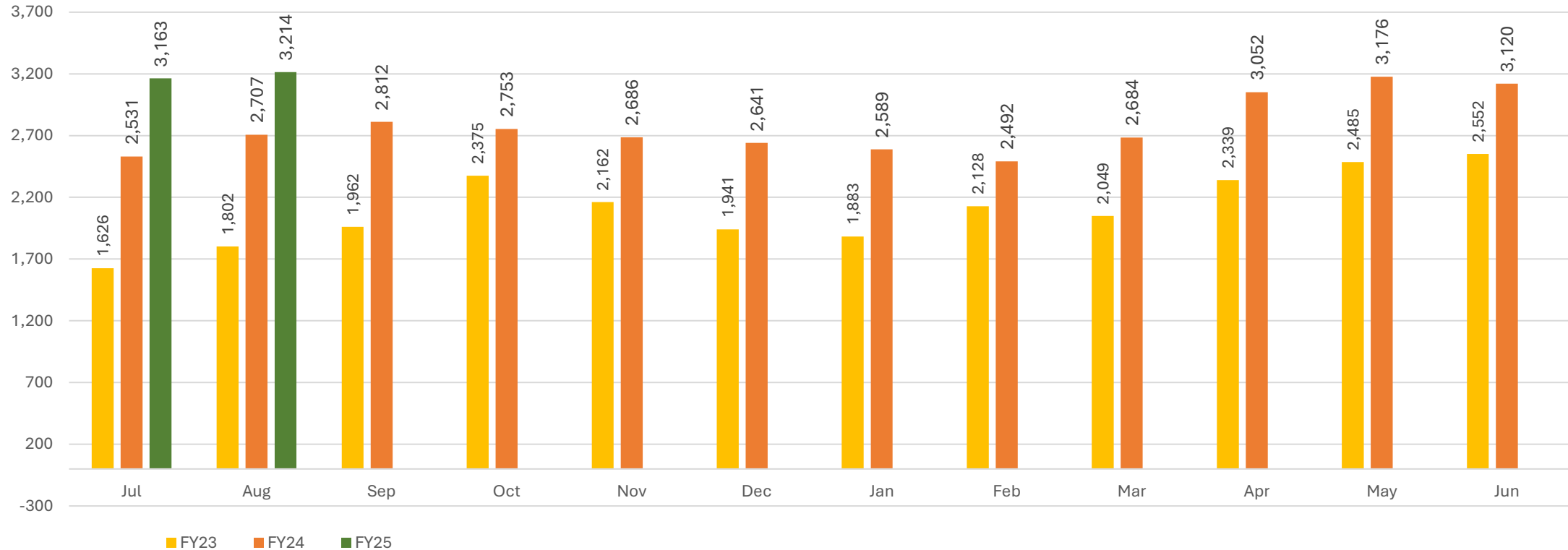
# Average Weekday Ridership

July Average Weekday ridership: 3,163

- 25% over July 2023

August Average Weekday ridership to date: 3,214

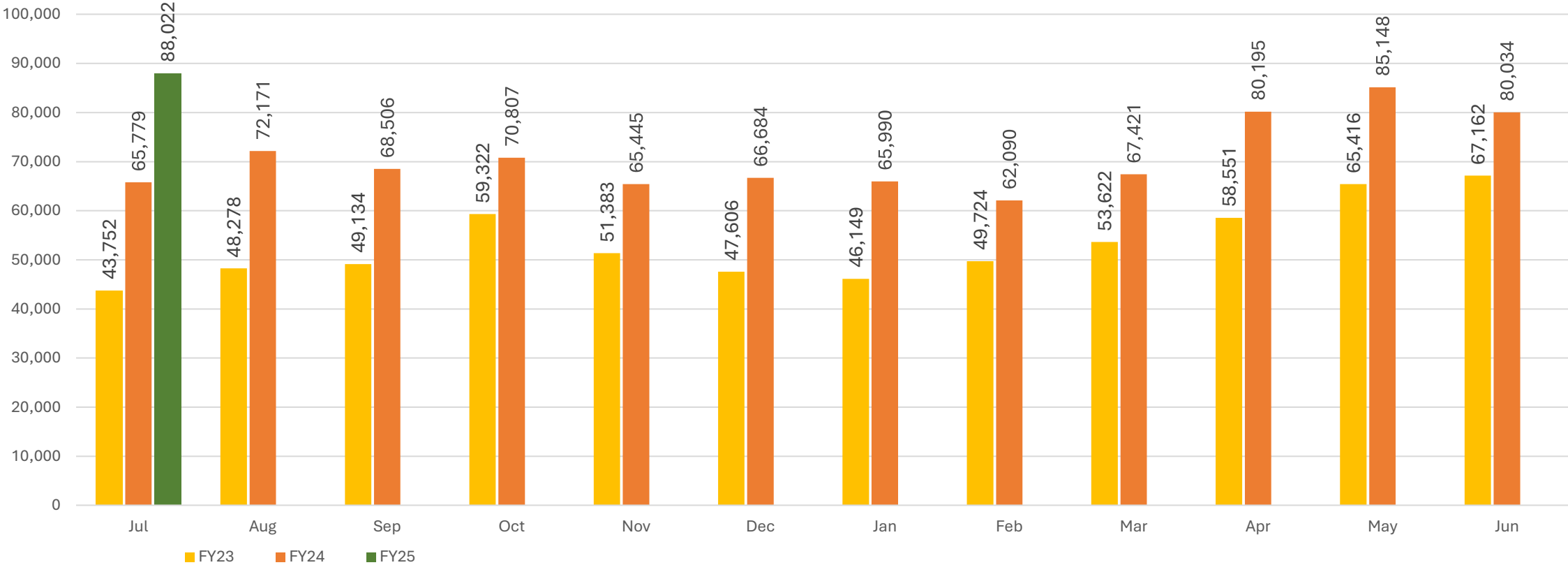
- 19% over August 2023



# SMART Ridership (Monthly)

July ridership = 88,022  
34% higher than July 2023

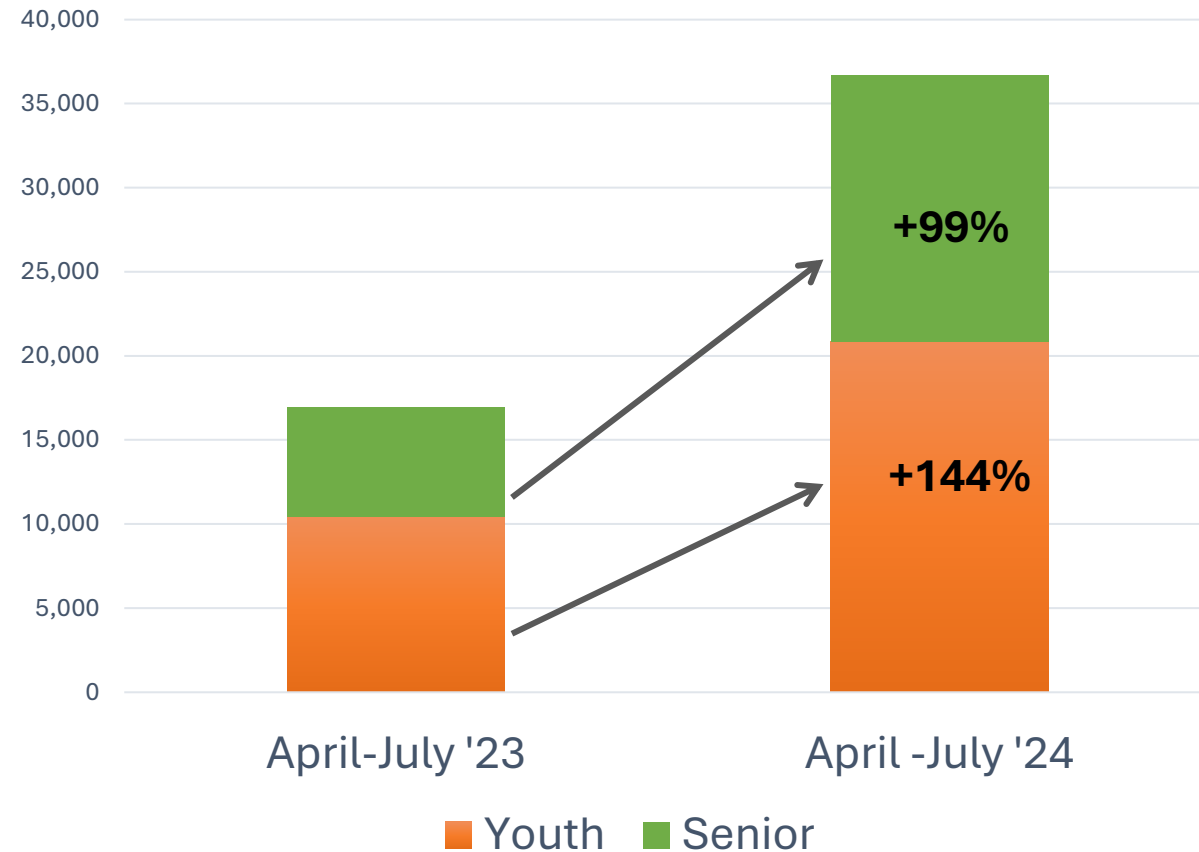
**New SMART Monthly Record!**



# Free Fare Program

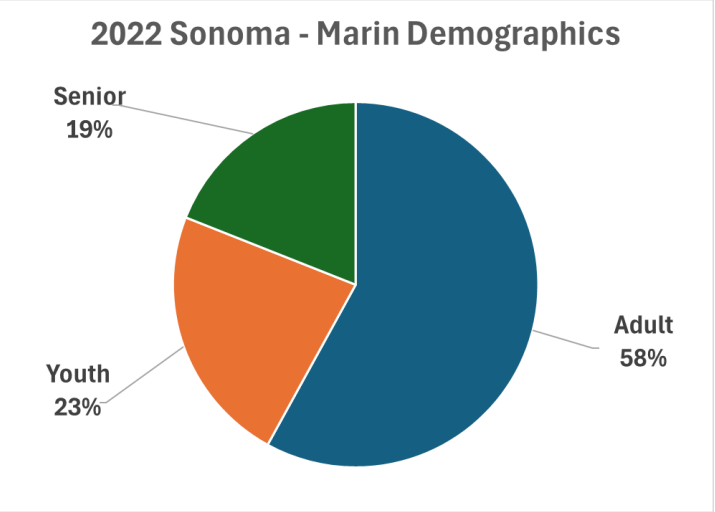
- Free Fares program for youth and seniors began April 1st
- Incomplete data for detailed analysis
  - Youth and seniors not required to tap on/off
  - Staff conducted random sampling of trips
    - Manually counted to produce estimate
- 30% ridership increase Apr-Jul '23 vs '24
  - Adults +12%
  - Youth +99%
  - Senior +144%
  - Large increase during off-peak hours

Estimated Average Monthly Boardings



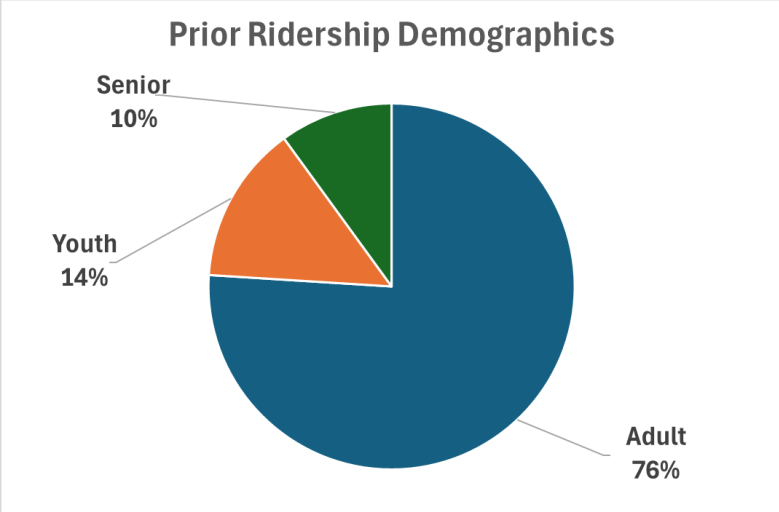
# Free Fare Program

## Demographics



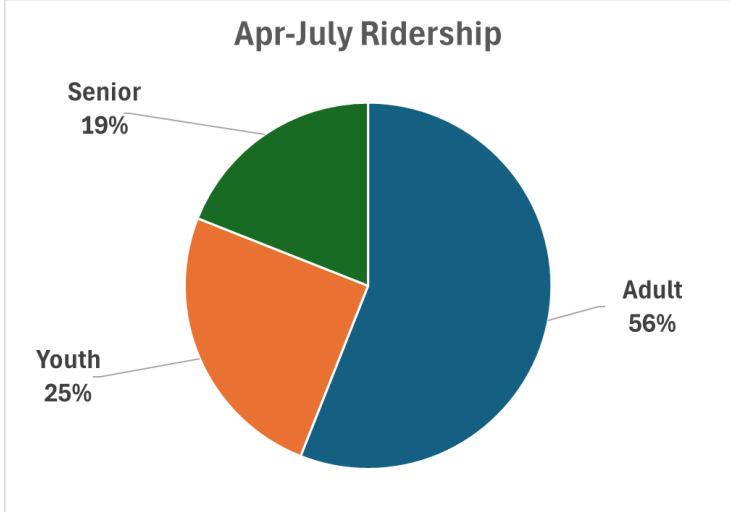
**42% Senior/Youth**

## Prior to Free Fare



**24% Senior/Youth**

## Current Ridership



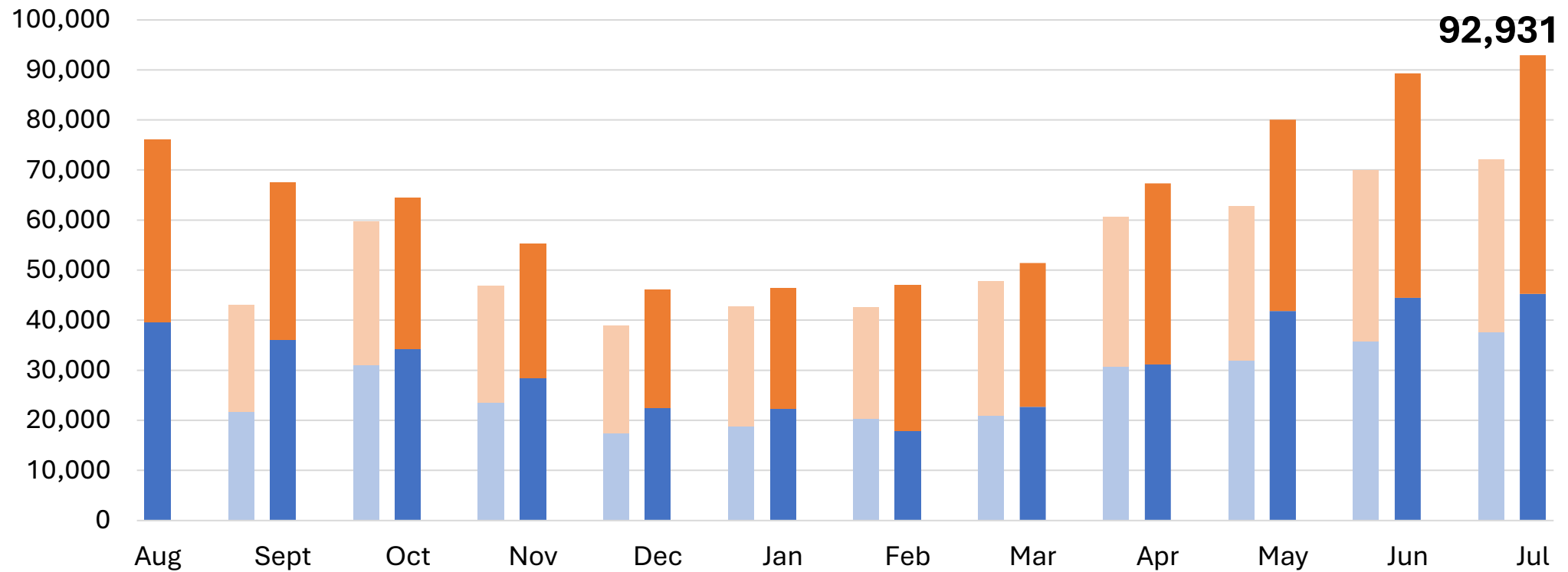
**44% Senior/Youth**

# Monthly Pathway Counts

September 2022-July 2024

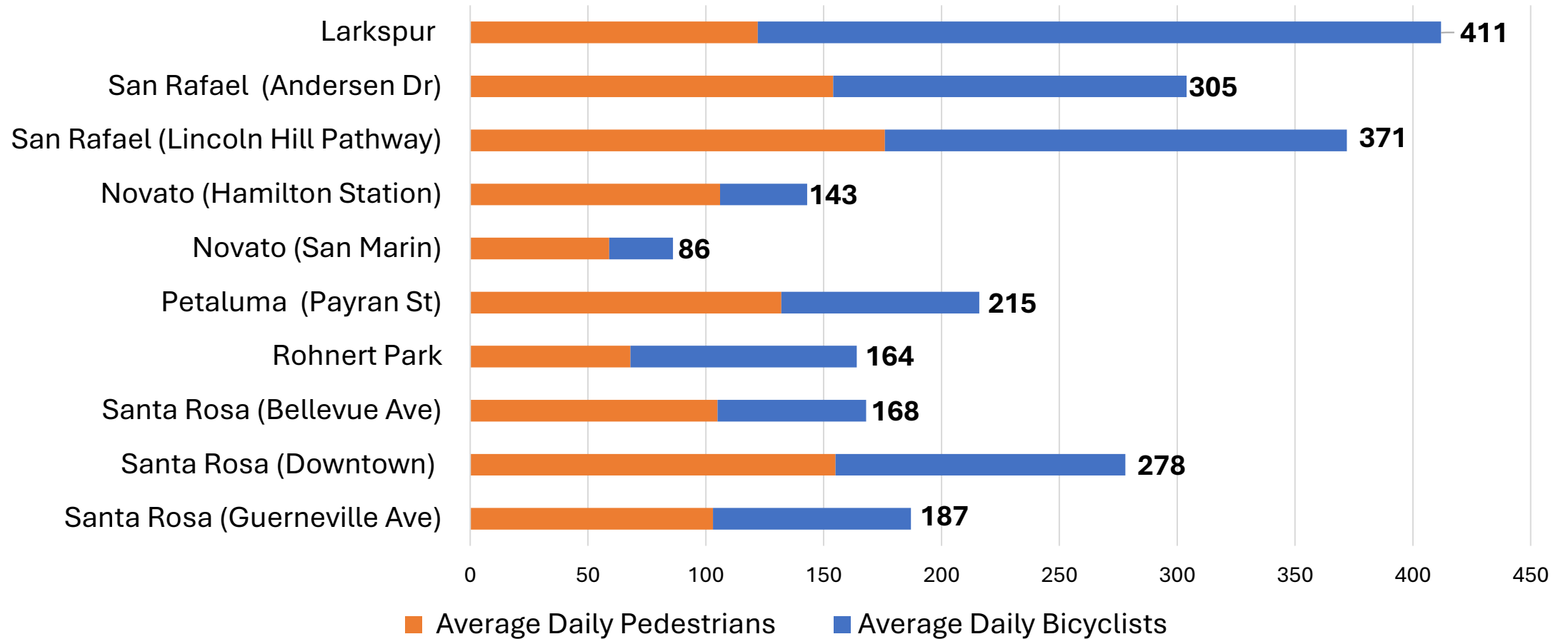
July pathway trips = 92,931  
29% higher than July 2023

**New SMART Monthly Record!**



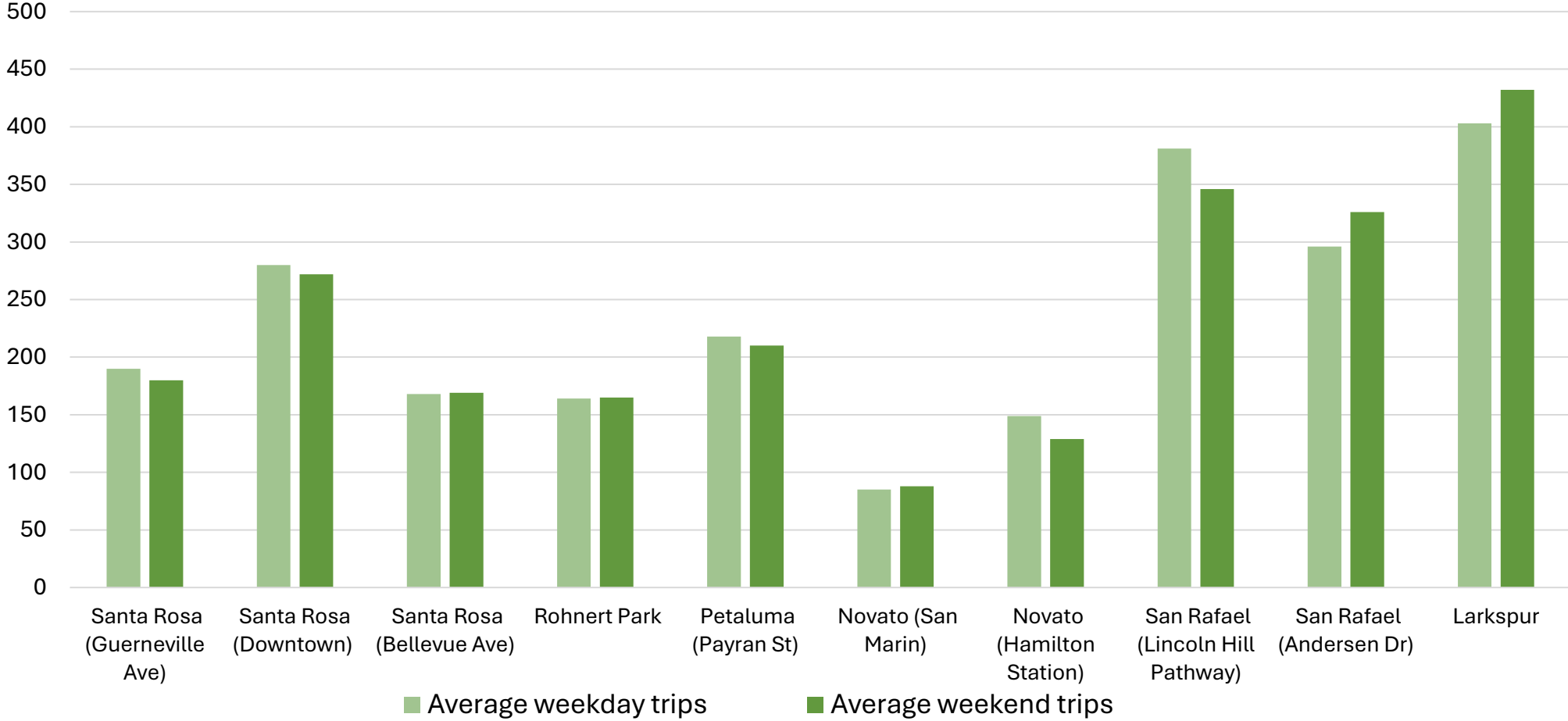
**92,931**

# Average Daily Pathway Counts by location and mode





# Pathway Average Weekday to Weekend Trip Comparison



# Petaluma – Penngrove Pathway removing poor soil



# Petaluma North Station platform ramp construction

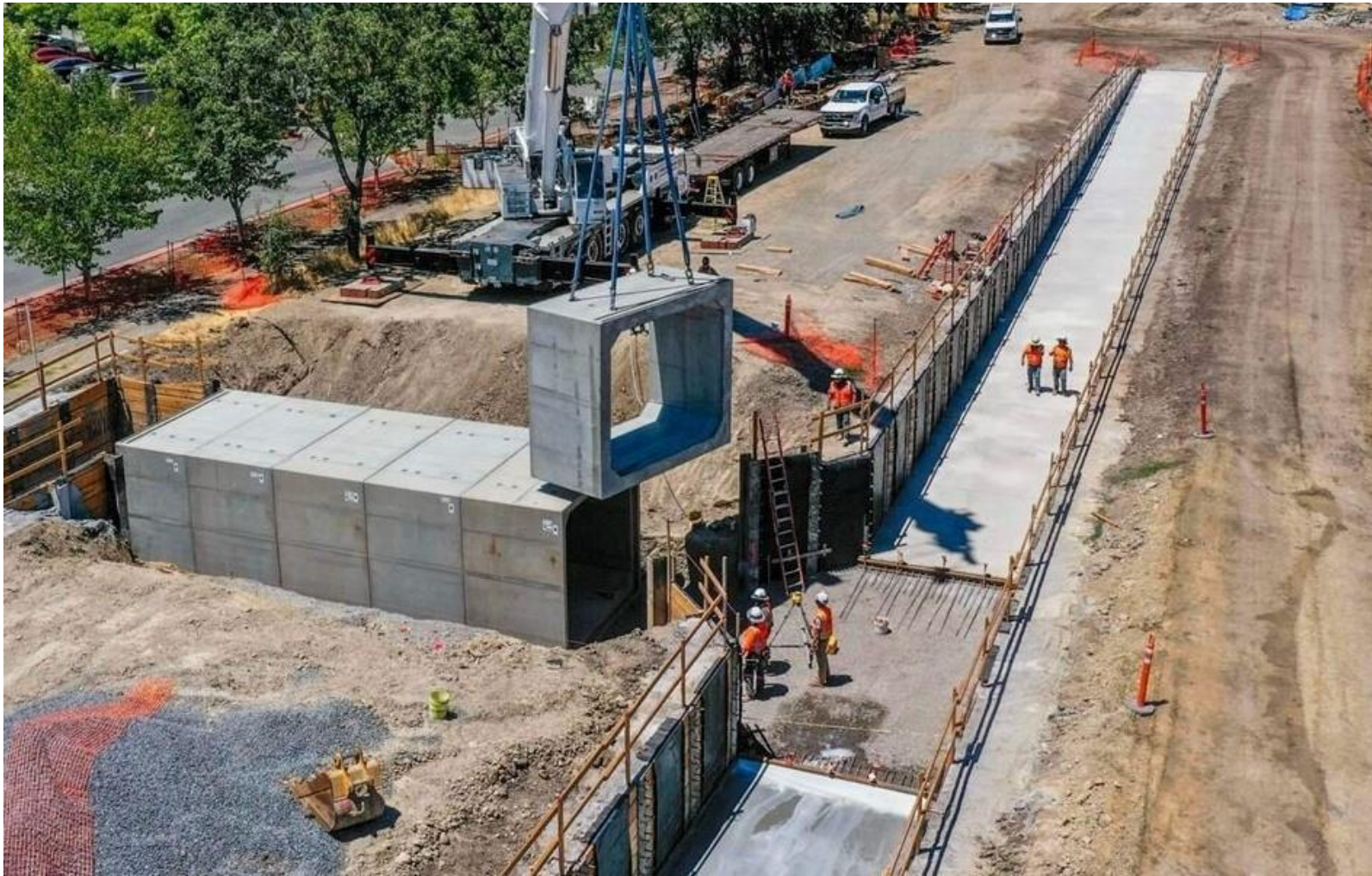


# Rohnert Park – Santa Rosa Pathway – Grading



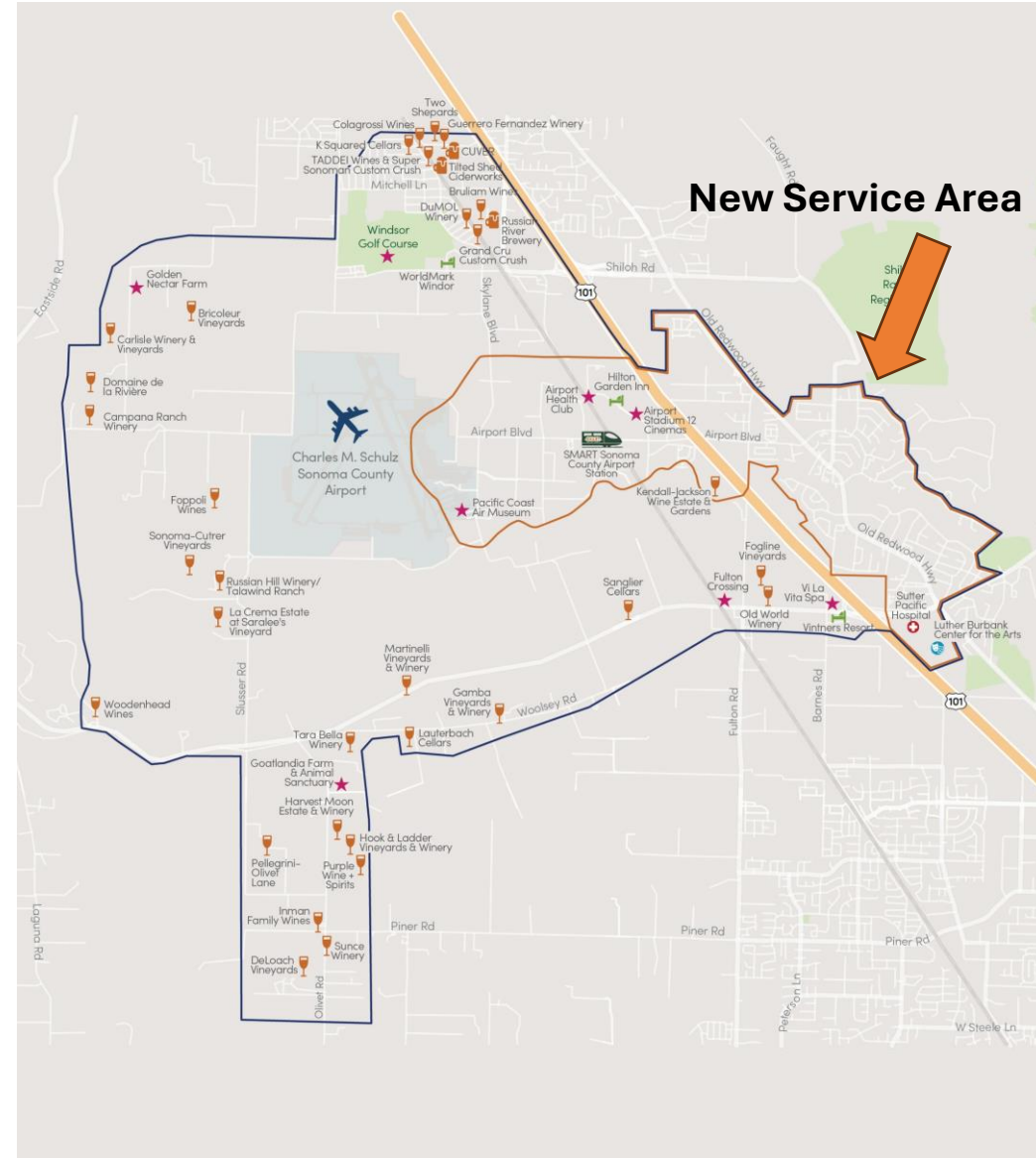
# Windsor Extension

## Installing Pedestrian Undercrossing Box



# SMART Connect Expansion

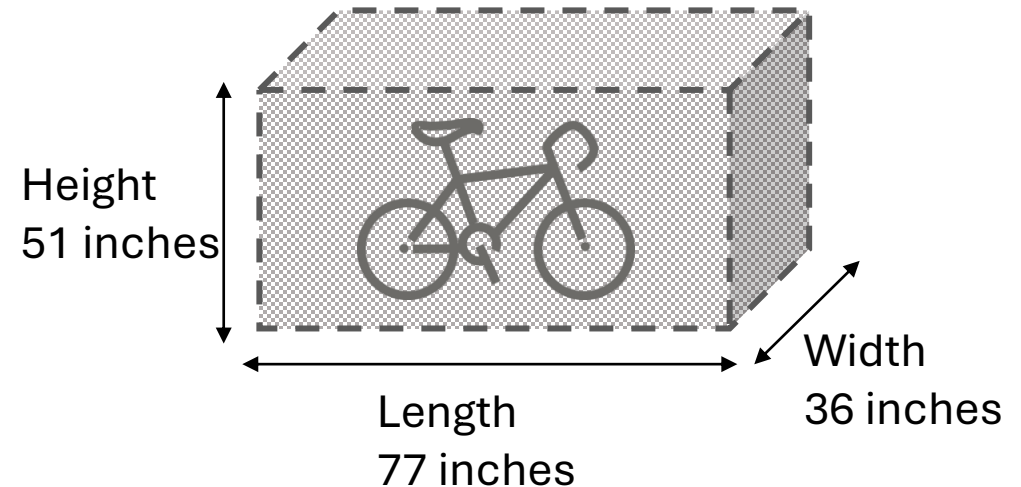
- Ridership for the SMART Connect Airport shuttle has been low but steady throughout the first year
- July 2024 total ridership has doubled over July 2023
- July average daily shuttle ridership:
  - Airport: 13 passengers/day
  - Larkspur: 46 passengers/day
- SMART will make the following changes to the SMART Connect Airport service, effective 8/25:
  1. **Expanding shuttle service hours** to include the 7:25 AM northbound train arrival, facilitating more commute hour ridership
  2. **Expanding shuttle service area** to include the residential neighborhood of Larkfield-Wikiup, Sutter Regional Hospital and the Luther Burbank Center for the Arts



# Bike Locker Update

- Based on customer feedback, SMART retrofitted a locker at each station to provide larger locker spaces
- Large lockers can accommodate larger bikes and some cargo bikes
- As part of this retrofit, one locker space was removed at each station to make room for a larger locker
- SMART now has 80 bike lockers across all stations

## Large Locker storage dimensions



# Bike Locker Update

- The new larger lockers are labeled and cost \$0.08 an hour, compared to the \$0.05 an hour for standard bike lockers
- With a BikeLink account, individuals can store value and rent a locker three ways:
  - 1) Through the BikeLink app,
  - 2) With an activated BikeLink Card available for purchase through BikeLink's website; or
  - 3) With a Clipper Card
- BikeLink is also making improvements to the App to allow customers to view real-time locker availability





# Transit Month

- September is Transit Month!
  - Established to raise awareness of the critical role transit services play in our region
- Organizers are hosting several activities
  - Full calendar of events [www.sftransitriders.org/transitmonth](http://www.sftransitriders.org/transitmonth)
- SMART contributions
  - Provide branded items for prizes
  - Promotion through the On Track Newsletter and social media
- Video Sneak Peak



109

TRAIN 4

09

SONOMA-MARIN  
**SMART**  
AREA RAIL TRANSIT

STAND BACK

SONOMA-MARIN  
**SMART**  
AREA RAIL TRANSIT

# September is Rail Safety Month

- Conducting a social media campaign in September focused on rail safety.
- The campaign will emphasize safety and awareness for motorists, pedestrians, and bicyclists.
- Special attention will be given to the Windsor area, where trains will soon begin operating.
- Windsor residents are not accustomed to active railway traffic, so it's important to raise awareness about the new conditions.
- Our outreach plan includes collaboration with schools and community groups in Windsor to disseminate rail safety information.



**RAIL**  
**SAFETY**  
**MONTH**

**See tracks,  
Think train**



# 2024 Employees of the Quarter 2

# Administration

**Annora Borden**  
**Grants and Budget Analyst**



# Maintenance of Way

## Khan Ngaophasy Facilities Maintenance Technician



# Transportation

**Dan Hubbell**  
**Bridge Tender**



# Vehicle Maintenance

**Nathan Swanson**  
**Vehicle Maintenance Technician**





# Capital

**Alexandra Majoulet**  
**Associate Engineer**



# Safety and Security

**Kevin Sagar**  
**Code Compliance Officer**



# Freight

## Victor Sandoval Freight Utility Worker



# Employee Recognition

- Bryan Crowley
  - Information Systems Manager
- Recently appointed as Vice Chair of APTA Information Technology Subcommittee
- Selected to Moderate discussion on the benefits of cloud-based and hybrid solutions for transit at the recent APTA Tech Conference





**KEN HENDRICKS**  
PROCUREMENT & CONTRACTS MANAGER

Celebrating Ken being recognized as one of Mass Transit's 40 Under 40, honored for outstanding innovation and leadership in public transportation.

Join the SMART team at [www.sonomamarintrain.org](http://www.sonomamarintrain.org)

SMART's Procurement and Contracts Manager, Ken Hendricks has been recognized by Mass Transit Magazine as one of the transit industries leading 40 professionals under 40.



# QUESTIONS

# Agenda Item 7 - Marin-Sonoma Bike Share Program



# Project Background

- Sonoma County Transportation Agency (SCTA) and the Transportation Authority of Marin (TAM) were awarded a Bike Share Capital Program grant by MTC in August 2018
- A Program Agreement was signed by SCTA and Gotcha Mobility LLC in April 2020; in summer 2022, the contractor ceased operations, and SCTA terminated the agreement
- A new procurement process began June 2023, with Drop Mobility awarded contract for Bike Share operator in December 2023

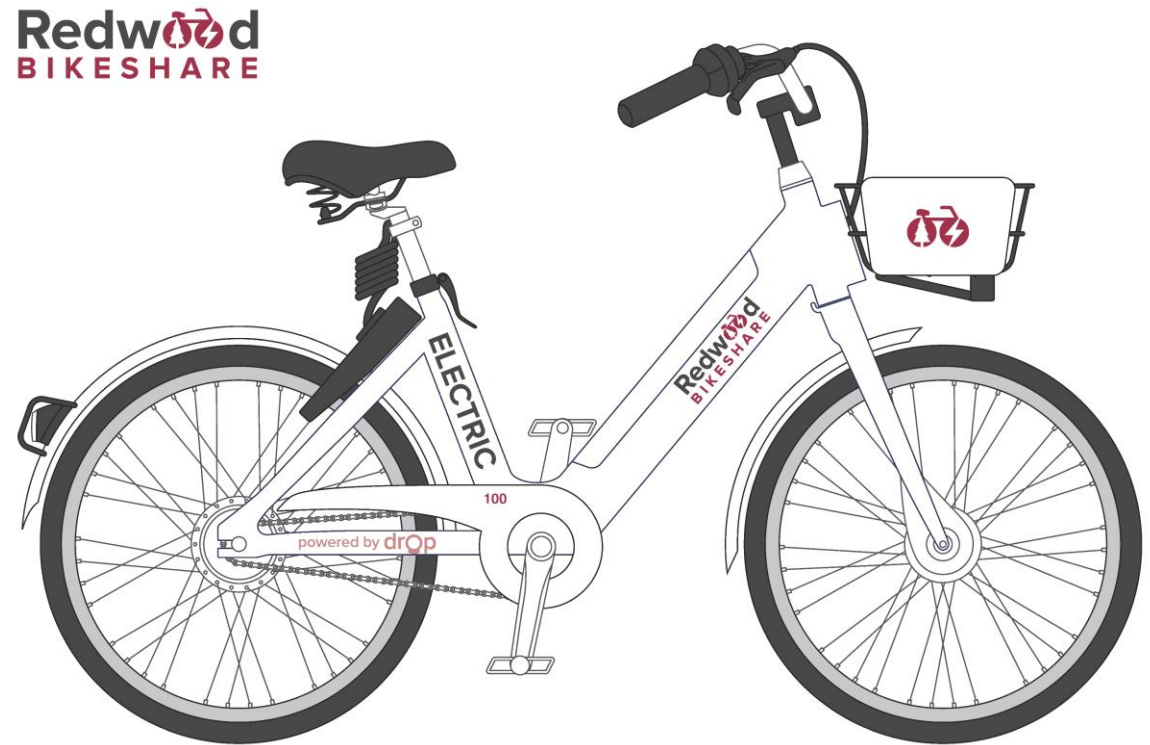


# Program Summary

- Two-year Pilot Program
- Participating jurisdictions: Cities of Larkspur, San Rafael, Novato, Petaluma, Cotati, Rohnert Park, and Santa Rosa, Golden Gate Bridge Highway and Transportation District, and SMART
- Bike Share facilities include eleven of the twelve existing SMART stations; bike share was not proposed for SMART Sonoma County Airport Station
- Tentative hub locations include the Larkspur Ferry Terminal, Santa Rosa Transit Mall, and Coddington Transit Center, facilitating transit connections to and from SMART stations
- Target launch date is Fall 2024

# Program Summary

- 300 shared electric-assist bicycles, distributed across 75 hubs in the two counties
- Branding: Redwood Bikeshare
- Number of bikes at hubs will range from 5 to 20
- Bikes will be redistributed by Drop daily and include swappable batteries



# Today's Recommendation

Authorize the General Manager to sign the License Agreement for the Marin-Sonoma Bike Share Pilot Program between SMART and Drop Mobility.

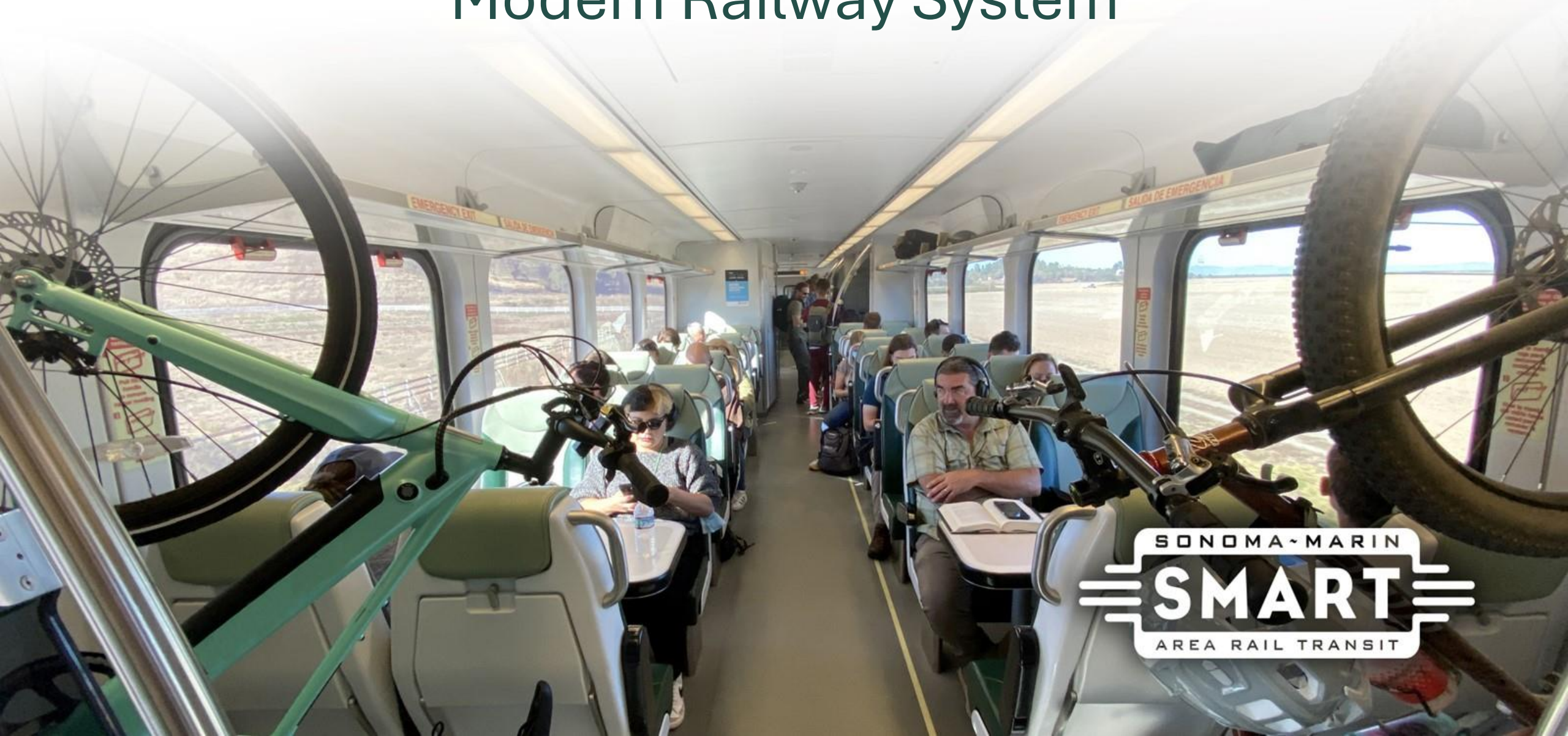
# Next Steps

- Upon Board Approval, SMART will finalize our agreement with the Drop Mobility
- Drop will then install bike share hubs at the pre-designated sites, including SMART stations
- Tentative launch date of September 2024



# QUESTIONS

# Agenda Item 8 – Award Contract No. PL-PS-24-001 with Modern Railway System

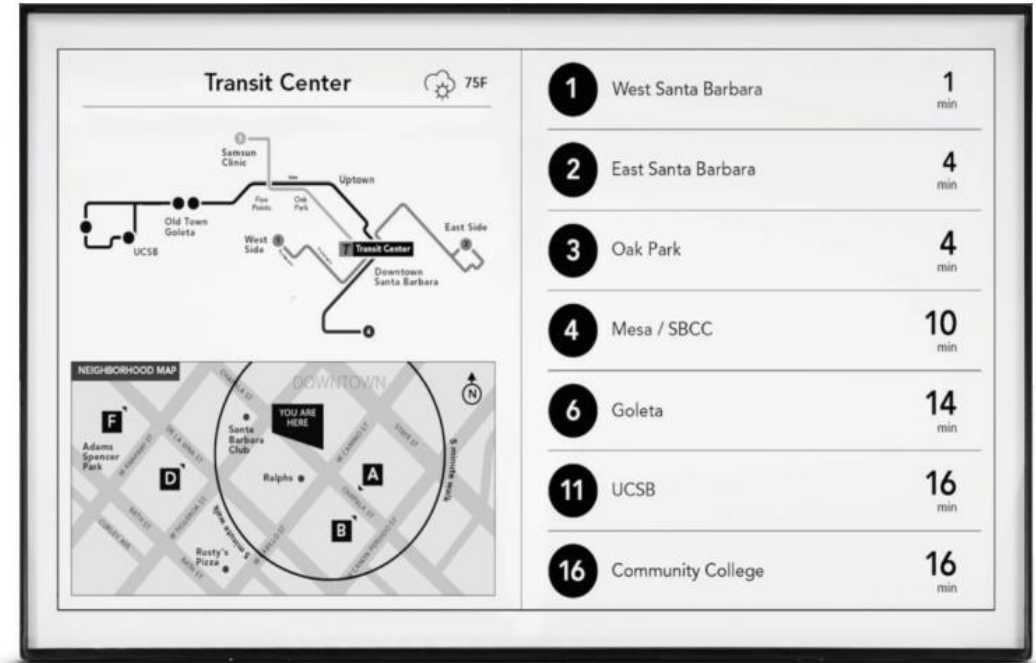


# Project Background

- SMART currently offers real-time train arrivals, live GPS-based train location, and real-time service alerts visible on various mobile trip-planning apps
- Real-Time Signage emerged as a priority for SMART during listening sessions and will allow this information to be visible on station platforms and for people without a smartphone
- Funded by a Clean California Grant, awarded October 2023

# Real-Time Signage Overview

- SMART is procuring 32-inch “electronic paper” displays
- Displays are black-and-white, low power, high resolution, high contrast, and illuminated at night
- Displays will be installed in station shelters





# Real-Time Signage Overview

- Displays include an ADA-compliant pushbutton and multilingual text-to-speech system for visually-impaired users
- Displays can show next train arrivals, service alerts, transfer information, and first-and-last mile options
- Displays will be especially useful for major service disruptions, where information on train annulments and bus bridges can be displayed



# Contracting Process

- SMART issued an Invitation for Bid for the Procurement, Installation, and Support of the Real-Time Signage on May 29, 2024
- SMART held a Pre-Bid Meeting on June 7, 2024, to discuss the project requirements and minimum product specifications with interested bidders
- SMART received two bids from the following bidders on July 8, 2024:
  - Modern Railway Systems
  - Way Sine, LLC
- The lowest responsive responsible bidder was Modern Railway Systems with a total bid price of \$537,755.26

# Today's Recommendation

Approve Resolution No. 2024-25 Authorizing the General Manager to award Contract No. PL-PS-24-001 with **Modern Railway Systems** to furnish, install, and support **Real-Time Information Displays** at SMART stations in the amount of \$537,755.26, and additional approval authority of up-to \$43,165.75 for project contingency for a total project cost of up to \$580,921.01.

# Next Steps

- Upon Board Approval, SMART will work to finalize our agreement with the contractor and issue a Notice to Proceed
- Contractor will install real-time displays in the coming months
- Displays are expected to be online by late 2024
- Staff will provide a Board update when the signage is live

SMART		DEPARTURES	7:05am
PLATFORM 1	Larkspur		5 mins
PLATFORM 1	Larkspur		7:42 am
PLATFORM 1	Larkspur		8:14 am
PLATFORM 1	Larkspur		9:18 am

# QUESTIONS

# Agenda Item 9 - Implementation and Maintenance of Riparian Enhancement in Helen Putman Regional Park



# Overview

- **Required Mitigation:** McInnis Pkway to Smith Ranch Rd pathway construction
- **Riparian Mitigation:** planting of native trees to replace riparian vegetation that was impacted as part of constructing the project
- **Helen Putnam Park in Petaluma:** same watershed as the McInnis non-Motorized pathway.

# Helen Putnam Regional Park

## Two Locations:

### Windsor Drive Drainage:

An eroded channel with sparse riparian vegetation, carrying seasonal drainage to a culvert beneath Windsor Drive.

### Upper Pond Drainage:

Freshwater stream that supports intermittent flow and drains into Cattail Pond which is publicly accessible fishing pond.





# Scope of Work



Grading

Erosion Repair & Channel Regrading



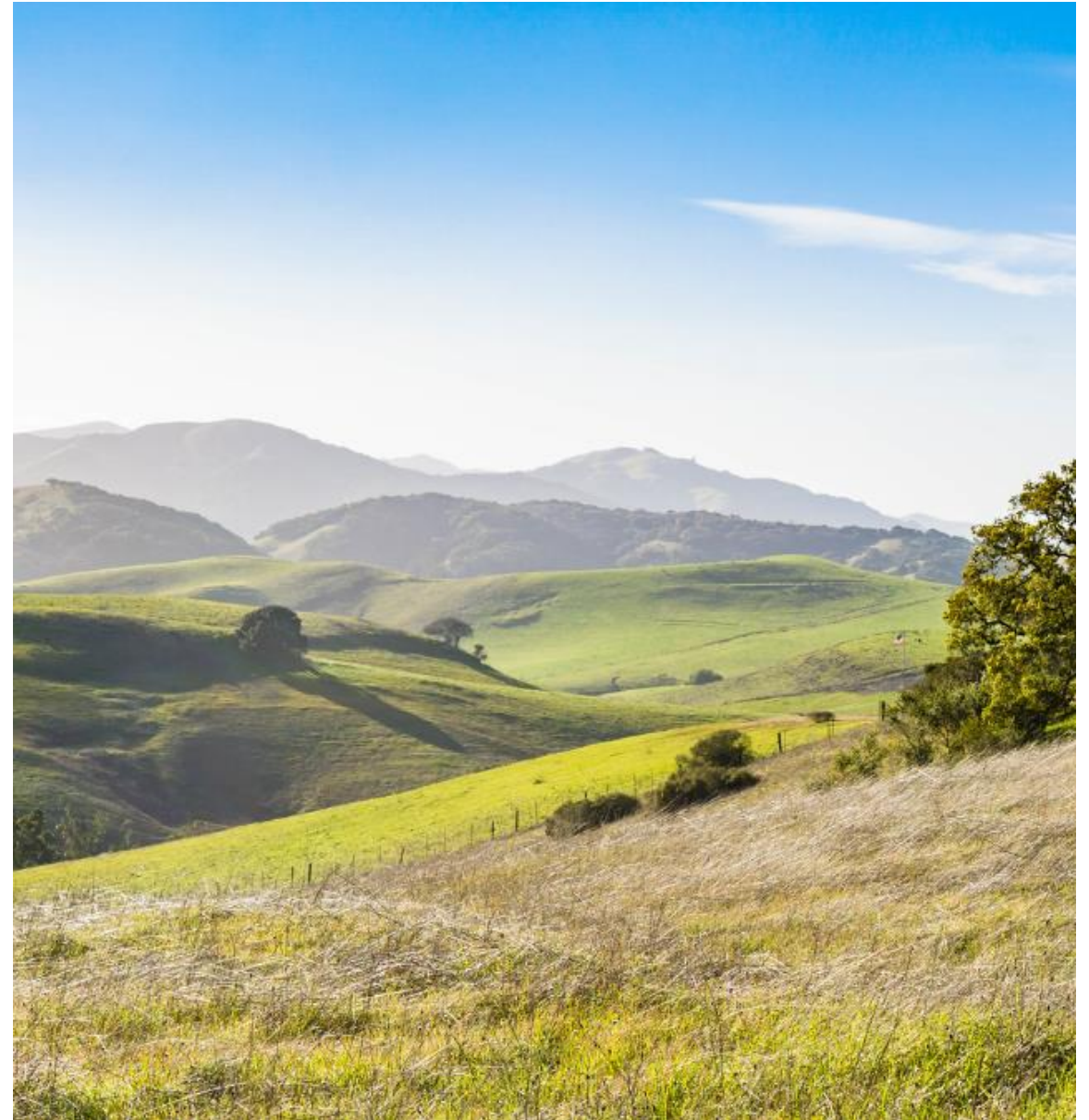
Invasive Removal

Planting



One-year of Maintenance

**116 Trees   515 Shrubs   2,232 Herbaceous Plants**



# Competitive Procurement

- **Request for Bids:** June 5, 2024
- **Receive 4 Bids:** July 11, 2024
- **Lowest Responsive and Responsible Bidder:** Triangle Properties, Inc

# Recommendation:

- **Adopt Resolution No. 2024-24**
- **Authorize** the General Manager to Execute Contract No. EV-BB-24-002
- **Contractor:** Triangle Properties, Inc
- **Contract Amount:** \$523,270
- **Term of the Contract :** December 31, 2025

# QUESTIONS

# Agenda Item 10 – Amend Fiscal Year 2025 Adopted Budget



# Budget Adjustments

- Petaluma North Projects
  - Petaluma North Station
  - North McDowell Crossing
  - Pathway
    - South Point to Main Street
    - Golf Course Drive to Bellevue
  - Repaving McDowell – City Project
- Windsor Projects
  - Windsor Extension – Civil Work
  - Windsor Extension – Systems Work
  - Windsor Pedestrian Crossing
  - Windsor Utility Crossing – Town Project
- Additional formula corrections

# Petaluma North Projects

- Petaluma North Station
  - Roll forward \$1,785,065 of Transit and Intercity Rail Program (TIRCP) funds
- North McDowell Crossing
  - Roll forward \$826,102 of Measure Q funds
- Pathway
  - Decrease the FY 25 budget by \$1,315,602 in Active Transportation Program (ATP) funds
  - Roll forward \$605,936 in Measure Q funds
- Repaving McDowell – City Project
  - Decrease FY 25 budget by \$75,593 in City of Petaluma funds

Project Name	Petaluma North Station	McDowell Grade Crossing Reconstruction	Non-Motorized Pathway Segments		North McDowell Paving
	Transit and Intercity Rail Capital Program	Measure Q	Active Transportation Program	Measure Q	City of Petaluma
Grants					
Total Amount	\$ 9,521,187	\$ 946,458	\$ 10,756,925	\$ 10,057,890	\$ 886,712
FY24	\$ 2,746,530	\$ 936,459	\$ 2,651,942	\$ 605,936	\$ 99,167
<b>Total Expenditure</b>					
FY24	\$ 961,465	\$ 110,357	\$ 3,967,544	\$ -	\$ 174,759.69
<b>Balance</b>	<b>\$ 1,785,065</b>	<b>\$ 826,102</b>	<b>\$ (1,315,602)</b>	<b>\$ 605,936</b>	<b>\$ (75,593)</b>
FY25	\$ 6,774,657	\$ 9,999	\$ 8,104,983	\$ 9,451,954	\$ 787,545
<b>Amended Total</b>					
FY25	\$ 8,559,722	\$ 836,101	\$ 6,789,381	\$ 10,057,890	\$ 711,952

# Windsor Projects

## Windsor Extension – Civil Work

- Decrease FY 25 Solutions for Congested Corridors (SCCP) by \$318,064
- Roll forward \$1,554,730 in Affordable Housing (AHSC) funds
- Windsor Extension – Systems Work
  - Will be brought to the Board at a future meeting
- Windsor Pedestrian Crossing
  - Roll forward \$396,876 in Town of Windsor funds
- Windsor Utility Crossing – Town Project
  - Roll forward \$100,000 in Town of Windsor funds

Project Name	Windsor Extension -- Civil		Pedestrian Undercrossing + Pathway	TOW Utility Xing
	Solutions for Congested Corridors Program	Affordable Housing Sustainable Communities - Mid-Pen	Town of Windsor	Town of Windsor
Grants				
Total Amount	\$ 30,000,000.00	\$ 3,851,322.00	\$ 1,500,000.00	\$ 407,100.00
FY24	\$ 16,658,614.00	\$ 1,813,161.00	\$ 1,000,000.00	\$ 100,000.00
<b>Total Expenditure</b>				
<b>FY24</b>	\$ 16,976,678.02	\$ 258,430.56	\$ 603,123.93	\$ -
Balance	\$ (318,064.02)	\$ 1,554,730.44	\$ 396,876.07	\$ 100,000.00
FY25	\$ 13,341,386.00	\$ 2,038,161.00	\$ 500,000.00	\$ 307,100.00
<b>Amended Total</b>				
<b>FY25</b>	\$ 13,023,321.98	\$ 3,592,891.44	\$ 896,876.07	\$ 407,100.00



# Summary - Revenue and Expenditures

## Revenues:

- Increased by \$3,766,550 which came from fund balance
- Includes \$207,100 from Town of Windsor for Windsor Utility project. Expenditures were accounted for in the FY 25 Adopted Budget, but the revenues were not

## Expenditures:

- \$24,407 was not included in the total presented in the Board packet. Revised expenditure amount for Amendment #1 is \$3,559,450 vs \$3,535,043

Budget Amendment #1		
	Amendment #1	
<b>Revenues</b>		
<b>SMART S&amp;U Tax</b>		
Measure Q	\$ 1,432,038	McDowell Grade Crossing & SoCo Pathways
<b>State Funds</b>		
AHSC - Roseland Village (Round5)	\$ 1,554,730	Windsor Extension - Civil
ATP - SoCo Pathway - CTC/Caltrans/MTC	\$ (1,315,602)	SoCo Pathway
SCC - Windsor	\$ (318,064)	Windsor Extension - Civil
TIRCP - Petaluma North and McDowell Crossing	\$ 1,785,065	Petaluman North Station
<b>Regional Funds</b>		
Other Governments	\$ 628,383	City of Petaluma & Town of Windsor
<b>Total Adjustments Revenues - Amendment #1</b>	<b>\$ 3,766,550</b>	
	<b>Amendment #1</b>	
Other Construction	\$ 24,407	Town of Windsor Utility Crossing & City of Petaluma Paving
Expansion	\$ 4,244,709	Petaluma North Station, McDowell Grade Crossing, Windsor Civil, and Windsor Pedestrian Undercrossing
Pathways - Capital	\$ (709,666)	SoCo Pathway
<b>Total Adjustments Expenditures - Amendment #1</b>	<b>\$ 3,559,450</b>	

# Changes to Sources & Uses Since Original Mailing

## Expenditures

- Total Debt Service + Salaries & Benefits + Reserves is \$67,159,772 vs \$68,867,484 in Appendix A of the Adopted Budget
- The balance is \$135,270,622 vs \$133,562,910 in Appendix A of the Adopted Budget
- The ending fund balance prior to Amendment #1 is \$57,534,622 vs \$55,827,010
- The ending fund balance after Amendment #1 is \$53,975,272

# Position Authorization

- Rounding Correction
- Repurpose position
  - Risk Manager
    - Hard to fill
    - Had two within two years
  - Regulatory Compliance & Civil Rights Manager
    - DBE, ADA, EEO, and Title VI
    - Reports directly to the General Manager
    - Recognized need after the Triennial Review
    - Difference in range \$21,320 - \$26,740

# QUESTIONS



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August 22, 2024

