Sonoma-Marin Area Rail Transit District

General Manager's Report – December 2020

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U.S. Department
of Transportation

Federal Railroad Administration

1200 New Jersey Avenue, SE
Washington, DC 20590

December 29, 2020

Mr. Eric Lucan
Chair, Board of Directors
Sonoma-Marin Area Rail Transit
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

Mr. Farhad Mansourian
General Manager
Sonoma-Marin Area Rail Transit
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

Ms. Barbara Pahre
Vice Chair, Board of Directors
Sonoma-Marin Area Rail Transit
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

Mr. Aaron Parkes
Manager, Train Control Systems
Sonoma-Marin Area Rail Transit
5401 Old Redwood Highway, Suite 200
Petaluma, CA 94954

Dear Ms. Pahre and Messrs. Lucan, Mansourian, and Parkes:

Since becoming Administrator of the Federal Railroad Administration (FRA) in February 2018, one of my highest priorities has been to help ensure that the railroad industry fully implements positive train control (PTC) systems on all required main lines by December 31, 2020, in accordance with the statutory mandate and FRA's regulations.

On behalf of FRA and myself, I want to recognize Sonoma-Marin Area Rail Transit's significant accomplishment of fully implementing an FRA-certified and interoperable PTC system on its PTC-mandated main lines before the statutory deadline of December 31, 2020. Congratulations to you and your entire team!

Together, you and the railroad industry implemented PTC technology on over 57,500 route miles throughout the country. This achievement encompasses over a decade of sustained commitment, thousands of hours of testing and deployment, innovative technological solutions, along with a tremendous amount of coordination and collaboration among nearly 100 host and tenant railroads, railroad associations, material suppliers, and service providers. Thank you for your perseverance. FRA looks forward to overseeing the further advancements to rail safety that PTC technology will enable.

Best wishes for a safe and healthy New Year!

Sincerely,

Ronald L. Batory
Administrator

COMMUNITY OUTREACH

Community Outreach| Holiday Express 2020

On Saturday, December 5, SMART hosted the fifth annual Holiday Express Toy Drive to help make the holidays bright for local children in need. This year, SMART partnered with community organizations and businesses in Marin and Sonoma counties to collect food and toys for families in need. Over a thousand new toys were donated to Toys for Tots and the Novato Fire District, who distributed the toys to families before the Christmas holiday. The Redwood Empire Foodbank collected food to support local families this holiday season.

Community members wore masks and practiced social distancing at the outdoor events, held at SMART stations in Santa Rosa and Novato. Families walked through the decorated Holiday Express train after dropping off donations at the drive-thru location. Thank you for helping us make the holidays bright!

SANTA ROSA DOWNTOWN
SONOMA-MARIN
SMART
AREA RAIL TRANSIT

REPORT SUSPICIOUS ACTIVITY

TO
SAN FRANCISCO
53.8 M
SANTA ROSA
ELEVATION 150 FEET
TO
EUREKA
230.3 M.
CALIFORNIA WELCOM
9
4th Street
TOYS FOR TOTS

Media | December News Coverage

- December 22, *S.F. Bay train is growing - here's what's new this year* (San Francisco Chronicle)
- December 18, *SMART to develop in-house training program for sign technicians* (Mass Transit Magazine)
- December 16, *Cyclists demand SMART build more of North Bay bike path to regain support* (The Press Democrat)
- December 16, *SMART announces in-house training program for essential positions* (Petaluma Patch)
- December 11, *Bicycle film festival virtually rides into the North Bay* (The Bohemian)
- December 6, *Editorial: As mayor, San Rafael's Phillips showed true leadership* (Marin Independent Journal)
- December 6, *Marin Voice: When the symbol becomes the goal, opportunity has been lost* (Marin Independent Journal)
- December 5, *Santa Rosa Railroad Square was a happy place for weekend gift, food drive* (The Press Democrat)
- December 5, *SMART toy drive* for needy goes on despite pandemic (Marin Independent Journal)
- December 4, *San Rafael Mayr to retire, city set to swear in first woman mayor* (Marin Independent Journal)
- December 4, *SMART board preps for new leadership in 2021* (North Bay Business Journal)
- December 4, *SMART board preps for new leadership in 2021* (The Press Democrat)
- December 3, *SMART to host last chance Sonoma County holiday toy drive* (Marin Independent Journal)
- December 3, *State approves SMART takeover of North Bay freight hauling* (Marin Independent Journal)
- December 3, *SMART holding annual toy and for drive this Saturday* (KSRO Radio)
- December 2, *SMART holiday toy and food drive this weekend* (The Press Democrat)
- December 1, *Dick Spotswood: Bridge District cuts are better than banking on wishes, prayers* (Marin Independent Journal)

COVID-19 ENHANCED CLEANING PROTOCOLS

SMART has implemented multiple measures to prevent and limit the spread of COVID-19 including:

- Installing hand sanitizer stations throughout the railcars
- Posting local Health Official guidelines
- Increasing cleaning of the vehicles from once daily to twice daily
- Providing facial coverings freely to the public for any customers who did not have one
- Adding the usage of electrostatic sanitizers to the vehicle cleaning procedures
- Upgrading the onboard air circulation system including:
  - » Upgrading the onboard recirculation filters
  - » Implementing UV sanitizers for circulating air

SMART previously used MERV-8 filters and has upgraded them to MERV-13, following CDC recommendations. Filters are rated by their minimum efficiency reporting value (MERV). The higher the MERV rating, the more airborne materials the filter will pull from the air. SMART Vehicle Maintenance Staff conducted air quality testing on trains with and without the upgraded filter using an "air particle counter". This testing equipment sucks in air within the passenger compartment and counts airborne particles and potential pathogens. Testing showed that this modification provides a 67% improvement over the old filters. Air within the passenger cabin now has 67% less airborne particulates than before.

As a second line of defense against airborne pathogens, SMART has demonstrated installing UV sterilizers to the HVAC systems aboard SMART Trains. These systems break down the DNA within pathogens to keep them from growing, effectively killing them.

Air filter upgrades have been completed for the entire fleet and will be replaced during periodic maintenance. UV upgrades are estimated to be completed by March 2021.

RIDERSHIP INFORMATION

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Weekly Totals	
17-Feb	18-Feb	19-Feb	20-Feb	21-Feb	22-Feb	23-Feb	Bikes	ADA
2,081	2,961	3,196	3,124	2,959	1,568	1,456	1742	79
24-Feb	25-Feb	26-Feb	27-Feb	28-Feb	29-Feb	1-Mar		
2,901	3,174	3,227	3,256	2,986	1,522	969	2067	72
COVID-19 Starts								
2-Mar	3-Mar	4-Mar	5-Mar	6-Mar	7-Mar	8-Mar		
2,782	2,916	3,091	3,005	2,833	874	733	2036	71
9-Mar	10-Mar	11-Mar	12-Mar	13-Mar	14-Mar	15-Mar		
2,470	2,455	2,498	2,298	1,822	292	293	1612	67
16-Mar	17-Mar	18-Mar	19-Mar	20-Mar	21-Mar	22-Mar		
867	489	353	331	342	Annulled	Annulled	379	16
23-Mar	24-Mar	25-Mar	26-Mar	27-Mar	28-Mar	29-Mar		
274	239	297	290	315	Annulled	Annulled	251	10
**** Service Reduced to 34 Trips****								
30-Mar	30/31	1-Apr	2-Apr	3-Apr	4-Apr	5-Apr		
253	243	252	266	247	Annulled	Annulled	245	0
****Service Reduced to 16 Trips ****								
6-Apr	7-Apr	8-Apr	9-Apr	10-Apr	11-Apr	12-Apr		
171	182	185	189	180	Annulled	Annulled	166	2
13-Apr	14-Apr	15-Apr	16-Apr	17-Apr	18-Apr	19-Apr		
180	205	196	214	191	Annulled	Annulled	202	5
20-Apr	21-Apr	22-Apr	23-Apr	24-Apr	25-Apr	26-Apr		
201	200	211	219	194	Annulled	Annulled	246	11
27-Apr	28-Apr	29-Apr	30-Apr	1-May	2-May	3-May		
203	215	222	248	202	Annulled	Annulled	256	6
4-May	5-May	6-May	7-May	8-May	9-May	10-May		
248	265	245	237	248	Annulled	Annulled	286	8
11-May	12-May	13-May	14-May	15-May	16-May	17-May		
214	239	255	267	266	Annulled	Annulled	276	1
18-May	19-May	20-May	21-May	22-May	23-May	24-May		
233	293	265	281	330	Annulled	Annulled	368	4
25-May	26-May	27-May	28-May	29-May	30-May	31-May		
Annulled	287	302	335	296	Annulled	Annulled	310	1
1-Jun	2-Jun	3-Jun	4-Jun	5-Jun	6-Jun	7-Jun		
309	322	369	336	346	Annulled	Annulled	407	2

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Weekly Totals	
8-Jun	9-Jun	10-Jun	11-Jun	12-Jun	13-Jun	14-Jun	Bikes	ADA
346	389	390	350	386	Annulled	Annulled	459	14
15-Jun	16-Jun	17-Jun	18-Jun	19-Jun	20-Jun	21-Jun		
383	377	424	409	399	Annulled	Annulled	490	3
22-Jun	23-Jun	24-Jun	25-Jun	26-Jun	27-Jun	28-Jun		
400	409	433	398	361	Annulled	Annulled	496	9
29-Jun	30-Jun	1-Jul	2-Jul	3-Jul	4-Jul	5-Jul		
419	431	429	390	297	Annulled	Annulled	426	2
6-Jul	7-Jul	8-Jul	9-Jul	10-Jul	11-Jul	12-Jul		
421	462	420	420	392	Annulled	Annulled	453	4
13-Jul	14-Jul	15-Jul	16-Jul	17-Jul	18-Jul	19-Jul		
412	414	419	421	397	Annulled	Annulled	465	5
20-Jul	21-Jul	22-Jul	23-Jul	24-Jul	25-Jul	26-Jul		
369	394	418	488	425	Annulled	Annulled	514	8
27-Jul	28-Jul	29-Jul	30-Jul	31-Jul	1-Aug	2-Aug		
379	404	390	452	414	Annulled	Annulled	464	5
3-Aug	4-Aug	5-Aug	6-Aug	7-Aug	8-Aug	9-Aug		
417	437	404	440	476	Annulled	Annulled	474	9
10-Aug	11-Aug	12-Aug	13-Aug	14-Aug	15-Aug	16-Aug		
433	464	438	446	396	Annulled	Annulled	506	1
17-Aug	18-Aug	19-Aug	20-Aug	21-Aug	22-Aug	23-Aug		
346	418	387	399	324	Annulled	Annulled	403	0
24-Aug	25-Aug	26-Aug	27-Aug	28-Aug	29-Aug	30-Aug		
349	407	406	467	445	Annulled	Annulled	507	4
31-Aug	1-Sep	2-Sep	3-Sep	4-Sep	5-Sep	6-Sep		
382	459	417	441	438	Annulled	Annulled	423	4
Labor Day Holiday								
7-Sep	8-Sep	9-Sep	10-Sep	11-Sep	12-Sep	13-Sep		
Annulled	414	393	396	368	Annulled	Annulled	345	4
14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep		
374	424	398	403	452	Annulled	Annulled	398	1
21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	26-Sep	27-Sep		
435	472	470	517	494	Annulled	Annulled	490	23

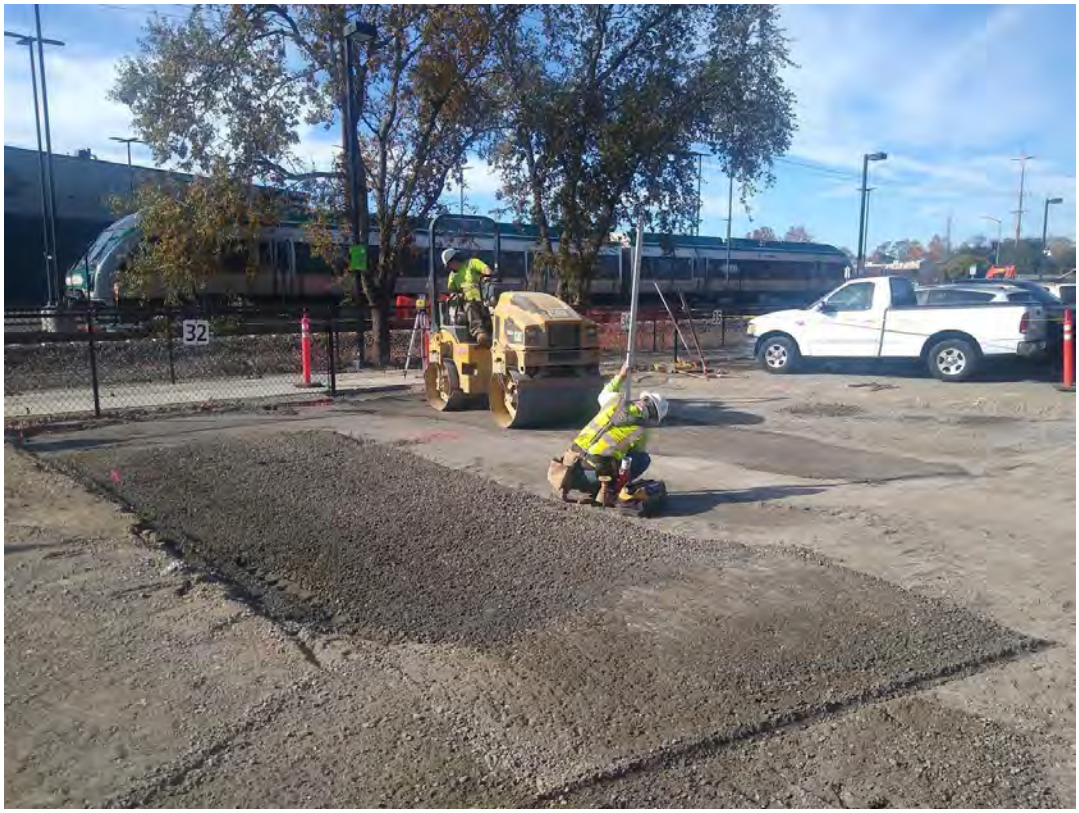
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Weekly Totals	
28-Sep	29-Sep	30-Sep	1-Oct	2-Oct	3-Oct	4-Oct	Bikes	ADA
316	365	464	453	428	Annulled	Annulled	362	12
5-Oct	6-Oct	7-Oct	8-Oct	9-Oct	10-Oct	11-Oct		
407	469	434	423	475	Annulled	Annulled	431	12
12-Oct	13-Oct	14-Oct	15-Oct	16-Oct	17-Oct	18-Oct		
394	482	416	455	469	Annulled	Annulled	430	9
19-Oct	20-Oct	21-Oct	22-Oct	23-Oct	24-Oct	25-Oct		
436	513	409	478	491	Annulled	Annulled	443	9
26-Oct	27-Oct	28-Oct	29-Oct	30-Oct	31-Oct	1-Nov		
386	438	410	496	489	Annulled	Annulled	459	15
2-Nov	3-Nov	4-Nov	5-Nov	6-Nov	7-Nov	8-Nov		
432	503	455	480	448	Annulled	Annulled	494	10
9-Nov	10-Nov	11-Nov	12-Nov	13-Nov	14-Nov	15-Nov		
433	452	416	478	415	Annulled	Annulled	451	7
16-Nov	17-Nov	18-Nov	19-Nov	20-Nov	21-Nov	22-Nov		
404	386	404	419	426	Annulled	Annulled	456	3
			Thanksgiving Holiday					
23-Nov	24-Nov	25-Nov	26-Nov	27-Nov	28-Nov	29-Nov		
417	437	402	Annulled	Annulled	Annulled	Annulled	210	3
30 - Nov	1-Dec	2-Dec	3-Dec	4-Dec	5-Dec	6-Dec		
330	412	394	400	376	Annulled	Annulled	491	4
	Marin County Shelter Order				Sonoma County Shelter Orders			
7-Dec	8-Dec	9-Dec	10-Dec	11-Dec	12-Dec	13-Dec		
360	401	331	374	380	Annulled	Annulled	411	4
14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	19-Dec	20-Dec		
306	404	332	337	323	Annulled	Annulled	377	8
				Christmas Day Holiday				
21-Dec	22-Dec	23-Dec	24-Dec	25-Dec	26-Dec	27-Dec		
323	307	304	140	Annulled	Annulled	Annulled	258	1

WINDSOR EXTENSION PROJECT

- Design work is complete.
- Coordination with the Town of Windsor and County of Sonoma is on-going.
- Winterization of railroad job site is complete.
- Airport Boulevard widening work for the County of Sonoma continues with construction of the south side sidewalk, curb and gutter, and bus stop along with installation of streetlights and railroad equipment foundations.
- Utility relocations are ongoing.

Framing Area for New Sidewalk and Bus Stop Area – Airport Blvd, Santa Rosa

Constructing Traffic Signal and Grade Crossing Gate Pole Foundations – Airport Blvd, Santa Rosa



Building New Wheel Chair Accessible Parking Spots in the Airport Station Parking Lot

Constructing Sidewalk – Airport Blvd, Santa Rosa

Pouring New Curb and Gutter – Airport Blvd, Santa Rosa

PG&E Utility Relocation – Airport Blvd, Santa Rosa

MULTI-USE PATHWAY PROJECT

Sonoma County Pathway Gap Closure Project

- South Point Boulevard in Petaluma to Main Street in Penngrove (2.9 mi)
- Golf Course Drive in Rohnert Park to Bellevue Avenue in Santa Rosa (2.8 mi)

The design team is preparing 75% complete design submittal with a focus on path of travel across roadways, hydrology, and retaining walls. The team is also evaluating utility conflicts and impacts to wetlands along the pathway alignment.

looking North-Future Pathway Location in Santa Rosa - Scenic Avenue

OPERATIONS

ANNOUNCEMENTS

It is with pleasure to announce the following promotions:

Marc Bader as our Operations Manager. Marc has been filling the role of Acting Operations Manager for the last 6 months and has performed an excellent job during these special times. Marc has been with SMART for 5 years and has proven to be a dedicated and passionate Manager and brings 28 years of railroad experience.

Doug Beck as our Superintendent of Maintenance of Way. Doug has been filling the role of Acting Superintendent of Maintenance of Way for the last 6 months and has performed an excellent job during these special times. Doug is a Sonoma County native and has been with SMART for 5 years and brings 13 years of managerial experience.

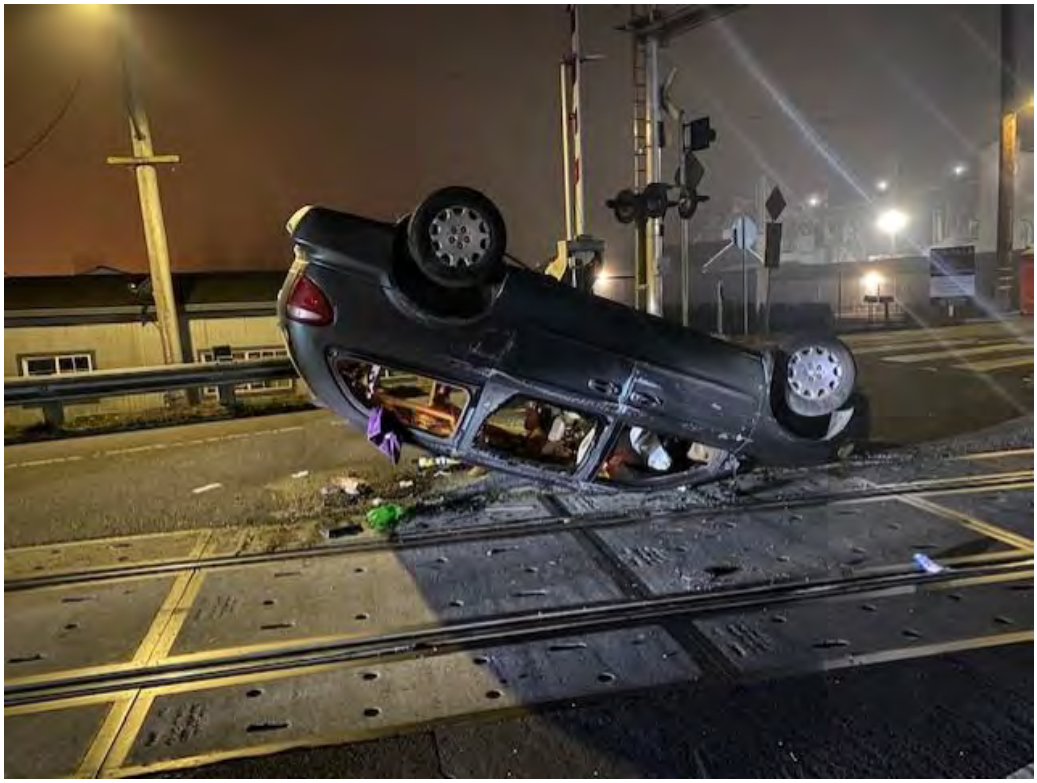
VEHICLE MAINTENANCE:

- Performed inspection on Diesel Multiple Unit 108 and discovered the Automatic Announcement System was intermediate. Upon further inspection it was determined the Communication Control Head Unit was causing the system to fail. The control unit was changed and there have been no further interruptions.
- Performed overhaul brake maintenance on Diesel Multiple Unit 103 and 107. This maintenance involves removing all brake components and sending them out to a third party to have them inspected and certified. This maintenance allows SMART to stay in compliance with Federal Railroad Administration's requirements.
- Performed mid-year maintenance on 1 Diesel Multiple Unit.
- Performed 500-hour oil change on 15 Diesel Multiple Units.
- Automatic Train Control maintenance performed on 9 Diesel Multiple Units. This maintenance keeps us compliant with Federal Regulatory Association regulations in regards to positive train control.
- Performed data downloads on the fleet. The Diesel Multiple Units have many subsystems that are integrated. Downloading the systems data provides SMART an opportunity to investigate different occurrences that may not show during our normal inspections.
- Performed 1-year annual inspection on Diesel Multiple Unit 103,

MAINTENANCE OF WAY:

- Staff completed annual Railroad Worker Protection training course. Required employees completed annual Employee in Charge Training.
- Staff repaired crossing gate knock down from truck collision at Hanna Ranch (South Novato)
- Staff completed crossings repairs from vehicle collision at Lakeville Street (Petaluma)
- Staff completed 7 annual crossing inspections this month. Four annual Highway crossing inspections, and three annual Pedestrian crossing inspections.
- Staff completed erosion control drainage project North of River Road (Santa Rosa)
- Staff is working on bridge repair punch list, generated from Engineering departments annual Bridge inspections.
- Staff completed installation of 9 automated external defibrillators at SMART's facilities, and offices.
- Staff completed 9 fence repairs, with one large repair at Lakeville Street. Approximately 50 feet of fence was replaced from vehicle collision.

Gate Crossing damaged by vehicle - Hanna Ranch, Novato



Vehicle accident at Lakeville Street, Petaluma

Lakeville Street Fence

Erosion control drainage project North of River Road (Santa Rosa)

TRANSPORTATION:

SMART Transportation Meetings: Job Bids for 2021 Train Crews

SMART Transportation Department Training:

- Bi-Annual First Aid CPR and AED Training for Transportation Superintendent and Assistant Superintendent
- Reviewing online training programs for 2021 in the new Learning Management System (Biz Library).

FREIGHT SERVICE

At the December 16, 2020 Board Meeting, I provided an update on the status of Freight Service and related activities. The Board approved a number of policies establishing SMART to become a Freight Service provider. The following activities have taken place and are ongoing:

- The State of California has been funded the $4M for the purchase. The funds have been encumbered and deposited into an escrow account;
- The State of California has funded the $2 million for SMART for freight maintenance. The funds have been encumbered and deposited into an escrow account;

SMART has not spent any agency funds to purchase NWPCo. All the funds are from the State of California and deposited into an escrow account.

This month, the North Coast Railroad Authority had to go to California Transportation Commission (CTC) and get permission to transfer certain properties south of Sonoma-Mendocino County line as well as transfer the freight easement from their freight operator (NWPCo) to SMART. This item had to be approved by the CTC. The CTC had received letters of objection from Mike Arnold and David Schonbrunn. However, CTC unanimously approved NCRA's request as recommended by their own staff. We now will move onto the Federal process.

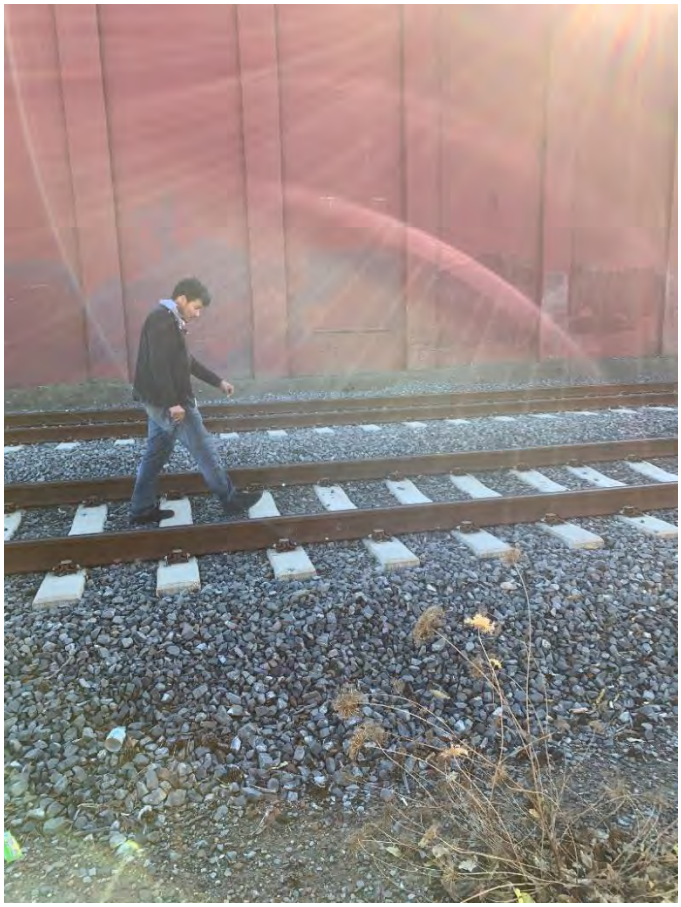
Following the approval by the California Transportation Commission, the following two Agreements have been executed by SMART 1) The Asset Transfer Purchase Agreement between SMART and NWPCo. This agreement is for SMART to purchase the assets once the funds are received; and 2) The Baseline Agreement between the State of California and SMART has been finalized and is pending execution.

Senator McGuire has introduced Senate Bill 69. Senator McGuire had previously introduced Senate Bill 356. It starts splitting the organization of NCRA of having jurisdiction and they will be doing the Redwood Trail from the Sonoma Mendocino County North.

SAFETY AND SECURITY

Crossing damage at Petaluma Lakeville

Van crash near track in Novato



Santa Rosa Trespasser

Santa Rosa Trespasser

Petaluma Trespassers

REAL ESTATE

PRIVATE CROSSINGS

Staff is continuing to work on researching SMART's ownership, property rights of ingress and egress easements and current and necessary agreements along the Brazos Branch. One property owner on the Brazos Branch, that is immediately adjacent to the tracks, requested a private crossing agreement which was sent to the owner, staff is waiting for owner to respond.

PROPERTY ACQUISITIONS

Downtown Petaluma Station Property: Staff executed an extension of time until February 19, 2021 to close the sale of the property. Staff is continuing to work with the developer on access requests to the property. Staff is continuing to work with the City of Petaluma on the new entrance to the station parking lot.

Windsor Extension Project: Staff is continuing to research property rights that were granted to third parties on or along the new extension. Staff is continuing to work with utility companies on a variety of tasks on the new extension property.

North Coast Rail Authority (NCRA): Staff is reviewing documents from NCRA on the properties to be transferred if the agreement is approved by all the authorizing agencies.

Track work: Research continues on property rights for both SMART and property owners regarding the location of track.

Pathway: Coordinating with the adjacent property owners and local municipalities regarding securing any necessary land rights to accommodate the construction of the pathways and interim access and laydown area needs.

PROPERTY MANAGEMENT

Staff is continuing to address a variety of requests from adjacent property owners, such as, removal of dead trees in Rohnert Park, vegetation removal, trash, abandoned vehicles, and research of location where telecommunications companies are crossing SMART property.

Special Event Requests:

Bike Monkey- Levi's GranFondo Bike Ride/Race, Windsor/Healdsburg/Cloverdale- May 29, 2021

Right of Entry Permits Issued:

PG&E- Gas Pipeline Construction Laydown area- Civic Center Drive- San Rafael
PG&E- Abandoning gas service uninstallation of High-Pressure Regulator- Windsor
PG&E- Electrical Pole Maintenance- Petaluma
PG&E- Electrical Wire Replacement and Maintenance- Larkspur
St. Francis Electric LLC for City of Santa Rosa- Hearn Avenue Project- Santa Rosa

Staff is continuing working on issuing Right of Entry Permits/License with:
Precision General Commercial Contractors- Burbank Housing- Petaluma
PG&E- Gas Vent Maintenance- Lakeville Street- Petaluma
PG&E- Tree Trimming for Electrical Division- Hamilton Drive- Novato
Phoenix Development Company of Minneapolis, LLC- Pullman Lofts Project- Santa Rosa
PG&E- Yearly Vegetation Management for Electrical Division
Danco Group of Companies- 80 College Avenue- Santa Rosa
County of Marin- Simmons Slough Water Management System
Fredric C. Divine Associates- 826 State Access Road/ 1385 N. Hamilton Pkwy- Novato
Marin County Flood Control – Installation of 3 pumps – Hwy 37
Sonoma Land Trust- Erosion Control and Dirt hauling on Brazos branch- Sonoma
West Coast Solar Company – Solar Project – Lagunitas Brewing – Petaluma
Sonic – Numerous Access Permits issued for work on fiber optics lines.
Metro-MCI – request to connect to Sonic fiber line
COMCAST – Staff is still working to finalize outstanding license agreement fees. Fiber Optic installation verifications in 7 locations. Agreements to be revised.

On-Going Property Management Activities:
Quitclaim deed research and request with Caltrans.
Records research for all road and track intersection – data base development.
Records research on Brazos Branch (Napa County – real estate records)
Records research for Healdsburg.
Work on Appraisal values for various Healdsburg properties.
Work with Accounting to get any past due Lessee's accounts up to date.
Finalized Right of Entry process with Accounting and Operations
Review and evaluation of requests to lease SMART properties.
Records Management
Research of records for old Petaluma, Santa Rosa Rail line spur in Petaluma – downtown trestle
Research of records for Payran Pathway – sewer line ownership questions
Research of records for Healdsburg Station – environmental records researched
Research of records for sidewalk at Santa Rosa Downtown Station.
Working on access protocols with Sonoma County Water Agency.
Staff is continuing to work with Pacific Gas & Electric Company to refine access issues and update Master Agreement with after discovered facilities.
Refinement of maintenance and insurance issues.
Research of title issues regarding property rights.
Consulting with Engineering on costs.
Consulting with Permitting Agencies on mitigation issues.
Continue to handle property management issues from adjacent landowners.
Continue to support construction by doing property research for discovered property issues.
Research on title issues to clarify property ownerships and survey as necessary.
Continue working with property owners to remove encroachments.
Title reports ordered and being reviewed.
Meetings held with private property owners.
Field work visiting SMART owned properties.

HUMAN RESOURCE

CURRENT OPEN RECRUITMENTS:

- Safety and Compliance Officer
- Signal Technician Trainee
- Operations Manager (Internal)
- Superintendent of Signals and Way (Internal)
- Administrative Assistant

NEW PROMOTINS/HIRES

- Staff member was promoted from Administrative Assistant to Accounting Assistant.

INTERVIEWS

The District held interviews for the following positions:

- Assistant Planner
- Communications Manager
- Safety and Compliance Officer
- Engineer-Conductor

GRANTS, LEGISLATION, PLANNING AND REGIONAL ACTIVITIES

REGIONAL AND LOCAL LANNING ACTIVITIES

Local Planning Department Notification and Coordination Tracking SMART Planning Staff also tracks and reviews all notices sent by local jurisdictions for projects occurring adjacent to or nearby the railroad tracks. In 2019 staff received and reviewed 171 different notices and in 2020 SMART has received and reviewed **107** different notices.

State Route 37 – Caltrans Planning and Environmental Linkages Study (Sr37 Pel Study): Caltrans is beginning a State Route 37 Planning and Environmental Linkages Study (SR37 PEL), commencing with a series of Stakeholder meetings to educate on the purpose, process and outcomes of a PEL study. SMART staff participated in a stakeholder meeting on November 16, an online survey November 24, and an in person interview the first week of December. The PEL study will gather preliminary data, consider the conceptual level of design, traffic analyses, and evaluation of environmental impacts, and result in recommendations for the corridor.

TRANSIT COORDINATION MEETINGS:

- **December 2, 2020** - Staff participated in the Metropolitan Transportation Commission (MTC) monthly **Transit Finance Working Group** meeting. Discussions included several standing item updates: legislative updates, funding notices, Transportation Improvement Program update, Cap and Trade Update, Regional Transit Capital Priorities process, and Blue-Ribbon Transit Recovery Task Force.
- **December 9, 2020** – Staff participated in Sonoma County Transportation Authority's monthly **Transit Technical Advisory Committee** meeting. Standing items were discussed including transit operator updates and Sonoma County's Future of Transit Ad Hoc status.
- **December 14, 2020** – Staff attended the **Blue-Ribbon Transit Task Force** meeting virtually. The agenda included the Transformation Action Plan Goals of Advancing Equity, Transit Operator Recovery and Network Management.
- **December 1, 8, 15, 22 - 2020** – Staff attended the **Blue-Ribbon Transit Task Transit Caucus – Planning and Operations Subcommittee** meetings virtually. The agenda included preparation of presentations on Network coordination for the Blue-Ribbon Transit Task Force and discussion of Regional and BART-lead Wayfinding Improvement Projects, amongst other topics.
- **December 1, 8, 15, 22 - 2020** – Bay Area Transit Operator ongoing coordination meetings. SMART staff met with the Bay Area's smaller transit operators, defined as any except the seven largest transit operators, weekly to coordinate comments and activities associated with COVID-19 response, the MTC Blue-Ribbon Transit Task Force Public Transit Transformation Action Plan, Clipper 2.0 and other topics of regional significance.