



**BOARD OF DIRECTORS
REGULAR MEETING AGENDA AND WORKSHOP
May 3, 2017 – 1:30 PM**

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

1. Call to Order
2. Approval of the April 19, 2017 Board Meeting Minutes
3. Public Comment on Non-agenda Items
4. Board Member Announcements
5. General Manager's Report
6. Consent
 - a. Approve W. Bradley Electric, Inc. Services (WBE) Contract Amendment No. 2
7. Conduct Workshop – Passenger Start-Up Service Preparedness (*Non-Action Item for Discussion/Provide Direction*)
8. Next Regular Meeting Board of Directors, May 17, 2017 – 1:30 PM – 5401 Old Redwood Highway, 1st Floor, Petaluma, CA 94954
9. Adjournment

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternate format or that requires an interpreter or other person to assist you while attending this meeting, please contact SMART at least 72 hours prior to the meeting to ensure arrangements for accommodation. Please contact the Clerk of the Board at (707) 794-3072 or dial CRS 711 for more information.

DOCUMENTS: Documents distributed by SMART for its monthly Board meeting or committee meetings, and which are not otherwise privileged, may be inspected at SMART's office located at 5401 Old Redwood Highway, Suite 200, Petaluma, CA 94954 during regular business hours. Documents may also be viewed on SMART's website at: www.sonomamarintrain.org. Materials related to an item on this Agenda submitted to SMART after distribution of the agenda packet are available for public inspection at the SMART Office. For information about accessing SMART meetings by public transit, use the trip planner at www.511.org



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

April 19, 2017 - 1:30 PM

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

1. Call to Order

Chair Fudge called the meeting to order at 1:30 PM. Directors Arnold, Eddie, Hillmer Lucan, Mackenzie, Pahre, Phillips, Rabbitt, Russell, and Sears were present. Director Zane absent.

Closed Session Urgency Item

General Manager Farhad Mansourian stated that SMART's District Counsel has a Closed Session Urgency Item which came to the District's attention this morning - Closed Session Urgency Item – Conference call with Federal Railroad Administration regarding Quiet Zone Implementation.

MOTION (2/3 required): Director Arnold moved approval to include Closed Session Urgency Item – Conference call with Federal Railroad Administration regarding Quiet Zone Implementation. Director Mackenzie second. The motion carries 11-0-0 (Director Zane absent).

Chair Fudge adjourned the Board to closed session at 1:32PM.

Report Out of Closed Session Urgency Item

Chair Fudge reported out of closed session at 2:40PM. The Board determined that the need to take action arose subsequent to the Agenda being posted and to add a conference with Legal Counsel regarding exposure to and/or initiation of litigation pursuant to California Government Code Section 54956.9(d)(2-4). Number of Potential Cases: One. Report Out: No action taken was taken on Urgency Item.

The Board returned to open session at 2:42PM

2. Approval of the April 5, 2017 Board Meeting Minutes

MOTION: Director Russell moved approval of April 5, 2017 minutes as noted. Director Sears second. The motion carries 11-0-0 (Director Zane absent).

3. Public Comment on Non-Agenda Items

Duane Bellinger asked if he will be able to speak regarding Agenda Item #7. Chair Fudge responded yes.

Michael Parsons addressed his concerns about not being able to locate Board members contact information on SMART's website and his complaint to the front desk about the train schedule running early morning and late nights. He submitted his comments to the Clerk of the Board.

4. Board Member Announcements

None.

5. General Manager's Report

General Manager Farhad Mansourian provided his written report to the Board.

He stated that he attended and participated in the 2016 California Passenger Rail Summit Conference in Sacramento on Tuesday, April 18, 2017. Secretary of the California Transportation Agency Brian Kelly was the keynote speaker. During his speech he thanked everyone for the passage of Senate Bill (SB) 1, which will have potential rail funds.

He also provided a copy of a PowerPoint Presentation that was distributed at the MTC Programming and Allocation Committee meeting on April 12th. The presentation was the first action of MTC to allocate the funds, it will be presented to MTC Commission Board on April 26th for approval.

Directors' Comments

Director Mackenzie asked if the passage of SB 1 will have any implications for SMART. Mr. Mansourian stated that SB 1 will have two programs with potential rail funding available.

Director Rabbitt asked for the location of the vehicle on the tracks on page 11 of General Manager's Report. Chief of Police Welch responded Ely Road. Director Rabbitt stated that this area is not easy to get to the tracks; Ms. Welch agreed.

6. Consent

- a. Approval of Monthly Financial Reports
- b. Approval of SMART's Passenger Code of Conduct
- c. Approve a Resolution to Authorize the General Manger to execute Change Order 011 to Contract CV-BB-15-001 with Maggiora & Ghilotti in the amount of \$33,058.39 for the completion of pedestrian pathway road crossings for the East Cotati Avenue to Golf Course Drive Multi-Use Pathway

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

MOTION: Director Lucan moved approval of the Consent Agenda as presented. Director Rabbitt second. The motion carried 11-0-0 (Director Zane absent)

7. Authorize the General Manager to execute the Memorandum of Understanding between Golden Gate Bridge, Highway and Transportation District and Sonoma-Marín Area Rail Transit District

General Manager Mansourian gave an overview. He said that staff has been working with our partner Golden Gate Bridge for the last 18 months to develop an interim design. The executed 2005 Memorandum of Understanding (MOU) with Golden Gate Bridge (GGB), County of Marin, Marin County Transit District and SMART states that GGB and SMART agree to cooperate in the design and construction of improvements at the San Rafael Transit Center (SRTC) to accommodate the bus and rail service provisions. The parties have jointly developed an interim design for improvements to the SRTC to accommodate both bus and rail service. GGB and SMART agreed not to include a total cost amount at this time, since its unknown. The item with cost will be brought back at a later time.

GGB will present the current MOU to their Board in the next two weeks. We recommend that you approve and authorize the General Manager to execute the 2017 MOU with Golden Gate Bridge.

Directors Comments

Director Phillips asked for clarification on page 2 B2 of the MOU wherein parties will develop a funding plan for the permanent relocation. Mr. Mansourian responded that SMART and GGB are in the process of identifying two major funding sources--Regional Measure 3 and SB1. There are ongoing discussions with Metropolitan Transportation Commission Executive Director and Commission Chair to consider this viable project for funding. Director Phillips said that in regard to the definition being called "permanent center," the City of San Rafael has several options in regards to the name "Transit Center" since it's located in the middle of downtown. His vision rather than a slap of concrete is to accommodate affordable and/or senior housing where the busses will be located. How is SMART defining the cost of \$35 million? Mr. Mansourian responded that the \$35M cost was eliminated from the MOU. Also, SMART is responsible for the design, construction, funding, and implementation of the short-term project. GGB will be the lead agency along with the City of San Rafael to develop the long-term project. Director Phillips asked Mr. Mansourian if the City of San Rafael will have the ability to provide significant input for the project. Mr. Mansourian responded that it will be up to GGB and City of San Rafael to develop the long-term project. Director Phillips said that the 2005 MOU specifies a development of a funding plan to be in place, which accommodations were made with SMART at the time the MOU was drafted, and suggested that it should not be up to GGB. Mr. Mansourian said that the 2005 MOU states that GGB and SMART shall reach an agreement and that is before you today.

Director Mackenzie said there were discussions with former MTC Commissioner Kinsey, MTC Executive Director Heminger, past SMART Chair Arnold, SMART's General Manager Mansourian and himself. At that time it was clear there would be an effort to create legislation known as Regional Measure 3. He said that MTC is making progress in having discussions with Legislators regarding Regional Measure 3 funds.

Public Comments:

Duane Bellingher suggested that the MOU have a contingency clause on the permanent station.

MOTION: Director Rabbitt moved approval to Authorize the General Manager to execute the Memorandum of Understanding between Golden Gate Bridge, Highway and Transportation District and Sonoma-Marín Area Rail Transit District. Director Pahre second. The motion carried 11-0-1 (Director Zane absent).

8. Update regarding Signal System, Positive Train Control and status of Quiet Zone for Marin and Sonoma Counties

General Manager Mansourian stated this update is being made as the important Opening Day event is fast approaching. Since the last project update, staff, consultants and contractors have been working very hard to continue to make progress toward Opening Day.

He introduced Signal Engineer Aaron Parkes who gave a PowerPoint presentation regarding Systems Testing Status. Highlights included:

- Grade Crossings – 63 at-grade Crossings
 - 400+ high speed testings performed since February 2017
- Four crossings remain on Malfunction (more complex and re-design effort): 1) Caulfield Lane, Petaluma; 2) 3rd Street, Santa Rosa; 3) College Avenue, Santa Rosa; and 4) Steele Lane, Santa Rosa
- Positive Train Control Testing Status
 - 99% complete
 - Over 1,100 tests have been performed.
 - Zero functional failures encountered.
- Near-Side Station Stops
 - Some SMART station platforms are in close proximity to at-grade crossings;
 - Grade crossings at near-side stops activate in a way to minimize impact to traffic;
 - While the train approaches the station, traffic continues to flow on the road;
 - The system enforces the train movement into the station;
 - This enforcement ensures that the train cannot enter the crossing while the traffic continues. He provided an illustration of a near-side station stop – Cotati Station.
 - It requires a high degree of precision;

- Additional testing is required to demonstrate proper operations;
 - SMART had an option during the design phase to activate the crossings at similar locations; however, that option has consequences: 1) longer warning time for public; 2) motorist confusion; and 3) delay to traffic. SMART decided on a more efficient option.
- Station “stop testing” will be completed in the next four weeks.

Mr. Mansourian stated that it would be easier and less complicated for SMART to activate the grade crossings as the train approaches the station and block traffic on local road for a longer period. However, SMART chose another method where there needs to be a perfect connection with the train, signal system and pre-emption system by the City and much less time blocking traffic on local road. Also PTC is enforcing the entire system to fail in order to determine failures.

Mr. Parkes concluded his presentation by stating that SMART is testing every possible scenario to have a safe operating system for the public.

Directors’ Comments:

Director Rabbitt asked for clarification on the pre-emption signal. Mr. Parkes responded that he will defer to the Cities and it will depend on each intersection. Mr. Mansourian mentioned that the City of Novato Traffic Engineering Department would make the determination to return to the previous pre-emption.

Director Phillips stated that the illustration is similar to 4th Street, San Rafael and asked if it’s unique. Mr. Parkes stated that there are numerous near-side stations; however, the difference with 4th Street is that the crew will change DMU ends to travel north bound.

Mr. Mansourian stated that at Downtown San Rafael there are bumpers to prevent runaway trains. Also, SMART is testing extensively for runaway trains.

Director Mackenzie asked if the crossing signals at Rohnert Park Expressway work similarly to East Cotati Avenue. Mr. Parkes responded yes, there is pre-emption connections at that location.

Mr. Mansourian stated that SMART is mandated/regulated for speed controls. Director Pahre asked if SMART has a tracking system of staff that go over the speed limit. Mr. Mansourian responded that if an Engineer goes over the speed limit the train will come to a complete stop; Dispatch and Operations Department will be informed to evaluate to procedure.

Quiet Zones for Marin and Sonoma Counties

Mr. Mansourian gave a review on Quiet Zones. In 2012 your Board directed staff to proceed with improvements of at-grade crossings related to the Quiet Zone program. This process gives local jurisdiction/cities authority to submit required paperwork to all regulatory agencies. Various cities have started the process to incorporate Quiet Zone

areas. The City of San Rafael has included City of Novato and the County of Marin in their application for Quiet Zones. The County of Sonoma has also included various cities in their application process.

The City of Petaluma (“City”) proceeded with their Quiet Zone application for various grade crossings in the city limits. The City informed SMART that the effective date of the new Quiet Zones will be April 19, 2017. SMART strongly disagreed with that date because it would remove the biggest safety tool available while SMART continues to conduct testing. SMART District Counsel Tom Lyons has addressed SMART’s safety concerns with the Petaluma City Manager John Brown.

Mr. Mansourian stated he had a conference call with the Regional Administrator and Deputy Regional Administrator of the Federal Railroad Administration (FRA) addressing SMART’s safety concerns and asked them to provide clarification on the ruling. He said that the Regional Administrator contacted him by phone this morning and he said, “*FRA’s position is Petaluma has established Quiet Zones per regulation, FRA recommends SMART to comply.*” I have also asked them to provide that in writing. Also, the FRA referred to the following sections 49CFR222 and 49CFR234 if anyone has questions pertaining to this issue.

Lastly, SMART is forced to comply with the ruling. However, SMART’s Engineers have the ability to blow the horn at any time public safety requires it by federal law.

Directors’ Comments:

Director Rabbitt stated that the three private crossings south of Petaluma will be included with the County of Sonoma Quiet Zone application. He asked if Mission Street crossing is considered “malfunctioning” since the gates stayed down for over a minute. Mr. Mansourian responded that “malfunction” is a process that SMART is testing to make sure there is perfect performance at grade crossings. Director Rabbitt said that it’s very important that all 63 at-grade crossings be 100% safe. He believes that the City of Petaluma acted prematurely in the establishment of Quiet Zones and one year ago his Board of Supervisors approved over \$2M to enhance two crossings in Downtown Petaluma. He would like the FRA to provide written documents and SMART’s General Manager is making a wise decision to comply.

Director Phillips stated that the City of San Rafael has conducted workshops, community meetings in preparation of establishing Quiet Zones. The City of San Rafael is the lead agency which combines the City of Novato and County of Marin. They have included one grade crossing from the City of Novato that was not previously submitted. Also, the City of San Rafael decided to wait until the system is completely tested for the safety of the community/public. Given the recent FRA information, the City of San Rafael will be applying for the Notice of Establishment and coordinate with SMART on the start of passenger service to be ready.

Chair Fudge thanked Director Phillips for the City of San Rafael being the lead agency and working with the City of Novato and County of Marin.

Director Lucan thanked the City of San Rafael for including the City of Novato's request. He asked if the General Manager is aware of any transit agency that has established Quiet Zones prior to passenger service. Mr. Mansourian responded that he is not aware of any.

Mr. Mansourian stated that once we receive the Notice of Intent for Quiet Zones from the City; SMART will reply and encourage the City to conduct outreach to educate the public regarding rail safety. Director Lucan stated that it's very important to partner and collaborate with SMART when it's time to officially notice Quiet Zones which is key for safety.

Director Mackenzie stated that the City of Rohnert Park is part of the County of Sonoma application to establish Quiet Zones from Airport Blvd. to Ely Road. They anticipate this being completed in the summer of 2017. It's a confusing message for the public to hear the horns in certain areas and not others.

Director Arnold stated that the Board agreed to support Quiet Zones and SMART has spent over \$10M to provide the infrastructure. The SMART train will be the first to have Positive Train Control in California. It's not the best way to establish a Quiet Zone in Petaluma but SMART has to comply with the ruling.

Director Hillmer stated that it's very important to have a consistent approach throughout the entire rail system. If one jurisdiction has a different operational characteristic. He encouraged the Board to apply consistent policy throughout the entire system.

Director Phillips stated that cities were aware that Quiet Zone were going to exist with approval. The City of San Rafael will be ready to place Quiet Zones at the start of passenger service.

Director Rabbitt stated that SMART staff and the Board have been consistent and sacrifices have been made in various jurisdictions at one time or another. He wished that the City of Petaluma would have waited to establish Quiet Zones. He appreciated the City of San Rafael, County of Marin and the City of Novato for taking time to implement Quiet Zones.

Chair Fudge stated that the Town of Windsor would like to implement Quiet Zones. Ms. Fudge informed them of the process.

Director Mackenzie would like to second Director Rabbitt's comments.

9. Next Regular Meeting of Board of Directors, May 3, 2017 – 1:30 PM – 5401 Old Redwood Highway, 1st Floor, Petaluma, CA 94954
10. Adjournment – Meeting adjourned at 3:55PM

Respectfully submitted,

Leticia Rosas-Mendoza
Clerk of the Board

Approved on: _____



Debora Fudge, Chair
Sonoma County Mayors and
Councilmembers Association

Kathrin Sears, Vice Chair
Marin County Board of Supervisors

Judy Arnold
Marin County Board of Supervisors

Jim Eddie
Golden Gate Bridge,
Highway/Transportation District

Dan Hillmer
Marin Council of Mayors and
Councilmembers

Eric Lucan
Transportation Authority of Marin

Jake Mackenzie
Sonoma Mayors and Councilmembers
Association

Barbara Pahre
Golden Gate Bridge,
Highway/Transportation District

Gary Phillips
Transportation Authority of Marin

David Rabbitt
Sonoma County Board of Supervisors

Carol Russell
Sonoma Mayors and Councilmembers
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Shirlee Zane
Sonoma County Board of Supervisors

Farhad Mansourian
General Manager

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May 3, 2017

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

SUBJECT: Approve W. Bradley Electric, Inc. Services Contract Amendment No. 2

Dear Board Members:

RECOMMENDATION:

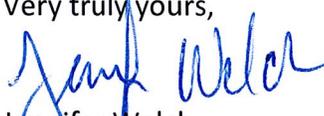
Authorize General Manager to execute Amendment No. 2 with W. Bradley Electric, Inc. in the amount of \$85,000 for a total not-to-exceed contract amount of \$292,072.

SUMMARY:

W. Bradley Electric, Inc. has been under contract with SMART since 2016 and has installed and configured SMART’s camera surveillance systems at SMART facilities and properties. As installation was taking place at our station platforms, it was discovered that the platform canopies were not water tight. This excess water build-up in the canopies caused the initial camera installation to be delayed by several months and has caused damage to conduit and to cameras. As a result of the water damage, the conduit in all canopies need to be reinstalled in a different location and damaged cameras replaced.

FISCAL IMPACT: Funding for the amendment will come from available project contingency in the FY 2016-17 budget.

REVIEWED BY: [x] Finance  [] Administration _____
[] Counsel _____ [] Engineering _____
[] HR _____ [] other _____

Very truly yours,

Jennifer Welch
Chief of Police

Attachment(s): W. Bradley Electric, Inc. Amendment No. 2

**SECOND AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES
BETWEEN THE SONOMA-MARIN AREA RAIL TRANSIT DISTRICT
AND WBE.**

This Second Amendment dated as of _____, 2017 (the “Second Amendment”) to the Agreement for Consultant Services by and between the Sonoma-Marin Area Rail Transit District (“SMART”) and WBE (“CONSULTANT”), dated as of August 29, 2016 (the “Original Agreement,” and as amended by the First and now this Second Amendment, the “Agreement”).

RECITALS

WHEREAS, SMART and CONSULTANT previously entered into the Original Agreement to furnish and install station security surveillance equipment; and

WHEREAS, SMART and CONSULTANT previously entered into the First Amendment to the Agreement on November 30, 2016, to extend the term; and

WHEREAS, SMART desires to amend the Agreement to add additional work to the scope of services and to increase the not-to-exceed amount by \$85,000 for a total not-to-exceed amount of \$292,072 with all other provisions of the Agreement remaining the same.

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

AGREEMENT

1. **ARTICLE 3 SCOPE OF SERVICES** shall be amended as follows:

In addition to the scope of services set forth in the Original Agreement, the contractor shall perform the following services:

- WBE will replace existing conduits in all platform canopies with Electrical Magnetic Tubing (EMT) grade conduits.
- WBE will supply and install condolets on each end of the conduit for cable installation.
- WBE to replace and install two Avigilon multi-lens cameras that became inoperable due to water damage.
- All labor costs associated with completing the work described above for all platforms are included in the increase to the not-to-exceed amount.

This added work is to be scheduled in coordination with SMART construction and train testing operations. Any damage to SMART property caused by WBE will be WBE’s sole responsibility.

2. **ARTICLE 5 PAYMENT** shall be amended as follows:

In addition to the not-to-exceed amount set forth in the Original Agreement, the contract amount shall be increased by an amount not-to-exceed \$85,000, for the provisions of services, for an aggregate not-to-exceed amount of \$292,072 for the Agreement.

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

-----THIS SPACE INTENTIONALLY LEFT BLANK-----

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

SONOMA-MARIN AREA RAIL TRANSIT DISTRICT

Dated: _____

By _____
Farhad Mansourian, General Manager

WBE

Dated: _____

By _____
Its _____

APPROVED AS TO FORM:

Dated: _____

By _____
District Counsel



May 3, 2017

Debora Fudge, Chair
Sonoma County Mayors and
Councilmembers Association

Kathrin Sears, Vice Chair
Marin County Board of Supervisors

Judy Arnold
Marin County Board of Supervisors

Jim Eddie
Golden Gate Bridge,
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Carol Russell
Sonoma Mayors and Councilmembers
Association

Shirlee Zane
Sonoma County Board of Supervisors

Farhad Mansourian
General Manager

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

SUBJECT: Workshop on Start-up Preparedness

Dear Board Members:

RECOMMENDATION:
Workshop only. Review staff presentation and provide direction.

SUMMARY:

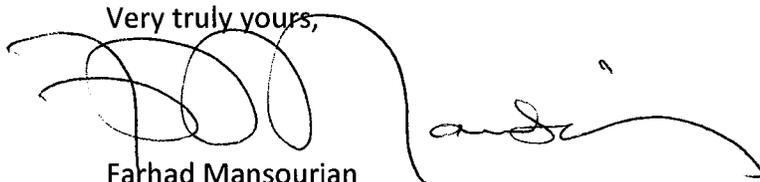
At your last meeting, staff provided an update on operational readiness. In addition to operations, there are numerous tasks that must be completed prior to the start of revenue service. With opening day soon approaching, staff will be presenting you with information and discussion for the following:

- Customer Service
 - Lost and found
 - Golden Gate/SMART interface
- Ambassador Program
- Fare Options
 - Clipper
 - Walk ins to SMART
 - Mobile App
- Platforms
 - Emergency call boxes
 - Cleanliness
 - Marketing
 - Signage
- Parking lots
 - Petaluma and Airport locations
 - Bike locker install
 - Park mobile
 - Signage
- Concessions on Board
- Wi-Fi

- Real Time Train Updates
- Bus Bridge
 - North County connection
 - Larkspur connection
 - Emergencies
- Website
 - Launch date
 - Overview
- Outreach
- Surveys During Opening
- Safety and Security
 - Training exercises
 - Code Enforcement role
 - See Something, Say Something Campaign
 - Outside resources
- Events Across Tracks/Permits

This workshop will provide your Board and members of the public with an understanding of our preparedness for opening day. Materials and details will be presented to your Board and available to the public at the meeting.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Farhad Mansourian', written in a cursive style. The signature is positioned to the right of the typed name and title.

Farhad Mansourian
General Manager