



CITIZENS OVERSIGHT COMMITTEE MEETING

March 26, 2025 – 1:30 PM

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

Members of the public who wish to attend in person may do so at:

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

The Meeting will facilitate using a dual format with listening and participation available through Zoom and in-person. SMART provides several remote methods for viewing the meeting and providing Public Comment.

HOW TO WATCH THE LIVE MEETING USING THE ZOOM

<https://sonomamarintrain-org.zoom.us/j/82077888067?pwd=ypHhDhUj4yl49Cvfg2khiYMy3GysDb.1>

Webinar ID: 820 7788 8067

Passcode: 074221

TELECONFERENCE

Members of the public wishing to participate via teleconference, can do so by dialing in to the following number the day of the meeting: 1-669-900-6833; Access Code: 820 7788 8067; Passcode: 074221

HOW TO PROVIDE COMMENTS ON AGENDA ITEMS

Prior To Meeting:

Technology limitations may limit the ability to receive verbal public comments during the meeting. If you wish to make a comment you are strongly encouraged to please submit your comment to COC@SonomaMarinTrain.org by 5:00 PM on *Tuesday, March 25, 2025*.

During the Meeting:

The 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.



**CITIZENS OVERSIGHT COMMITTEE MEETING
MEETING AGENDA
March 26, 2025 – 1:30 PM**

Members of the public who wish to attend in person may do so at:

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

1. Call to Order
2. New COC Member Introductions – *Presented by General Manager Cumins*
3. Elections of Chairperson and Vice-Chairperson for Two (2) Year Terms – *Presented by General Manager Cumins*
4. Approval of November 13, 2024 Minutes
5. COC Members Announcements
6. General Manager’s Report
7. Public Comment on Non-Agenda Items
8. Fiscal Year 2025-26 Budget Timeline – *Presented by Chief Financial Officer, Heather McKillop*
9. Next Meeting of the Citizens Oversight Committee, **May 28, 2025**– 1:30pm – 5401 Old Redwood Highway, 1st Floor, Petaluma, CA 95492
10. Adjournment

ACCOMMODATION:

Public participation is solicited without regard to race, color, national origin, age, sex, gender identity, religion, disability or family status. Upon request, SMART will provide for written agenda materials in appropriate alternative formats, disability-related modification or other accommodation, to enable individuals 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, 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.



**CITIZENS OVERSIGHT COMMITTEE
MEETING MINUTES**

November 13, 2024 – 1:30pm

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

1. Call to Order

Chair Sheehan-Meyer called the meeting to order at 1:30pm. Members Adams, Engdahl, Hagerty, McCubbin, Nachor dahl, Hagerty, Kushel, and McKay present. Members Dilworth and McKay absent: Member Kushel arrived later.

2. Approval of August 14, 2024 Minutes

MOTION: COC Minutes approved as presented. The Motion carried 6-0 (Members Dilworth, and McKay absent; Member Kushel arrived later).

3. COC Members Announcements

Chair Sheehan-Meyer asked for an update of the Holiday Express and Toy Drive Train. Ms. Gonzalez responded that the toy drive is scheduled for *Saturday, December 7, 2024*. The public is encouraged to bring a new unwrapped toy and ride SMART for free.

Member Nachor stated that TJPA is hosting the Winter Fest at Salesforce Park in San Francisco from December 6-8, 2024. He encourages the members of the public to use public transportation.

Member Kushel arrived 1:44pm

4. General Manager's Report

General Manager Cumins provided a presentation, which is located on SMART's website. Highlights include:

- Ridership Update

- Pathway Trips Update
- Construction Update
- Upcoming Improvements
- Healdsburg Extension Progress
- Questions

Comments

Member Kushel spoke regarding SMART's pending grant funds for the Healdsburg Extension.

Member McCubbin asked for the construction status of the Memorial Bridge in Healdsburg.

Member Nachor asked for details of the McInnis to Smith Ranch Road Pathway grand opening event.

Member Adams acknowledged SMART progress. She asked if SMART plans to spend funds on first and last mile.

Chair Sheehan Meyer stated that SMART deals with complex situations. She thanked staff for being responsive to incidents that occur on SMART's right-of-way.

Member McCubbin suggested having announcement at the platform when there is an incident.

General Manager Cumins responded to Member Kushel and Member Adams inquiry.

5. Public Comments on Non-Agenda Items

None

6. Upcoming COC Members Selection Process – *Presented by General Manager Cumins*

General Manager Cumins stated that initial COC appointments have staggered terms, spanning 1, 2, and 3 years. Three COC appointments are available. SMART is advertising the positions for the period of January 6 to February 3, 2025. Staff will request to the Board of Directors to establish an Ad Hoc committee to review and recommend appointments. In February 2025, recommendations will be made to the Board for approval for new/reappointed COC members can attend March 26, 2025 meeting.

Comments

Member Kushel asked for clarification of next COC meeting.

Member Adams spoke regarding having a diverse COC and asked how staff plans to reach out to groups that are not aware of upcoming vacancies.

General Manager Cumins responded to Member Kushel inquiry.

Communications and Marketing Manager, Julia Gonzalez responded to Member Adams inquiry.

7. 2025 Proposed Meetings (Action) – Presented by General Manager Cumins

General Manager Cumins stated that regular meetings of the Committee shall be held quarterly. The meetings will be held in person at the SMART Office and scheduled to begin at 1:30 pm. The 2025 proposed meeting schedule:

- March 26, 2025
- May 28, 2025
- September 24, 2025
- December 10, 2025

The proposed meeting schedule is subject to changes and additions.

MOTION: 2025 Proposed Meeting Schedule approved as presented. The Motion carried 7-0 (Members Dilworth and McKay absent).

8. Marin-Sonoma Coordination Transit Service Plan (MASCOTS) Update – Presented by Planning Manager, Emily Betts

Planning Manager, Emily Betts provided a PowerPoint presentation, which is located on SMART's website. Highlights include:

- Outline
- Why MASCOTS
- MASCOTS Purpose and Key Questions
- MASCOTS Approach and Outcomes
- MASCOTS Process
- Key Findings: Travel Patterns
- SMART has changed mobility between Marin and Sonoma Counties
- Golden Gate Transit Service Effectiveness Across Golden Gate Bridge
- Ferries Carry the Majority of Riders Between Marin County and San Francisco
- Sonoma County and Sonoma to Marin
- Marin County
- Next Steps
- Questions

Comments

Member Hagerty spoke regarding duplication of transit service.

Member Adams voiced her concerns regarding public transit service and stated that Golden Gate Transit is the next best choice when needed.

Member Nachor stated that he would like SMART to play the leading role in MASCOTS.

Member Kushel spoke regarding the ferry ridership and how has Larkspur Station impacted that ridership.

Planning Manager, Emily Betts responded Members Hagerty and Kushel inquiry.

9. 2024 Strategic Plan Update – *Presented by Planning Manager, Emily Betts*

Planning Manager, Emily Betts provided a PowerPoint presentation, which is located on SMART's website. Highlights include:

- SMART Strategic Plan
- 2024 Strategic Planning Process
- Focus Areas and Goals
- Strategies and Actions
- Public Workshops
- Funding Implementation
- 2024 Strategic Plan Timeline
- Draft Document
- Questions and Feedback

Comments

Member Adams suggested that the Strategic Plan Executive Summary be used as a tool for people who will not read the entire document.

Member McCubbin asked if staff conducting outreach in Sonoma and Sebastopol.

Member Kushel spoke regarding SMART's goal of 5,000 riders per day and fare box recovery. He asked how SMART measuring ridership, and he asked for clarification of Unfunded/Future Grants (42%).

Member Hagerty spoke regarding the Sales Tax renewal before 2029. Also, the need to be transparent of the train system to the public. He suggested having an update yearly of the Strategic Plan to outline the accomplishments and goals.

Member Nachor said that there could be less funding for SMART, if there is a change in the Federal Administration level.

Vice Chair Engdahl stated that he attended the public workshop in Petaluma, very impressive attendance. He asked for clarification of Freight action plans.

General Manager Cumins responded to Members Kushel, Nachor and Engdahl inquiry.

Planning Manager, Emily Betts responded to Member McCubbin inquiry.

Chief Financial Officer, Heather McKillop responded to Member Hagerty inquiry.

Matthew Hartzell stated he submitted comments in writing. He spoke regarding page 29 of the Draft Strategic Plan.

Member McCubbin asked the status of the Airport Connect Shuttle.

Member Hagerty asked if staff will be responding to comments submitted.

10. Next Meeting of the Citizens Oversight Committee, **March 26, 2025** – 1:30pm – 5401 Old Redwood Highway, 1st Floor, Petaluma, CA 95492
11. Adjournment - Meeting adjourned at 2:54pm.

Respectfully submitted,

Leticia Rosas
Clerk of the Board

Approved on:_____



DATE: March 26, 2025

TO: Citizens Oversight Committee Members

FROM: Heather McKillop, Chief Financial Officer

STAFF REPORT: Introduction to the Fiscal Year 2025-26 Budget and Timeline

RECOMMENDATION: Information Item

SMART has begun the process to develop our Fiscal Year 2025/2026 Annual Budget. At the meeting, I will share the foundation of the budget preparation process and some preliminary assumptions. The budget timeline is provided below.

Activity	Date*
COC Presentation	03/26/2025
Draft Budget Presentation – SMART Board of Director’s Workshop	05/07/2025
Release of Draft Budget to the public for comment	05/09/2025
Draft Budget Presentation – SMART Board of Directors	05/21/2025
Draft Budget Presentation – COC for comment	05/28/2025
Adoption of Final Budget – SMART Board of Directors	06/18/2025

**Dates are subject to change.*