



MARIN COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS

Join on Zoom: <https://www.zoom.us/j/82151149143>

Webinar ID: 821 5114 9143

Monday, August 3, 2020

In compliance with local and state shelter-in-place orders, and as allowed by Governor Newsom's Executive Order N-29-20, until further notice the Marin County Transit District meetings will not be providing an in-person meeting location for the public to attend. Members of the Board of Directors and staff may participate in this meeting electronically or via teleconference. Members of the public are encouraged to participate remotely as described below.

How to watch the meeting:

Zoom: To join Webinar visit <https://www.zoom.us/j/82151149143>

Webinar ID: 821 5114 9143

Teleconference: Members of the public wishing to participate via teleconference, can do so by dialing in to the following number at **10:00 A.M. August 3, 2020: +1 669 900 6833**; Access Code: **821 5114 9143**.

How to provide comment on agenda items:

- To provide written public comment prior to or during the meeting, please email info@marintransit.org (if intended to be read aloud as public comment, please state "Public Comment" in subject line). Please email your comments no later than **9:00 A.M. Monday, August 3, 2020** to facilitate timely distribution to the Board of Directors. Please include the agenda item number you are addressing and include your name and address. Your comments will be forwarded to the Board of Directors and will be placed into the public record.
- During the meeting (only): Use the comment form available at <https://www.marintransit.org/meetings> to submit your meeting-related comments on this agenda. Your comments will become part of the public record.
- During the meeting (only): Ensure that you are in a quiet environment with no background noise (traffic, children, pets, etc.) To raise your hand on Zoom press ***9** and wait to be called upon by the President or the Clerk to speak. You will be notified that your device has been unmuted when it is your turn to speak. You will be warned prior to your allotted time being over. Your comments will also become part of the public record.



MARIN COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS

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AGENDA

Monday, August 3, 2020

10:00 a.m. Convene as the Marin County Transit District Board of Directors

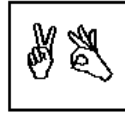
1. Open Time for Public Expression (limited to three minutes per speaker on items not on the Transit District's agenda)
2. Board of Directors' Matters
3. General Manager's Report
 - a. General Manager's Oral Report
 - b. Monthly Monitoring Report for May
4. Consent Calendar
 - a. Minutes for June 1, 2020 and July 1, 2020
 - b. Authorizing Resolution and Project List for Cycle 6 Lifeline Funds
 - c. Fourth Amendment to Agreement with MV Public Transportation, Inc. for Operation and Maintenance of Rural and Supplemental Services
 - d. Second Amendment to Agreement with Golden Gate Bridge, Highway and Transportation District for Operation and Maintenance of Local Fixed Route Bus Service

Recommended Action: Approve.
5. Update on COVID-19 Ridership Trends
Recommended Action: Information only.
6. Recommendations for Temporary Changes to Supplemental Service
Recommended Action: Discuss and approve changes to Supplemental Services, and approve budget amendment 2021-03.
7. Marin Transit COVID-19 Recovery Survey Results
Recommended Action: Information only.

(Continued)

8. Update on COVID-19 Health and Safety Measures
Recommended Action: Information only.

Adjourn



All Marin Transit public meetings are conducted in accessible locations. Copies of documents are available in accessible formats upon request. If you require Translation Assistance, American Sign Language Interpreters, Assistive Listening Devices or other accommodations to participate in this meeting, you may request them by calling (415) 226-0855 (voice) or contact the California Relay Service by dialing 711 to connect to the telephone listed above. **Requests must be received no less than five working days prior to the meeting to help ensure availability.** For additional information, visit our website at <http://www.marintransit.org>

Late agenda material can be inspected in the office of Marin Transit, between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. The office is located at 711 Grand Avenue, Suite 110, San Rafael, CA 94901.

Todas las reuniones públicas de Marin Transit se llevan a cabo en lugares accesibles. Están disponibles copias de los documentos en formatos accesibles, a solicitud. Si usted requiere ayuda con la traducción, intérpretes de Lenguaje Americano de Señas, dispositivos de ayuda auditiva, u otras adaptaciones para participar en esta reunión, puede solicitarlas llamando al (415) 226-0855 (voz) o comunicarse con el Servicio California Relay marcando al 711 para conectarse al número de teléfono mencionado. **Las solicitudes deben recibirse a más tardar cinco días laborables antes de la reunión para ayudar a asegurar la disponibilidad.** Para obtener información adicional, visite nuestro sitio web en <http://www.marintransit.org>

Material de agenda de última hora puede ser inspeccionado en la oficina de Marin Transit, entre las horas de 8:00 am y 5:00 pm. La oficina está ubicada en 711 Grand Avenue, Suite 110, San Rafael, CA 94901.



711 grand ave, #110
san rafael, ca 94901

ph: 415.226.0855
fax: 415.226.0856
marintransit.org

August 3, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: General Manager Report – Monthly Report: May 2020

Dear Board Members:

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

RECOMMENDATION: This is a recurring information item.

SUMMARY: The attached monthly report provides an overview of Marin Transit operations for the monthly period ending May 31, 2020. The monthly reports summarize statistics on the performance of Marin Transit services and customer comments.

Overall ridership in May 2020 decreased by 74.5 percent compared to May 2019. Ridership on fixed-route services decreased significantly by 72.9 percent. Ridership on Marin Access services decreased by 74.5 percent. Due to school closures throughout the entire month, yellow bus services did not operate. May 2020 was the third month of ridership affected by the ongoing COVID-19 global pandemic.

Additional detailed analyses of system performance and trends are provided in separate quarterly and annual reports, including route-level statistics and financials. These reports are available on the District's website at <http://marintransit.org/monitoringreports.html>.

FISCAL/STAFFING IMPACT: None associated with this report.

Respectfully submitted,

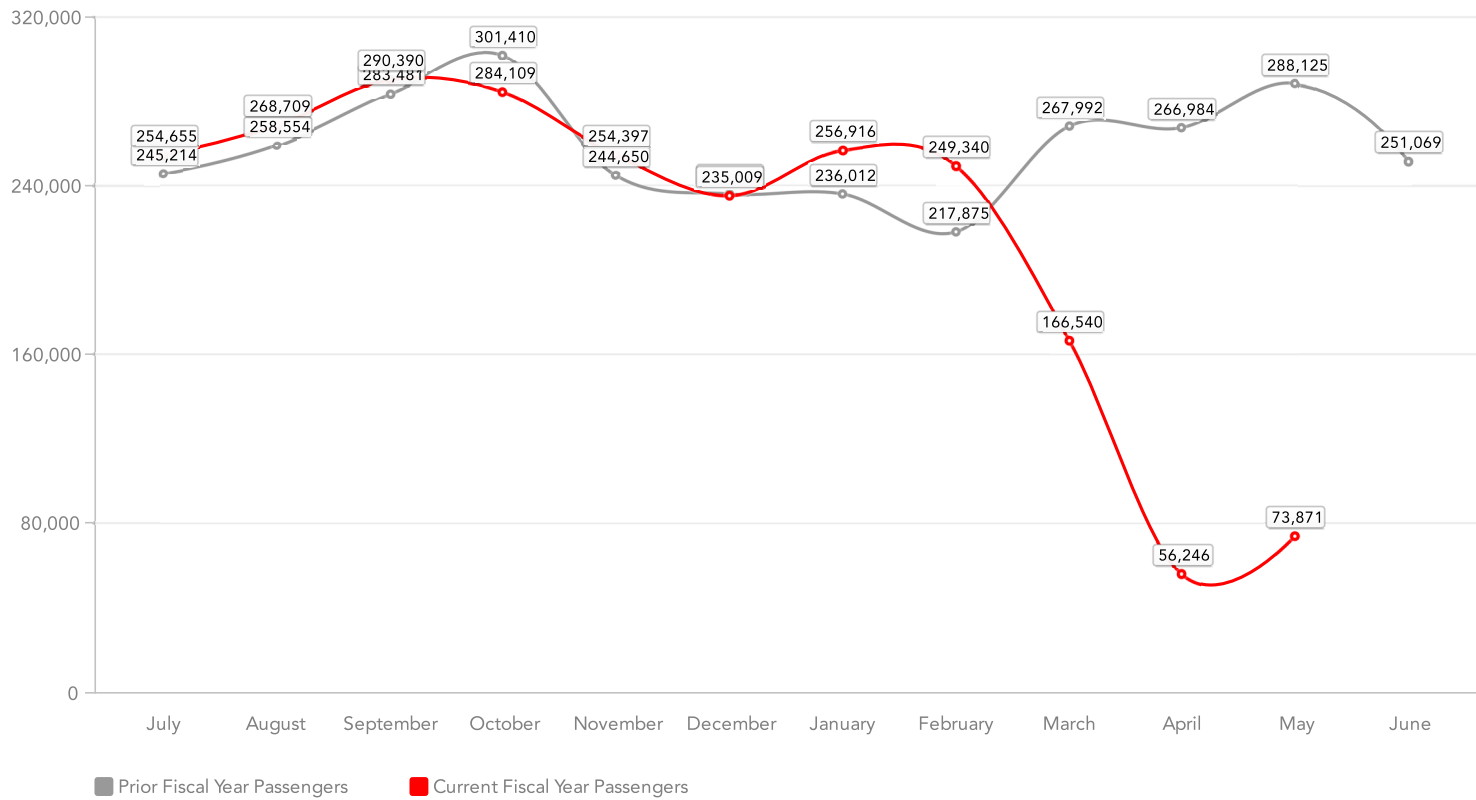
Nancy Whelan
General Manager

Attachments

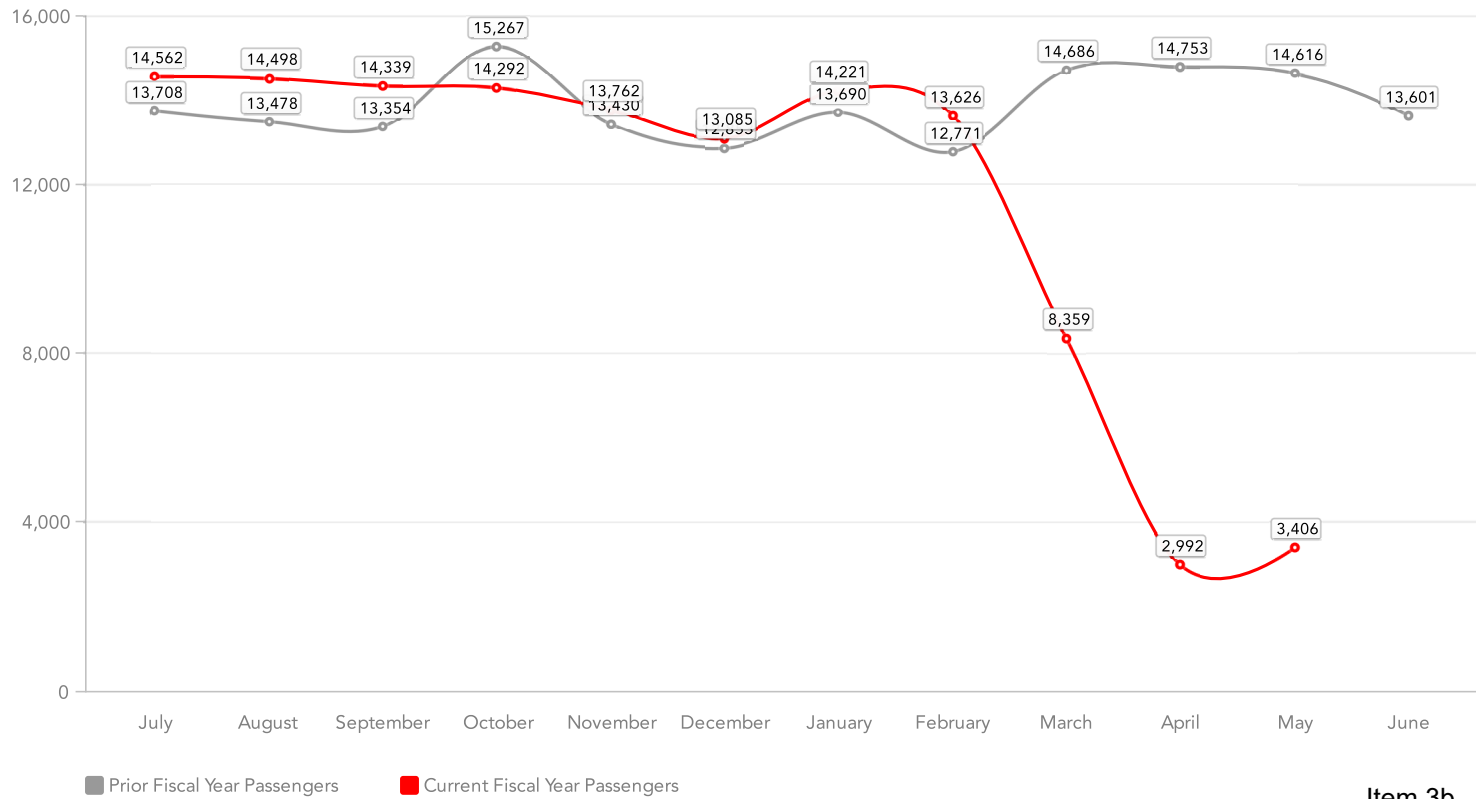
FISCAL YEAR
2020

Year-to-Date Ridership Trends

Fixed-Route Passengers (incl. Yellow Bus) by Month



Demand Response Passengers by Month

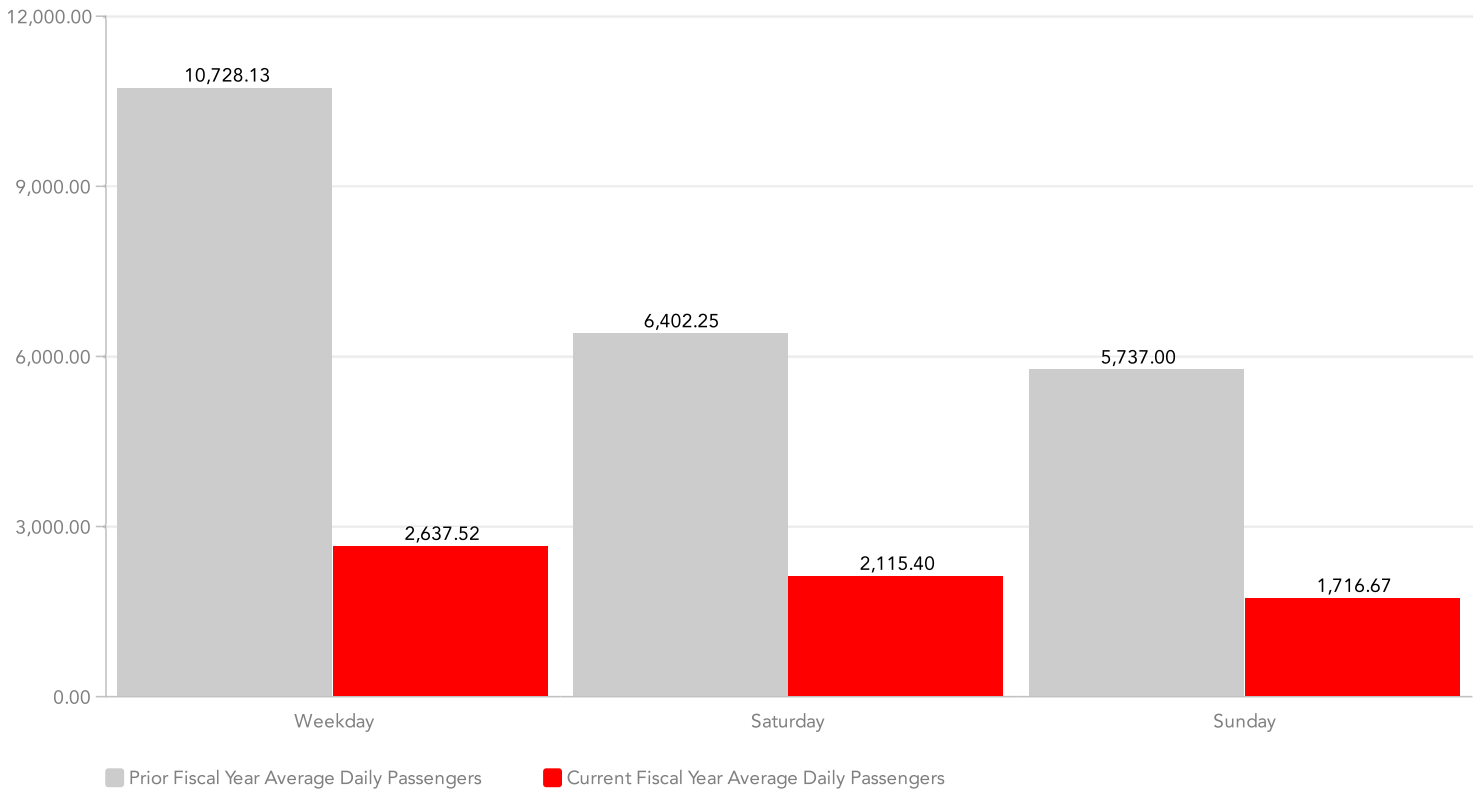


Monthly Statistics

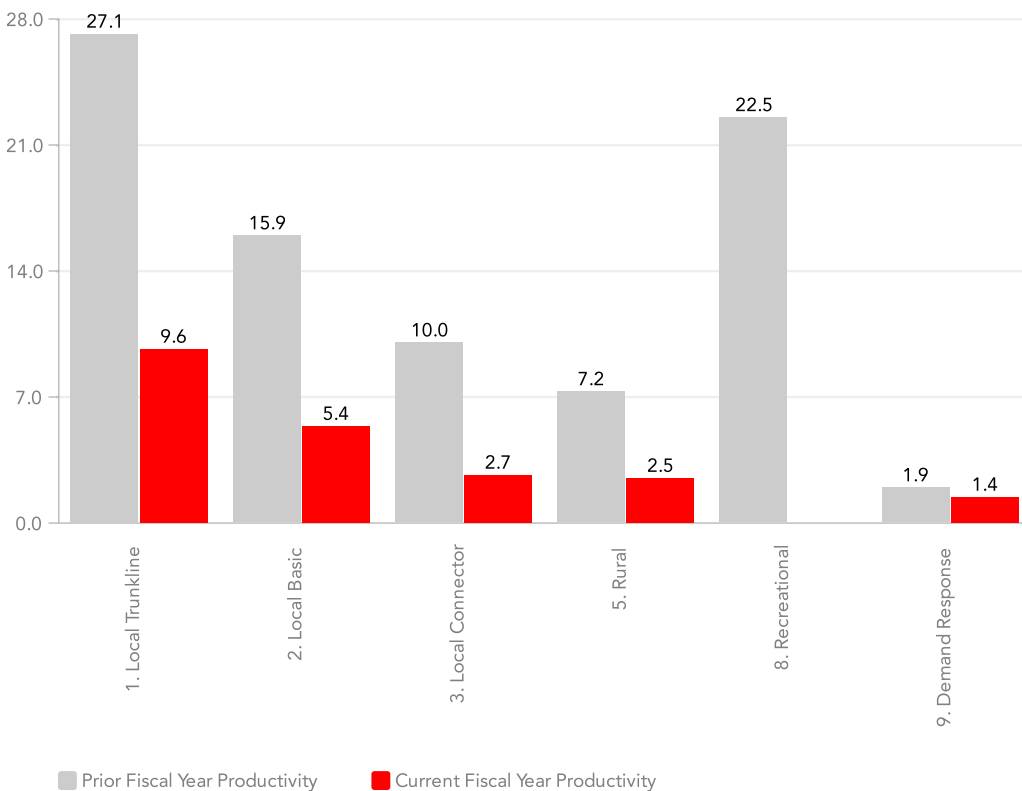
MONTH

May

Average Systemwide Daily Passengers



Productivity (pax/hr) by Typology



Route Typologies

1. Local Trunkline:
Routes 35, 36, 71X
2. Local Basic:
Routes 17, 22, 23, 23X, 29, 49
3. Local Connector:
Routes 219, 228, 233, 245, 251, 257
5. Rural:
Routes 61, 68
8. Recreational:
Routes 66/66F
9. Demand Response:
Local Paratransit, Novato Dial-A-Ride,
Rural Dial-A-Ride



Month: May 2020

Category	Program							Total
	Fixed-Route Local	Fixed-Route Shuttle	Stagecoach & Muir Woods	Supplemental & Yellow Bus	Demand Response	Mobility Management	Systemwide	
Commendation	1	0	0	0	0	1	0	2
Service Delivery Complaint	10	3	1	0	2	0	0	16
Accessibility	0	0	0	0	1	0	0	1
Driver Conduct Complaint	3	2	0	0	0	0	0	5
Driving Complaint	1	0	0	0	1	0	0	2
Early Trip	0	0	1	0	0	0	0	1
Equipment Issue	0	0	0	0	0	0	0	0
Farebox	0	0	0	0	0	0	0	0
Late Trip	1	0	0	0	0	0	0	1
Missed Connection	0	0	0	0	0	0	0	0
Missed Trip	1	0	0	0	0	0	0	1
No-Show	0	0	0	0	0	0	0	0
Off-Route	0	0	0	0	0	0	0	0
Pass-Up Complaint	4	1	0	0	0	0	0	5
Service Structure Complaint	1	0	0	0	2	0	1	4
Bus Stop Improvement Request	0	0	0	0	0	0	0	0
Fares	0	0	0	0	0	0	0	0
Other Complaint	1	0	0	0	0	0	1	2
Scheduling Complaint	0	0	0	0	2	0	0	2
Service Improvement Suggestion	0	0	0	0	0	0	0	0
Safety Complaint	0	0	0	0	0	0	0	0

Total Service Hours	8,692	3,536	1,287	-	2,358	-	15,873	15,873
Commendations per 1,000 Hours	0.1	0.0	0.0	-	0.0	-	0.0	0.1
Complaints per 1,000 Hours	1.3	0.8	0.8	-	1.7	-	0.1	1.3

Total Passengers	61,302	9,400	3,169	-	2,328	1,078	77,277	77,277
Commendations per 1,000 Passenger	0.0	0.0	0.0	-	0.0	0.9	0.0	0.0
Complaints per 1,000 Passengers	0.2	0.3	0.3	-	1.7	0.0	0.0	0.3

REGULAR MEETING OF THE MARIN COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS

Held Monday, June 1, 2020 at 10:00 A.M. via Zoom

Roll Call

Present: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Sears

Absent: Director Rice

Director Colbert was in attendance as a non-voting member

In compliance with local and state shelter-in-place orders, and as allowed by Governor Newsom's Executive Order N-29-20, until further notice the Marin County Transit District meetings will not be providing an in-person meeting location for the public to attend. Members of the public are encouraged to participate remotely via Zoom.

President Rodoni opened the meeting at 10:01 A.M.

1. [Open Time for Public Expression \(limited to three minutes speaker on item District's agenda\)](#)

President Rodoni asked if any member of the public wished to speak. Seeing none he called for Board of Directors' Matters.

2. [Board of Directors' Matters](#)

President Rodoni asked if any member of the Board wished to speak. Seeing none he called for the General Manager's Report.

3. [General Manager's Report](#)

- a. [General Manager's Oral Report](#)
- b. [Monthly Monitoring Report for March](#)

[Staff Report](#)

General Manager Nancy Whelan highlighted the Draft Transit Guidelines from the Transit Industry Working Group for Marin Recovers. The working group includes SMART, Transportation Authority of Marin (TAM), Golden Gate Bridge, Highway and Transportation (GGBHTD), and Marin Transit. The guidelines include these elements:

1. Install Centers for Disease Control signage on vehicles to prevent spread of germs
2. Additional vehicle cleaning and sanitizing
3. Make hand sanitizer available

4. Require riders and staff to wear face coverings
5. Recommend increasing seated capacity limit to 50 percent

Over the next year, the Metropolitan Transportation Commission's 30-member Blue Ribbon Transit Recovery Task Force will convene to guide the future of the Bay Area's public transportation network as the region adjusts to new conditions created by the COVID-19 pandemic. The Task Force has three stages:

1. Expedite distribution of remaining CARES Act funding to Transit Agencies
2. Identify Transit Agency near-term recovery strategies
3. Develop Bay Area Public Transit Transformation Action Plan

Overall Marin Transit ridership in March 2020 decreased by 38.1 percent compared to March 2019. March 2020 was the first month of ridership affected by the COVID19 global pandemic. In mid-April vehicle capacity constraints were implemented and passenger pass-ups are reported through dispatch and documented. Back up service to help minimize pass-ups was initiated on May 29, 2020.

Vice President Colin asked how capacity constraints are likely to affect families traveling together. Ms. Whelan responded that drivers are encouraged to use their discretion with families and late night trips. Ms. Colin asked how capacity will be affected on larger buses if the Transit Working Group's guidelines for Marin Recovers are implemented. Ms. Whelan replied that the number of passengers would increase to up to 50 percent of transit vehicle capacity.

Director Sears asked how passengers will know where to sit. Ms. Whelan replied that seating is left to the discretion and needs of the passenger or families.

4. [Consent Calendar](#)

- a. [Minutes for May 4, 2020](#)
- b. [Marin County Transit District Third Quarter FY 2019/20 Financial Report](#)
- c. [Marin County Transit District Third Quarter FY 2019/20 Performance Report](#)
- d. [Application for PG&E Electric Vehicle Fleet Program](#)
- e. [First Amendment to Agreement with Civic Edge Consulting for On-Call Public Information and Outreach Services](#)
- f. [Fourth Amendment to Agreement with Marin Senior Coordinating Council \(dba Whistlestop\) for Operation & Maintenance of Marin Access Intercounty and Intracounty Paratransit Services](#)
- g. [Resolution Approving Marin Transit's 2020-2022 Title VI Program Submittal to the Federal Transit Administration](#)

- h. [Response to Civil Grand Jury Report on Web Transparency of Agency Compensation Practices](#)
- i. [Metropolitan Transportation Commission Resolution for Transportation Development Act and State Transit Assistance Funds FY 2020/21](#)

Recommended Action: Approve.

M/s: Director Lucan - Director Sears

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Colbert, Director Connolly, Director Lucan, Director Sears

Noes: None

Absent: Director Rice

5. [Marin County Transit District Operating, Capital, Facility Maintenance Budget for FY 2020/21](#)

[Staff Report](#)

Director of Finance and Capital Programs Lauren Gradia presented the Marin County Transit District Operating, Capital, and Facility Maintenance Budget for Fiscal Year 2020-21 for review and adoption. The FY 2020/21 expenditure budget for operations, facility maintenance, and capital projects is \$45.7 million. The proposed budget includes significant reductions in all of Marin Transit's major revenue sources due to anticipated direct and indirect impacts of the COVID-19 pandemic.

{Director Rice present at 10:23 AM}

Marin Transit's annual capital budget of \$10.5 million includes vehicle replacement projects and facility projects. About half of the budget is for purchasing replacement vehicles and includes purchasing six XHF vehicles, nine shuttle vehicles, four-40ft electric buses, 16 paratransit vehicles, and an all-electric staff car. Approximately 54 percent of the proposed FY 2020/21 capital budget will be funded by state and federal grants. The Facility projects include purchase of a yellow bus parking facility and capital improvements to the Rush Landing property. Both projects will expend capital reserve funding, and TAM has allocated \$1.1 million of Measure A reserve funds to the yellow bus parking facility.

Vice President Colin commented she would like context for the service reductions to be posted on the District's website. Director Sears noted the strong short-term financial position of the District. President Rodoni lauded the District's plan to increase passenger capacity on larger buses.

Recommended Action: Approve final FY 2020/21 budget.

M/s: Director Sears - Director Arnold

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: None

6. [September 2020 Service Change Summary and Request for Onboard Equipment Purchase](#)

[Staff Report](#)

Director of Operations and Planning Robert Betts presented a summary of the 2020 service changes. Pre-COVID, Marin Transit planning activities targeted September 13, 2020 to make changes as part of its regular process of making services more efficient and productive. He noted that staff may delay these changes and revisit them at a future date if conditions related to COVID-19 present additional unforeseen challenges with any of the proposed changes. These changes will reduce ongoing operating costs with minimum impact on service levels and include:

1. Contractor Exchange on Route 17/17x
2. Service Reductions on Route 22
3. Route 122 Alignment Change
4. Route 61 Weekend Service Adjustment

One-time costs are required to support transferring seven 40ft Gillig vehicles from Golden Gate Transit to Marin Airpporter to operate the Route 17/17x. Staff expects that these costs will not exceed \$307,300.

Director Sears remarked she supports the sensible changes.

Director Connolly asked for clarification on the decrease in service for Route 122. Mr. Betts noted extremely low ridership of less than ten passengers per day and the expansion of the Connect on-demand service to East San Rafael that will start on July 1, 2020.

Recommended Action: Accept information item and authorize purchase of on-board vehicle equipment at a cost not to exceed \$190,000.

M/s: Director Sears - Director Arnold

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: None

7. [Funding of the Marin County Transit District Service Credit Replacement Plan](#)

[Staff Report](#)

General Manager Nancy Whelan outlined the Marin County Transit funding of the Marin County Transit District Service Credit Replacement Plan ("Plan"). The Reallocation Agreement allows CalPERS to reallocate the contributions paid by affected employees and LGS/MSS on behalf of the affected employees, from the CalPERS account for LGS/MSS, without interest, to the Marin County Transit District Service Credit Replacement Plan as though such contributions had been submitted under the Plan on behalf of the affected employees in consideration of the mutual agreements contained in the Reallocation Agreement. The amount to be transferred by CalPERS to the Plan is approximately \$206,0003.

The Interagency Agreement is a conditional agreement to transfer funds in the amount of \$48,000, from the County to the Plan to fulfill the affected employee's reasonable expectations with respect to their potential retirement benefits.

The Reallocation Agreement and Interagency Agreement will achieve the Board's goal to provide the initial funding for the Plan that will provide a defined benefit pension plan with essentially the identical retirement benefit that the impacted employees would have received through LGS.

Director Rice expressed appreciation for the final result and conclusion of the matter. Second Vice President Judy Arnold congratulated staff for the result.

Recommended Action: 1. Approve the Reallocation Agreement among Marin Transit, CalPERS and LGS/MSS, Attachment A; and 2. Approve the Interagency Agreement and Release between Marin Transit and the County of Marin (County"), Attachment B.

M/s: Director Rice - Director Arnold

Ayes: President Rodoni, Vice President Colin, Second Vice President Arnold, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: None

Adjourn President Rodoni adjourned the meeting at 11:01 A.M.

SINE DIE

PRESIDENT

ATTEST:

CLERK

REGULAR MEETING OF THE MARIN COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS

Held Monday, July 13, 2020 at 9:30 A.M.

Roll Call

Present: President Rodoni, Vice President Colin, Director Lucan, Director Rice, Director Sears, Director Colbert

Absent: Second Vice President Arnold, Director Connolly

Director Colbert was in attendance as a non-voting member

In compliance with local and state shelter-in-place orders, and as allowed by Governor Newsom's Executive Order N-29-20, until further notice the Marin County Transit District meetings will not be providing an in-person meeting location for the public to attend. Members of the public are encouraged to participate remotely via Zoom.

Vice President Rodoni opened the meeting at 9:32 A.M.

1. [Open Time for Public Expression \(limited to three minutes per speaker on items not on the Transit District's agenda\)](#)

Board President Rodoni asked if any member of the public wished to speak. Seeing none he called for Board of Directors' Matters.

2. [Board of Directors' Matters](#)

President Rodoni asked if any member of the Board wished to speak.

President Rodoni stated District 4 sent a letter to the Metropolitan Transportation Commission (MTC) recommending that Marin Transit receive addition CARES Act funding with an equity lens.

President Rodoni called for the General Manager's Report.

3. [General Manager's Report](#)

[Staff Report](#)

- a. [General Manager's Oral Report](#)
- b. [Monthly Monitoring Report for April](#)

General Manager Nancy Whelan provided an update on the MTC Blue Ribbon Transit Recovery Task Force (Task Force). The work of the Task Force has been segregated into three stages:

1. Expedite distribution of remaining CARES Act funding to Transit Agencies
2. Transit Agency near-term recovery strategies
3. Bay Area Public Transit Transformation Action Plan

The First Round of CARES Act (CARES) funding was distributed on April 22 and the Second-Round recommendation to MTC is scheduled for July 22. The Task Force has initiated discussions on transit agency near-term recovery to initiate a regionwide health and safety plan for transit agencies. Connectivity and seamlessness concepts will be presented at the next Task Force meeting on July 20, 2020.

Ms. Whelan reported that \$1.3 Billion in CARES Act Funding for Transit is available in Bay Area and will be distributed based on five principles. These include need, revenue loss, and equity. MTC distributed the first phase of funding in April, and Marin Transit received \$5.44 million dollars. If approved, Marin Transit is expected to receive \$4.74 million dollars in the second phase for a total of \$10.2 million dollars. MTC acknowledged regional revenue losses will exceed the amount of funding available and that more state and federal funding will be needed.

Ms. Whelan noted an increase in pass-ups in April and May. On May 30, the District added backup service on Monday through Saturday. Since then pass up location trends have shifted and over 1,500 pass-ups were reported in June. Staff will continue to monitor trends and data and return to the Board with recommendations on how to address the pass-ups.

On July 1, Marin Transit and Transit Authority of Marin (TAM) launched Connect2Transit. The new service combines TAM's first last mile shared-ride subsidy program with Marin Transit's Connect service. The Connect2Transit app provides real-time transit options from Marin Transit, SMART, and Golden Gate Transit. The service area expanded to a 2.5 mile radius from all Marin SMART stations. More information is provided in the newly launched www.connect2transt.com

Overall ridership in April 2020 decreased by 78.9 percent compared to April 2019. Ridership on fixed-route services decreased significantly by 78.0 percent. Ridership on Marin Access services decreased by 77.8 percent. No yellow bus services were provided in April due to school closures. April 2020 was the second month of ridership affected by the ongoing COVID-19 global pandemic.

{Director Connolly Present at 9:45AM}

President Rodoni asked if the Marin Recovers working group received guidance on policy changes for transit from the California Department of Public Health (CDPH). Ms. Whelan replied that the proposed Marin County guidelines for transit will reference CDPH and Cal/OSHA state-established guidelines specific to transit

and intercity rail. President Rodoni asked if Marin Transit will provide facial coverings to passengers. Ms. Whelan responded that at this time some facial coverings are only available for paratransit riders.

Director Rice asked about revenue loss for the year. Ms. Whelan responded staff are projecting a loss of \$4.8 million dollars mostly from sales tax. Fare revenue loss is projected to be \$100,000. Ms. Rice asked about the parameters for the usage of CARES funding. Ms. Whelan answered the funds can be used for capital or operating expenses. Director Rice asked if CARES funding is available for use beyond 2020. Ms. Whelan replied that without additional funding support the District will need to use savings reserves beyond 2020. Director Rice asked about increasing the passenger capacity on buses. Ms. Whelan answered that the District is recommending that passenger maintain at least six-foot distance from one another at all practicable times. Director Rice emphasized the importance of lobbying to increase the capacity on buses to lessen the impact of pass ups on the transit dependent.

Vice President Colin expressed concern over the increase in pass ups. She noted passengers may find alternative travel options and not return to transit. Director Colin emphasized the importance of finding a solution for increasing passenger capacity and reducing pass ups.

Ms. Whelan expressed appreciation for the Board's support and lobbying to increasing passenger capacities on vehicles. Ms. Whelan noted that limiting passengers on buses is the biggest challenge that public transit agencies are working to resolve.

President Rodoni expressed support on behalf of the Board in requesting that the Public Health Director reconsider the Marin Recovers working group recommendations so that passenger capacities are safely increased.

4. [Consent Calendar](#)

- a. [Minutes for June 1, 2020](#)
- b. [Fiscal Year 2019/20 Contract Awards and Fiscal Year 2020/21 Contracting Opportunities](#)
- c. ~~Second Amendment to Agreement with Golden Gate Bridge, Highway and Transportation District for Operation and Maintenance of Local Fixed Route Bus Service~~
- d. [First Amendment to Agreement with Marin Airpporter for Operations and Maintenance of Fixed Route Transit Services](#)
- e. [Authorizing Resolution and Project List of California's State of Good Repair Program](#)
- f. [Purchase Agreement with Creative Bus Sales, Inc. for Two 35-foot XHF Buses for an amount not to exceed \\$890,000.](#)
- g. [Update on the Condition of Marin County Bus Stops](#)

President Rodoni noted a correction to the Minutes for June 1, 2020 – On Item 7, Page 10, Director Rice was in attendance.

President Rodoni removed Item 4c from the consent calendar.

Recommended Action: Approve.

M/s: President Rodoni – Director Sears

Ayes: President Rodoni, Vice President Colin, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: Second Vice President Arnold

5. [Marin Transit Safety Plan](#)

[Staff Report](#)

Operations Manager Kelly Zalewski presented the Marin Transit Safety Plan (Safety Plan). On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule (49 CFR Part 673). The PTASP requires operators of public transportation systems that receive funding through FTA's Urbanized Area Formula Grants (49 USC 5307) to develop safety plans that include processes and procedures to implement Safety Management Systems.

The plan incorporates all elements as specified by the FTA. These elements are: Safety Performance Targets, Safety Management Policy, Safety Management Policy Communication, Employee Safety Reporting Program, Authorities, Accountabilities and Responsibilities, Safety Risk Management, Safety Assurance, and Safety Promotion.

Marin Transit relies on its fixed-route transit and paratransit contractors to safely operate the District's services. In developing this Safety Plan, the District required each contractor to submit individual safety plans that address each of the required Public Transportation Agency Safety Plan (PTASP) elements. Contractors will be required to submit an updated plan annually.

Director Kate Sears asked about the safety performance targets. Ms. Zalewski identified the four areas measured in the plan. These include fatalities, incidence, injuries, and mean time between failures. FTA were provided these categories and the District developed the methodology and targets based on FTA guidance. Staff will review District targets annually and return to the Board with adjustments.

Director Connolly asked how the Safety Plan fits into the Vision Zero strategy to eliminate all traffic fatalities and severe injuries while increasing safe healthy equitable mobility for all. General Manager Nancy Whelan replied that there is no specific connection to Vision Zero at this time. Director Connolly requested staff look for ways to integrate Vision Zero into the Safety Plan.

Director Connolly asked if there is a national standard around safety and COVID-19 for transit. Ms. Whelan answered there is guidance from the Federal Transit Administration and Centers for Disease Control and Prevention, but the big issue needing resolution is vehicle capacities.

Director Lucan asked if there is consideration for the shorter trips on buses compared to intercity rail and how this might allow for flexibility in passenger capacity. General Manager Nancy Whelan acknowledged that local bus trips are generally shorter and passengers are on buses for shorter periods of time. She stated that this perspective has not been adopted by public health institutions to allow for more flexibility in vehicle capacity.

Recommended Action: Approve the Marin Transit Safety Plan.

M/s: Director Rice – Director Connolly

Ayes: President Rodoni, Vice President Colin, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: Second Vice President Arnold

6. [Marin Transit's Participation in Region's Clipper START Program](#)
[Staff Report](#)

General Manager Nancy Whelan presented on the District's Participation in Region's Clipper START Program.

In May 2018, the Metropolitan Transportation Commission (MTC) adopted Resolution No. 4320. This resolution established the framework for a Means Based Transit Fare program to offer discounted transit rides to eligible low-income adults on participating Bay Area transit systems during a pilot period of 12 to 18 months. In June 2020, MTC considered expanding the Clipper START pilot program to all transit operators that accept Clipper. MTC offered Marin Transit the opportunity to participate in the means-based transit fare pilot. Under the pilot, eligible riders can receive a 20 percent or 50 percent discount off the adult Clipper fare.

Based on Marin Transit's onboard survey, approximately 59 percent of Marin Transit local riders earn less than \$50,000 a year and about 35 percent have an annual household income below \$25,000. Staff expect that the means-based transit fare program will significantly benefit low-income riders and complement other District discount fare programs.

Marin Transit staff propose to offer a 50 percent discount off the adult cash fare for eligible participants. The 50 percent discount is consistent with Golden

Gate Transit's current Clipper START discount. This supports Marin Transit's goal to offer a coordinated fare policy in Marin County for local and regional riders.

Director Sears asked whether eligible riders use Clipper. Ms. Whelan replied that eligible riders have low Clipper usage. She stated that this program will help to identify improvements to Clipper distribution methods.

Director Lucan asked how much the START program will subsidize for reduced fare revenue. Ms. Whelan responded that when an eligible rider receives a 50 percent fare discount, the District will pay for forty percent and MTC will pay the ten percent of the remaining fare.

Director Connolly emphasized the importance of making fares more affordable and accessible while potentially bolstering ridership.

Recommended Action: Approve Marin Transit's participation in the region's means-based transit fare pilot program (Clipper START).

M/s: Director Sears – Director Connolly

Ayes: President Rodoni, Vice President Colin, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: Second Vice President Arnold

7. [Marin Transit Fare Policies and Marin Access Program Eligibility Update](#)

[Staff Report](#)

Planning Manager Aida Banihashemi summarized the updated fare and eligibility policies approved at the February 2020 Board meeting. The updated policies include changes to local bus pass programs, Catch-A-Ride, Dial-A-Ride, paratransit fares, the reimbursement rate for STAR and TRIP volunteer driver programs, the Low-Income Fare Assistance program, and eligibility standards for Marin Access programs. All changes went into effect on July 1, 2020.

Vice President Colin asked about community partners helping to distribute the updated information. Ms. Banihashemi replied that the District has several community partners distributing the updated fare policies. These include the Transportation Authority of Marin (TAM), Canal Alliance, and Whistlestop. Director Colin asked which method customers most frequently use to sign up for the new LIFA program. Ms. Banihashemi stated that most customers are responding to mailers.

Director Sears expressed appreciation for the administrative work that has resulted in a good participation rate from customers.

Linda Jackson, Program Director for the Aging Action Initiative (AAI), expressed appreciation to Marin Transit staff for their participation at the Marin Mobility Consortium and the Paratransit Coordinating Council. AAI will continue to distribute the latest fare policy information.

Recommended Action: Information only.

8. [Agreement with TransTrack to Develop a Marin Access Travel Navigator Eligibility Platform](#)

[Staff Report](#)

Mobility Planner Joanna Huitt summarized District's need to develop a Marin Access Travel Navigator Eligibility Platform. The need has increased as Marin Access programs expand and the Travel Navigators have taken on more responsibilities. Staff reviewed three vendor submissions from TripSpark, Salesforce, and TransTrack. Staff selected the option of a custom build-out within Marin Transit's current reporting platform, TransTrack. The TransTrack option will enable the District to significantly reduce the administrative burden on the Travel Navigator team to better serve community members who use or desire to use Marin Access and streamline the administrative aspects of the Travel Navigator program. This option is the most cost-effective as the cost is consists of a one-time fee for development and annual maintenance fees.

Recommended Action: Authorize General Manager to execute an agreement with TransTrack to develop the Marin Access Travel Navigator eligibility platform for an amount not to exceed \$84,600 and \$10,560 for annual maintenance fees.

M/s: Director Sears – Director Lucan

Ayes: President Rodoni, Vice President Colin, Director Connolly, Director Lucan, Director Rice, Director Sears

Noes: None

Absent: Second Vice President Arnold

[Adjourn](#) President Rodoni adjourned the meeting at 11:00 A.M.

SINE DIE

ATTEST:

PRESIDENT

CLERK



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san rafael, ca 94901

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August 3, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Authorizing Resolution and Project List for Cycle 6 Lifeline Funds

Dear Board Members:

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

RECOMMENDATION: Adopt Resolution #2021-01 Approving the Project List for Cycle 6 Lifeline Funding and authorize the Board President to send letter to the Golden Gate Bridge Highway and Transportation District Board requesting additional Lifeline funding for the project.

SUMMARY: Staff requests that your Board adopt Resolution #2021-01 approving the project list and authorizing the General Manager to submit an application for FTA Section 5307 funds from the Metropolitan Transportation Commission's (MTC) Lifeline Cycle 6 program. Staff also requests authorization for the Board President to send a letter to the Golden Gate Bridge Highway and Transportation District (GGBHTD) board to request \$30,000 of their Lifeline allocation to support this joint project.

MTC's Lifeline Transportation Program is intended to fund projects that result in improved mobility for low-income residents of the nine San Francisco Bay Area counties. Community Based Transportation Plans (CBTPs) for communities of concern help to identify projects for low-income populations. Within Marin County, there are three identified communities of concern: Marin City, the Canal Area of San Rafael, and the City of Novato. In prior cycles, Marin Transit has implemented Lifeline transit projects to increase transit service to the Canal Area of San Rafael and Marin City. Marin Transit has also used Lifeline funds for improvements at the Marin City transfer hub and systemwide bus stop improvements.

Cycle 6 of MTC's Lifeline program only includes FTA Section 5307 transit funding and has been apportioned directly to transit operators by formula. MTC developed a new formula based 50 percent on a transit agency's low-income ridership and 50 percent on the population of community of concern within an agency's service area. This formula increased the total share of Lifeline funds for Marin County operators, while also shifting funding from Marin Transit to

the GGBHTD due to the weighting of larger service areas. Marin Transit services carry more low-income passengers and has been focused on delivering services to communities of concern. Previously, as a regional operator focused on commute services, GGBHTD has not received Lifeline funding. The final allocations for Lifeline Cycle 6 funding to Marin County operators are in the following table:

Table 1: Marin County Lifeline Cycle 5307 Allocations

	<i>Cycle 5</i>	<i>Cycle 6</i>
<i>Marin Transit</i>	<i>\$174,164</i>	<i>\$33,892</i>
<i>GGBHTD</i>	<i>\$0</i>	<i>\$153,491</i>
<i>Total for Marin County Transit Operators</i>	<i>\$174,164</i>	<i>\$187,383</i>

Prior to the final allocations, Marin Transit identified a bus stop shelter project in Novato. The Novato Bus Stop Shelter project will provide shelters at eight high ridership stops in the City of Novato. Marin Transit staff have been working with GGBHTD and the City of Novato on the project planning. Seven of the eight stops are also served by regional (GGBHTD) routes. Initial estimates of Marin Transit allocation of Lifeline funds were expected to be sufficient for Marin Transit to complete the project on behalf of both Marin Transit and GGBHTD.

Historically, the City of Novato had an advertising contract that provided shelters and cleaning at bus stops while contributing revenue. Due to a shift to online advertising, the vendor canceled the contract with the City in 2019 and is in the process of removing the bus shelters from Novato. Marin Transit, GGBHTD, and the City of Novato identified eight high ridership stops that will need to have new shelters installed. In anticipation of the upcoming Lifeline funding, Marin Transit has been developing a project to purchase these new shelters (Table 2). The City of Novato has agreed to help with the installation for a total project cost of \$80,000.

Table 2: Stops Identified for Shelter Installation

StopID	Stop Name
40694	REDWOOD BLVD & OLIVE AV
40709	S NOVATO BLVD & ROWLAND BLVD (northbound)
40716	S NOVATO BLVD & REDWOOD BLVD (southbound)
40771	NAVE DR & BOLLING DR
40772	NAVE DR & BOLLING DR
40774	NAVE DR & NEW HAMILTON RD
41306	ROWLAND BLVD AT VINTAGE OAKS ENTRANCE
42114	ENFRENTA RD & SALVATORE DR

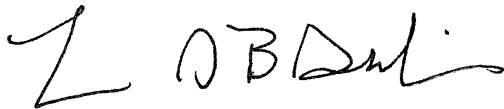
The Novato Bus Stop Shelter project will require \$64,000 of Lifeline funding and \$16,000 of local match funding. MTC has apportioned \$33,892 in Lifeline Cycle 6 funding to Marin Transit, just over half of the original estimate. With local matching funds, Marin Transit has total of \$42,365 available for the project. Marin Transit staff requested in writing that GGBHTD contribute the remaining funds from their Lifeline Cycle 6 funds to the project. To date, GGBHTD has not been able to commit these funds.

Table 3: Marin Transit's Lifeline Cycle 6 Project vs Initially Planned Project

Project	Project Description	Lifeline Cycle 6 FTA 5307	Local Match	Total
<i>Marin Transit's Cycle 6 project: Novato Bus Stop Shelters</i>	<i>Install four bus stop shelters at high ridership stops in the City of Novato</i>	\$33,892	\$8,473	\$42,365
<i>Initially Proposed Project</i>	<i>Install eight bus stop shelters at high ridership stops in the City of Novato</i>	\$64,000	\$16,000	\$80,000
<i>Requested contribution from GGBHTD</i>		\$30,108	\$7,527	\$37,635

FISCAL IMPACT: With this action, Marin Transit will have the requisite Board approvals to apply for the \$33,892 in Cycle 6 Lifeline FTA Section 5307 funding. This project is consistent with the District's adopted 10-year capital plan. Once MTC awards the funding, this capital project will be added to the District's FY2020/21 Capital Budget by amendment for approval by your Board in the FY2020/21 first or second quarter financial report.

Respectfully submitted,



Lauren Gradia
Director of Finance and Capital Programs

Attachment A -- Resolution 2021-01

Attachment B -- Stops Identified for Shelter Replacement Map

Attachment C -- Funding Request Letter to Golden Gate Bridge Highway and Transportation District

RESOLUTION #2021-01

APPROVING THE PROJECT LIST FOR CYCLE 6 LIFELINE FUNDS

WHEREAS, the Metropolitan Transportation Commission (MTC) has established a Lifeline Transportation Program to assist in funding projects that 1) are intended to result in improved mobility for low-income residents of the nine San Francisco Bay Area counties, 2) are developed through a collaborative and inclusive planning process and 3) are proposed to address transportation gaps and/or barriers identified through a substantive community-based transportation plan or are otherwise based on a documented assessment of needs; and

WHEREAS, MTC has adopted principles, pursuant to MTC Resolution No. 4416, to guide implementation of the Lifeline Transportation Program for the two year period from Fiscal Year 2018-19 and Fiscal Year 2019-20, and MTC has solicited applications from transit operators (eligible recipients of FTA Section 5307 funds) from each of the nine bay area counties to propose projects for Lifeline Cycle 6 funding; and

WHEREAS, Marin County Transit District (Marin Transit) generally conducted a broad, inclusive public involvement process, and use multiple methods of public outreach in identifying projects for the Lifeline Transportation Program in Marin county; and

WHEREAS, Marin Transit submitted a project(s) in response to the solicitation of applications/call for projects; and

WHEREAS, Marin Transit has confirmed that proposed project(s), described more fully on Attachment A to this Resolution, attached to and incorporated herein as though set forth at length, is consistent with the Lifeline Transportation Program goals as set out in MTC Resolution No. 4416; and

WHEREAS, Marin Transit, recommends the proposed project(s), described more fully on Attachment A to this Resolution, attached to and incorporated herein as though set forth at length, be funded in part under the Lifeline Transportation Program; and

WHEREAS, Marin Transit agrees to meet project delivery and obligation deadlines, comply with funding conditions placed on the receipt of funds allocated to the Lifeline Transportation Program, provide for the required local matching funds, and satisfy all other conditions set forth in MTC Resolution No. 4416; and

WHEREAS, Marin Transit certifies that the project(s) and purpose(s) for which funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 1500 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et seq. and the applicable regulations thereunder; and

WHEREAS, there is no legal impediment to Marin Transit making the funding request; and

WHEREAS, there is no pending or threatened litigation which might in any way adversely affect the ability of Marin Transit to deliver the proposed project(s) for which funds are being requested, now therefore be it

RESOLVED, that Marin Transit requests that MTC program funds available under its Lifeline Transportation Program, in the amounts requested for which Marin Transit is eligible, for the project(s) described in Attachment A of this Resolution; and be it further

RESOLVED, that staff of Marin Transit shall forward a copy of this Resolution, and such other information as may be required, to MTC, Transportation Authority of Marin, and such other agencies as may be appropriate.

APPROVED AND PASSED this 3rd day of August 2020

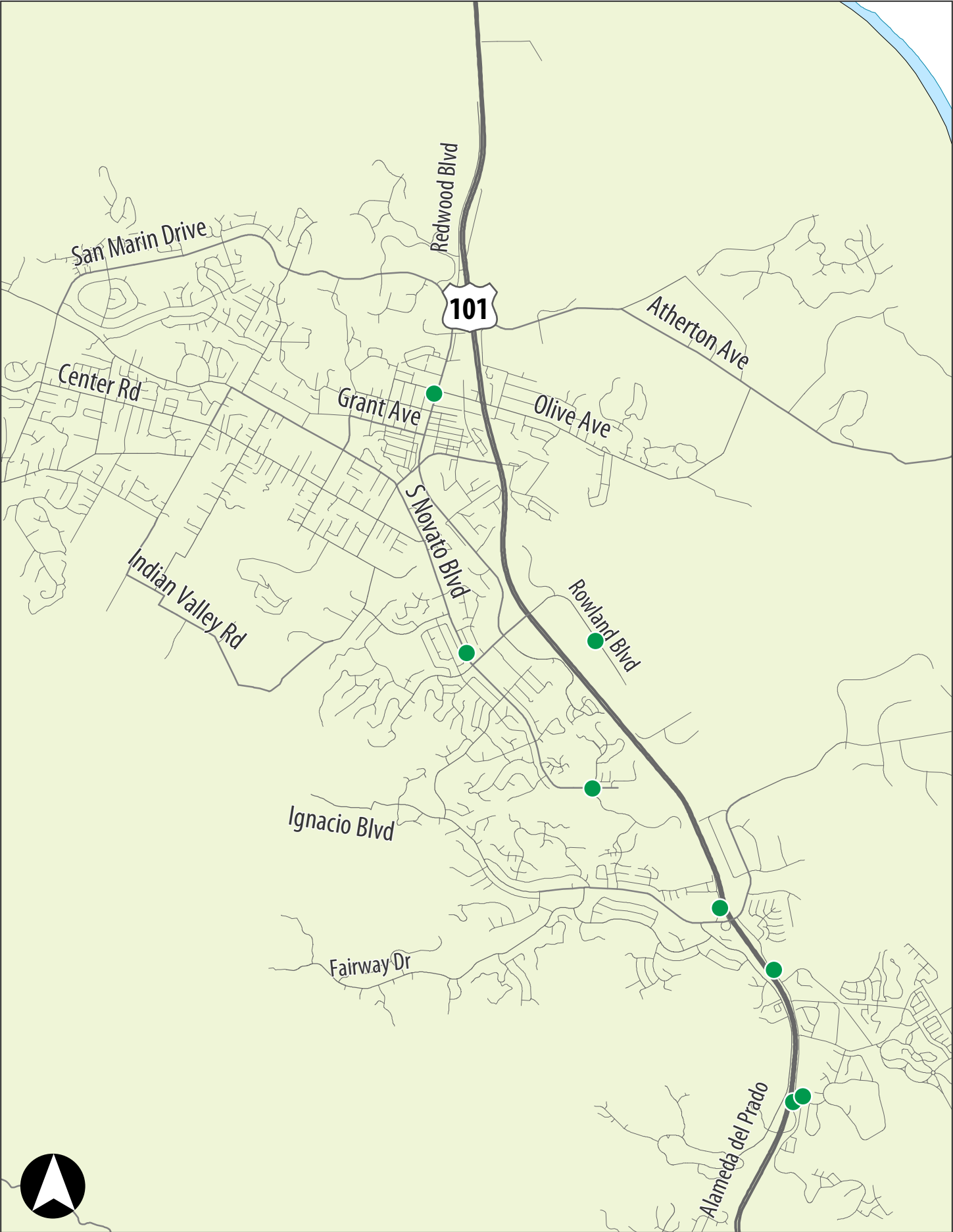
President

ATTEST:

Nancy Whelan, General Manager

ATTACHMENT A
Lifeline Transportation Program Cycle 6 Projects

Project Name	Project Description	Lifeline Transportation Program Funding Amounts		Local Match Amount	Total Project Cost
		5307	Total Lifeline Funding		
Novato Bus Stop Shelters	Purchase bus stop shelters at high ridership stops in Novato that no longer have City advertising shelters. The project improves rider conditions for routes serving communities of concern in Novato.	\$33,892	\$33,892	\$8,473	\$42,365
Total		\$33,892	\$33,892	\$8,473	\$42,365





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August 3, 2020

Barbara L. Pahre
Board President
Golden Gate Bridge, Highway and Transportation District
Golden Gate Bridge
P.O. Box 9000
Presidio Station
San Francisco, CA 94129-0601

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

**Re: Request for Lifeline Cycle 6 Transit funding for Installation
Bus Shelters in the City of Novato**

Dear Ms. Pahre,

We are requesting your support for joint shelter replacement project in the City of Novato at stops in an identified community of concern. Federal Transit Administration Section 5307 funds are available for this project through the Metropolitan Transportation Commission's (MTC's) Lifeline Cycle 6 funding allocation. Due to changes in the MTC's Lifeline funding allocation process, both Marin Transit and GGBHTD need to commit funding to the project.

Over the past two years, the advertising shelters in the City of Novato have begun to demonstrate significant signs of neglect. These shelters are shared by regional and local transit service and had previously been maintained by the City of Novato through a contract with Outfront Media. Cancellation of the City contract has created maintenance challenges for the City, Marin Transit, and Golden Gate Transit.

In February 2020, the Marin Transit, Golden Gate Transit, and the City agreed on a proposal to replace eight of the shelters using Lifeline funds expected to be allocated to Marin Transit.

The goal of the Lifeline Transportation Program (Lifeline) is to meet mobility and accessibility needs in low-income communities (communities of concern). Novato is one of three areas in Marin County that these funds can be spent and has an adopted Community-Based Transportation Plan. The Lifeline guidelines specifically call out improvements to stop amenities and access as an identified improvement strategy, making this shelter replacement project a good match for this funding source. Seven of the eight

selected shelter locations are served by both regional and local transit service. While regional ridership is not strong at some of these stops, providing passenger amenities in communities of concern is critical to providing equitable service.

Since the joint development of this project, the Metropolitan Transportation Commission (MTC) adopted new Lifeline Cycle 6 guidelines which distributed funds directly to operators by formula. This new formula increased the total funding allocated to Marin County transit operators while also shifting funds that had historically gone to Marin Transit to the GGBHTD. While Marin Transit carries more low-income passengers than GGBHTD, the new formula is weighted by service area, of which GGBHTD's is much larger. The final distribution for Marin County transit operators is:

Marin County Lifeline Cycle 5307 Allocations

	<i>Cycle 5</i>	<i>Cycle 6</i>
<i>Marin Transit</i>	<i>\$174,164</i>	<i>\$33,892</i>
<i>GGBHTD</i>	<i>\$0</i>	<i>\$153,491</i>
<i>Total for Marin County Transit Operators</i>	<i>\$174,164</i>	<i>\$187,383</i>

To complete this joint project, Marin Transit is requesting \$37,635 from GGBHTD as shown below.

Novato Bus Stop Lifeline Cycle 6 Funding Plan

<i>Agency</i>	<i>Lifeline Cycle 6 FTA 5307</i>	<i>Local Match</i>	<i>Total</i>
<i>Marin Transit's contribution</i>	<i>\$33,892</i>	<i>\$8,473</i>	<i>\$42,365</i>
<i>Requested contribution from GGBHTD</i>	<i>\$30,108</i>	<i>\$7,527</i>	<i>\$37,635</i>
<i>Total Project</i>	<i>\$64,000</i>	<i>\$16,000</i>	<i>\$80,000</i>

Marin Transit's estimated budget for this project is \$80,000. Marin Transit has committed all its Lifeline allocation to the project and requests that Golden Gate Transit contribute \$37,635 to complete the much-needed project.

I look forward to the ongoing collaboration between Marin Transit and Golden Gate Transit on meeting the needs of communities of concern in Marin through programs like the Lifeline Transportation Program.

Sincerely,

Dennis Rodoni
President
Marin Transit Board of Directors

Attachment A: Novato Stops Identified for Shelter Replacement

StopID	Stop Name
40694	REDWOOD BLVD & OLIVE AV
40709	S NOVATO BLVD & ROWLAND BLVD (northbound)
40716	S NOVATO BLVD & REDWOOD BLVD (southbound)
40771	NAVE DR & BOLLING DR
40772	NAVE DR & BOLLING DR
40774	NAVE DR & NEW HAMILTON RD
41306	ROWLAND BLVD AT VINTAGE OAKS ENTRANCE
42114	ENFRENTA RD & SALVATORE DR



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August 3, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Fourth Amendment to Agreement with MV Public Transportation, Inc. for Operation and Maintenance of Rural and Supplemental Services

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

Dear Board Members:

RECOMMENDATION: Authorize General Manager to negotiate and execute a fourth amendment to the contract with MV Public Transportation, Inc. for operation and maintenance of rural and supplemental service to reimburse MV Transportation for added costs associated with cleaning due to COVID-19 and updates the Catch A Ride fare subsidies.

SUMMARY: Staff requests that your Board authorize the General Manager to execute the fourth amendment to the contract to reimburse MV Transportation for costs associated with enhanced cleaning in response to the COVID-19 public health crisis from July 1, 2020 through June 30, 2021.

On March 13, 2020, the President of the United States declared a National Emergency due to the COVID-19 outbreak. On March 27, 2020 the President signed the CARES Act, which includes \$1.3 billion in public transit funding directed to Bay Area transit operators through Federal Transit Administration (FTA) formula grants (Sections 5307 and 5311). The CARES Act funding provides financial resources to reimburse Marin Transit for labor and material costs associated with cleaning due to the global health pandemic.

In May 2020, your Board approved the third amendment to the agreement with MV Transportation. The third amendment provided compensation via the CARES Act funding for the revenue hours that the contractor would have provided if the District had not cancelled supplemental school routes and Muir Woods Shuttle service. To help retain a qualified workforce, the amendment enabled the contractor to continue to pay personnel that might have been furloughed with specific conditions. This amendment was for the period from April 1, 2020 through June 30, 2020.

The fourth amendment extends the reimbursement for additional cleaning costs though it does not extend the compensation for cancelled hours of service. This is due to the increased need for

supplemental service to provide additional capacity on regular routes that are experiencing overcrowding as a result of the passenger onboard limits as defined by Marin County Public Health.

On July 1, the Catch A Ride fare subsidies changed as a result of the fare policy changes that were approved by your Board. The fourth amendment updates Attachment B to reflect the new fare subsidies.

FISCAL/STAFFING IMPACT: Annual costs associated with this amendment shall not exceed \$30,000. This is within the FY2020/21 Rural and Local operations budget for COVID-19 related supplies and cleaning. There is no staffing impact.

Respectfully submitted,



Robert Betts
Director of Planning and Operations

Attachment: 202104 – Fourth Amendment to Agreement between Marin Transit and MV Transportation (DRAFT)

FOURTH AMENDMENT TO AGREEMENT

BY AND BETWEEN THE

**MARIN COUNTY TRANSIT DISTRICT AND MV PUBLIC TRANSPORTATION, INC.
COMMENCEMENT DATE JULY 1, 2018**

=====

THIS AMENDMENT is made and entered into this ___th day of August 2020, by and between the MARIN COUNTY TRANSIT DISTRICT, a political subdivision of the State of California (hereinafter referred to as "District") and MV Public Transportation, Inc. (hereinafter referred to as "Contractor")

RECITALS

WHEREAS, the District and the Contractor entered into an agreement (#171871) for fixed route operations and maintenance services to commence on July 1, 2018 ("Agreement"); and

WHEREAS, the parties previously amended the Agreement to add two required Federal Transit Administration clauses to Attachment J as evidenced in the First Amendment to Agreement (#171882); and

WHEREAS, the parties further amended the Agreement to include additional call center, dispatch, and administration to support the Catch-A-Ride program and Marin Transit Connect program as evidenced in the Second Amendment to Agreement (#171883); and

WHEREAS, the parties further amended the Agreement to allow Marin Transit to reimburse the Contractor for planned service from the period of April 1, 2020 – June 30, 2020 using funding from the CARES Act per the Third Amendment to Agreement (#192064); and

WHEREAS, the Third Amendment to the Agreement added section H. COVID-19 Public Health Emergency Payments to Section 401 COMPENSATION TO CONTRACTOR; and

WHEREAS, on March 4, 2020 the Governor of the State of California proclaimed a State of Emergency to exist in California as a result of the threat of the COVID-19 outbreak; and

WHEREAS, on March 13, 2020, the President of the United States declared a National Emergency due to the COVID-19 outbreak; and

WHEREAS, on March 13, 2020, the Marin County Office of Education (MCOE) announced that public schools in Marin County would close due to the COVID-19 outbreak and on April 7, 2020 MCOE announced that school closures would extend through the end of the school year; and

WHEREAS, on March 16, 2020 the National Park Service announced the temporary closure of Muir Woods National Monument; and

WHEREAS, on March 16, 2020, the Health Officer of the County of Marin ("Health Officer") ordered all individuals living within Marin County to shelter at their place of residence

("Shelter in Place Order") for three weeks beginning on March 17, 2020 through April 7, 2020. The Order limits activity, travel and business functions. On March 31, 2020, the Health Officer extended the Shelter in Place Order through May 3, 2020; On April 29, 2020, the Health Officer extended the Shelter in Place Order through May 31, 2020; On May 17, 2020, the Health Officer extended the Shelter in place order indefinitely; and,

WHEREAS, the Public Health officer established the Marin Recovers initiative which is intended to guide the gradual re-opening of Marin County businesses, schools, and activities. As businesses re-open and residents resume activities, ridership has increased on Marin Transit fixed route services; and,

WHEREAS, due to social distancing requirements Marin Transit has limited the capacity of buses in order to allow passengers to maintain the required distance from one another; and,

WHEREAS, Marin Transit desires to work with MV Transportation to deploy their buses and drivers to supplement routes that are at capacity; and,

WHEREAS, Marin Transit shall continue to reimburse the Contract for costs associated with additional cleaning of buses to mitigate the spread of COVID-19; and,

WHEREAS, the duration and full impact of the COVID-19 public health emergency is not yet known.

NOW, THEREFORE, IT IS AGREED:

- 1) Except as otherwise provided herein all terms and conditions of the Agreement and any prior amendments to the Agreement shall remain in full force and effect.
- 2) The Agreement requirements and responsibilities Section 401 COMPENSATION TO CONTRACTOR, H. COVID-19 Public Health Emergency Payments is amended to read as follows:

j. Reimbursement for direct costs allowed in Section 401.H.b. shall be for direct costs incurred during the period July 1, 2020 through June 30, 2021, shall be identified as a separate item on the monthly invoice, and shall not exceed \$30,000 for the twelve month period.

- 3) Based on the fare policy changes implemented on July 1, 2020, update Attachment B, Payment Schedule, of Amendment #3 to reflect the new User Subsidies offered by the District as shown in the table below.

Catch-A-Ride User Subsidies per Ride

<i>Subsidy Type</i>	<i>Per Trip Amount ¹</i>
<i>Regular Subsidy</i>	<i>Up to \$14²</i>
<i>Minimum Subsidy (Including No-Shows)</i>	<i>\$10.</i>

¹ Only one ride subsidy may be applied per ride regardless of the number of eligible passengers. Marin Transit reserves the right to change the ride subsidy amount. ² Subsidy is dependent on mileage and only applies after rider has paid the base \$4.00 fare.

IN WITNESS WHEREOF, the parties have entered into this Amendment on the date above written.

MARIN COUNTY TRANSIT DISTRICT

MV Public Transportation, Inc.

By _____
General Manager

By _____

Title _____



711 grand ave, #110
san rafael, ca 94901

ph: 415.226.0855
fax: 415.226.0856
marintransit.org

August 3, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Second Amendment to Agreement with Golden Gate Bridge, Highway and Transportation District for Operation and Maintenance of Local Fixed Route Bus Service

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

Dear Board Members:

RECOMMENDATION: Authorize General Manager to execute a second amendment to the contract with Golden Gate Bridge Highway and Transportation District (GGBHTD) for operation and maintenance of local transit service to reimburse GGBHTD for added costs associated with cleaning due to COVID-19.

SUMMARY: Staff requests that your Board authorize the General Manager to execute the second amendment to the contract to reimburse GGBHTD for costs associated with enhanced cleaning in response to the COVID-19 public health crisis.

On March 13, 2020, the President of the United States declared a National Emergency due to the COVID-19 outbreak. On March 27, 2020 the President signed the CARES Act, which includes \$1.3 billion in public transit funding directed to Bay Area transit operators through Federal Transit Administration (FTA) formula grants (Sections 5307 and 5311). The CARES Act funding provides financial resources to reimburse Marin Transit for labor and material costs associated with cleaning due to the global health pandemic.

GGBHTD's enhanced cleaning protocol includes daily cleaning of bus interiors with the Environmental Protection Agency (EPA) recommended cleaning agent, Virex.

FISCAL/STAFFING IMPACT: Annually, costs associated with this amendment shall not exceed \$192,000. There is no staffing impact.

Respectfully submitted,

Robert Betts
Director of Planning and Operations

Attachment: 192070 GGBHTD - Second Amendment to OM Contract

192070

**SECOND AMENDMENT TO CONTRACT FOR OPERATION AND MAINTENANCE OF
LOCAL FIXED ROUTE BUS SERVICE**

BY AND BETWEEN THE

**MARIN COUNTY TRANSIT DISTRICT AND GOLDEN GATE BRIDGE, HIGHWAY AND
TRANSPORTATION DISTRICT**

THIS SECOND AMENDMENT is made and entered into as of this ____ day of _____, 2020, by and between the MARIN COUNTY TRANSIT DISTRICT, (hereinafter referred to as "MCTD") and GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT (hereinafter referred to as "GGBHTD").

WHEREAS, MCTD and GGBHTD entered into an agreement on May 18, 2015 for the Operation and Maintenance of Local Fixed Route Bus Service within the County of Marin (hereinafter "Agreement");

WHEREAS, MCTD and GGBHTD executed a First Amendment to Agreement as of August 15, 2016, to adjust Section 401, "Compensation to GGBHTD", to reflect service changes implemented in June 2016;

WHEREAS, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency in California as a result of the COVID-19 outbreak;

WHEREAS, on March 13, 2020, the President of the United States declared a National Emergency due to the COVID-19 outbreak;

WHEREAS, on March 16, 2020, the Health Officer of the County of Marin ("Health Officer") ordered all individuals living within Marin County to shelter at their place of residence ("Shelter in Place Order") beginning on March 17, 2020;

WHEREAS, on March 27, 2020, the President of the United States signed the CARES Act, including \$1.3 Billion in public transit funding directed to Bay Area operators through Federal Transit Administration (FTA) formulas (Sections 5307 and 5311);

WHEREAS, the public health crisis has caused the need to increase the frequency in bus cleaning and sanitization in order to keep the bus operators, maintenance staff, and passengers safe;

WHEREAS, CARES Act funding provides financial resources to MCTD to be reimbursed for labor and material costs associated with cleaning due to the COVID-19 global health pandemic;

WHEREAS, the duration and full impact of the COVID-19 public health emergency is not yet known; and

WHEREAS, the parties wish to amend the Agreement to allow for MCTD to reimburse GGBHTD for the cost of labor required to perform enhanced cleaning protocols to comply with public health guidance to mitigate the spread of COVID-19.

NOW, THEREFORE, IT IS AGREED:

- 1) Section 401, Compensation to GGBHTD, of the Agreement is amended to add the following new subparagraph J:

J. COVID-19 Public Health Emergency Cost to Clean Reimbursement. MCTD agrees to compensate GGBHTD for its actual labor costs for additional cleaning and sanitization of MCTD owned vehicles in accordance with COVID-19 health and safety protocols. The estimated monthly labor for this work is 8 hours daily on weekdays, and 4 hours daily on weekends. GGBHTD will provide monthly invoices to MCTD documenting actual labor costs. The annual cost for this work is estimated not to exceed \$192,000.

- 2) Except as otherwise provided herein, all terms and conditions of the Agreement, as amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment as of the day first written above.

MCTD:
MARIN COUNTY TRANSIT DISTRICT

GGBHTD:
GOLDEN GATE BRIDGE, HIGHWAY
AND TRANSPORTATION DISTRICT

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Approved as to form:

Approved as to form:

By: _____
County Counsel

By: _____
Attorney for GGBHTD



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fax: 415.226.0856
marintransit.org

August 3, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Update on COVID-19 Ridership Trends

Dear Board Members:

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

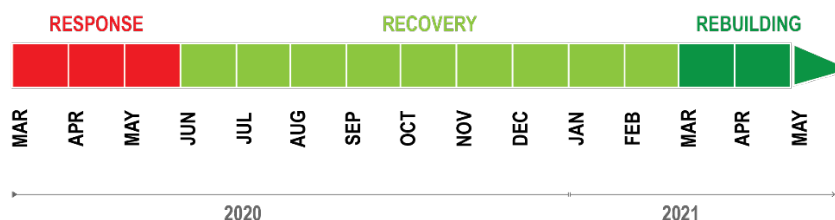
eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

RECOMMENDATION: Information only.

SUMMARY: The COVID-19 pandemic has led to unprecedented times of change for the District. As we enter the sixth month of the pandemic, staff have identified and developed a three-stage timeline to organize efforts and outline challenges. These stages are defined as (1) **Response**, (2) **Recovery**, and (3) **Rebuilding** as shown in the figure below.



The **Response** stage required the District to work closely with its contractors to quickly respond to the everchanging environment of operations and safety/cleaning based on guidance from the Center for Disease Control and Prevention (CDC) and the Marin County Department of Public Health. The **Recovery** stage is where we are today when new practices and procedures have largely been implemented. In the Recovery stage efforts are still needed to plan for and implement measures to attract riders back to system and give them confidence that services will be reliable and safe. The end of the Recovery stage will lead to the **Rebuilding** stage when the District will work to determine how to meet future rider needs while maintaining sustainable service levels based on available funding.

Ridership Summary

Since Marin County issued the Shelter-In-Place order, ridership trends show a steep decrease during the Response stage and a slow rise in the Recovery stage. The table in Attachment A shows monthly ridership by route typology. The chart in Attachment B

shows weekly ridership estimates and the percent decline over an average week during the same month in 2019. Here are key takeaways from the ridership summaries:

- The immediate suspension of Supplemental, Yellow Bus, and Muir Woods service in March removed an estimated 50,000 trips per month, or approximately 20 percent of total fixed route ridership.
- The highest single week of ridership losses occurred during the second week of April when total ridership was down approximately 82 percent. Total ridership has since rebounded slightly to an estimated 57 percent decline in July.
- Demand Response programs including paratransit, dial-a-ride and Connect have shown the slowest return of ridership. Since April, these services have monthly ridership averages that are consistently 75 to 80 percent levels from a year ago.
- Routes serving the Canal and Highway 101 corridor (Trunkline routes) have shown the most return of riders, in terms of total riders and as a percentage of 2019 levels.

Pass-Up Activity Summary

As ridership has slowly returned to the system, physical distancing guidelines have required capacity limits for riders per vehicle that have led to daily incidents of riders not being able to board their desired bus. The capacity limits are currently four passengers per shuttle and nine passengers per 40' bus. Drivers record these incidents through their dispatchers, and they are identified as pass-ups due to overcrowding in the District's data management system. The pass-up location, route, time, and number of passengers impacted are all captured in this system.

The chart in Attachment C shows daily pass-up activity since the start of monitoring in mid-April. The colored bars show the number of daily incidents and a grouping of where they occurred by two common locations (San Rafael Transit Center and stops in the Canal) and all other pass-ups are placed in a group called "other". The dashed grey line shows the total number of daily impacted passengers. In response to a growing number of pass-ups, the District added five additional daily buses in late April to operate as "overflow" along the Highway 101 corridor and within the Canal. During the first full month of operation in May 2020, "overflow" services carried over 5,400 passenger trips and ridership increased by nearly 6,400 in June. The added service created peak hour service frequencies along the Highway 101 corridor of nearly every ten minutes and every 5-6 minutes within the Canal.

While the added service has helped curtail pass-up activity, the trends show continued increase in both the number of occurrences and impacted passengers. Below is a summary of these observations:

- Overall, the highest percentages of pass-ups (41.5%) occur within the Canal. The San Rafael Transit Center and "other" category of stops split the remaining 60 percent with nearly 30 percent of pass-up activity each. The percent of pass-ups within the Canal has declined with the added "overflow" service, going from 60 percent of total pass-ups in April/early May to approximately 35 percent in July. Due to the frequent service levels, staff assume that if a passenger experiences a pass-up in the Canal the average wait for the next bus is between 5-10 minutes. Staff also assumes that the wait is no longer than 15 minutes unless it is after 9:00 pm.
- The percentage of pass-ups at "other" stops has increased over time and now accounts for nearly one-third of all activity. While these locations tend to be geographically dispersed countywide, the highest concentration is in Mill Valley.
- Pass-ups on Marin Transit fixed route services countywide nearly doubled the week following Golden Gate Transit's service reductions on July 12, 2020.

The District is developing a plan to address current overcrowding and pass-up issues. The plan includes preparing for a continued return of ridership and the start of in-class academic instruction. To ensure adequate service capacity, the plan will likely require a significant investment in added service to meet ridership demands when reduced vehicle capacity is required.

FISCAL/STAFFING IMPACT: There is no fiscal impact associated with this item.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Betts'.

Robert Betts
Director of Operations and Planning

Attachment A: Post COVID Ridership Trends By Route Typology
Attachment B: Post COVID Weekly Ridership
Attachment C: Passenger Pass-Up Activity (April 16-July 19, 2020)
Attachment D: PowerPoint Presentation

Attachment A: Post COVID Ridership Trends By Route Typology

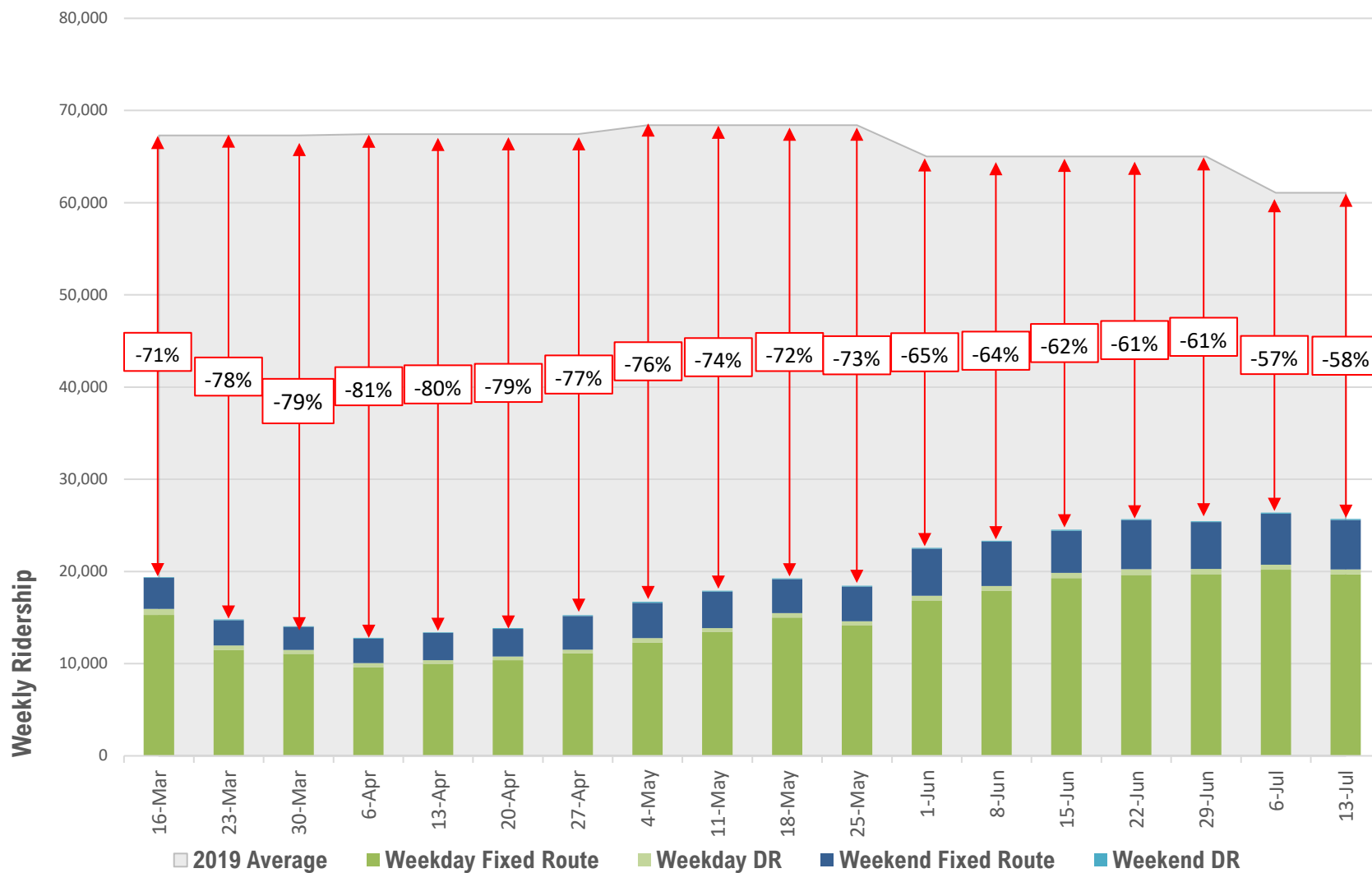
Route Typology ⁽¹⁾	February		March		April		May		June		July (est)	
	Ridership	% change	Ridership	% change	Ridership	% change	Ridership	% change	Ridership	% change	Ridership	% change
Trunkline	94,633	+15.1%	66,046	-31.1%	25,651	-73.8%	34,781	-66.1%	42,038	-55.3%	43,884	-55.3%
Basic	80,808	+17.1%	55,972	-32.2%	20,690	-75.2%	26,344	-70.0%	30,817	-60.5%	32,537	-61.3%
Connector	32,244	+17.2%	20,762	-39.6%	7,699	-78.1%	9,400	-74.2%	11,164	-66.5%	12,050	-64.4%
Supplemental	15,235	+12.6%	8,979	-54.8%	-	-100.0%	-	-100.0%	-	-100.0%	-	-100.0%
Rural	7,736	+5.6%	5,493	-42.7%	2,206	-72.8%	3,169	-69.4%	3,825	-64.6%	4,385	-60.0%
COM	2,064	-22.8%	1,247	-42.5%	-	-100.0%	-	-100.0%	-	-100.0%	-	-100.0%
Yellow Bus	9,678	+60.0%	6,233	-53.1%	-	-100.0%	-	-100.0%	-	-100.0%	-	-100.0%
Muir Woods	6,942	+14.9%	1,808	-82.5%	-	-100.0%	-	-100.0%	-	-100.0%	-	-100.0%
Overflow	-	-	-	-	-	-	177	-	5,431	-	6,370	-
Fixed Route Total	249,340	+14.4%	166,540	-37.9%	56,246	-78.9%	73,871	-74.4%	93,275	-62.8%	99,226	-61.0%
Demand Response	11,365	+8.0%	6,859	-43.7%	2,106	-83.0%	2,328	-81.1%	2,801	-75.3%	2,849	-76.6%
Catch-A-Ride	1,204	+9.6%	635	-49.9%	370	-69.2%	492	-59.8%	492	-59.6%	400	-68.8%
Vol. Driver	1,057	+6.7%	865	-30.1%	516	-55.9%	586	-45.3%	715	-32.1%	868	-20.2%
Marin Access Total	13,626	+6.7%	8,359	-43.1%	2,992	-79.7%	3,406	-76.7%	4,008	-70.5%	4,117	-71.7%

1. Route Typologies Assignments:

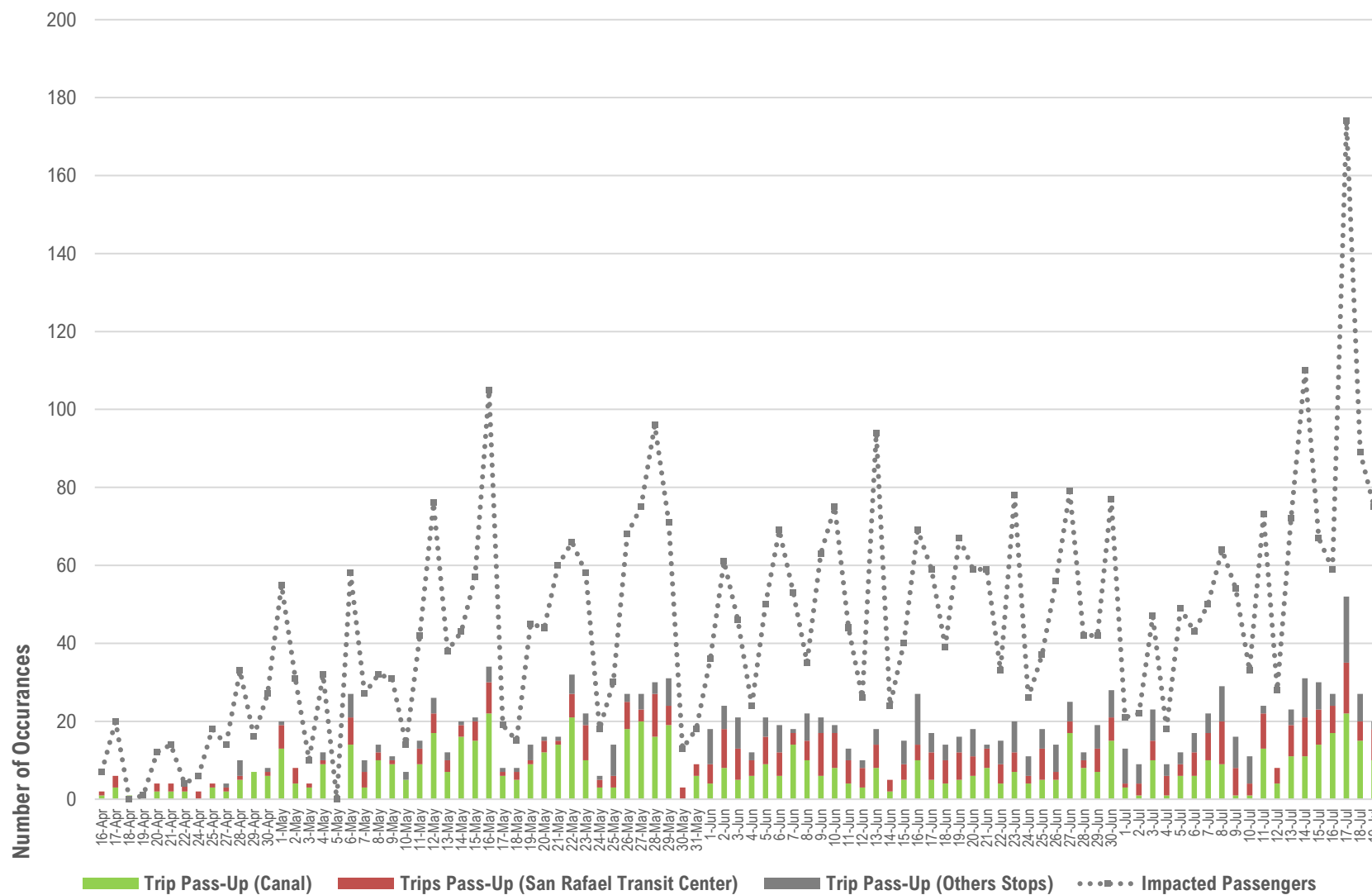
Trunkline: 35, 36, 71x
Basic: 17/17x, 22, 23, 23x, 29, 49
Connector: 219, 228, 233, 245, 251, 257
Supplemental: 113, 115, 117, 119, 125, 139, 145, 149, 151, 154
Rural: 61, 68

COM: 122
Overflow: Service added along 101 and within the Canal during COVID to support overcrowding
Demand Response: Local Paratransit, Novato Dial-A-Ride, Rural Dial-A-Ride, Connect

Attachment B: Post COVID Weekly Ridership



Attachment C: Passenger Pass-Up Activity (April 16-July 19, 2020)



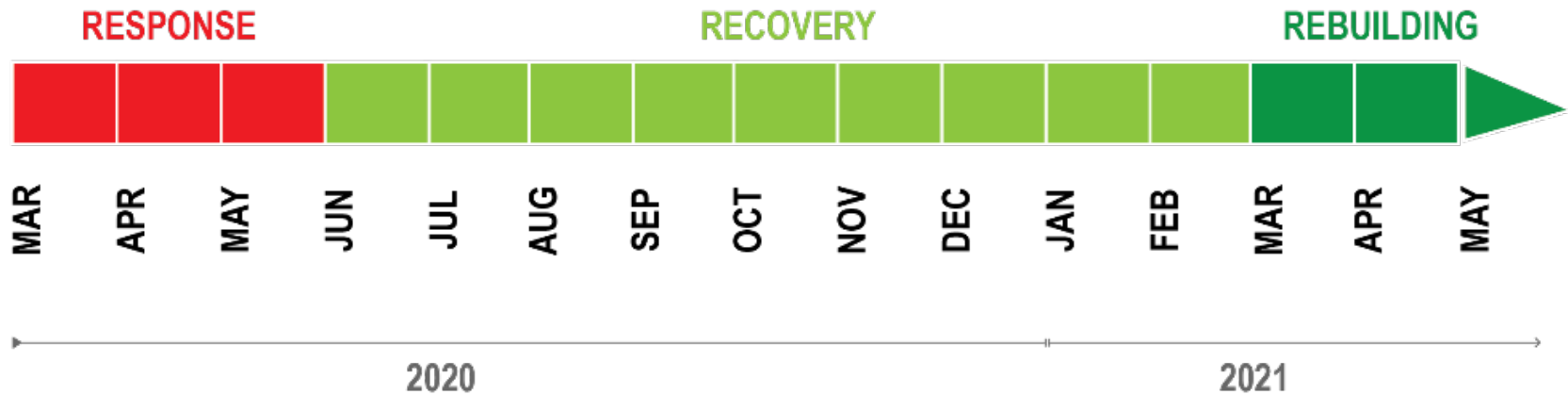


COVID Ridership Update

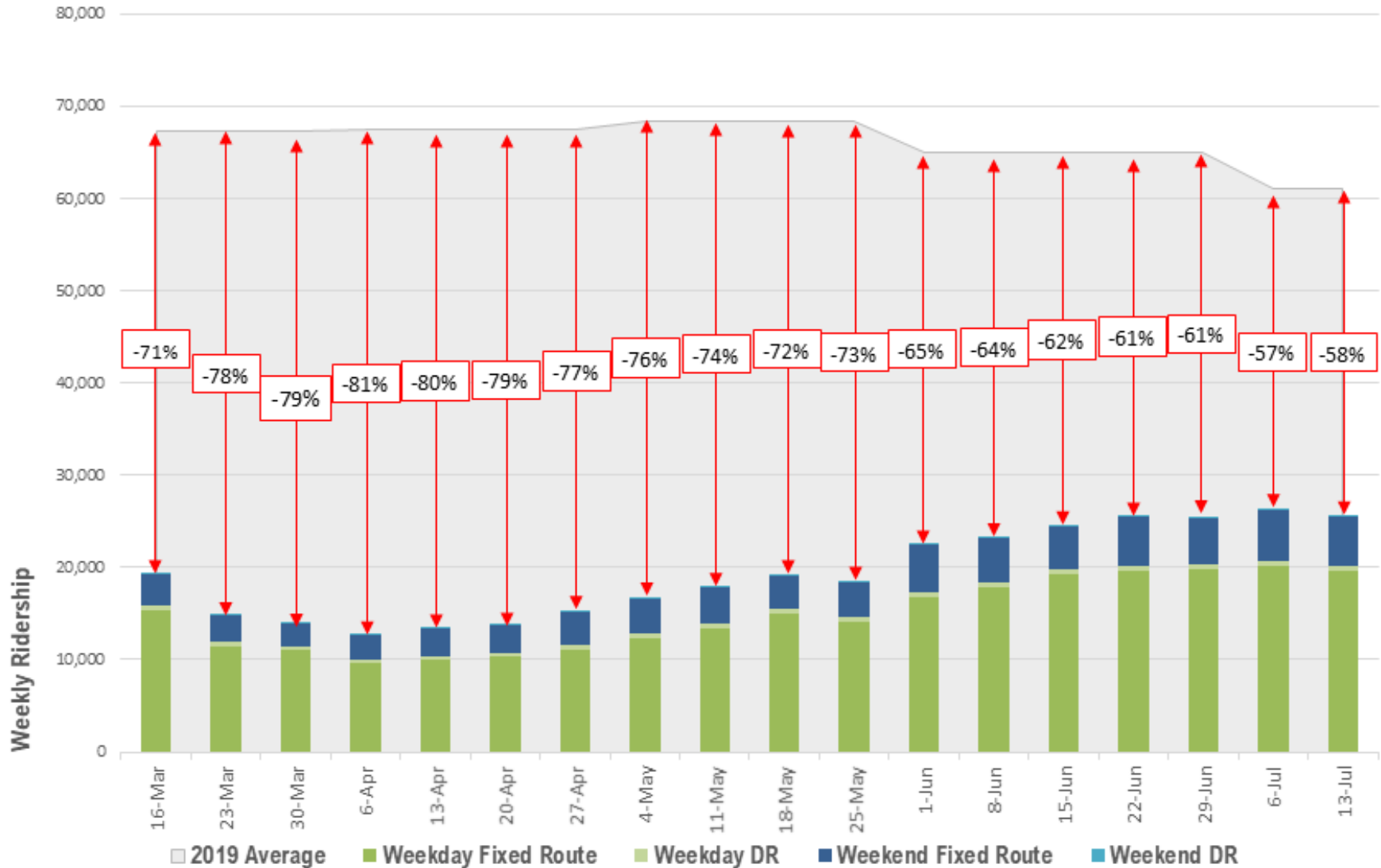
Marin Transit Board of Directors

August 3, 2020

Stages of the Pandemic



Weekly Ridership Trends (All Services)



Ridership Trends By Typology

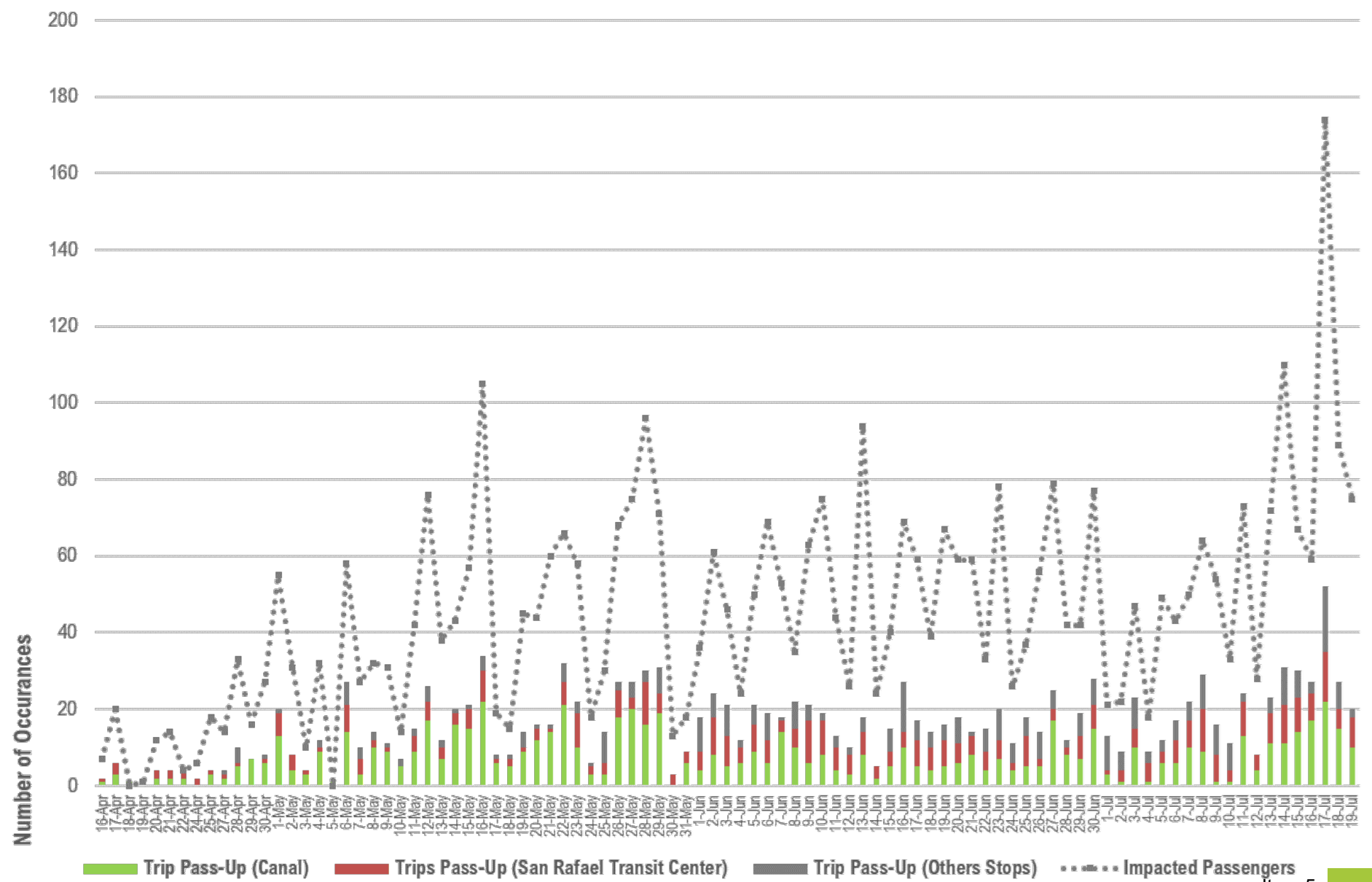


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Overflow: Service added along 101 and within the Canal during COVID to support overcrowding
Demand Response: Local Paratransit, Novato Dial-A-Ride, Rural Dial-A-Ride, Connect

Passenger Pass-Up Activity



Thank You

Robert Betts

Director of Operations & Planning, Marin Transit

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August 3, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Recommendations for Temporary Changes to Supplemental Service

Dear Board Members:

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

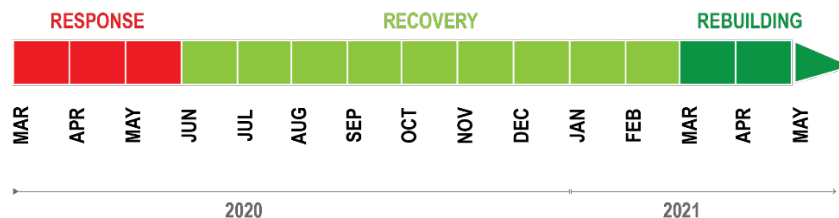
RECOMMENDATION: Discuss and approve changes to Supplemental Services, and approve budget amendment 2021-03.

BACKGROUND: Due to the COVID-19 pandemic, the closure of schools countywide in mid-March 2020, all Supplemental School Routes (100 series) have been suspended until further notice. Historically, these routes account for seven percent of the District's total fixed route ridership and four percent of total fixed route service hours. These services are operated under contract with MV Transportation and share a fleet of buses with the Muir Woods Shuttle program, which is also currently suspended.

District staff have been working closely with the Marin County Department of Education (MCOE) and various Marin County schools and school districts to better understand the academic conditions and resulting mobility needs for Fall 2020. In early July 2020, Marin Transit staff coordinated and chaired a School Transportation Task in partnership with MCOE to discuss and draft guidelines for the safe transport of students. The focus was on yellow bus services. The task force developed draft guidelines and presented them to the County's Public Health Officer for consideration on July 15, 2020.

The work with the School Transportation Task for has given additional insight into how and when student ridership demands may impact the already taxed fixed route network. This information was used by staff to identify a series of temporary changes to the Supplemental services to meet the current and future needs of transit riders.

SUMMARY: The District has worked closely with its contractors since the start of the Shelter-In-Place (SIP) orders to maintain service and support the mobility needs of Marin County residents. Although many uncertainties lie ahead, staff consider the current stage of the District's COVID-19 efforts as a state of "Recovery", as shown in the diagram below.



Amidst the ever-changing conditions since SIP, staff have pivoted around the following goals for service delivery:

1. Maintaining the health, safety and well-being of passengers and drivers;
2. Working to ensure our contractors are supported so they can sustain their operation and workforce during and after the pandemic; and
3. Ensuring transit services are available and reliable for those who continue to need mobility for essential trips.

Your Board has approved multiple amendments to our existing contracts to support the first two goals identified above. The third, ensuring service needs are met, is largely the subject of this item.

Although ridership levels are at historic lows, the District has struggled to maintain an adequate supply of service to meet rider demands. This is primarily due to physical distancing guidelines put into place with the Shelter-In-Place order. This order has required six feet of distancing onboard transit, limiting rider capacity onboard vehicles to no more than four per shuttle bus and nine per 40' bus. Passengers that are unable to board a bus due to these capacity limits are marked as pass-ups by drivers and asked to take the next bus.

In the late stage of the Response and early stage of Recovery (shown the figure above) the District quickly mobilized available resources to add service in two specific geographic areas of the County; the Canal and the Highway 101 corridor. These are areas where the highest ridership volumes continued during the pandemic and areas where passengers were being passed-up due to overcrowding. An additional five vehicles, or approximately 50 hours of revenue service was added daily, Monday-Saturday, as fare free "overflow" service. While this additional service helped initially, continued growth in ridership, coupled with a possible return to in-class instruction later this fall, required staff to explore options to further increase service levels.

There is still a great deal of uncertainty regarding how and when students will return to school and future trends for non-student fixed route ridership amid the pandemic. Based on the current information and projections, Marin Transit has developed a plan to target current and future anticipated demand to minimize pass-ups. The plan includes re-allocation of the eleven Supplemental routes (Routes labeled 100-199) as soon as August 10, 2020 to provide additional capacity in corridors where there is current or anticipated overcrowding due to passenger capacity limitations. Under the proposed plan, the five buses that are operating as "overflow" services since late May would be repurposed and given specific route numbers, schedules, and fare collection would resume.

The table in Attachment A shows the proposed plan for Supplemental routes for Fall 2020 and the subject of this request for your Board's approval. This plan is organized into the following two phases:

- **Phase 1:** Increase service to meet current demand and reduce overcrowding. Staff is proposing to implement these changes on August 10, 2020 and operate as needed until the end of December 2020
- **Phase 2:** Second increase of service to meet anticipated demands from the possible return of in-class instruction for K-12 students. Timing of implementation of these services would be based on school-specific calendars and a decision to return to in-class instruction. Routes may not all start on the same date and may not operate altogether if schools decide to maintain fully distanced learning and ridership demands do not exceed capacity.

Although conditions continue to change, staff requests that your Board approve moving forward with a plan to (1) suspend certain routes for operating in Fall 2020; (2) resume and add certain Supplemental routes in a Phase 1 beginning August 10, 2020 to add capacity in specific corridors where current ridership demands exceed allowable service capacity; and (3) resume additional Supplemental routes in a Phase 2 timed with the restart of in-class academic instruction at K-12 schools. Maps showing the routes proposed for suspension, Phase 1, and Phase 2 are included as Attachment B, C and D, respectively.

The proposal to suspend some routes and add or operate others in Fall 2020 primarily reflects following factors:

1. Limitations on passenger capacities per vehicle significantly impacts the District's ability to serve current and future demand levels. Supplemental school routes that averaged 40-50 passengers per trip last year are simply not feasible to operate under the new nine passenger standard. This is especially true if no other local transit services operate in the same corridor. Operating these routes while accommodating a fraction of the historic demand level may lead to false expectations that transit is a viable school transportation option. This is the case with Routes 113, 117, 119, 139, and 154 and the reason that staff is recommending suspension.
2. Due to physical distancing, Local non-Supplemental Routes are experiencing increased overcrowding as ridership returns and the District enforces limits on the number of passengers. Many of these local routes are used interchangeably by both regular transit riders for everyday travel and students accessing school. Extra capacity is needed to support growing ridership demands under physical distancing requirements. This applies to the Canal, Novato Local, Sausalito - Marin City - Mill Valley, Downtown San Rafael – Terra Linda, Downtown San Rafael – San Anselmo, and the Sir Francis Drake corridor between San Anselmo and San Geronimo Valley. Recommendations to add and/or expand service in these areas applies to Routes 115, 122, 125, 135, 145, 149, 151, and 171.

Staff will develop exact schedules and span of service based on a combination of capacity needs (ridership peaks) and academic bell schedules. Staff assumes that the 12 vehicles historically allocated to Supplemental school routes will continue to operate on the routes identified in #2 above. Staff also assumes that service levels will be increased as needed to operate additional midday and weekend service. Phase 1 would include operation of up to eight vehicles with an additional four vehicles in Phase 2.

Staff will continue ongoing monitoring of ridership trends and changes to rider capacity guidelines and may make adjustments as needed to ensure resources are being used

effectively and efficiently. This plan is expected to remain in place until December 31, 2020 or until a point where pass-ups are no longer an ongoing issue. Staff will revisit these recommendations later this Fall to determine if additional modifications are needed and to formalize a plan for services after January 1, 2021. Staff will develop a more comprehensive service plan for March or June 2021 once financial impacts are better understood, ridership trends have steadied, and there is additional clarity regarding the ongoing impacts of the COVID-19 pandemic.

FISCAL/STAFFING IMPACT: The total revenue hours estimated for operation between August and December is 12,500. This assumes that Phase 1 services are implemented on August 10, 2020 and Phase 2 services are added on September 8, 2020. Staff estimate that an additional 8,500 hours of service will be needed in FY 2020/21 to support the increased Supplemental hours proposed to operate between August and December 2020. This is based on budgeted hours for services operated under the MV contract (Muir Woods, Stagecoach, and Supplemental) and projections for these services based on COVID-19 impacts. It should be noted that assumptions for a start of Phase 2 are based on the soonest possible return allowable by the state for in-class instruction. However, staff believe most middle and high schools may not return until early October at the soonest and likely may not return to in-class instruction at all during the Fall 2020 semester.

Under the Operations and Maintenance agreement with MV Transportation, added service levels beyond the baseline hours reduce the hourly variable rate and increase the fixed fee rate. The table below shows the costs for the additional service and overall financial impacts. The estimated increase in purchased transportation costs to implement this expansion through December 2020 is \$518,897 plus \$106,000 for associated fuel. Staff do not anticipate an increase in fare revenue beyond the currently budgeted amount.

	Annual Revenue Hours	Hourly Rate	Annual Hourly Cost	Monthly Fixed Rate	Annual Fixed Fees	Total Contract Expense	Rate per Hour
FY21 Budget*	30,650	\$59.16	\$1,813,254	\$120,302	\$1,443,624	\$3,256,878	\$106.26
Proposed	39,150	\$58.67	\$2,296,931	\$123,237	\$1,478,844	\$3,775,775	\$96.44
Change	8,500	(\$0.49)	\$483,677	\$2,935	\$35,220	\$518,897	(\$9.82)

*Includes amendment 2021-01 to add 1,050 hours to Stagecoach with the September service change

Staff requests that your Board approve budget amendment 2021-03 to increase the budgets for purchased transportation and fuel for local service to add 8,500 contract hours. The amendment will also reduce the Rural purchase transportation budget to reflect the lower hourly contract rate. Including fuel, the budget amendment will increase Marin Transit's FY2020/21 operating budget by \$625,287 (Attachment E). Funding for this added service will come from Marin Transit's Phase 2 allocation of Federal CARES Act Section 5307 funds.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Betts', with a stylized, cursive script.

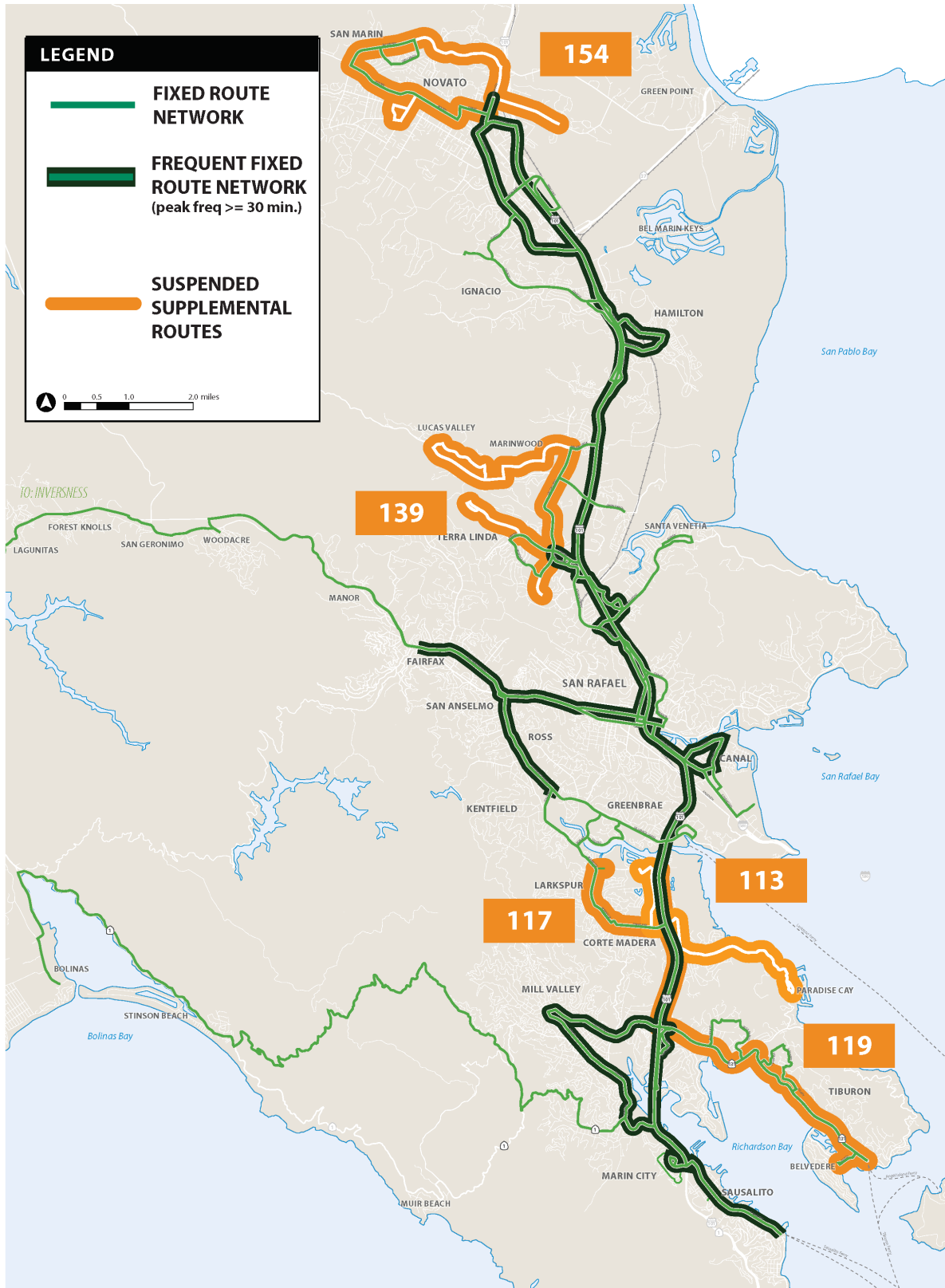
Robert Betts
Director of Operations and Planning

Attachment A – Supplemental Routes Recommendations Table
Attachment B – Proposed Suspended Supplemental Routes Map
Attachment C – Proposed Phase 1 Supplemental Routes Map (effective 8/10/20)
Attachment D – Proposed Phase 1 and Phase 2 Supplemental Routes Map (effective upon the
return of K-12 in-class instruction)
Attachment E – Budget Amendment 2021-03
Attachment F – PowerPoint Presentation

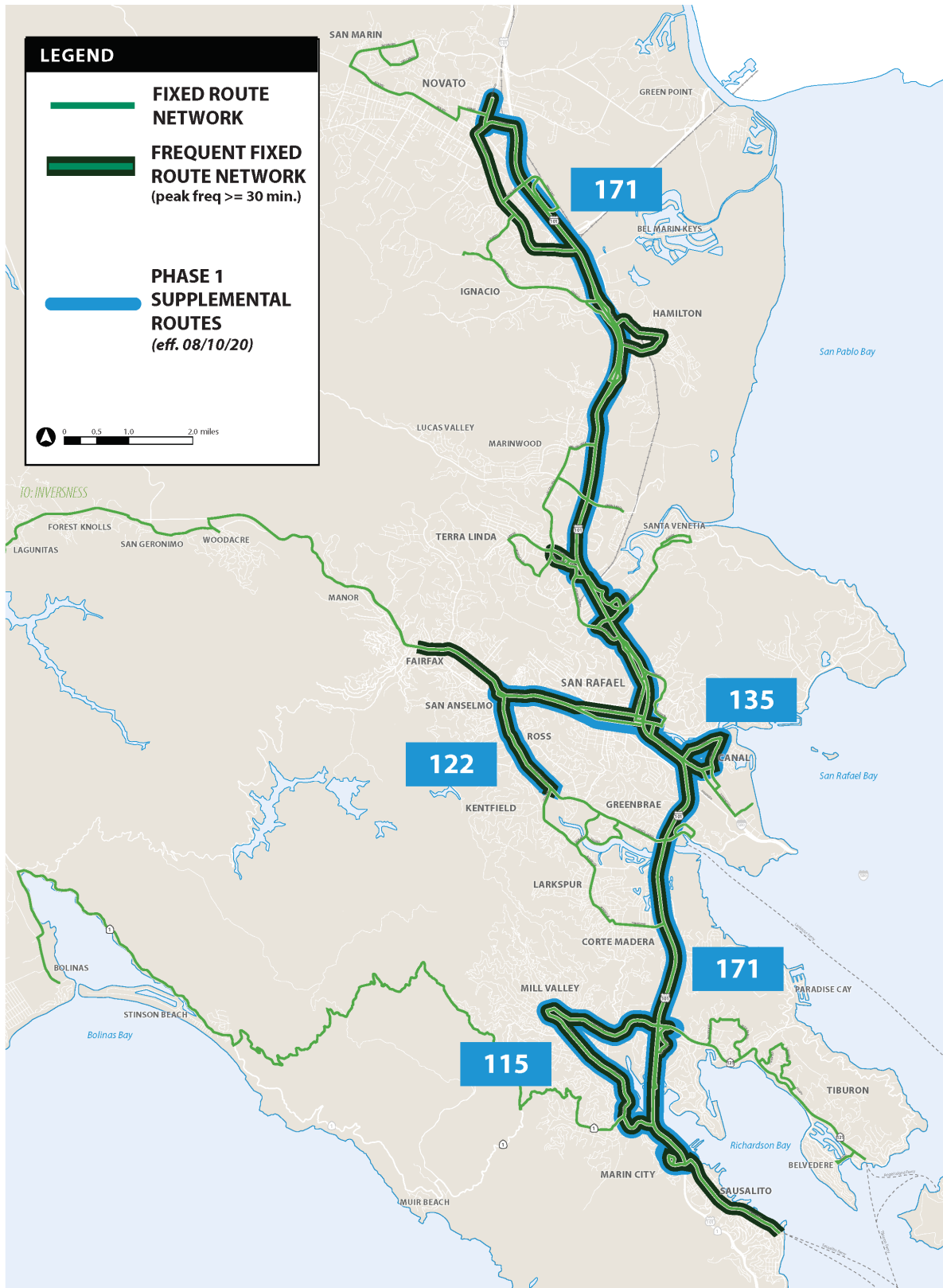
Attachment A – Supplemental Service Recommendations Summary

Route	Description	Action	Implementation Phase
113	East Corte Madera – Redwood HS	Suspend for Fall 2020	Continue suspension from Spring 2020
115	Sausalito – Mill Valley (Tam HS & Willow Creek Elem)	Expand and Modify Route	Phase 1 (August 10, 2020)
117	East Corte Madera – Hall MS	Suspend for Fall 2020	Continue suspension from Spring 2020
119	Tiburon – Redwood HS	Suspend for Fall 2020	Continue suspension from Spring 2020
122	College of Marin Express	Operate Regular Schedule	Phase 1 (August 10, 2020)
125	San Rafael – San Geronimo Valley (Sir Francis Drake HS)	Operate Regular Schedule	Phase 2 (September/October 2020)
135	Canal (San Rafael HS)	New Route for Fall 2020	Phase 1 (August 10, 2020)
139	Marinwood – Terra Linda HS	Suspend for Fall 2020	Continue suspension from Spring 2020
145	San Rafael – Terra Linda HS	Operate Regular Schedule	Phase 2 (September/October 2020)
149	Novato Hamilton – Novato HS	Operate Regular Schedule	Phase 2 (September/October 2020)
151	Novato Local – San Marin HS (also serving San Jose MS & Novato HS)	Operate Regular Schedule	Phase 2 (September/October 2020)
154	Olive – San Marin – Sinaloa MS	Suspend for Fall 2020	Continue suspension from Spring 2020
171	Highway 101 Bus Pads	Add Route for Fall 2020	Phase 1 (August 10, 2020)

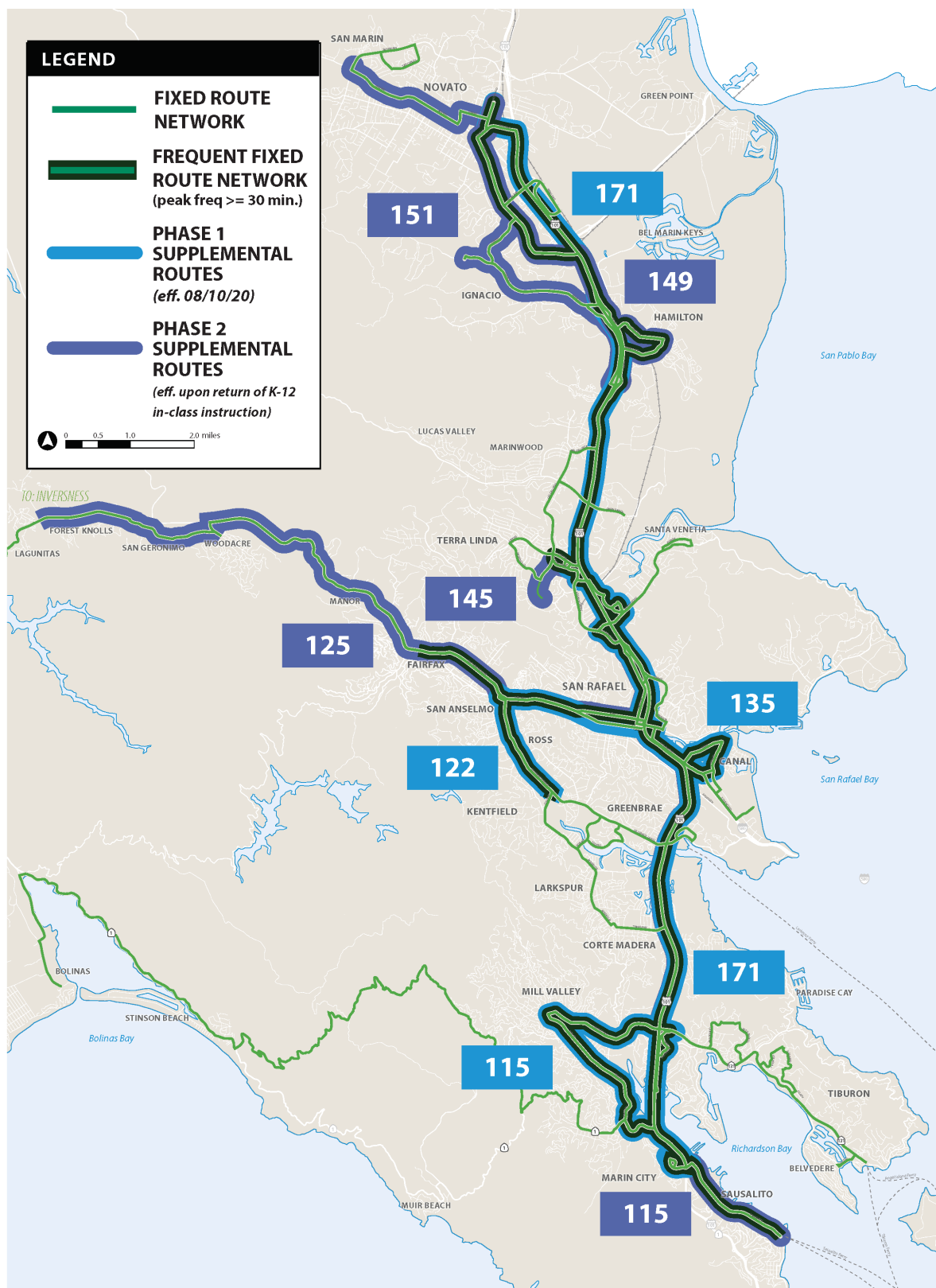
Attachment B – Proposed Suspended Supplemental Routes Map



Attachment C – Proposed Phase 1 Supplemental Routes Map (effective 8/10/20)



Attachment D – Proposed Phase 1 and Phase 2 Supplemental Routes Map (effective upon the return of K-12 in-class instruction)



Attachment E – Budget Amendment 2021-03

Description	Function	Program	Project	GL	Original	Change	Final
Add 8,500 hours of SUP service to the MV contract to address COVID impacts	Operations	Supplemental	NA	5080105 – Purchased Transportation MV	\$831,275	\$761,480	\$1,592,755
	Operations	Muir Woods	NA	5080105 – Purchased Transportation MV	\$854,122	(\$184,135)	\$669,987
	Operations	Stagecoach	NA	5080105 – Purchased Transportation MV	\$1,571,481	(\$58,450)	\$1,513,031
	Operations	Local Service	NA	5040152 – Oil and Fuel	\$126,846	\$140,314	\$267,160
	Operations	Muir Woods	NA	5040152 -Oil and Fuel	\$105,000	(\$33,923)	\$71,077
Net Change to Operations Budget						\$625,287	



Recommendations for Temporary Changes to Supplemental Service

Marin Transit Board of Directors

August 3, 2020

Service Delivery Goals During COVID-19 Pandemic



- Maintaining the health, safety and well-being of passengers and drivers;
- Working to ensure our contractors are supported so they can sustain their operation and workforce during and after the pandemic; and
- **Ensuring transit services are available and reliable for those who continue to need mobility for essential trips.**

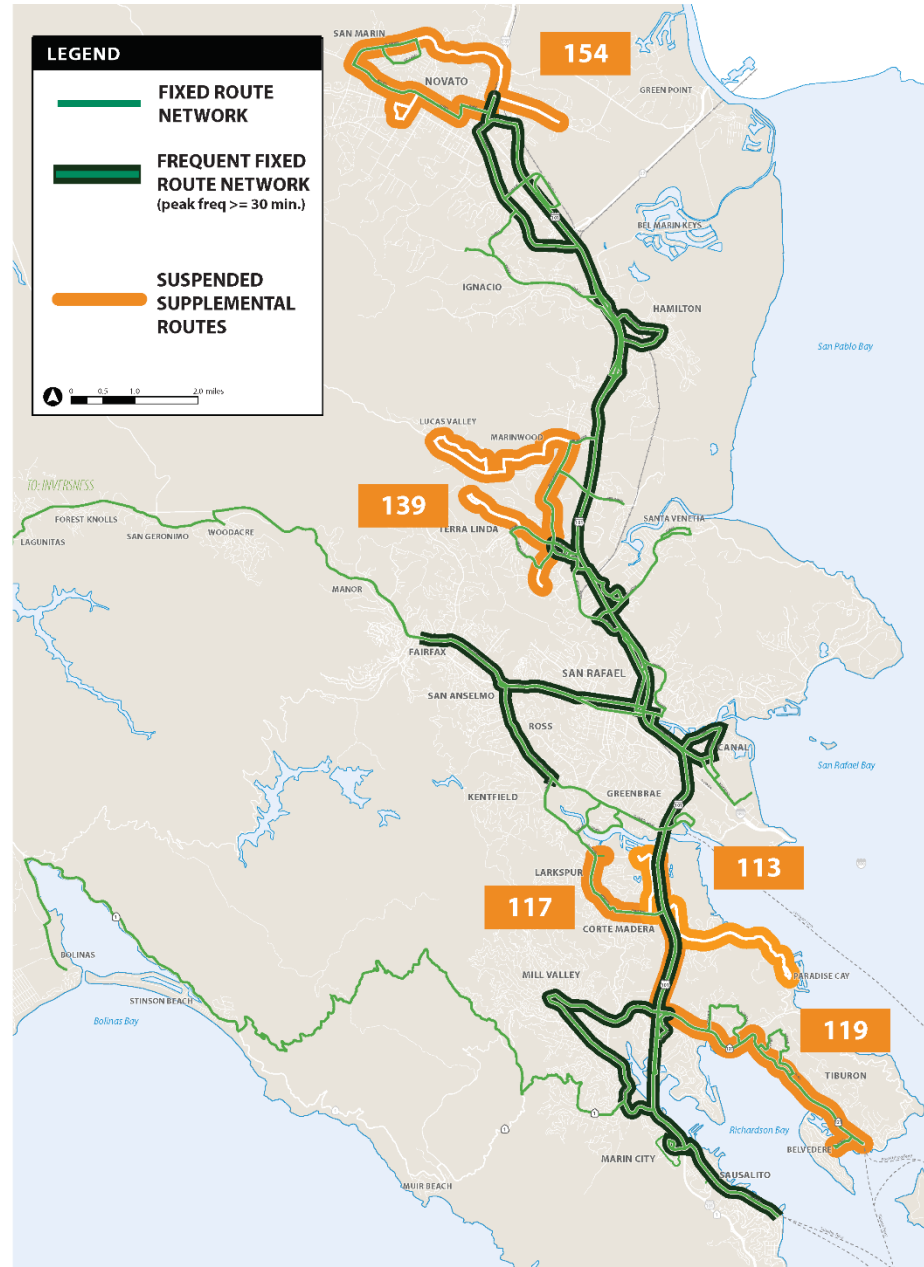
- **Passenger capacity restrictions leading to “pass-ups”**
 - 9 per 40’ bus, 4 per shuttle
 - Add overflow service on select corridors in late May 2020
- **Shifting trip cancellations due to driver availability** (GGT operated)
 - 10 different schedule changes impacting 70 different trips (March 22-July 12)
- **Rider communication and messaging**
 - Ongoing changes in Shelter-In-Place guidelines (distancing, masks, etc)
 - Shifting trip cancellations week to week

- The return of in-class instruction will **increase ridership demands**
 - Passenger capacity limitations will not support historic ridership demands, especially where other transit service options are not available
 - Yellow Bus services countywide will likely be reduced or eliminated
- **Reductions in Golden Gate regional service** will put additional pressure on local services
- **“Pass-ups” will continue to increase** as ridership increases

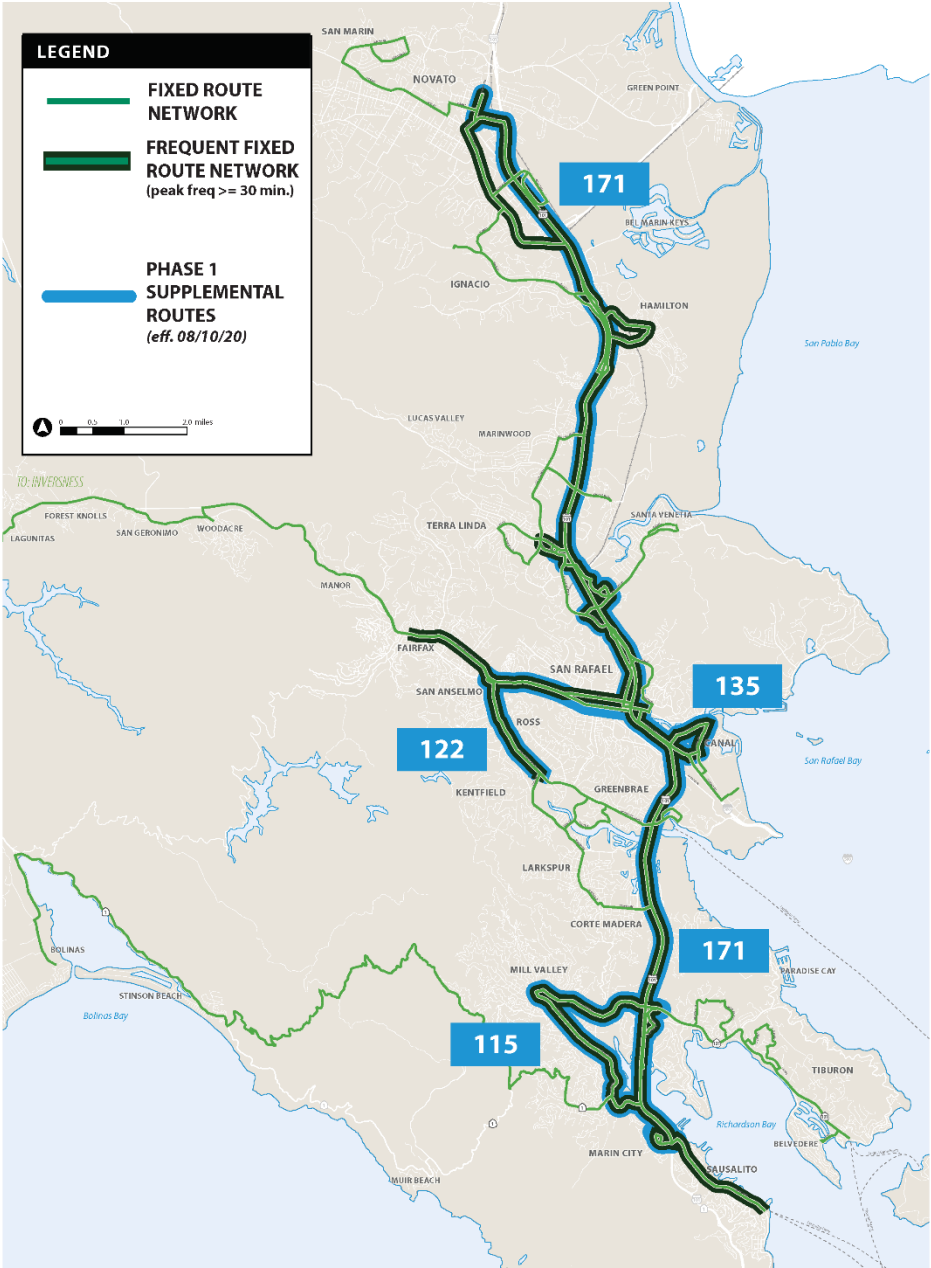
1. **Temporarily suspend** select Supplemental School routes through the end of the year (113, 117, 119, 139, 154)
2. Effective August 10, 2020, **temporarily add** service on four Supplemental routes (115, 122, 135, 171) to support current overcrowding issues (Phase 1)
3. Effective with the return or in-class K-12 instruction, **temporarily add** up to four additional Supplemental routes (125, 139, 149, 151) to address increased demand (Phase 2)

Staff will continuously monitor and adjust service schedules and levels as need to respond to demand

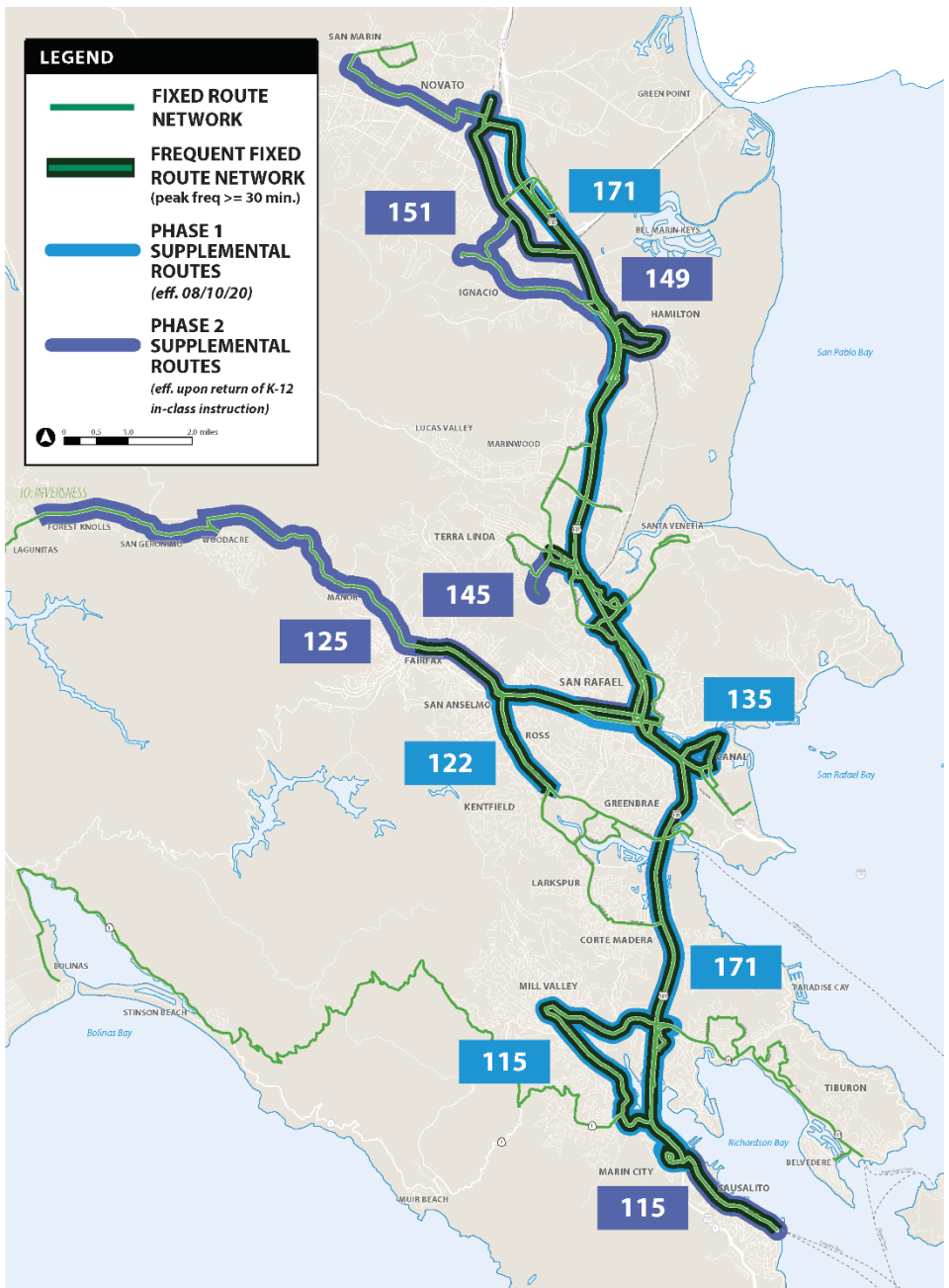
Suspended Routes (Proposed)



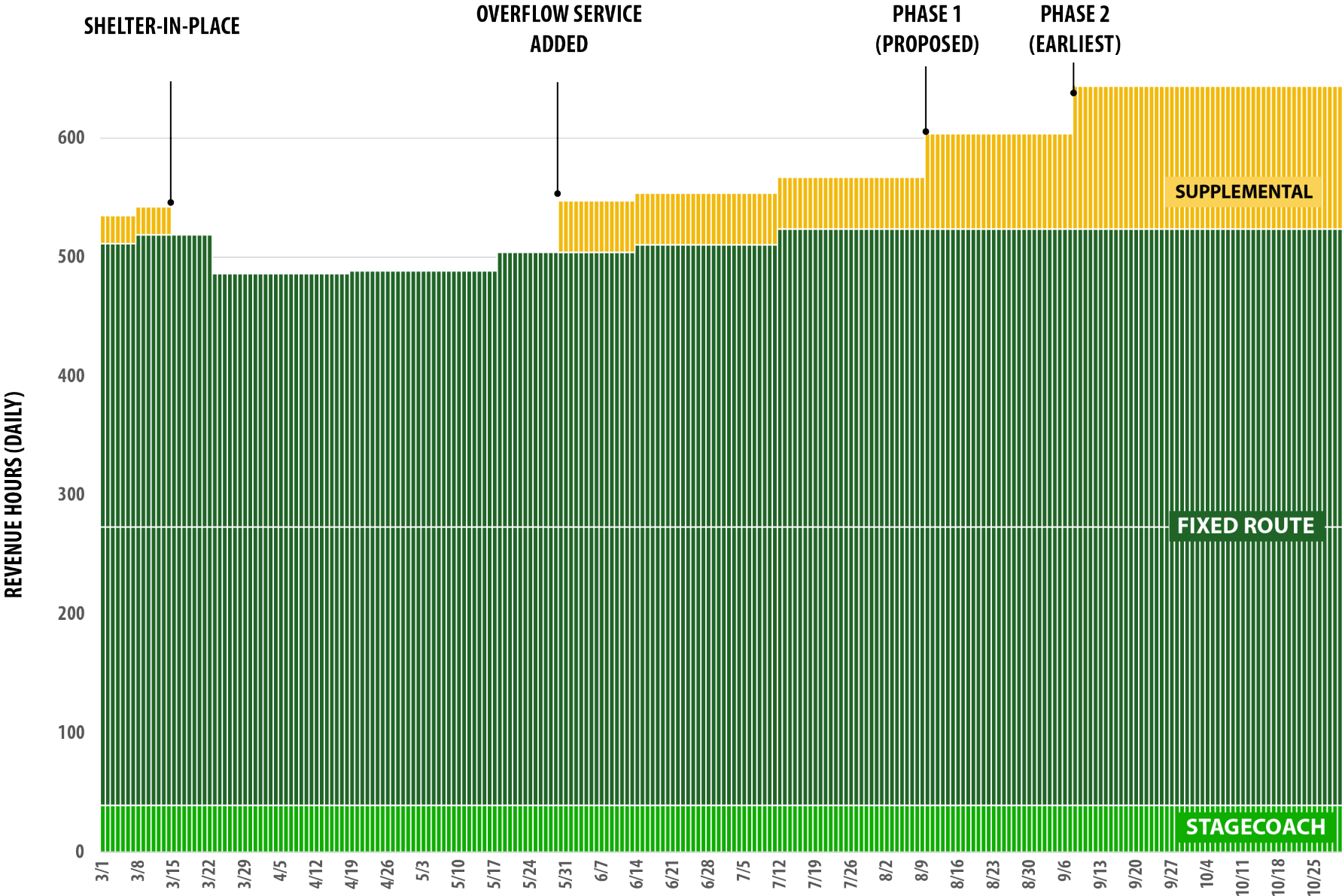
Phase 1 Routes (Proposed), eff. 08/10/20



Phase 2 Routes (Proposed)



Service Level Summary (Weekday)



- Temporarily reallocate Supplemental service resources, effective 08/10/20, to focus on (1) areas of overcrowding and (2) areas where future school demand will further constrain the regular fixed route network
- Temporarily suspend Supplemental service on select routes that operate in areas where limited regular fixed route service is provided
- Approve +8,500 hours of Supplemental service through 12/31/20
- Approve budget amendment 2021-03 to increase contract expenses by \$518,897

Thank You

Robert Betts

Director of Operations & Planning, Marin Transit

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August 3, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Marin Transit COVID-19 Recovery Survey Results

Dear Board Members:

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

RECOMMENDATION: Information only.

SUMMARY:

Marin County issued a Shelter-In-Place order in March 2020. Over the past several months, the COVID-19 pandemic has caused unprecedented disruptions to Marin Transit operations and led to a significant decline in ridership

Staff recently conducted an online survey to collect feedback from our riders to assess attitudes and demand as we enter the sixth month of the pandemic. Staff developed the survey to understand how riders feel about using the public transit in the current context, and identify measures that will improve rider confidence and feelings of safety using Marin Transit services.

The information gathered through the survey will guide the District's planning efforts during the recovery phase of the COVID-19 pandemic. The results will help to ensure that Marin Transit adjustments to operations and services are aligned with the needs and concerns of our riders.

Marin Transit released the online survey in June 25, 2020, and the survey was open for three weeks through July 16. The survey was available in English and Spanish languages. Riders were able to access the survey via the Marin Transit website and social media. Staff also distributed the survey to Marin Transit riders via email blasts and through community and agency partners. The District has also provided notices of the survey in Spanish and English at major bus stops, the customer service center at San Rafael transit center, and inside Marin Transit buses and paratransit vehicles.

The passenger survey is comprised of three primary phases: prior to COVID-19, during the Shelter in Place (Response phase), and throughout the Recovery phase.

A total of 608 respondents provided feedback through the online surveys. Staff summarized the results of the survey in a PowerPoint presentation provided as an attachment to this report.

FISCAL IMPACT: There is no fiscal impact associated with this item.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Aida Banihashemi'.

Aida Banihashemi
Planning Manager

Attachment: Presentation on Marin Transit COVID-19 Recovery Survey Results



COVID-19 Marin Transit Survey Results

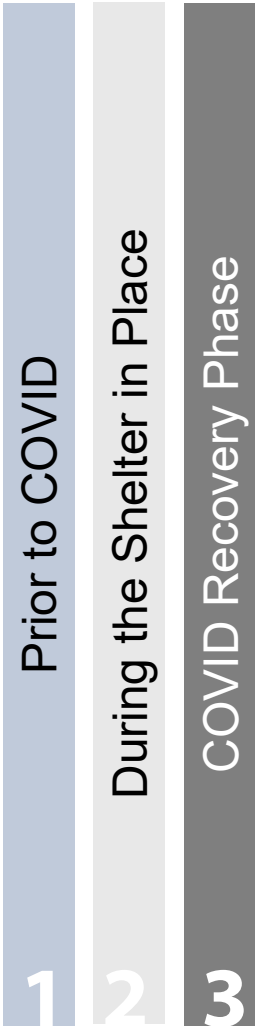
Marin Transit Board of Directors

August 3, 2020

GOALS

- Gauge interest in using transit during COVID-19
- Identify actions for enhanced feel of safety and planning
- Platform for educating riders

PHASES



TIMELINE



DISTRIBUTION

- Web
- Email
- Social Media
- In-bus Rider Notices
- Community & Agency Partners

610 Responses

370 Transit Rider (61%)

240 Non-Transit Rider (39%)

10% Youth

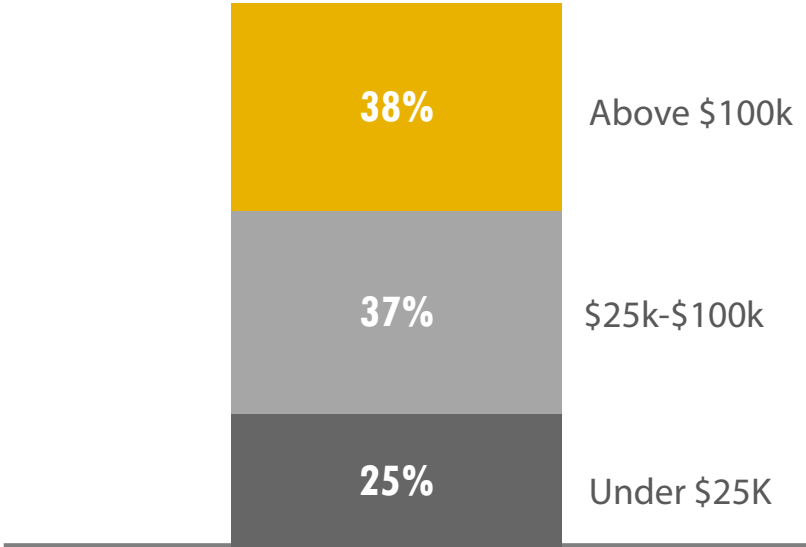
30% Senior 65+

60% Age 18-65

560 English

50 Spanish

Income Level



61% Rode Marin Transit (370 riders)

36% Few times/month

25% Almost daily

Trip Purpose

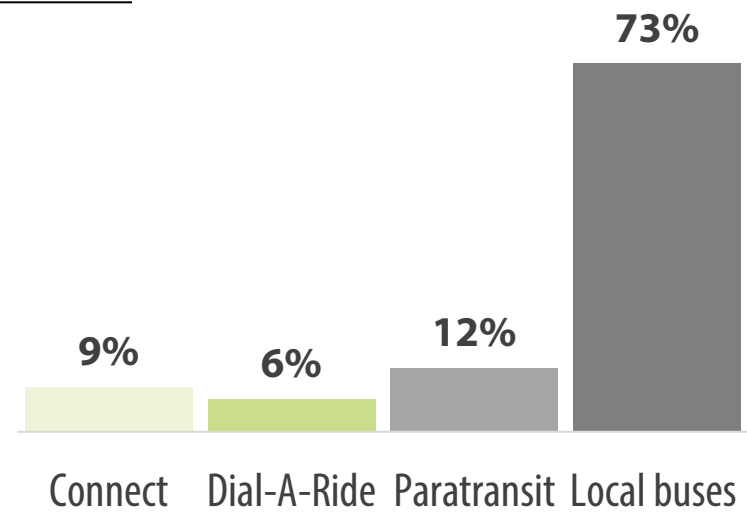
27% Commute to work

14% Commute to school

17% Medical

12% Grocery Shopping

29% Other (visit family/friends, etc.)



Trips by Mode

Out of 370 Transit Riders

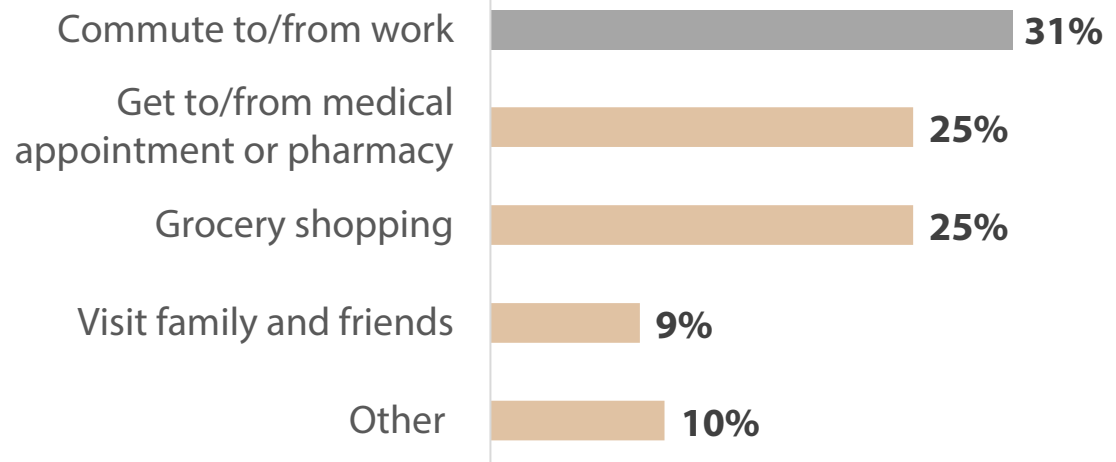
37% rode Marin Transit buses

22% Few times/month

7% 1-2 times/week

9% Almost daily

Purpose of Travel



Out of 370 Transit Rider Respondents

63% did not ride Marin Transit buses

58% SIP/ Maintain social distancing

19% Work from home/fewer hours

12% No school

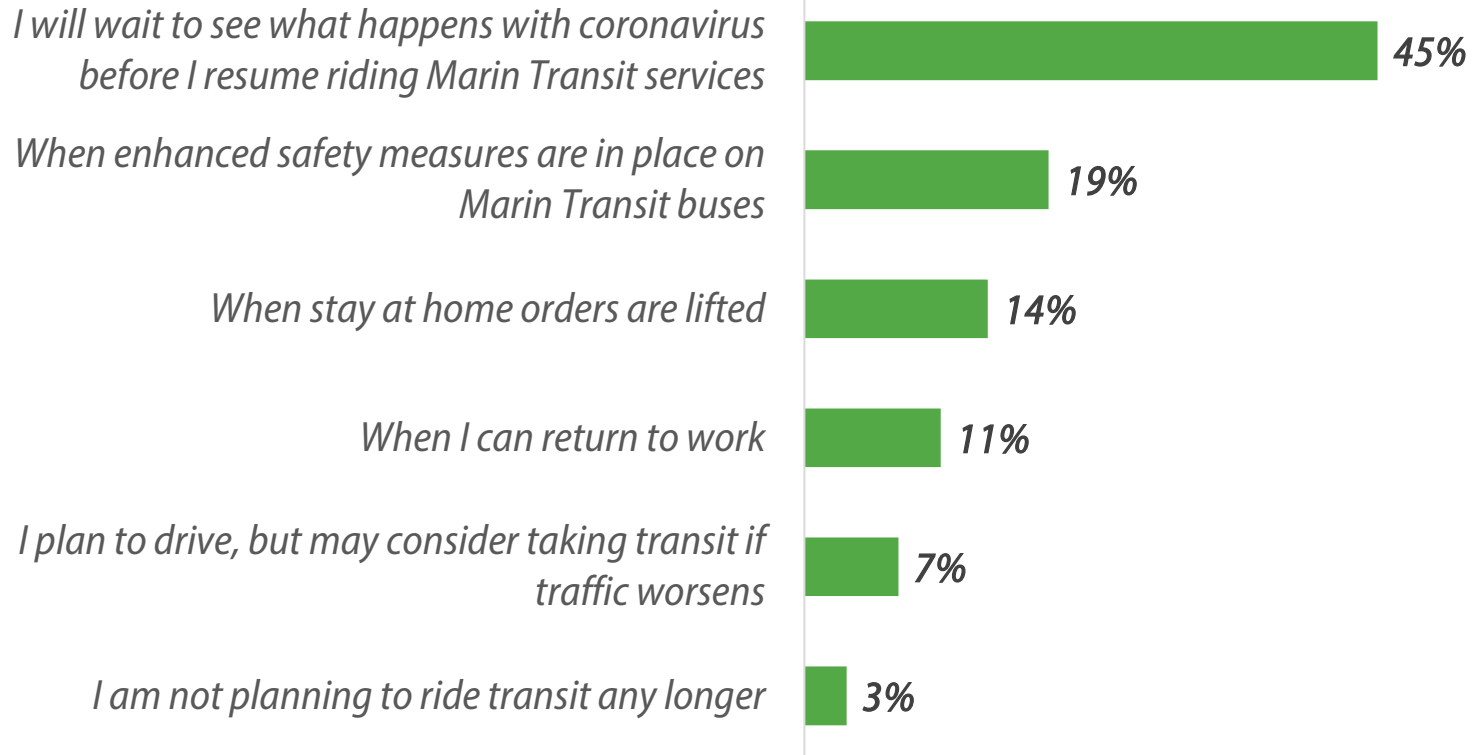
3% Change in employment status

8% Other (Avoid risks, closure of community activities, etc.)

63% did not ride Marin Transit buses

Will Resume Riding if ...

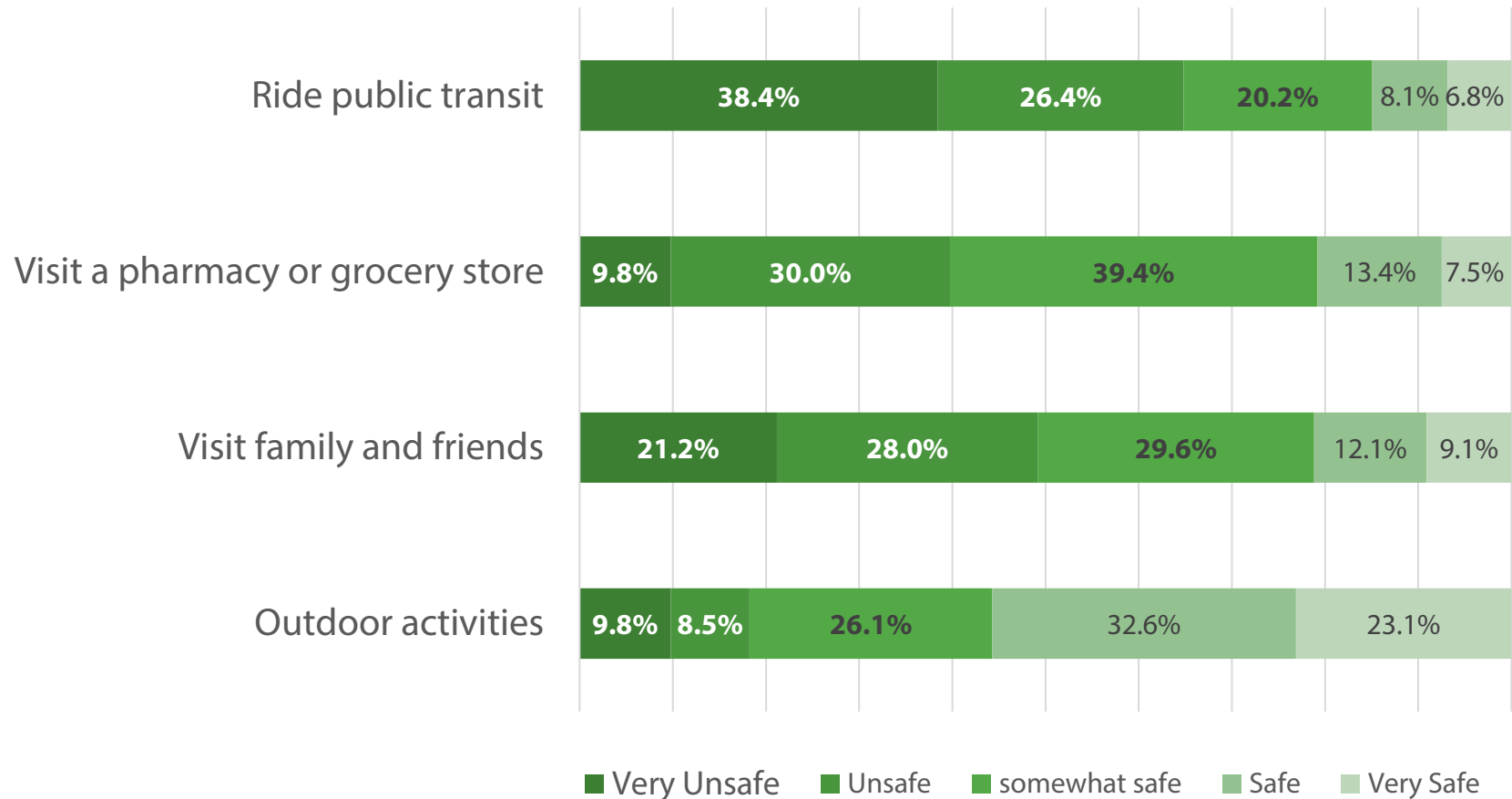
Chart Title



How safe is transit



Only **15%** identify Public Transit as
Safe/ Very safe



How often do you anticipate riding Marin Transit buses once you resume riding transit again?

370 Transit Riders (610 respondents)

39% Few times/month

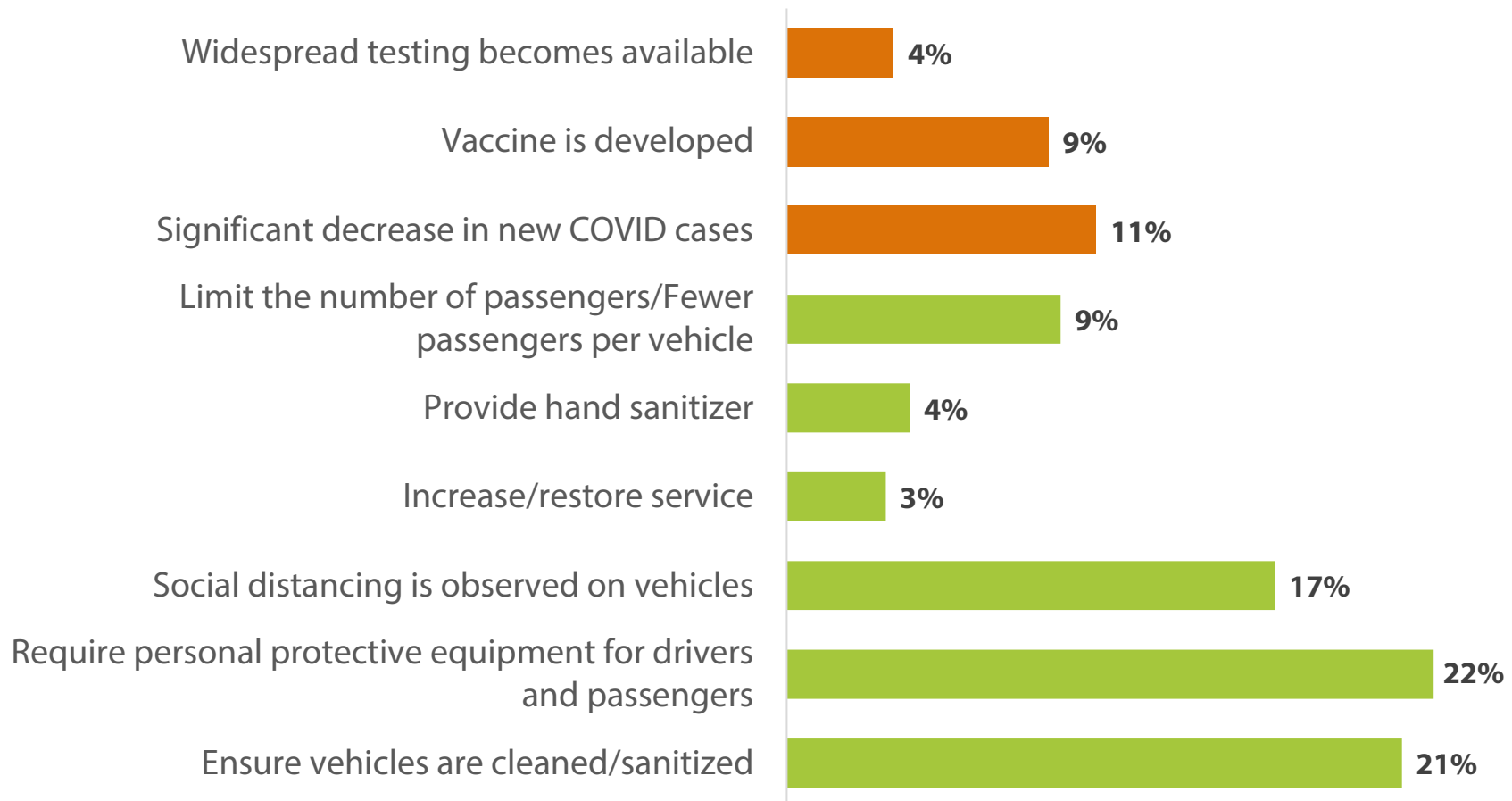
21% Almost daily

19% 3-4 times/week

18% 1-2 times/week

3% I will not ride transit

Safety measures that will add comfort to riders returning

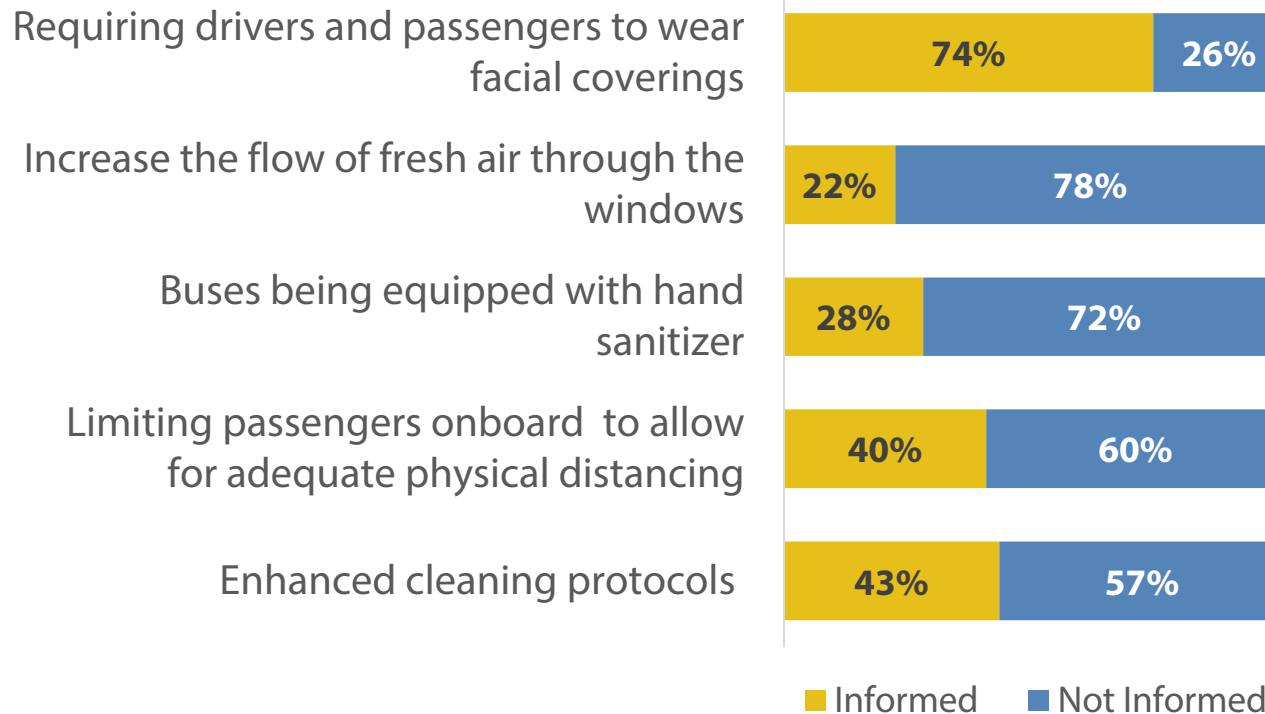


Marin Transit Safety measures (Currently in place)



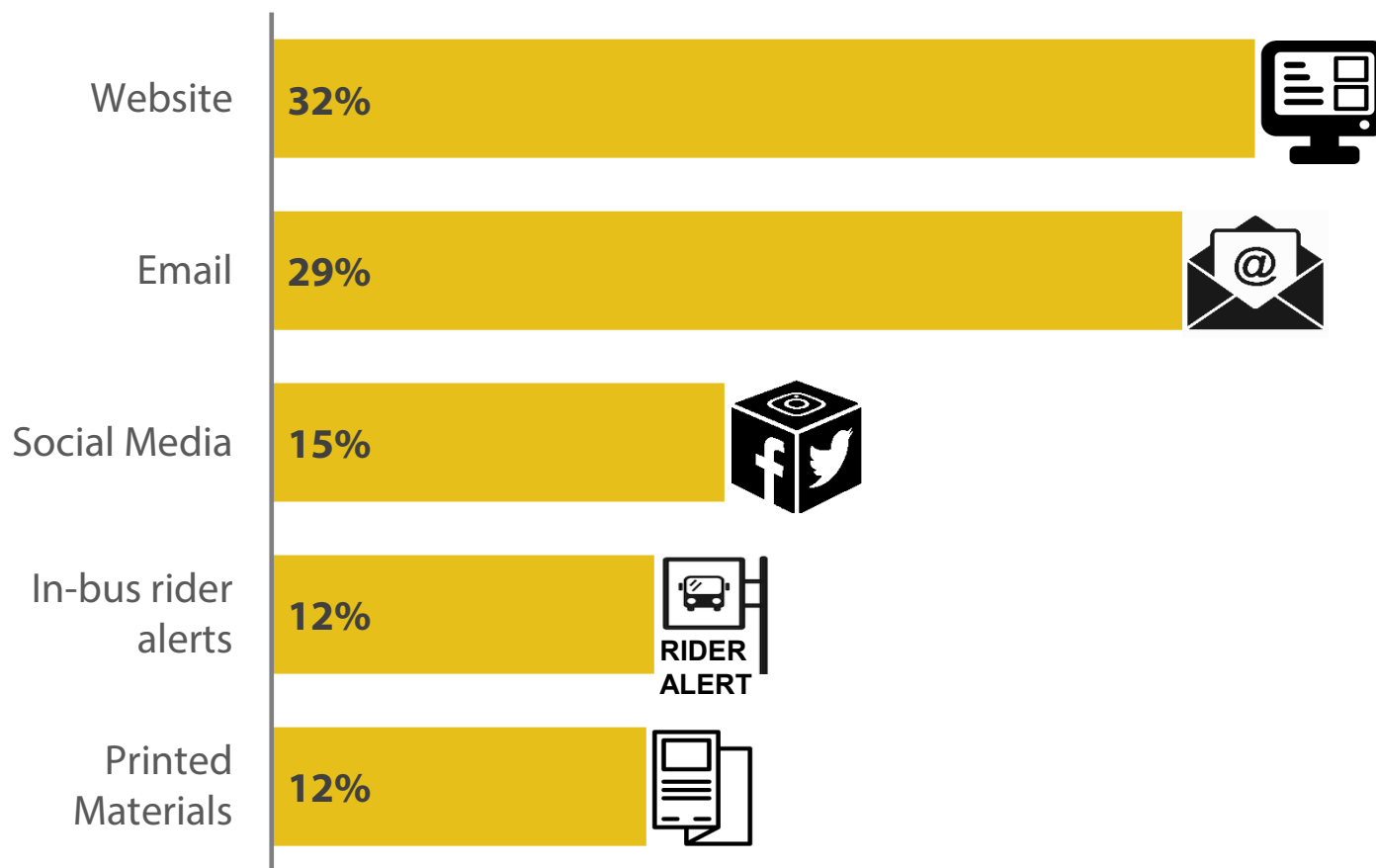
74% Informed about face covering requirement

60% Not informed about Marin Transit's enhanced safety measures
(Average)



Communication Preferences

60% of respondents prefer to receive communication via website or email alerts



Return to Regular Workplace

COMMUTE TO WORK

Prior to COVID

27% (100 Riders)

During the Shelter in Place

- Rode Transit

31% *Rode transit to work (42 Riders)*

- Did not ride

19% *Worked from home/fewer hours*

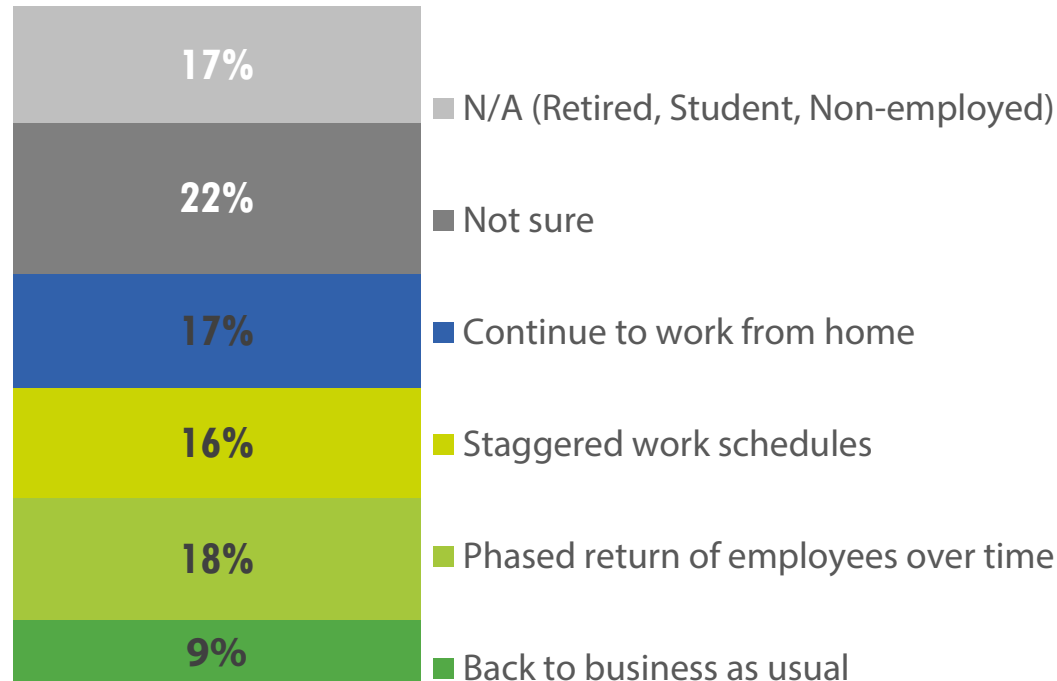
3% *Change in Employment Status*

COVID Recovery Phase

34% *Phased/staggered schedules*

17% *Continue to work from home*

Employers plans for employees when shelter-in-place orders lifted



■ Communication

- Expand on outreach to keep riders informed

■ Ridership impact assumptions (based on survey responses):

COVID restrictions and Comfort:

- Over 50% of the riders will likely come back after SIP
- Anticipated 40% ridership recovery once a vaccine is developed/risk levels drop

Demand and Behavior Changes:

- 3% will not come back
- 8% may only consider transit if driving is not an option
- Over 50% of employees will continue to work from home, or follow a phased/staggered schedule

■ Active monitoring and planning

Thank You

Aida Banihashemi

Planning Manager, Marin Transit

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August 3, 2020

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Update on COVID-19 Health and Safety Measures

Dear Board Members:

board of directors

dennis rodoni
president
supervisor district 4

kate colin
vice president
city of san rafael

judy arnold
2nd vice president
supervisor district 5

damon connolly
director
supervisor district 1

eric lucan
director
city of novato

katie rice
director
supervisor district 2

kathrin sears
director
supervisor district 3

RECOMMENDATION: Information only.

SUMMARY: The COVID-19 pandemic and resulting Shelter-in-Place orders required all public transit agencies to respond quickly with new health and safety measures and changes to operating procedures. These measures have been informed by evolving guidance and best practices and will continue to be refined as better information is available.

The purpose of this report is to summarize the status of Marin Transit's health and safety measures aimed at helping stop the spread of coronavirus.

BACKGROUND: For transit operators, safety is always the first priority. Marin Transit operates an essential service. We have taken extra measures to keep our riders, employees, contractors, and the public safe during the COVID-19 pandemic. Early in the pandemic transit agencies were required to consider new safety measures, often without tested or proven procedures and materials. The science and best practices continue to evolve, and public transit agencies adapt their practices and procedures with new information and guidelines.

The Centers for Disease Control, Federal Transit Administration, California Department of Public Health, Cal OSHA, and Marin County Health and Human Services are the primary sources of guidance on COVID-19 protocols for Marin County's transit agencies. The public health orders and guidance cover a broad range of topics and measures related to the delivery of public transportation. These include face coverings, vehicle cleaning, ventilation and circulation, and physical distancing. The physical distancing requirement poses significant challenges for public transit and will be discussed further at your Board's September meeting.

As industry advocates, the American Public Transportation Association and California Transit Association provide best practices and practical guidance and strategies for public transit operators. The General Managers of the Bay Area transit agencies meet regularly (weekly for the past six weeks) to share best practices and resources for information and supplies to address safety requirements. The Metropolitan Transportation Commission's (MTC) Blue Ribbon Transit Recovery Task Force has focused on establishing common health and safety practices among Bay Area transit operators during the COVID-19 recovery period. Marin Transit's General Manager actively participates in both forums.

Summary of Safety Measures

Marin Transit's contract service providers: Golden Gate Transit, Marin Airporth, MV Transportation, and Whistlestop are quickly responding to the emerging and changing requirements for operating our transit system during the pandemic. They work closely with Marin Transit to identify issues with the new requirements and creatively respond to requirements when products and supplies are not available.

Attachment A provides a list of the safety measures put into effect since the start of the Shelter-in-Place order. The list identifies additional measures we are considering, such as plastic barriers for the driver compartment. The list also includes measures we are in the process of implementing. For example, some Marin Transit contractors have foggers to sanitize vehicles and other contractors have ordered foggers but do not currently have them in place. All buses are cleaned daily with foggers and/or thoroughly wiped down using EPA-approved disinfectants.

Regional Activities to Address Health and Safety on Public Transit

MTC's Blue Ribbon Transit Recovery Task Force has dedicated much of its meeting time to public transit agency health and safety planning. Marin Transit staff have been actively participating in and supporting these regional efforts.

Transit agencies have presented an outline of a regional health and safety plan and our shared commitment to health and safety for our passengers. All Bay Area transit agencies have similar or the same measures in place for mandated face coverings, safe distancing and capacity requirements, daily cleaning and disinfecting, and providing personal protective equipment for employees. The Task Force is considering a series of metrics to measure progress toward implementing safety measures and asked that transit agencies regularly monitor and report on these metrics. Examples of the metrics under consideration include reporting on spot checks for face covering compliance and on vehicle capacity to maintain physical distancing. The Task Force has proposed that these metrics be reported on a dashboard for posting by MTC.

Marin Transit staff will return to your Board with the required health and safety reports when finalized.

Public Outreach

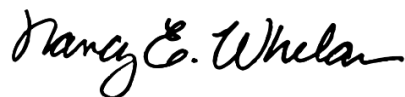
Marin Transit recently conducted a survey of riders and non-riders. The survey results indicate that many riders are unaware of the safety measures we have undertaken to reduce the transmission of COVID-19. In addition, many are afraid to ride public transit due to safety concerns. Making our cleaning and safety measures known to the public is a first step toward giving passengers confidence that our service is as safe as possible. MTC and the Blue Ribbon Transit Recovery Task Force are working on a communications plan for how Bay Area transit agencies will inform the public about the safety efforts and encourage them to return to using

transit. Locally, Marin Transit will work with our partners and stakeholders to better communicate what we are doing to maintain a safe and healthy transit system.

Marin Transit is committed to continuously improving our methods for keeping our riders, employees, and the public safe during this pandemic. We will continue working with our contractors, our public health department, peer agencies, and MTC to stay abreast of the best practices, most effective measures, and opportunities for partnering to deliver the safest possible transit service for the community.

FISCAL/STAFFING IMPACT: There is no fiscal impact associated with this item.

Respectfully submitted,

A handwritten signature in black ink that reads "Nancy E. Whelan". The signature is written in a cursive, flowing style.

Nancy Whelan
General Manager

Attachment A: Marin Transit's New or Enhanced Safety Protocols Since the Pandemic

Attachment A**Marin Transit's New or Enhanced Safety Protocols Since the Pandemic****Current Measures on Vehicles**

- Passengers are required to wear face coverings or service is denied
- Drivers are required to wear face coverings
- Postings of CDC guidance to stop the spread of germs, maintaining safe distance, face coverings required
- Automatic voice announcements on the bus regarding safe practices
- Head sign notices of safety requirements
- Limiting passenger capacity to maintain safe distancing
- Added bus service to the extent feasible, to maintain safe distancing on the most heavily traveled routes
- Block off seats within 6 feet of the driver while maintaining ADA seating
- Hand sanitizer available to passengers on non-GGT operated buses
- Hand sanitizer available to drivers
- PPE (e.g., face coverings, gloves) provided to drivers
- Plastic barrier for driver compartment on GGT operated buses
- Symptom screening for drivers prior to shift
- Additional cleaning of bus interiors, especially high touch areas, at least daily
 - Driver compartments cleaned between shifts
 - Some buses are fogged daily; equipment on order to achieve daily fogging of all buses
 - Cleaners and maintainers trained in proper use of disinfectants
- Windows (if operable) kept open on the bus to improve circulation

Other measures under consideration – on vehicles

- Plastic barrier/enclosure for drivers on all buses and shuttles
- Improved/new touchless fare payment
- Improvements to HVAC to enhance air circulation
- UV treatment to sanitize buses

At stops, hubs, and SRTC

- Signage regarding safe distancing, face covering requirements

At operations, maintenance and administration facilities

- Workplace safety plans in place
- Face coverings required
- Symptom screening
- Additional cleaning of facilities, especially high traffic and high touch surfaces
- Safe distancing required
- Postings of CDC guidance to stop the spread of germs, maintaining safe distance, face coverings required