



AGENDA

Meeting of the Board of Directors

Location: City of Rancho Cordova City Hall
2729 Prospect Park Drive
Rancho Cordova, CA

Date: Friday, May 22, 2015, 8:30 a.m. to 10:30 a.m.

Members of the public may comment on any item on the agenda at the time that it is taken up by the Board. We ask that members of the public complete Speaker Card, submit it to the Clerk of the Board, and keep their remarks brief. If several persons wish to address the Board on a single item, the Chair may impose a time limit on individual remarks at the beginning of the discussion.

Call to Order / Roll Call

Directors Hume, Mikulaco, Nottoli, Sander, Starsky

Pledge of Allegiance

Public Comments on Non-Agenda Items

Any person wishing to address the Board on any item not on the agenda may do so at this time. After ten minutes of testimony, any additional testimony may be heard following the New Business Items. Note, under the provisions of the California Government Code, the Board is prohibited from discussing or taking action on any item not on the agenda.

1. Executive Director's Report

Consent Agenda

2. Minutes of April 10, 2015, Board Meeting

New Business Items

3. Adoption of Revised 2015 Board Meeting Schedule
 - a) Staff Report
 - b) Attachment
 - c) Resolution

4. Adoption of FY 2015-2016 Annual Work Program and Schedule
 - a) Staff Report
 - b) Work Program and Schedule
 - c) Resolution

5. Introduction of Draft Budget for FY 2015-2016
 - a) Staff Report
 - b) Budget Spreadsheet

6. Approval of SACOG 2015 Flexible Funding Grant Application
 - a) Staff Report
 - b) Attachment
 - c) Resolution

7. Update on Segment D3/E1 Preliminary Engineering and Environmental Documentation Progress
 - a) Staff Report
 - b) Presentation

Closed Session

8. Public Employee Performance Evaluation (Government Code § 54597)
Title: Executive Director

Adjourn

The Board may take action on any matter, however listed on this agenda, and whether or not listed on this agenda, to the extent permitted by applicable law. Staff Reports are subject to change without prior notice.

If requested, this agenda can be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Board Secretary for further information.

A person with a disability, who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting, should telephone or otherwise contact the Board Secretary as soon as possible. The Board Secretary may be reached at 10640 Mather Blvd., Suite 120, Mather, CA 95655 or by telephone at (916) 876-9094.



Capital SouthEast Connector JPA Board of Directors

Item # 1

Receive and File

May 22, 2015

Executive Director's Report

Issue: An Executive Director's report is filed every month on current JPA activities

Recommendation: Receive and File

Discussion: The following is a brief status report on some of the more significant issues and activities currently being pursued by the Connector JPA staff.

Administrative

- Based on Board member feedback, staff proposes to cancel the July Board meeting. A revised Board meeting schedule is included on today's agenda.
- As reported at your last Board meeting, Staff purchased a newer, more efficient audio recorder to record the Board meetings. It was found that this new system is compatible for use with the audio system at the Rancho Cordova Chambers and has produced a much higher clarity audio. This new system will be used for all future Board meetings.

Project

- Last week, the JPA received proposals from two consultants in response to the RFP for the Segment D2 Preliminary Assessment and Environmental Documentation work, which was released on April 4, 2015. The selection committee will be reviewing each proposal and will provide a recommendation on the consultant selection to the Board at your June meeting.
- Legislation to allow the use of an alternative delivery method by the JPA, known as CM/GC, has cleared the California Assembly and has moved on to the California Senate with unanimous support.
- Extensive preliminary design work has been performed by the JPA consultant team on Segment D3 including environmental technical studies, coordination with the Sacramento Placerville Transportation Authority JPA to discuss the future of their rail line at its crossing with White Rock Road, and coordination with various developers/property owners in the Folsom Plan Area south of US 50 to determine the best possible alignment for the Connector Phase 1 mainline and future Phase 2 interchanges. Staff is preparing to present a formal alignment proposal to the Board for approval at your June meeting. An update presentation on the work performed to date on Segment D3 will be provided today by the consultant team.
- The Rancho Cordova City Council approved the incorporation of the Connector alignment in their General Plan on May 4th. This is the fourth member jurisdiction to amend its plans to include the Connector program. Staff is appreciative of the City's efforts to support and deliver this amendment.

- At its April 16th meeting, the SACOG Board of Directors approved the MTP project segmentation listing that was negotiated through the 2X2 process previously reported by staff. Both Directors Hume and Starsky were present to represent the JPA Board's concurrence with the listing.

Fiscal

- Today's agenda includes an introduction of the FY 2015-16 budget for the Board's review and discussion. Staff requests that the Board review the attached spreadsheet and provide comments and recommendations to staff in anticipation of adopting a final budget at the June 26th Board meeting.

Media

- Elk Grove Citizen
 - Friday, April 10, 2015 - JPA to discuss development impact fees - Bryan M. Gold
- Elk Grove Citizen
 - Tuesday, April 21, 2015 - Expansion of Grant Line Road shelved for 2036. Road is part of major proposed expressway - Bryan M. Gold
- Press Release – Endicott Communications
 - Wednesday, May 6, 2015 - Rancho Cordova Approves General Plan Amendment for Connector Expressway – Gene Endicott

Miscellaneous

- Staff participated in the annual Metro Chamber's Cap-to-Cap trip to Washington, D.C. on April 18th through 22nd. The Transportation Team had numerous meetings with various congressional, administrative, and interest based individuals during the 5-day visit. The Connector Project was widely mentioned as a priority project for the Sacramento region in these meetings. In addition, meetings were held with US Department of Transportation staff to explore grants and finance strategies for the project.
- Resolutions of Support for inclusion of the Connector in upcoming Federal Transportation Legislation have been adopted by the City of Rancho Cordova and El Dorado County. Staff will continue to coordinate with Sacramento County for calendaring at its Board meeting.

Respectfully Submitted,



Tom Zlotkowski
Executive Director

Capital SouthEast Connector JPA Board of Directors

Item # 2
Motion

May 22, 2015

Action Minutes of the April 10, 2015, Meeting

The Capital SouthEast Connector JPA Board of Directors met in regular session on April 10, 2015, in the City of Rancho Cordova City Hall Council Chambers, located at 2729 Prospect Park Drive, Rancho Cordova, CA.

Call to Order: Director Hume called the meeting to order at 8:35 a.m.

Roll Call: Present: Directors Hume, Starsky, Nottoli, and Mikulaco
Absent: Sander

Public Comments on Non-Agenda Items

There were no comments from the public on non-agenda items.

Item #1: Executive Director's Report

Mr. Zlotkowski, the Executive Director of the Authority, summarized his Executive Director's Report. Highlights included: Staff has researched and purchased a newer, more efficient audio recorder that is compatible for use with the audio system at the Rancho Cordova Chambers; Staff will be polling the Board to determine if staff should modify the meeting schedule to include a summer break; Staff is progressing on several items of work for Segment D3/E1; the JPA released an RFP for preliminary engineering and environmental documentation services for Segment D2; Legislation has been introduced (AB 1171) to allow the JPA to pursue the alternate procurement method known as CM/GC (Construction Manager/General Contractor); The City of Rancho Cordova is scheduled to hear an item to make minor modifications to their General Plan; Staff has sent notification to the member jurisdictions of the JPA staff's intent to request a local contribution of \$15,000 for FY 2015-16; Staff anticipates that the STA Board will receive an updated report on proposed allocations to the Measure A Capital Allocation Worksheet; Staff will be participating in the annual Metro Chamber's Cap-to-Cap trip to Washington, D.C.

Consent Agenda

The consent agenda included:

- Item #2: Approve Action Minutes of March 13, 2015, Board Meeting
- Item #3: Approve Capital SouthEast Connector Signage

It was then moved by Director Starsky, seconded by Director Nottoli, and passed by unanimous vote that:

THE CAPITAL SOUTHEAST CONNECTOR AUTHORITY BOARD OF DIRECTORS APPROVES THE FOLLOWING ITEMS FROM THE CONSENT AGENDA: 2) ACTION MINUTES OF MARCH 13, 2015, BOARD MEETING, 3) APPROVE CAPITAL SOUTHEAST CONNECTOR SIGNAGE.

No public comment was received on the Consent Agenda.

New Business Items

Item #4: Update on SACOG MTP/SCS

Mr. Zlotkowski provided a summary and update on events that have taken place recently regarding this item and the communication between the JPA and SACOG. A lengthy discussion ensued.

Public Comment was received by Don Saylor, SACOG Chair. Among other significant points, Mr. Saylor complimented the Executive Director and the good description of the package that was agreed upon between the JPA and SACOG. He mentioned that Susan Rohan, Vice Chair of SACOG, has been in all of the discussions leading up to this point and that the Transportation Committee, made up of 15 members, voted unanimously to support the package described. Mr. Saylor stated he felt that “the partnership between the JPA and the SACOG Board and staff is well on its way and will set us in good standing for the future for those that come behind us.” Mr. Saylor expressed his pleasure at the progress and direction of communication thus far and that he is looking forward to working with the Connector JPA Executive Director as well as the Board to move the project forward.

A Motion was made by Director Starsky to approve the Update on SACOG MTP/SCS and the comment letter as amended. The Motion was seconded by Director Nottoli and passed unanimously.

Item #5: Update on Plan of Finance Recommendations – Development Impact Fees

Mr. Zlotkowski provided a brief summary of the staff report and recognized that the Board felt the fees should not be increased at this time. However he indicated that he still felt the JPA should continue to explore options in using Developer Fees. Mr. Zlotkowski mentioned exploring the possibility of obtaining private investment firms, Federal TIFIA loans, market sounding of a P3 DBF, and commingled Development Impact Fees. A discussion ensued.

No public comment was received on Item #5.

A Motion was made by Director Hume to approve the Update on Plan of Finance Recommendations – Development Impact Fees. The Motion was seconded by Director Starsky and passed unanimously.

Item #6: Public Employee Performance Evaluation (Government Code § 54597)

A closed session was held. No reportable action was taken.

Adjournment

The meeting adjourned at 10:40 a.m.

Approved By:

Attest:

Director Hume
Chair of the Board

Tom Zlotkowski
Board Secretary



Capital SouthEast Connector JPA Board of Directors

Item # 3
Resolution

May 22, 2015

Revised 2015 Board Meeting Schedule

Issue: To adopt a revised Board meeting schedule for 2015, as required by the Joint Exercise of Powers Agreement.

Recommendation: Staff recommends the Board review the proposed revised Board meeting schedule as attached and provide feedback, as required.

Background: Section 6(b) of the Joint Exercise of Powers Agreement requires the Board to establish, by resolution, the number of regular meetings to be held each year and the date, hour, and location at which such regular meetings will be held, provided the Board shall meet at least once every three months.

Discussion: Due to an unanticipated calendar conflict in the Chairman's schedule, it is necessary to move the JPA Board meeting for the remainder of the calendar year 2015 and into 2016. At this time, staff recommends that the Board move the Connector JPA meetings to the third Friday of each month, at 8:30 a.m., in the City of Rancho Cordova City Hall Council Chambers except for the June, 2015 meeting, which will be moved to June 26th and also the July 17th meeting, as that meeting is proposed to be cancelled to allow for a summer break for the Board. A copy of the proposed meeting schedule is attached. While staff has worked in earnest to find common times to allow for full Board participation, at this time it is unclear if that objective has been met. Today's hearing is intended to confirm or adjust the proposed hearing dates as required, and adopt a new resolution establishing the remaining 2015 Board hearings as required in the JPA governance agreement.

Respectfully Submitted,

Tom Zlotkowski
Executive Director



2015 Capital SouthEast Connector JPA Board Schedule (Revised May, 2015)

January						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Revised May, 2015. All Board meetings are scheduled to take place the third Friday of each month unless otherwise noted.



Item # 3
Resolution

RESOLUTION NO. 2015-10

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAPITAL SOUTHEAST CONNECTOR AUTHORITY
ADOPTING THE REVISED 2015 BOARD MEETING SCHEDULE

BE IT RESOLVED that the Board of Directors of the Capital SouthEast Connector Authority hereby adopts the revised 2015 Board Meeting Schedule presented to the Board at this meeting, in substantially the same form as attached hereto.

This Resolution shall take effect from and after the date of its passage and adoption.

* * * * *

PASSED AND ADOPTED this 22nd day of May, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary



Capital SouthEast Connector JPA Board of Directors

Item # 4
Resolution

May 22, 2015

FY 2015-2016 Annual Work Program and Schedule

Issue: To continue the active development of the Connector Project by adopting a Work Program and Schedule for Fiscal Year 2015-16.

Recommendation: Approve the proposed Work Program and Schedule for FY 2015-16 and direct staff to pursue the Work Program consistent with the FY 2015-16 Budget.

Discussion: To assist the JPA staff in the orderly development of the Connector Project and to keep the Board apprised of the progress of many of the critical JPA organizational functions, an annual Work Program is developed. While the majority of the work focuses on project-related elements, the Program also deals with the organizational/administrative responsibilities of the JPA. Since many of the work program elements are co-dependent and time dependent with each other, some flexibility in the precise timing and order of their completions will be required. For Fiscal Year 2015-16, the Work Plan includes the following major elements:

Item 1 – Advance Segment D3/E1 (Prairie City Road to Latrobe Road) Preliminary Engineering and Environmental Documentation – The D3/E1 segment is currently in the Preliminary Engineering and Environmental Documentation stage of development. Over the course of the fiscal year, a number of significant milestones will be reached leading towards Shovel Ready status in 2018. Those major milestones include:

- a. Approval of the roadway alignment for Phase 1 – Staff will continue the work to refine an alignment to bring to the Board for approval.
- b. Completion of the environmental process and approval of the CEQA document – While a significant amount of work has been completed, the draft environmental document will be compiled and brought to the Board for approval for public circulation.
- c. Completion of a revised project estimate and selection of a delivery method – Staff will work with the engineering consultant to refine the right of way acquisition, mitigation, utility relocation and construction estimates and then present to the Board a recommendation on the delivery method for the next stage of delivery.
- d. Solicit Qualified Construction Manager/General Contractor services and seek approval for a Final Design contract – In early 2016 staff anticipates completion of the Preliminary Engineering and Environmental Documentation contract and will bring to the Board a recommendation to enter into an Agreement for the Final Design stage of delivery.
- e. Initiate final design & right of way acquisition – Once the final design process has been reached, staff will support the selected delivery process and initial right of way acquisition in support of the approved alignment.

Item 2 – Advance Segment D2 (White Rock Road to Jackson Road) Preliminary Engineering and Environmental Documentation – Work has begun on the D2 segment to reach Shovel Ready status. This segment will enter the Preliminary Engineering and Environmental Documentation stage in early FY 2015-16. Since this segment is utilizing the \$2 Million in Federal funds awarded by SACOG, it must be delivered through the Caltrans Local Assistance process. Anticipated milestones include:

- a. Approval of the Preliminary Engineering and Environmental Documentation contract – Staff will bring to the Board a recommendation to enter into an agreement with an engineering consultant to begin work on this segment.
- b. Reach Agreement on Appropriate NEPA Documentation – Since this segment requires a Federal Environmental Document, staff will meet with the appropriate State and Federal agencies to reach agreement on the appropriate documents to be pursued.
- c. Environmental technical studies – Staff will work with adjacent landowners to obtain approval to temporarily enter adjacent properties to begin environmental studies along the segment. These studies will be done in close coordination with Caltrans environmental staff.
- d. Base mapping – A significant amount of mapping will need to be completed along the segment, including the survey of boundaries, land rights, utilities and topography. This will be one of the first steps in the project delivery process.

Item 3 – SACOG 2015 Flexible Funding Grant Application – Following up on the early 2015 MTP/SCS process work, the flexible funding grant process will provide an opportunity to request federal and state funding for project segments approved for early construction.

- a. Establish strategy with member jurisdictions and present to Board – Collaborate with the staff of the member jurisdictions to coordinate an approach to funding requests to maximize funding and coordination with the segmentation strategy.
- b. Submit application – Submit the application to SACOG in accordance with their procedures and provide additional details in support of the application as required.
- c. Provide support for programs through grant application process – Monitor the grant processes to ensure that necessary requirements and support materials are provided during the evaluation process. Advise the Board of any required testimony or personal Board member interaction that may improve the JPA's chances for success.
- d. Report out to the Board – Provide the Board with a report on the results of the various programs and how they affect the Plan of Finance and project delivery.

Item 4 – Complete Plan of Finance (POF) Update – Completion of last year's POF update was delayed due to the extensiveness of the revisions and the impact of associated processes on the completion of the cash flow diagram. While significant refinement was made to both the schedule and expenditure plan details, the revenue model requires additional input in order to complete.

- a. Update development impact fee component – Continue the work initiated in FY 2014-15 on a strategy to maximize the use of development impact fees currently allocated to the Connector program and apply them to the cash flow model to support the Shovel Ready Strategy and other revenue sources.

- b. Update regional fee component – Work with SACOG staff to explore the levels of expected funding from State and Federal sources that could be applied to the POF through grants and other processes.
- c. Refine miscellaneous revenue sources – Provide additional details on potential future ‘one-time’ and/or unique funding sources of significance that could be applied to the POF and the requirements associated with such funds.
- d. Present Draft POF to Board – It is anticipated that a number of update items will require Board input which will be presented in a Draft POF for consideration.
- e. Approval of POF Update - A presentation of the revised documents will be made to the Board for approval and adoption.

Item 5 – Advance Segment B2 (Bradshaw Road to Mosher Road) Preliminary Engineering and Environmental Documentation – The B2 segment could potentially enter the Preliminary Engineering and Environmental Documentation stage in late 2015. Timing and approval will depend on coordination with the City of Elk Grove, County of Sacramento, SACOG and Caltrans. Since this segment would utilize Federal funds, it must be delivered through the Caltrans Local Assistance process.

Item 6 – Update Project Design Guidelines – An annual process to revise the Project Design Guidelines is necessary to allow the latest information and activity along the Connector corridor to be incorporated into the Connector documentation.

- a. Request amendments – Work with member jurisdiction staff to initiate any amendments to the guidelines deemed necessary for applications in their individual programs.
- b. Produce technical amendments – Research the applicable technical and policy related information required to properly amend the guidelines and provide a draft copy for review by member jurisdiction staff.
- c. Present to BOD for approval – After the proper review and agreement from the member jurisdictions staff, present the proposed revisions to the Board for their approval.

Item 7 – Reciprocal Use and Funding Agreements (RUFA) – This is a carryover item from FY 14-15 since it is one of the critical steps in the development and construction of the project. The process is intended to establish the operating, and financial principals between the member jurisdictions and the JPA. The RUFA document developed by staff will detail both mutual and exclusive conditions for eventual adoption by the Board. Initial steps in its development include:

- a. Initiate the process and report back to Board on details – Staff will request an initial meeting with the appropriate executive staff of the member jurisdictions to review the anticipated contents of the RUFA and gauge support for the proposed contents as well as the anticipated time frame required to negotiate the agreement. Staff will then report back to the Board on the anticipated timing and expected issues of significance.
- b. Negotiate RUFA agreements with member jurisdictions – Once feedback has been provided by the Board on the initial meeting(s), staff will begin in-depth discussions with the member jurisdictions to seek agreement on key issues to be contained in the document.
- c. Report back to the Board on the results of the process and seek approval of the documents.

Item 8 – Participate in South Sacramento Habitat Conservation Plan (SSHCP) Processing – As the SSHCP team finalizes and publishes the actual plan document, as well as the required State and Federal environmental documentation, staff will become more involved in the details pertinent to the Connector Project.

- a. Review draft SSHCP document and both CEQA and NEPA analyses – While the majority of the draft HCP document has been completed, several chapters remain incomplete. An extension of the activities duration should reflect an October, 2015 completion.
- b. Participate in outreach and management of SSHCP process – A considerable level of outreach to the Community will be required in advance of the public hearing process. Since the JPA and HCP share common interested parties and related principles, it is fitting for the JPA to be involved in the public outreach process as it leads towards plan approval.
- c. Identify specific mitigation requirements necessary for permits – Working with the SSHCP staff, the JPA staff will begin to investigate the necessary mitigation requirements previously identified in the Program EIR or to be required through subsequent environmental analyses of the various Connector segments.

Item 9 – Legislative Coordination Efforts at the State and Federal Level – As the project enters the final design and construction stages, coordination with Federal and State legislators will be essential to provide support for various project elements. As necessary, the staff will continue to work to keep the project prominent in the minds of lawmakers and stakeholders in Sacramento and Washington, DC.

Item 10 – Continue Outreach and Information Sharing Program –Through its continued outreach and project information sharing, the JPA will continue to inform stakeholders of the status of program development leading towards initial construction. This process is intended to provide information as well as to solicit support through multiple forms of outreach both in-person, print, and electronic.

Item 11 – Update Improvement Plan – Staff will update the current Project Improvement Plan, as presented to the Board annually for determining the sequence and timing of major project improvements.

Item 12 – Develop and Apply JPA Technical, Communication and Administrative Improvements – Based on the presentation and approval of the major tasks outlined in this work schedule, staff will develop and recommend future policies that will support the direction of the JPA as needed beyond the approval of the PEIR and into the construction of the Connector Project.

Respectfully Submitted,



Tom Zlotkowski
Executive Director

FY 2015-2016 Annual Work Program and Schedule
May 22, 2015

	2015						2016					
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
1. Advance Segment D3/E1 (Prairie City Road to Latrobe Road) Preliminary Engineering and Environmental Documentation												
a. Approval of the roadway alignment for Phase 1												
b. Completion of the environmental process and approval of the CEQA document												
c. Completion of a revised project estimate and selection of a delivery method												
d. Solicit Qualified Construction Manager/General Contractor services and seek approval for a Final Design contract												
d. Initiate final design & right of way acquisition												
2. Advance Segment D2 (White Rock Road to Jackson Rd) Preliminary Engineering and Environmental Documentation												
a. Approval of the Preliminary Engineering and Environmental Documentation contract												
b. Reach Agreement on Appropriate NEPA Documentation												
c. Environmental technical studies												
d. Base mapping												
3. SACOG 2015 Flexible Funding Grant Application												
a. Establish strategy with member jurisdictions and present to Board												
b. Submit application												
c. Provide support for programs through grant application process												
d. Report out to the Board												
4. Complete Plan of Finance (POF) Update												
a. Update development impact fee component												
b. Update regional fee component												
c. Refine miscellaneous revenue sources												

**FY 2015-2016 Annual Work Program and Schedule
May 22, 2015**

	2015						2016					
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
d. Present Draft POF to Board												
e. Approval of POF Update												
5. Advance Segment B2 (Bradshaw Road to Mosher Road) Preliminary Engineering and Environmental Documentation												
6. Update Project Design Guidelines												
a. Request amendments												
b. Produce technical amendments												
c. Present to BOD for approval												
7. Reciprocal Use and Funding Agreements (RUFA)												
a. Initiate the process and report back to Board on details												
b. Negotiate RUFA agreements with member jurisdictions												
c. Report back to the Board on the results of the process and seek approval of the documents												
8. Participate in South Sacramento Habitat Conservation Plan (SSHCP) Processing												
a. Review draft SSHCP document and both CEQA and NEPA analyses												
b. Participate in outreach and management of SSHCP process												
c. Identify specific mitigation requirements necessary for permits												
9. Legislative Coordination Efforts at the State and Federal Level												
10. Continue Outreach and Information Sharing Program												
11. Update Improvement Plan												
12. Develop and Apply JPA Technical, Communication and Administrative Improvements												



Item # 4
Resolution

RESOLUTION NO. 2015-11

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAPITAL SOUTHEAST CONNECTOR AUTHORITY
APPROVING THE FY 2015-16 WORK PROGRAM AND SCHEDULE

BE IT RESOLVED by the Board of Directors ("Board") of the Capital SouthEast Connector Authority ("Authority") that the proposed FY 2015-16 Work Program and Schedule, presented to the Board at this meeting, is hereby adopted in substantially the same form as attached hereto.

This Resolution shall take effect from and after the date of its passage and adoption.

* * * * *

PASSED AND ADOPTED this 22nd day of May, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary



Capital SouthEast Connector JPA Board of Directors

Item # 5
Discussion

May 22, 2015

Introduction of FY 2015-16 Draft JPA Budget

Issue: To present a proposed budget for the Capital SouthEast Connector Joint Powers Authority for the upcoming Fiscal Year — July, 2015 through June, 2016.

Recommendation: Review the draft Fiscal Year (FY) 2015-16 Connector JPA budget, as presented at this meeting, and provide input to staff as necessary to allow for revisions and adoption prior to July 1, 2015.

Background: Section 6.d.4 of the Capital SouthEast Connector Joint Powers Authority Agreement requires that the Board adopt an annual budget no later than June 30 of each year. Additionally, Sacramento County, acting as the Treasurer/Auditor for the Authority, requires that a budget be adopted prior to processing transactions on behalf of the Authority.

Discussion: The Executive Director has prepared a proposed budget for FY 2015-16 which reflects the activities and requirements necessary to continue advancing the Connector Project as outlined in the Plan of Finance (POF), approved March 8, 2013, and revised in January, 2014, as well as the draft FY 2015-16 work plan that is being presented to you for approval today.

The revenues anticipated in the proposed FY 2015-16 budget include a combination of Sacramento Transportation Authority (STA) Measure A bond proceeds, Measure A “pay-go” proceeds, member agency contributions, Sacramento Area Council of Governments (SACOG) Flexible Funding proceeds, and a small amount of interest earnings.

Staff continues to work toward minimizing local fund expenditures in the areas of business conferences, subscriptions, membership dues, office supplies, copier, etc.

The key elements of the proposed budget are set forth below:

Revenue

- Measure A bond proceeds shall continue to be used exclusively for project related expenditures in line with current STA revenue estimates. The JPA’s allocation for FY 2015-16 was \$1M. STA’s Executive Director is proposing an advance of the JPA’s FY 2017-18 allocation to FY 2015-16 in the amount of \$3M, for a total allocation of \$4M. This item will go before the STA Board at their June 11th meeting for approval. (\$3,845,000 minus \$155,000 for “pay-go” proceeds)
- Measure A “pay-go” revenues shall continue to be used exclusively for administrative expenses that cannot be claimed using bond proceeds. Since 2009, the STA Board has approved \$200,000 of our yearly allocation to be utilized for administrative expenses. At the JPA’s January workshop, STA’s Executive Director indicated that the JPA should address an alternate form of funding to support these

administrative expenses. In order to gradually reduce the need for “pay-go” proceeds, the JPA is proposing an adjustment to the indirect labor rate charged over the next few fiscal years, as well as a gradual increase in the member jurisdiction contributions. (\$155,000)

- The proposed member agency contribution for FY 2015-16 is \$15,000 for each of the five member jurisdictions. This contribution is being increased by \$5,000 from previous years in order to gradually reduce the need for “pay-go” proceeds. These funds shall be used for expenses that are not reimbursable through Measure A bond proceeds. (\$75,000)
- The SACOG Flexible Funding awarded to the JPA allows for continued progress on active project development efforts. (\$2M award of which \$1M is included in this budget)
- It is projected that there will not be any roll-over Measure A funding from FY 2014-15. (\$0)
- Interest earnings (\$1,000).
- The Available Fund Balance at fiscal year-end will be applied toward debt recovery of expenditures debited to the JPA prior to the establishment of an independent accounting system. (\$38,421)

Expenditures

- Salaries and Benefits remain basically unchanged for FY 2015-16 except for benefit cost increases as provided by Sacramento County, as well as other potential salary adjustments. (\$430,819)
- Capital Expenditure Fund (\$772,446)
- Project and administrative consultant contracts executed by the Board of Directors and Executive Director, and SACOG Flexible Funding. The significant increase in this line item is due to an increased level of activity for engineering and environmental work performed on segments D2 and D3. This work includes advancing the Shovel Ready strategy, such as approval of environmental documents and engineering plans. These expenditures are consistent with the figures shown in the existing Plan of Finance for project development activities. (\$3,095,715)
- Legal services (\$150,000)
- Facilities, furniture, equipment, support services, allocated costs, and “other” services. (\$208,142)
- Miscellaneous: (\$457,299)
 - SSHCP (\$125,000)
 - Payments to SACOG for Open Space Inventory per the ECOS Settlement (\$200,000)
 - Flexible Funding Local Match (\$114,700)
 - Unforeseen charges and other miscellaneous charges (\$16,800)

FY 2014-15 Projected Year-End

The projected total expenditures for the year are projected to be at 67% of our total budget. Expenditures for Flexible Funds will likely be at 4% of the total budgeted amount. The remaining balance of Flexible Funds will roll-over to FY 2015-16. Expenditures for support services and allocated costs are expected to be 100% of the budgeted amount. A budget overage is expected for professional consulting services due to the execution of new contracts and contract amendments that were not anticipated in the FY 2014-15 budget. The Executive Director has the authority to move funds within the line items in the Services and Supplies object to cover these expenses.

Additional details of the FY 2015-16 proposed budget are found on the attached budget spreadsheet. Staff requests that the Board review the attached spreadsheet and provide comments and recommendations to staff in anticipation of adopting a final budget at the June 26th Board meeting.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Tom Zlotkowski". The signature is stylized and written in a cursive-like font.

Tom Zlotkowski
Executive Director

CAPITAL SOUTHEAST CONNECTOR JOINT POWERS AUTHORITY

FY 2015-16 Draft Budget

FY 2014-15 Projected Year-End

			FY 2014-15 Final Budget	Projected Year-End Expenditures	% Expended
EXPENDITURES					
Salaries & Benefits	\$ 430,819		\$ 498,302	\$ 421,302	85%
Services & Supplies:					
Capital Expenditure Fund	\$ 772,446		\$ 219,286	\$ -	0%
Professional Consulting Services	3,095,715		1,526,174	1,246,181	82%
Legal Services	150,000		150,000	131,967	88%
Facilities, Furniture & Equipment	45,659		54,467	38,807	71%
Support Services (AFS, Audit)	69,106		67,633	67,633	100%
Allocated Costs (D-Tech, personnel/general srvs)	44,000		50,831	50,831	100%
Other (insurance, business conferences, copier, etc.)	49,377		51,115	31,499	62%
Misc. (SSHCP, ECOS, Unforeseen Charges)	457,299		336,800	1,800	1%
Total Services & Supplies	\$ 4,683,602		\$ 2,456,306	\$ 1,568,718	64%
Total Expenditures	\$ 5,114,421		\$ 2,954,608	\$ 1,990,020	67%
REVENUES					
				Projected Revenue	
Estimated Fund Balance	\$ 38,421	Available Fund Balance	\$ 112,797	\$ 112,797	100%
Measure A Bond Proceeds	3,845,000	Measure A Bond	1,215,000	1,215,000	100%
Measure A Pay-go Proceeds	155,000	Measure A Pay-Go	200,000	200,000	100%
Estimated Year-End Rollover from FY 2014-15	0	FY 2013-14 Year-End Rollover	375,811	375,811	100%
Member Jurisdiction Contributions	75,000	Member Jurisdiction Contributions	50,000	50,000	100%
Interest Income	1,000	Interest Income	1,000	1,000	100%
Flexible Funding (D2)	1,000,000	Flexible Funding (D2)	1,000,000	35,412	4%
Total Revenues	\$ 5,114,421		\$ 2,954,608	\$ 1,990,020	67%



Capital SouthEast Connector JPA Board of Directors

Item # 6
Motion

May 22, 2015

SACOG 2015 Flexible Funding Grant Application

Issue: Submit a Grant Application to the Sacramento Area Council of Governments (SACOG) Regional/Local Program

Recommendation: Approve the attached Resolution to authorize staff to submit the required applications under the SACOG Regional/Local Program and California Active Transportation Program (ATP).

Background: Staff is requesting authorization to submit applications to two primary funding programs: 1) The SACOG 2015-16 Regional/Local Funding Program; and 2) The statewide and regional ATP. These funding programs provide financial assistance to local agencies seeking to construct transportation improvements that satisfy the specific funding source objectives.

SACOG Flexible Funds Programs

Every two years, SACOG conducts a programming round to allocate funds for transportation projects specific to Community Design, Bicycle/Pedestrian, and Regional/Local projects. Funding sources include the federal Regional Surface Transportation Program (RSTP), the federal Congestion Mitigation Air Quality (CMAQ) Program, and the State Transportation Improvement Program (STIP). In the 2013-14 Programming Round the Connector JPA was awarded \$2 million for Segment D2 (Jackson Highway to White Rock Road) through the Regional/Local Program.

Caltrans Active Transportation Program

The ATP was created in 2013 to consolidate existing state and federal programs including the Transportation Alternatives Program, Bicycle Transportation Account and the State Safe Routes to School (SRTS) Program. The goals of the ATP are to increase walking and bicycling trips and to improve safety and mobility for non-motorized users. ATP funds are allocated through two grant programs: a statewide grant program administered by Caltrans; and a regional program administered by SACOG.

Discussion: The anticipated 2015-16 funding program milestones are provided in the Attachment. Funding targets for each program have not yet been finalized, but are assumed to be similar to previous funding limits. Staff recommends submitting Segment D3 (Folsom) for SACOG Regional/Local Program and Caltrans ATP. Funds from the programs would likely be used for construction – though ATP funds could only be used to construct the Class 1 Bike/Pedestrian facility. Staff requests the Board's approval of the attached Resolution authorizing the Executive Director to submit the required applications for funding consideration. Following the Board's approval, staff will complete the required funding applications for submittal in accordance with the respective adopted guidelines and schedules for each program.

Respectfully Submitted,

Tom Zlotkowski
Executive Director

2015-16 Grant Funding Milestones

SACOG Flexible Funding

Bike/Ped

Call For Projects	April 16, 2015
Applications Due	June 19, 2015
Awards Recommendations	October 7, 2015
Awards Approved	December 10, 2015

Community Design

Call For Projects	April 16, 2015
Applications Due	June 30, 2015
Awards Recommendations	October 7, 2015
Awards Approved	December 10, 2015

Regional/Local

Call For Projects	April 16, 2015
Applications Due	June 25, 2015
Awards Recommendations	October 7, 2015
Awards Approved	December 10, 2015

ATP (Active Transportation Program) – Statewide (Caltrans)

Call for Projects:	March 26, 2015
Project Applications Due to Commission	June 1, 2015
Award Recommendations Announced	September 15, 2015
Award Recommendations Approved	October 22, 2015

ATP – Regional (SACOG)

Call for Projects	May 27, 2015
Project Applications Due	June 19, 2015
Award Recommendations Announced	Aug. 26, 2015 (Adjusted Sept. 15, 2015)
Award Recommendations Approved	SACOG Oct. 29, 2015 (CTC Dec. 9, 2015)

HSIP (Federal Highway Safety Improvement Program)

Call for Projects	April, 2015
Applications Due	Late July 2015

RESOLUTION NO. 2015-12

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAPITAL SOUTHEAST CONNECTOR AUTHORITY
AUTHORIZING THE SUBMITTAL OF APPLICATIONS FOR GRANTS THROUGH
THE REGIONAL/LOCAL PROGRAM AND ACTIVE TRANSPORTATION PROGRAM

WHEREAS, the Sacramento Area Council of Governments (SACOG) has called for the submission of applications for their 2015 round of Regional/Local funding;

WHEREAS, the State of California Department of Transportation (Caltrans) has called for the submission of applications for their 2015 round of Active Transportation Program funding;

WHEREAS, the Capital SouthEast Connector Project has been supported by SACOG and Caltrans in previous efforts and those efforts have been approved by the Board of Directors; and

WHEREAS, the Capital SouthEast Connector Project has developed a project development program that requires the use of Federal and State funds to advance the project towards timely construction.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors ("Board") of the Capital SouthEast Connector authorizes the Executive Director to submit the required applications for funds for Segment D3 under the SACOG Regional/Local Program and State Active Transportation Program.

This Resolution shall take effect from and after the date of its passage and adoption.

* * * * *

PASSED AND ADOPTED this 22nd day of May, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary



Capital SouthEast Connector JPA Board of Directors

Item # 7
Presentation

May 22, 2015

Update on Segment D3/E1 Preliminary Engineering and Environmental Documentation Progress

Issue: To provide the Board with an update on the progress of the engineering and environmental efforts being performed on Segments D3/E1 (White Rock Road from Prairie City Road to Latrobe Road).

Recommendation: Hear a presentation on the D3/E1 progress and provide input as desired.

Background: In December, 2014, the Board authorized the Executive Director to enter into an agreement with Dokken Engineering for Preliminary Engineering and Environmental Documentation Services for Connector Segment D3/E1 (White Rock Road from Prairie City Road to Latrobe Road). This effort consists of the following major items of work to be performed:

- Base Mapping and Surveying
- Geotechnical and Drainage Studies
- Project-level Traffic Analysis
- Utility Coordination
- Geometric Civil Design of the Connector
- Project-level Environmental Documentation
- Right-of-Way mapping
- Structure Type Selections
- Estimates

It is the JPA's intent to perform sufficient preliminary engineering design to clear the project environmentally through the CEQA process and to identify right of way impacts and accurate project cost estimates as part of this contract.

Discussion: At today's meeting, staff has requested that the consultant team provide the Board with a brief presentation of some of the highlights of the work performed to date. Staff will continue to work with Dokken Engineering on project level engineering and environmental issues that advance this segment towards Shovel Ready status.

Respectfully Submitted,

Tom Zlotkowski
Executive Director