

Meeting of the Board of Directors

Location: Rancho Cordova Council Chambers
2729 Prospect Park Drive
Rancho Cordova, CA

Date: Friday, April 25, 2008, 8:30 a.m. – 10:00 a.m.

Roll Call: Directors Budge, Dupray, Hume, King, Nottoli

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 a request to speak form, 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.

Public Communications: 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 will be heard following the New Business Items.

1. Executive Director's Report

Consent Agenda

2. Minutes of the March 28, 2008, Meeting

3. Approve Amendment to SACOG Subrecipient Agreement
a. Attachment – Staff Report

New Business Items

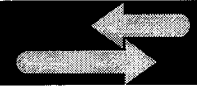
4. Resolution: Amend Contract with URS
a. Attachment – Staff Report
b. Attachment – Resolution

5. Presentation: Update on Strategic Program Management Exercise – Phase One

6 Adjournment

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 Interim Board Secretary for further information. In addition, 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 Interim Board Secretary may be reached at 428 J Street, Suite 400, Sacramento, California 95814, or by telephone at (916) 447-7933.



Elk Grove-Rancho Cordova-El Dorado Connector Board of Directors

Item # 1

April 25, 2008

Issue: Executive Directors Report

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

- Staff continues to work on establishing the JPA office at 10503 Armstrong Ave, in Mather, California. Postcards announcing the new contact information for the JPA and the Executive Director have been mailed to approximately 250 businesses and individuals. Additionally, telephone, data, and regular mail service have all been secured. The transition of the web site including updating the mailing list and direct receipt of incoming requests is currently in process.
- Requests have gone out to all member jurisdictions in an attempt to secure a Finance & Administrative Service Manager from existing staff prior to the advertisement for the position on the open market or through a temporary employment agency. The JPA currently does not have any fiscal or administrative support for processing project related invoices. A Finance & Administrative Services Manager would also assist with establish an accounting system to provide executive staff with the information on the transactions and balance for all JPA accounts.
- A contract for creating a new logo and associated branding materials is currently being pursued. The contract calls for the consultant to work with staff to develop a short list of titles, logos, and business materials to be presented to the Board for draft approval by the May 23rd Board meeting.

Fiscal

- A draft budget is under development and is being discussed with the ASAC prior to being presented to the Board at the May 23rd Board meeting. The current draft anticipates the need for local agency contributions of \$40,000 per jurisdiction for fiscal year 2008-09. This is contingent on the JPA securing an agreement with the Sacramento Transportation Authority (STA) to allow the JPA to use Measure A funds for administrative expenses related to project delivery.
- Costs associated with the start-up activities of the JPA's temporary office are being tracked by the County of Sacramento and will be available to JPA staff prior to the presentation of the budget in May. Staff will categorize these expenses as project related or administrative expenses to determine the source of revenue that will be used to reimburse the County. They will be reflected in the Year to Date (YTD) balances of the three revenue sources currently available to the JPA.

Miscellaneous

- The Request for Proposal (RFP) for permanent legal counsel will be released on April 25, 2008, and will be mailed to a list of general legal service firms within the greater Sacramento Metropolitan Region. Proposals are due on May 23, 2008, and the contract should be awarded in mid-June.
- Work plan development is underway with a focus towards securing and advancing the environmental services process. Ancillary work elements are being discussed with the ASAC, including identification of corridor projects of significance, identification of key issues associated with the environmental RFP, and program management.
- Staff is considering options for program management services to provide for the long-term, overall management of the various processes and options for delivery that will be discussed during the Strategic Program Management Exercise. Staff is evaluating whether the JPA would be best served by the development a staff position exclusive to this effort or a consultant that could provide the necessary expertise.

Prepared by:

Tom Zlotkowski
Executive Director



Elk Grove-Rancho Cordova-El Dorado Connector Board of Directors

Item # 2

Action Minutes of the March 28, 2008, Meeting

The Elk Grove-Rancho Cordova-El Dorado Connector Authority's Board of Directors met in regular session on March 28, 2008, in the Rancho Cordova Council Chambers, located at 2729 Prospect Park Drive, Rancho Cordova, CA, at 8:30 a.m.

Call to Order: Chair Linda Budge called the meeting to order at 8:37 a.m.

Roll Call: **Present:** Directors Budge, Dupray, Hume, Nottoli*
 Absent: King

*Arrived after Roll Call, as noted below.

Public Communications: Mr. Tom Shine, an Elk Grove Resident, appeared to notify the Board of the difficulty he experience in accessing the full Board packet on the Authority's website. Chair Budge assured Mr. Shine that staff would look into this problem.

Executive Director's Report: Mr. Tom Zlotkowski, the Executive Director of the Authority, provided an update on the new office space for the Authority and the availability of Measure A funds for the Connector project. Mr. Zlotkowski also indicated that he would be working with on a 2008-09 budget and work plan for presentation to the Board in May.

Director Nottoli arrived at 8:43 a.m. during the following item:

Meeting Minutes: It was moved by Director Hume, seconded by Director Nottoli, and passed by unanimous vote that:

THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS APPROVES THE MINUTES OF THE FEBRUARY 29, 2008, MEETING.

New Business Items:

Revise the FY 2007-08 Budget: Mr. Zlotkowski presented the report recommending that the Board increase the funds available for legal services by \$50,000 by reallocating \$50,000 of the \$500,000 currently budgeted for an environmental consultant. As a result, this reallocation would not increase the overall budget. It was moved by Director King, seconded by Director Nottoli, and passed by unanimous vote that:

THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS APPROVED THE REVISED FY 2007-08 BUDGET AS PRESENTED TO THE BOARD.

Amend Contract with Interim Legal Counsel and Authorize RFP for Legal Services: Mr. Zlotkowski presented the report, recommending that the Board approve the sole source amendment to

the Authority's current contract with Miller, Owen & Trost. The amendment would extend the sole source contract with Miller, Owen & Trost through the end of the fiscal year and increase the "not to exceed" amount from \$150,000 to \$200,000. This extension would also provide the Executive Director, in cooperation with the ASAC, time to prepare and release an RFP for legal services. Once a preferred attorney or firm is identified, staff will bring a recommendation and proposed contract to the Board for its approval. It was moved by Director Nottoli, seconded by Director Hume, and passed by unanimous vote that:

THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS AMENDED THE CONTRACT WITH INTERIM LEGAL COUNSEL AND AUTHORIZED STAFF TO PREPARE AND ISSUE AN RFP FOR LEGAL SERVICES.

Approve Strategic Program Management Exercise – Phase One: Mr. Zlotkowski presented the report, recommending that the Board approve the first phase of the Strategic Program Management Exercise, including a Project Tour and Workshop. It was moved by Director Dupray, seconded by Director Nottoli, and passed by unanimous vote that:

THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS APPROVED THE STRATEGIC PROGRAM MANAGEMENT EXERCISE.

Presentation on SACOG Phase I Studies: Mr. Zlotkowski explained that the purpose of the presentation was to focus the Board on issues addressed during the Phase 1 SACOG study that may affect the scope and sequencing of the future environmental analysis required for the Connector Project, including possible corridor alignments and the extent to which the Board should continue to explore all or individual aspects of those alignments.

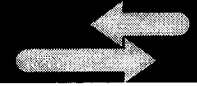
Adjournment: The meeting was adjourned at 9:57 a.m.

Approved By:

Attest:

Linda Budge
Chair

Kirk Trost
Secretary



Elk Grove-Rancho Cordova-El Dorado Connector Board of Directors

**Item # 3
Consent**

April 25, 2008

Approve Amendment to SACOG Subrecipient Agreement

Issue: To approve the proposed amendment to the Subrecipient Agreement between the Authority and the Sacramento Area Council of Governments ("SACOG").

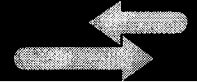
Recommendation: Staff recommends that the Board approve the proposed amendment to the Subrecipient Agreement between the Authority and SACOG to designate Tom Zlotkowski, the Executive Director of the Authority, as the project manager.

Discussion: On May 25, 2007, the Authority entered into a Subrecipient Agreement with SACOG to allow the Authority access to the \$540,000 of unspent Regional Surface Transportation Program funds SACOG made available for the Authority's use.

The Subrecipient Agreement currently designates Bob Schaevitz, the Interim Project Manager, as the project manager. The proposed amendment substitutes Tom Zlotkowski, the Authority's Executive Director, as project manager under the Agreement. This amendment will ensure that SACOG will send any notices, reports, or communications required under the Agreement to the attention of the Executive Director at the Authority's new address.

Prepared by:

Tom Zlotkowski
Executive Director



**Item # 4
Attachment**

RESOLUTION NO. 2008-08

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ELK GROVE – RANCHO CORDOVA – EL DORADO CONNECTOR
APPROVING AN EXTENSION OF THE CONTRACT WITH
URS CORPORATION**

BE IT RESOLVED by the Board of Directors (“Board”) of the Elk Grove – Rancho Cordova –El Dorado Connector Authority that the proposed sole source amendment to the contract between the Authority and URS Corporation, presented to the Board at this meeting, is hereby approved. The Chairperson of the Board is hereby authorized and directed to execute and deliver said contract amendment on behalf of the Authority in substantially the same form as attached.

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

* * * * *

PASSED AND ADOPTED this 25th day of April, 2008, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary

AMENDMENT NO. 1

**SUBRECIPIENT AGREEMENT BETWEEN THE SACRAMENTO AREA
COUNCIL OF GOVERNMENTS AND
ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR AUTHORITY**

This Amendment No.1 to the May 2007 Subrecipient Agreement (“Agreement”) between the Sacramento Area Council of Governments (“SACOG”) and the Elk Grove-Rancho Cordova-El Dorado Connector Authority (“Subrecipient”) is entered into effective March 2, 2008.

WHEREAS, SACOG and Subrecipient wish to amend the Agreement to substitute the Project Manager named for the Subrecipient;

NOW, THEREFORE, SACOG and Subrecipient agree as follows:

1. Section 16 of the Agreement (Project Managers), second paragraph only, is amended to read as follows:

Subrecipient’s Project Manager for this Agreement is Tom Zlotkowski. No substitution of Subrecipient’s project manager is permitted without prior written agreement by SACOG, which agreement will not be unreasonably withheld. With the exception of notice of termination sent by certified mail pursuant to Section 8(a) above, any notice, report, or other communication to Subrecipient required by this Agreement will be mailed first-class mail to:

Tom Zlotkowski, Executive Director
Elk Grove-Rancho Cordova-El Dorado Connector Authority
10503 Armstrong Avenue, Suite 100
Mather, CA 95655
Telephone: (916) 231-9094


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

IN WITNESS WHEREOF, THE PARTIES HAVE ENTERED INTO THIS AGREEMENT AS OF THE DATE HEREIN ABOVE APPEARING:

**SACRAMENTO AREA COUNCIL
OF GOVERNMENTS:**

SUBRECIPIENT:

MIKE MCKEEVER
Executive Director



LINDA BUDGE
Chairperson

RECOMMENDED BY:

Karen Wilcox
Director of Finance

APPROVED AS TO FORM:

MILLER, OWEN & TROST
Legal Counsel



Elk Grove-Rancho Cordova-El Dorado Connector Board of Directors

**Item # 4
Resolution**

April 25, 2008

Approve Amendment of Contract with URS Corporation

Issue: To approve the extension of the Authority's contract with URS Corporation through the end of the current fiscal year.

Recommendation: Staff recommends that the Board execute the attached sole source amendment to the Authority's current contract with URS Corporation. Pursuant to the proposed contract amendment, URS Corporation would continue to provide services to the Connector Authority, as requested by the Executive Director through the end of the 2007-2008 fiscal year.

Discussion: The Authority's contract with URS Corporation is scheduled to expire on May 2, 2008. While the new Executive Director is now on board and available to manage the day-to-day affairs of the Authority, staff anticipates that during the transition of management responsibilities to the Executive Director, issues may arise which will require assistance from URS based on their first-hand knowledge of the prior phases of the Authority's development.

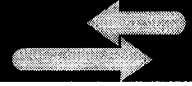
Mr. Schaevitz ably served as the Project Manager for Phase 1 of the Connector's Environmental Review, which included developing the Project Management Plan, assisting with the preparation of the draft Purpose and Need Statement and Goals and Objectives, preparing Functional Guidelines, developing and applying Environmental Screening criteria, providing Travel Forecasts and Transportation Analysis, and preparing a Strategic Plan for funding the phased construction of the Connector Project. Since the JPA's first Board meeting in May, 2007, Mr. Schaevitz and Mr. Lagomarsino have served as the Authority's Interim Project Manager and Deputy Interim Project Manager, coordinating the Agency Staff Advisory Committee meetings, the search for an Executive Director, and managing the day-to-day affairs of the Authority.

URS continues to be uniquely qualified for this contract due to its prior involvement with the Connector Authority. The proposed contract amendment would extend URS Corporation's contract until June 30, 2008. Because the Executive Director is taking over the management and day-to-day affairs of the Authority, staff does not see a need to increase the "not to exceed" amount of URS's contract at this time.

By extending its contract with URS Corporation, the Authority will be able to continue working towards its near-term goals during the transition to the Executive Director.

Prepared by:

Tom Zlotkowski
Executive Director



**Item # 4
Attachment**

RESOLUTION NO. 2008-08

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ELK GROVE – RANCHO CORDOVA – EL DORADO CONNECTOR
APPROVING AN EXTENSION OF THE CONTRACT WITH
URS CORPORATION**

BE IT RESOLVED by the Board of Directors ("Board") of the Elk Grove – Rancho Cordova – El Dorado Connector Authority that the proposed sole source amendment to the contract between the Authority and URS Corporation, presented to the Board at this meeting, is hereby approved. The Chairperson of the Board is hereby authorized and directed to execute and deliver said contract amendment on behalf of the Authority in substantially the same form as attached.

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

* * * * *

PASSED AND ADOPTED this 25th day of April, 2008, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary

SECOND AMENDMENT TO SERVICES AGREEMENT

THIS SECOND AMENDMENT is made effective April 25, 2008, by and between Elk Grove – Rancho Cordova – El Dorado Connector Authority, a Joint Powers Agency (“Authority”) and URS Corporation dba URS Corporation Americas (“Contractor”).

WHEREAS, the Authority and Contractor entered into a Services Agreement (“Agreement” or “Contract”) effective May 2, 2007; and

WHEREAS, the parties wish to amend the Agreement to extend the time of performance through the end of the Authority’s fiscal year;

NOW, THEREFORE, the parties agree as follows:

1. Section 1 (Time of Performance) is modified to state as follows: “This Agreement shall expire June 30, 2008, unless otherwise terminated as provided for in this Contract or extended by written agreement between the parties.”
2. Exhibit A (Contract Term) is modified to state as follows: “This Agreement shall expire on June 30, 2008, unless otherwise terminated as provided for in this agreement, or extended by written agreement between the parties.”
3. Except as expressly amended herein, all terms of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, this Second Amendment to Services Agreement has been executed by the parties hereto on the date first written above.

**ELK GROVE – RANCHO CORDOVA – EL DORADO
CONNECTOR AUTHORITY**

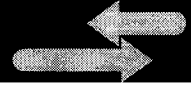
Chairperson of the Board

APPROVED AS TO FORM:

Miller, Owen & Trost
Interim Legal Counsel to the Authority

URS CORPORATION

Robert C. Schaevitz
Vice President



Elk Grove-Rancho Cordova-El Dorado Connector Board of Directors

**Item # 5
Presentation**

April 25, 2008

Update on Strategic Program Management Exercise – Phase One

Discussion: On March 28, 2008, your Board directed staff to pursue advancement of a Strategic Program Management Exercise. Staff has entered into a contract with Jacobs-Carter Burgess to assist with the development of this Exercise.

Since the March Board meeting, JPA staff has worked with the consultant team to develop the scope and details of the tour and workshop scheduled for May 16, 2008, from 9:00 a.m. to 3:00 p.m. Jacobs-Carter Burgess will provide a brief update on the development of the Exercise and answer any questions the Board may have regarding the tour and workshop as presented in the attached outline.

Prepared by:

Tom Zlotkowski
Executive Director

At its March 28th meeting, the JPA Board directed its Executive Director to conduct a Tour and Workshop on May 16, 2008. This document outlines the proposed agenda and anticipated outcomes from this exercise.

Preliminary Agenda for the Workshop

- 9:00am - Board Members congregate in Elk Grove at a pre-determined location.
- 9:00am to 10:30am - Tour various alignment segments going northeast towards the El Dorado County terminus of the Connector.
- 10:30am to 12:00pm - Tour alternative alignment segments coming southwest from El Dorado County and return to Elk Grove.
- 12:00pm to 1:00pm – Lunch
- 1:00pm to 3:00pm - Facilitated session on environmental options, funding options, Board Members' vision on project delivery, and a question & answer session.
- 3:00pm - Adjourn

Outcome #1: On-site Familiarity with Alternatives

It is anticipated that the Board members will tour the various alternatives that are proposed in the Sacramento Council of Government (SACOG)'s Phase 1 study. Three stops are planned along the tour route. At each stop, and along the route, the staff and the consultant will brief the Board members on salient features of the alternatives routes, including the issues that need to be resolved. The Board members will spend at least a few minutes on each of the alternative alignments.

Outcome #2 Vision for Environmental Approach

A focused session is planned at the end of the workshop, to provide the Board with an opportunity to provide direction to its Executive Director on: (a) Project delivery mechanism(s), (b) Funding options, and (c) environmental approach(es) to be considered to expedite the delivery of the project. It is anticipated that the Board Members will leave the workshop informed of the project delivery options that are available for a project of this magnitude in a relatively shorter time frame.

Outcome #3 Next Steps

It is anticipated that the workshop will result in a series of items that the Executive Director will bring to the Board in subsequent meeting(s) for its discussion and action.