



Meeting of the Board of Directors

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

Date: Friday, April 23, 2010, 8:30 am – 10:30 am

Roll Call: Directors Budge, Hume, Knight, Nottoli, Starsky

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 may be heard following the New Business Items.

1. Executive Director's Report

Consent Agenda

2. Minutes of March 26, 2010, Meeting
3. Ratify Sheldon/Wilton Limited Access Roadway Alternative Contract with Design, Community & Environment (DC & E)
 - a. Attachment – Staff Report
 - b. Attachment – Resolution
4. Report on Findings of Accounting Reconciliation by the California Fair Services Authority
 - a. Attachment – CFSA Report

New Business Items

5. Agreement with Participants of the South Sacramento Habitat Conservation Plan (SSHCP)
 - a. Attachment – Staff Report
 - b. Attachment – Resolution
6. Progress Report on Alternatives Screening Process for Program Environmental Impact Report (PEIR)
 - a. Attachment – Staff Report
7. Presentation on East Sacramento Region Aggregate Mining Truck Management Study
 - a. Attachment – Staff Report
8. 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 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 Board Secretary may be reached at 428 J Street, Suite 400, Sacramento, California 95814, or by telephone at (916) 447-7933. The Connector JPA's address is 10640 Mather Blvd., Suite 120, Mather, CA 95655. The Connector JPA's phone number is (916) 876-9094.



Capital SouthEast Connector Board of Directors

Item # 1
Receive and File

April 23, 2010

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

- In an effort to reduce JPA consumables, April will be the last month the entire board package will be printed and available at the JPA Board meetings. Copies will be available at the JPA's office for inspection and on the JPA's website prior to each Board meeting. Alternatively, any person may request that a copy of each board package be mailed to that person. Such requests can be made directly through the JPA office or through the "Contact" link on the JPA website: www.connectorjpa.net. Notification of this change in availability has been posted on the table in the rear of the Council chambers.
- Next month's Board meeting will be held on the third Friday of the month, May 21, to avoid conflicts with the Memorial Day Holiday weekend which falls adjacent to the traditional fourth Friday.

Project

- A \$15,000 contribution from the City of Elk Grove to the Sheldon LAR project was approved by the City Council on April 14th. These funds will be used to augment the project budget approved by the Board at your last meeting in March. Ratification of that contract is on today's agenda. Thanks to the City of Elk Grove for their assistance.
- The transit component of the project that was mentioned in the March ED report was actually finalized by the Board in December, 2009. Staff intended to bring back the Integrated Modes Policy today but was delayed by calendar constraints. The final policy will be presented to your Board in May, time permitting.
- Discussions regarding the potential for alternative financing for segments of the project continue. A market level analysis of a user fee based financing mechanism is currently being conducted and the results will be available later this summer.

Fiscal

- An up-to-date accounting of the finances associated with the project, including the period of time prior to the actual initiation of the JPA, has been produced and will be presented to the Board for information at today's meeting.
- A preliminary FY 2010-11 budget will be presented to your Board in May for review and comment to be followed by adoption in June.
- Staff is working with SACOG to investigate possible short-term revenue transfers to assist the JPA's Measure A revenue stream. It is staff's intent to build that revenue into the FY 2010-11 preliminary budget.
- Letters of intent to advise member jurisdiction staff of an anticipated local contribution of \$10,000 per member jurisdiction have been mailed and will be followed by invoices upon execution of the FY 2010-11 budget in June.

Miscellaneous

- The JPA participated in an El Dorado County Transportation Commission workshop on April 1, 2010, in El Dorado Hills to inform citizens of the collaborative work between the JPA and the various transportation providers in El Dorado County. An additional presentation by JPA staff before the El Dorado County Board of Supervisors is scheduled for May 11, 2010.
- The JPA co-sponsored receptions on April 13 and April 19 to provide information on the project to regional and industry representatives. Both events were considered huge successes in terms of raising the visibility and benefits of the Connector project. Thanks to all who attended.

Respectfully Submitted,



Tom Zlotkowski
Executive Director



Capital SouthEast Connector Board of Directors

Item # 2
Receive and File

April 23, 2010

Action Minutes of the March 26, 2010, Meeting

The Capital SouthEast Connector Authority's Board of Directors met in regular session on March 26, 2010, in the Rancho Cordova Council Chambers, located at 2729 Prospect Park Drive, Rancho Cordova, CA, at 8:30 a.m.

Call to Order: Chairperson Hume called the meeting to order at 8:44 a.m.

Roll Call: Directors Budge, Hume, Knight, and Starsky were present
Director Nottoli arrived later in the meeting.

Public Comment: Members of the public offered comments on items not on the agenda. Comments were offered on objections to using an expressway option for Grant Line Road. Another commenter offered information regarding the current financial state of the world, the nation, and our region and stated that Measure A funds were not intended to divide communities.

Executive Director's Report: Mr. Tom Zlotkowski, the Executive Director of the Authority, summarized the highlights from his Executive Director's Report, including the status of JPA funding, NOP comments, future funding options, and the truck study.

Consent Agenda:

The consent agenda included the Minutes of February 26, 2010, meeting, Approval of Amendment No. 1 to Contract with Parsons Brinckerhoff for Environmental Review Services, and a Summary of NOP Agency Responses and Public Scoping Comments. Public comment was offered on the project going through El Dorado Hills and access to the Connector. Additional comments were offered on the NOP process and issues related to the project in El Dorado Hills.

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

THE CAPITAL SOUTHEAST CONNECTOR AUTHORITY BOARD OF DIRECTORS APPROVES THE MINUTES OF THE FEBRUARY 26, 2010, MEETING, AMENDMENT NO. 1 TO CONTRACT WITH PARSONS BRINCKERHOFF FOR ENVIRONMENTAL REVIEW SERVICES, AND THE SUMMARY OF NOP AGENCY RESPONSES AND PUBLIC SCOPING COMMENTS.

New Business Items:

Approve Updated Project Improvement Plan: The Executive Director discussed the Staff Report for this item and discussed each aspect of the Project Improvement Plan. The Directors asked questions including whether the JPA had eminent domain power. A member of the public asked questions regarding approval of the EIR. It was moved by Director Nottoli, seconded by Director Budge, and passed by unanimous vote that:

THE CAPITAL SOUTHEAST CONNECTOR AUTHORITY BOARD OF DIRECTORS APPROVES THE UPDATED PROJECT IMPROVEMENT PLAN.

Authorize the Executive Director to Negotiate and Execute an Agreement with the Participants of the South Sacramento Habitat Conservation Plan (SSHCP): The Executive Director discussed the background of negotiations on the SSHCP and updated progress towards Connector participation in the plan. He also outlined the major terms of the proposed agreement. The Executive Director asked for permission to continue to negotiate the agreement and bring the completed agreement back for Board ratification. After a discussion by Director Budge, the Executive Director was asked to add terms regarding (1) a set deadline for completion of the plan; and (2) phasing payments based on milestones for the SSHCP to accomplish. Director Budge asked to see the agreement prior to execution by the Executive Director rather than ratifying the final document. Director Starsky concurred with Director Budge and stated that he would want to see the agreement prior to execution. The Executive Director was directed to raise the listed terms and bring the SSHCP back to the Board for approval prior to execution.

Provide Comments to Revised Scope of Work and Budget for Development of the Sheldon/Wilton Limited Access Roadway Alternative and Authorize the Executive Director to Execute an Agreement with Preferred Consultant: The Executive Director discussed the Staff Report, outlined the history of the negotiations, and specifically focused on the numbers listed in the Staff Report and responses to issues raised at the previous meeting. Director Nottoli stated that the \$15,000 should not prevent execution of the agreement in light of its importance and the work already done on the budget. Director Starsky stated that this project should be moved forward, but was concerned that the contingency was removed and trimming administrative costs could be a mistake. As a result, he suggested trimming the scope of work. Director Budge recommended further involvement by Elk Grove City staff, rather than a consultant, to conduct some of the work. Director Knight agreed that the work needed to be moved forward and suggested limiting the scope of work. Director Budge also recommended limiting the scope of work. The proposed consultant addressed the Board. Public comment on this item focused on anticipated community involvement in meetings, ideas for communicating with the community, funding for the contract, and suggested that the same process be conducted in El Dorado Hills.

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

THE CAPITAL SOUTHEAST CONNECTOR AUTHORITY BOARD OF DIRECTORS DIRECTS THE EXECUTIVE DIRECTOR TO NEGOTIATE AN AGREEMENT IN ACCORDANCE WITH THE ISSUES PRESENTED BY THE BOARD.

Adjournment: The meeting was adjourned by Chairperson Hume at 10:46 a.m.

Approved By:

Attest:

Director Hume
Chairperson

Kirk Trost
Secretary



Capital SouthEast Connector Board of Directors

Item # 3
Resolution

April 23, 2010

Ratification of the Sheldon/Wilton Limited Access Roadway Alternative Contract with Design, Community & Environment (DC&E)

Issue: To ratify the contract between the Authority and DC&E for the Sheldon/Wilton Limited Access Roadway Alternative.

Recommendation: Staff recommends that the Board approve the attached resolution ratifying the contract between the Authority and Design, Community & Environment.

Discussion: At your March meeting, the Board of Directors authorized the Executive Director to begin negotiating a scope of work with the preferred consultant team, DC&E, and authorized the Executive Director to enter into the contract between the Authority and DC&E. As directed by the Board, staff immediately began negotiating a scope of work with DC&E following the March Board meeting. That scope of work was finalized and the Executive Director signed the complete Agreement on April 15, 2010.

Because this item has been of interest to the public community, staff wanted to present the final Agreement, attached hereto, to the full Board for review and ratification, though this step was not legally required.

Today, the contract before you contains a number of additional elements that have been added based on the collective discussions to date, including:

- An economic study by Bay Area Economics, including an existing conditions analysis and an evaluation of future commercial viability.
- The direct costs associated with a four month lease of office space in the Steele realty building for consultant staff, the local liaison, and small group gatherings to discuss aspects of the evolving design.
- Additional work hours for the consultant to gather information in the community (local office) both prior to the Charrette and after the Charrette.
- The costs associated with the hiring of a local liaison, Tom Franzoia, of Franzoia Construction to support information sharing and alternatives development in association with the DC&E team.
- Additional work hours of senior staff to assist directly in the public participation and design process.
- A separation of the design efforts between the business and residential areas within the Sheldon community. The stakeholder meetings will identify and target both the commercial and agricultural businesses.

- Additional advertisement effort to the community that includes a heightened web presence, a project blog, direct mailings, e-mail blasts, and other media elements.
- After the completion of the design Charrette workshop, a community workshop will be held. This effort involves a more intense preparation for the community than a CWG meeting.
- Inclusion of a 5% contingency for additional tasks or services that are required to address unexpected developments during the contract. The contingency may only be paid to the Consultant upon prior written authorization of the Authority's Board of Directors.

In total, the additional elements in the scope of work raise the cost of the project study to \$158,814. As previously noted in the Executive Directors report, the City of Elk Grove is contributing \$15,000 towards the contract budget.

In an effort to achieve the JPA's budget goals as expressed during the March hearing on this item, the final Task F is labeled as optional throughout the contract documents and is not included in the current contract. Task F encompasses the Final Circulation Plan Meeting and Draft Plan Workshop. Task F is estimated to cost approximately \$22,000 and will be folded into the contract via an amendment if executed. Since the addition of this task will increase the cost to the JPA from \$143,814 to over \$165,000, staff intends to pursue savings when available in the base contract to help fund this optional task. If significant savings cannot be realized, staff will prepare an alternative method to conclude the study. If savings is realized, the contract amendment will be brought before the Board of Directors with a project study update.

Respectfully Submitted,



Tom Zlotkowski
Executive Director



Item # 3
Attachment

RESOLUTION NO. 2010-05

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAPITAL SOUTHEAST CONNECTOR JOINT POWERS AUTHORITY
RATIFYING THE AGREEMENT WITH DESIGN, COMMUNITY & ENVIRONMENT
FOR THE DEVELOPMENT OF A SHELDON/ WILTON LIMITED ACCESS ROADWAY ALTERNATIVE

BE IT RESOLVED by the Board of Directors ("Board") of the Capital SouthEast Connector Authority ("Authority") that the contract between the Authority and Design, Community & Environment, attached hereto, is hereby ratified.

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

* * * * *

PASSED AND ADOPTED this 23rd day of April, 2010, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary

EXHIBIT A: WORK SCOPE AND COSTS

This exhibit describes the scope of services, schedule, products and meetings for the Sheldon/Wilton Limited Access Roadway Alternative to be conducted by Design, Community & Environment, Inc. for the Connector JPA in cooperation with DKS Associates, Mark Thomas & Company, Inc., Bay Area Economics and Franzoia Construction.

I. SCOPE OF SERVICES

Task A. Project Initiation

In this task the DC&E team will work with JPA staff to initiate the project and gain a thorough understanding of the issues facing the community in light of the Connector project along Grant Line Road.

1. Community Working Group (CWG) Meet & Greet (Scope Review)

DC&E will meet with the CWG to review the community concerns and address scope issues. *(Task Completed)*.

2. Kick-Off Meeting

The DC&E team will meet with JPA staff to initiate the project, discuss project goals, clarify roles for project team members, identify concerns or issues and review expectations for the process and products. The project schedule will be reviewed and participants will discuss the schedule updates and milestones to be kept for the duration of the project. At this meeting, we will also discuss the history of the project and exchange ideas on public involvement and the role of the existing Project Development Team (PDT) and the CWG. If necessary, DC&E will refine the project scope of work and schedule to reflect the desired goals for the project. BAE will be represented at the meeting to further review the scope of work associated with the Economic Analysis.

TABLE I WORK PROGRAM SUMMARY

Task A: Project Initiation	
1. Community Working Group (Meet & Greet Scope Review	4. Base Map Preparation
2. Project Kick-off Meeting	5. CWG Initiation
3. Data Collection and Review	
Task B: Community Outreach	
1. CWG Meeting #1	3. Development of Virtual Forum
2. Outreach Contact Spreadsheets	4. Preparation and Distribution of Materials
Task C: Existing Conditions Analysis	
1. Existing Conditions Technical Review	3. Economic Analysis
2. Existing Conditions Analysis	4. Consultant On-site Outreach
	5. Stakeholder Interviews
Task D: Design Charrette	
1. Charrette Plan Preparation	3. CWG Meeting #2
2. PDT/JPA Meeting #1	4. Design Charrette/Community Meeting #3
Task E: Draft Circulation Plan and Framework	
1. Circulation Plan and Framework Development	3. Evaluation of Future Commercial Viability
2. Traffic Review & Analysis	4. Cost Estimates
	5. JPA Board Meeting
Task F: Final Circulation Plan and Framework (Optional Task)	
1. Community Meeting #4	3. Final Plan Preparation
2. PDT/JPA Meeting #3	4. Community Presentation: Circulation Plan and Framework

3. Data Collection and Review

DC&E will collect and evaluate existing data and analyses applicable to the Circulation Plan and Framework and LAR Alternative, including, but not limited to, the body of work referenced and included on the ConnectorJPA.net website. DC&E will require information acquired from

PB for background information. DC&E will also access the internet information available for the CWG process.

4. Base Map Preparation

The DC&E team will prepare a base map of the Plan Area. The map will be assembled from existing data files and is expected to include Plan Area boundaries, footprints of buildings on the right-of-way, existing lane configurations, property easement (where available), parcel lines and additional relevant features suitable for conceptual Circulation Plan and Frame working in the Plan Area. DC&E and TF will work with JPA staff to locate mapping materials from previous investigations and alternatives development conducted by PB. It is also assumed that the City of Elk Grove will provide any mapping for City owned utilities. Tom Franzoia will work with the City of Elk Grove to assemble mapping materials. If available in electronic format from the City, the base map will include assessor's parcel lines to approximate existing right of way limits.

5. CWG Initiation

Tom Franzoia (TF) will work with DC&E staff to reconvene the CWG. Together, TF and DC&E will outreach to existing and proposed new members, provide formal invitations to serve on the committee and follow up with phone conversations to secure involvement of the members. This scope assumes a total of 15 members on the CWG. It is envisioned that the CWG will work as a liaison to the broader community, providing the design team with assistance to outreach to the community.

Task B. Community Outreach

In this task, DC&E and TF will work with JPA Staff and the members of the CWG to identify and engage the entire Sheldon/Wilton communities.

1. CWG Meeting #1

DC&E will conduct this initial CWG meeting to review outreach strategies, identify concerns and issues and discuss expectations for the process and work

products. Primarily, this will be another opportunity to remind the CWG of the goal of the project and provide an in-depth review of the project schedule. DC&E will also initiate discussions regarding the gathering of existing conditions information for Task C. Following this meeting, DC&E will produce a Publicity and Outreach Plan.

2. Outreach Contact Spreadsheets

TF will use information gathered from JPA staff and CWG to create a spreadsheet with household contacts, agricultural farm contacts and local commercial contacts. It will be organized into a mailing list to use in sending flyers for the upcoming charrette event. TF will create a separate spreadsheet for stakeholders, organized into business owners, farm owners, service organizations and large property owners. These stakeholders will be invited by letter to a series of focus groups to be held before the charrette. Finally, TF will contact all media contacts to provide website postings, email blasts and press releases. TF will be responsible for alerting the newspapers for press releases throughout the project area. DC&E will supply TF with text and or images for the publications and TF will be reimbursed by the DC&E team, but will confirm the number of publications and timing prior to payment/notifications.

3. Development of Virtual Forum

DC&E will develop a webpage hosted on the Connector JPA website specific for the Sheldon/Wilton LAR Alternative planning process. The site will feature an overview of the project and a schedule of public meetings, and will be updated as the project progresses with graphics, notes and summaries of community meetings, conceptual alternatives and the draft plan. In addition DC&E can create a separate blog style site that would allow the Sheldon/Wilton community to share input and comment on the topics presented. DC&E will track the blog and address questions and comments as appropriate throughout the project, the task is limited to a reasonable amount of hours as shown in the cost estimate.

4. Preparation and Distribution of Materials

In this task, DC&E will create attractive, graphically coordinated materials to be used during the outreach effort. The outreach materials will include notification for the Design Charrette as well as Community Meeting #4. These materials will include color postcards for sending by mail (up to a maximum of 500 recipients -minimum 350 households and a minimum of 25 businesses), color flyers for posting in shop windows (a maximum of 25 11x17 hard stock posters), a banner for use in the commercial zone (20' long x 18" wide), a web page for use on the Community web page press releases and ready to email notices. Although all design services are included, this scope sets a budget of \$1,000 for reimbursable expenses for printing and mailing.

Task C. Existing Conditions Analysis

In this task, which will happen concurrently with Task B, the DC&E team will analyze the existing conditions and traffic issues that will influence or impact the communities with the introduction of the LAR Alternative and complete opportunities and constraints analysis based on our findings.

1. Existing Conditions Technical Review

DKS will assist in the transfer of information and understanding of the traffic volumes, recent transportation studies and required level of service for the LAR Alternative from recent data where available. MTCO will work with DC&E to develop a conceptual analysis of the existing infrastructure conditions within the Plan Area. The existing infrastructure conditions will be based upon the mapping prepared in Task A3 and will rely on input from City staff and utility companies in regards to the condition and capacity of the existing facilities. Major issues or constraints pertaining to utility infrastructure will be identified at a conceptual level and this review is assumed to be kept at a fatal flaw level of analysis to be used for the project level EIR.

2. Existing Conditions Analysis

The DC&E team (including MTCO as well as PB if available for consultation) will conduct a field review of the Plan Area to gain a better understanding of the Plan Area character and built form to identify potentially significant opportunities and constraints. DC&E will visit and photograph the Grant Line Road communities, noting the site of existing buildings and the surrounding context to document the current features and quality of the rural Plan Area. This will allow us to gather initial field data first-hand and envision potential design and circulation modifications. DC&E will document existing land uses and types of businesses in the area, document major commercial building vacancies and/or vacant sites, and identify potential easements or corridors for internal circulation. DC&E will also identify vital activity centers and local characteristics that contribute to the corridor's unique character. The key design elements DC&E will evaluate include, but are not limited to:

- Cross streets, access points, connector roads
- Edges, gateways and landscape features
- Vacant and underutilized sites and easements
- Existing drainage swales along Grant Line Road
- Visual and activity focal points
- Traffic control devices
- Traffic circulation patterns
- Commercial building/parking lots/loading zones
- Railroad crossings
- Fences and private property improvements
- Overhead utilities within the Corridor
- Driveways
- Pedestrian circulation
- Streetscape characteristics

3. Economic Analysis

For this task, BAE will review background materials and collect and analyze information regarding the existing commercial conditions in Sheldon. This will include:

- ◆ Identifying existing retail/restaurant/service businesses in Sheldon likely to be affected by the Connector project.

- ◆ Estimating the building square footage occupied by each potentially affected business.
- ◆ Reviewing establishment level taxable sales data for existing retail businesses, to be provided by the client, to determine current levels of retail sales activity and to calculate sales per square foot as an indicator of current business health. If taxable sales information is not available from the client, then, as an optional task, BAE can obtain estimates of individual business sales, to the extent available, from Dun & Bradstreet; however, this will require additional budget authorization.
- ◆ Interviewing local businesses regarding their current customer bases (e.g., residence location of customers, percentage of business from regular customers vs. drive-by customers, shopping patterns, etc.).
- ◆ Reviewing trade area demographic characteristics.
- ◆ Reviewing current traffic counts on Grant Line Road.
- ◆ Reviewing projected traffic counts on Grant Line Road and any available information on anticipated changes in traffic patterns in and around Sheldon as a result of the Connector project.

4. Consultant On-site Outreach

John Hykes will hold council in the Community of Sheldon and DC&E will lease an office at the Steele Building for use for the duration of the project. One week of time has been allocated to this task. John Hykes will be available during this week to answer questions and hear community member concerns. This effort will also be a time for additional data collection and review of the existing conditions. TF will assist Mr. Hykes with outreach during this time coordinating meeting dates and times for the previously identified stakeholder groups. Data collection prepared by TF will consist of easement verification, commercial building and property square foot calculations.

In addition, the budget includes hours for Mr. Hykes and TF to be on-site for a total of 6 days during the course of the project.

5. Stakeholder Meetings

The DC&E team will conduct 4-6 pre-scheduled stakeholder focus groups, which may include residents, business owners, agricultural/ranch and farm owners and commercial property owners, to discuss their vision and ideas for a Circulation Plan and Framework that will preserve the community, provide traffic safety and mobility, support economic development and provide a framework for the future Sheldon/Wilton community. DC&E will be coordinating the focus group participants and will schedule the meetings to occur during the first week of consultant outreach above or during the 6 days of consultant on-site outreach. At this preliminary stage, the stakeholders will be separated into small interest group meetings to actively and freely discuss issues of concern. The small stakeholder interest groups will facilitate discussion and an interactive process within the potentially like-minded groups to encourage listening to each other. The series of group meetings will be scheduled to occur on the same day, the benefit of these meetings is that the groups/participants will be engaged in the process and attend the charrette and workshops to follow up on their initial input to the project development.

Task D. Design Charrette

In this task, the DC&E team will work with the PDT and CWG to refine the agenda and schedule for the Design Charrette.

1. Charrette Plan Preparation

DC&E will plan a multi-day charrette to maximize opportunities for public participation in developing alignments for alternatives, identifying issues, developing and evaluating alternative solutions to specific site issues, and creating a realistic framework for community development.

Our preparation will follow National Charrette Institute guidelines, which are oriented toward achieving transformative change through a dynamic planning process. The Charrette will be collaborative and cross-functional. Occurring in compressed work sessions over multiple days, the Charrette will

address both large picture issues and site specific details. DC&E will design the Charrette process to incorporate measured outcomes and feedback loops that promote community engagement through active participation. Community members will have an opportunity to see the plan progress and help refine the conceptual vision and plan over the course of five days.

2. PDT/JPA Meeting #1

The goal of this first meeting with the PDT/JPA is to discuss major civil and traffic related considerations as well as debrief on the existing conditions, develop a solid understanding of the key issues and concerns of the PDT and develop and understanding of the critical flaw elements already know to the PDT. We will also discuss the role of the PDT during the charrette process.

3. CWG Meeting #2

This CWG meeting will discuss progress of public outreach efforts and planning for the upcoming charrette. The final schedule for charrette events will be discussed and set at this meeting. It will also review the findings from the Existing Conditions review from Task C.

4. Design Charrette

In this task, the DC&E team will facilitate a 4-day design-intensive charrette. DC&E Associate Principal Bruce Brubaker, a Certified Charrette Planner with the National Charrette Institute, will lead the dynamic planning process. The charrette will include a kick-off visioning session, a walking tour, public workshops, design development and a community presentation. A charrette studio will be set up and staffed full time during the process in the Plan Area (presumably within the commercial zone located near Wilton Road) and will be open to the public for drop-in visits and discussion about on-going design work.

The following discussion outlines the proposed day-by-day schedule and focus of the charrette. This is an example of an agenda that has worked well in other communities. The days and times of the Shelton/Wilton LAR Design

Charrette should be adjusted to suit community needs during the preparation process.

a. Day One, Saturday

The DC&E team will arrive at the charrette location and set up the working studio followed by the Community Kick-off Meeting.

- ◆ Community Meeting #1: Kick-Off. The charrette team will set up for the large community vision workshop at a location such as the Pleasant Grove Elementary School (outside of the Plan Area, but conveniently accessible). DC&E will lead this community presentation and workshop to introduce the planning process to the public, provide an overview of the Plan Area and present key findings developed during Tasks A through C. Traffic Patterns and civil considerations will be highlighted at this meeting. The workshop will include the following components:
- ◆ Issues and Opportunities Presentation. The workshop will begin with a slide presentation by the DC&E team that will give participants a sense of the overall conditions in the Plan Area today. The presentation will provide a comprehensive overview by highlighting key features of the built environment and roadway context, identifying potential opportunities and suggesting preliminary ideas for design and community-building improvements. DC&E will present the key issues and opportunities raised during the community stakeholder focus groups, as well as any other significant concerns and concepts generated in previous meetings with the PDT and CWG. This presentation will rely on the presentation format including PowerPoint, photos and annotated base mapping.
- ◆ Community Vision Discussion. This will be a facilitated discussion that will focus the community on the opportunities for improvement from the impacts of the LAR Alternative. After a round of discussion, the main ideas will be sorted into categories, and participants will have a chance to give input on the most important ideas and values mentioned during the discussion.

b. Day Two, Sunday

Day two will start with prearranged walking tours of the Plan Area, followed by a small group design workshop.

- ◆ Walking Audit. The DC&E team will conduct a walking tour throughout the commercial core of Sheldon with community members, interested merchants, property owners, residents and developers to discuss common concerns and ideas about the area. An annotated guide will be prepared and distributed to tour participants prior to the tour. The guide will include a map of the area and a place for tour participants to record their own ideas and observation. DC&E will collect the comments as a record of the tour. The tours will provide critical “visual data” on several key topics that will be useful for assessing the access opportunities and development issues influencing the Circulation Plan and Framework.
- ◆ Community Meeting #2: Small Group Design Workshop. Following the Walking Audit, participants will reconvene at the workshop location. Participants will break into small groups and will draw on and annotate the Plan Area base maps to suggest improvements for a local roadway network and local Circulation Plan and Framework. Following the small group exercise, a spokesperson from each group will report that group’s findings and major points to all workshop participants. DC&E will summarize the points of consistency and disagreement between the groups. From this discussion and summary, a road map will be developed for issues and concepts to be studied during the Charrette.
- ◆ Working Session. The DC&E team will convene to develop the circulation plan concepts from the input at the previous community meeting.

c. Day Three, Monday

Day three will be a focused work day with a community meeting.

- ◆ Charrette Debrief. The DC&E team and project partners, consisting of the PDT and JPA staff, will meet Monday morning to debrief on the workshop and tours and discuss overall strategy for concept and alternatives development. This meeting will allow agency staff to engage

directly with the DC&E team to ensure a clear understanding of the issues and development concepts and transportation improvement concepts.

- ◆ Consultant and Staff Work Day. Based on input received during all of the components of the Community Kick-Off Meeting, Plan Area Walking Tour and Small Group Design the DC&E team will start work to develop the conceptual Circulation Plan and Framework and alternatives for the Plan Area. The DC&E team will generate detailed design concepts influencing the LAR Alternative, reconfigured commercial buildings and pedestrian/bicycle linkages. The design issues to be addressed in greater detail on day three include design solutions for the potential roadway network, including urban design concepts for focused access points overall traffic circulation patterns and the transition zone, landscape easements or frontage road design components between the public right-of-way and private properties. DC&E will develop graphics, including site plans and character sketches during the course of these open work sessions. Final presentation graphics and drawings will be created at the end of this work session in preparation for presentations to a public workshop that evening.
- ◆ Community Meeting #3: Conceptual Circulation Plan and Framework and LAR Alternative. DC&E will present the LAR Alternative with design concepts generated for the local Circulation Plan and Framework to the community at this evening workshop. These alternatives will address design recommendations for the Circulation Plan and Framework, local access roads, pedestrian crossings and traffic calming, other pedestrian improvements and bicycle circulation. Residents and stakeholders will have an opportunity at this time to provide feedback and give direction for a preferred design concept.

d. Day Four, Tuesday

On day four the DC&E team will have a check in meeting with PDT and JPA staff on Tuesday morning before packing up the charrette and concluding the working session.

- ◆ PDT/JPA Meeting #2. DC&E will present the preferred concept generated during the charrette process and the input received from community members to the PDT and JPA staff, focusing on agency input. This meeting will allow agency staff to engage directly with the DC&E team to ensure a clear understanding of the issues and development concepts and circulation improvement concepts.

Task E. Draft Circulation Plan and Framework

In this task, the DC&E team will develop the Circulation Plan and Framework in coordination with the project partners and based on the results of the community meetings, workshops and events held during the charrette process.

1. Circulation Plan and Framework Development

This Plan will show locations and dimensions of vehicular travel lanes, bicycle facilities and pedestrian crossings, potential frontage roads and traffic control points. It will also show location and layout of a potential town center. We anticipate the Circulation Plan and Framework will include the following elements:

- ◆ Community Vision and Framework: a synopsis of the community participation process
- ◆ Circulation Plan and Framework Improvements: a plan for local access roads, showing width, alignment and LAR Alternative
- ◆ Development Concepts for Key Sites and Points of Access: intersection design and commercial approaches
- ◆ Implementation & Mitigation Measures: conditions of the alternative to go forward into the programmatic EIR

2. Traffic Review and Analysis

DKS will review the proposed local roadway network to evaluate the Plan. DKS will provide input in the form of a brief memo highlighting the determination of signal locations as well as lane and intersection

requirements. The review and analysis will be adequate to determine the conceptual traffic handling characteristics of the proposed circulation system.

3. Evaluation of Future Commercial Viability

For this task, BAE will focus on the potential impact of the Limited Access Roadway Alternative that would widen the existing Grant Line Road through Sheldon. DC&E will provide BAE with information regarding the specific physical impacts that will occur in Sheldon, along with assumptions regarding any relocation/reconfiguration of Sheldon businesses that would result. BAE will then evaluate such factors as changes in visibility and customer accessibility to businesses, changes in projected traffic counts, and potential impacts on business district cohesiveness/synergy as a result of changes brought about by the Connector project. Based on this information, BAE will prepare an evaluation of the likely impacts on the viability of existing businesses from the Alternative. BAE will comment on whether proposed mitigation measures, such as business relocation, would be likely to be effective in reducing or eliminating adverse impacts on businesses. BAE will also provide qualitative commentary on whether other Connector project alternatives under consideration would be likely to have substantially different impacts, from the standpoint of viability of different businesses. To the extent possible, BAE will suggest any additional mitigation measures that may help to reduce adverse project impacts on business viability.

4. Cost Estimates

Preliminary cost estimates for recommended Circulation Plan and Framework improvements will be prepared by MTCO and DC&E. Planning-level construction cost estimates will be suitable for this conceptual Circulation Plan and Framework, in which the primary purpose is to establish the general fee amounts. Planning level cost estimates differ from other types of cost estimates in that they are based on conceptual plans, sketches or drawings, and not engineered designs. An allowance is typically made for miscellaneous items. Planning-level cost estimates usually include a substantial contingency (25%+) in order to account for the possibility of unforeseen problems.

5. JPA Board Meeting

The DC&E team will present the draft Circulation Plan and Framework to the JPA Board, providing insight to the community process, the outcome of the meetings, involvement and role of JPA staff and the PDT as well as highlighting the future of the alternative and the goals for implementation and mitigation necessary to move forward. DC&E will coordinate with ICF to provide deliverables in a compatible format for analysis in the PEIR

Task F. Final Circulation Plan and Framework (OPTIONAL TASK)

1. Community Meeting #4: Draft Circulation Plan Review

DC&E will present the revised Draft Plan to the community at this workshop. Next steps for implementation will be outlined. DC&E will incorporate additional elements into the plan based on input for the following presentation to the Community.

2. PDT/JPA Meeting #3

DC&E will present the Draft Circulation Plan and Framework to the PDT and JPA staff. A presentation of the design concepts generated during the charrette process and the input received from community members will focus on developing input from agency members for feedback and recommendations for revisions.

3. Final Plan Preparation

After incorporating comments and suggestions from the PDT and CWG and the wider community, the DC&E team will prepare the Final Circulation Plan and Framework. This task will consist of preliminary drawings that define the proposed roadway layout and configuration of the LAR in the Plan Area, including travel lanes, frontage roads, local access roads or any other improvements as developed during the charrette that contribute to the overall improvement of the area. DC&E will render the hand drawn Circulation

Plan and Framework. DC&E will coordinate with ICF to provide deliverables in a compatible format for analysis in the PEIR

4. Community Presentation: Circulation Plan and Framework

The DC&E team will present the Draft Circulation Plan and Framework to the community at Community Meeting #5. At this community meeting, participants will have the opportunity to discuss local roadway network, any urban design concept details and provide feedback on the concept designs and details. Comments and suggestions from the outcome of this meeting will not result in any changes/edits to the final plan. Comments and suggestions will be written into a final summary memorandum discussing the outcome of the meeting and will be an addendum to the Final Plan.

II. Products, Meetings and Schedule

This chapter describes the products associated with DC&E's work scope. It also summarizes the meetings that DC&E will attend for the project.

A. Products

The following products will be submitted to the JPA in fulfillment of our proposed scope of work:

- ◆ Task A Deliverables
 - Kick Off Meeting Agenda and Summary
 - Data Collection Spreadsheet
 - Plan Area Base Map
 - Community Working Group Member List
- ◆ Task B Deliverables
 - CWG Meeting #1 Agenda and Summary
 - Publicity and Outreach Plan (Direct Mailing, Media Blasts, Press Releases)
 - Outreach Contact Spreadsheets

- Virtual Forum (Blog and Website)
- Outreach Materials
- ◆ Task C Deliverables
 - Existing Conditions Analysis Memo
 - Existing Circulation Plan Diagram
 - Existing Conditions Technical Review Memo
 - Economic Analysis Memo
 - Stakeholder Meetings Synopsis Memo
- ◆ Task D Deliverables
 - Charrette Plan (Agenda, Dates and Sub Meeting Schedule)
 - PDT/JPA Meeting #2 Agenda and Summary
 - CWG Meeting #2 Agenda and Summary
 - Charrette Presentations and Handouts
 - PDT/JPA Staff Meeting Summary
 - CWG Meeting #3 Agenda and Summary
 - Charrette Documentation & Summary
- ◆ Task E Deliverables
 - Draft Circulation Plan and Framework (5 Copies + Disc)
 - Future Commercial Viability Memo
 - Traffic Review and Analysis Memo
 - JPA Board Meeting Presentation
- ◆ Task F Deliverables (Optional)
 - PDT and JPA Meeting #3 Agenda and Summary Community Meeting #4 Draft Plan
 - Final Circulation Plan and Framework (5 copies + Disc)
 - Community Presentation: Agenda and Summary

B. Meetings

This is a list of all scheduled meetings for the project:

- ◆ Kick-off Meeting (Task A.1)
- ◆ CWG Meeting #1 (Task B.1)

- ◆ Stakeholder Focus Group Meetings (Task C.3)
- ◆ PDT/JPA Meeting #1 (Task D.2)
- ◆ CWG Meeting #2 (Task D.3)
- ◆ Community Meeting #1 (Task D.4)
- ◆ Walking Audit (Task D.4)
- ◆ PDT/JPA Meeting #2 (Task D.4)
- ◆ Community Meeting #2 (Task D.4)
- ◆ Charrette Debrief (Task D.4)
- ◆ Community Meeting #3 (Task D.4)
- ◆ JPA Board Meeting (Task E.5)
- ◆ Community Meeting #4 Draft Circulation Plan (Task F.1)
- ◆ PDT/JPA Meeting #3 (Task F.2)
- ◆ Public Community Presentation: Final Circulation Plan and Framework (Task F.4)

John Hykes and/or Bruce Brubaker of DC&E will attend all meetings. John Long of DKS Associates will attend the kick-off meeting and a number of meetings as budget allows. Matt Satow and/or Adrian Engel will attend a maximum of ten meetings as deemed appropriate during the course of the project.

The DC&E team is available to attend additional meetings on a time-and-materials basis.

C. Schedule

DC&E's proposed schedule for the project is based on the outlined scope of work. The project is expected to take approximately 4-6 months. The schedule will depend on the ability to proceed into work in April 2010, and the final scheduling issues with the CWG and the planned Charette (anticipated in this scope for early July 2010). The schedule will shift dependent upon delays in work start-up, potential community scheduling conflicts etc. DC&E is amenable to changes in the schedule and will work to adjust the schedule accordingly with the understanding and anticipation of

the completion of the project September 3, 2010. Review periods and comment periods included in the schedule can be extended or condensed as the project progresses.

- ◆ Task A. Project Initiation (April 12, 2010)
- ◆ Task B. Community Outreach (May-June 2010)
- ◆ Task C. Existing Conditions (April 12-June 3)
- ◆ Task D. Design Charrette (July 9,10,11,12)
- ◆ Task E. Draft Circulation Plan (July-August 2010)
- ◆ Task F. Final Circulation Plan (August 2010)

Table 2
Design, Community & Environment
Sheldon/Wilton, Limited Access Roadway Alternative
Exhibit B Cost Estimate

Hours per Task	Design, Community & Environment						DKS			Mark Thomas & Company			Bay Area Economics			Franzola	
	Founding Principal	Associate Principal	Senior Associate	Project Urban Designer	Project Landscape Designer	Project Graphics Tech	Clerical/Intern	Principal	Senior Project Manager	Project Manager	Project Engineer	Kowta, Principal	Staff	Staff	Staff	Tom Franzola	
Task A. Project Initiation	9	13	24	24	44	33	42	12	4	4	4	8	8	24			
Task B. Community Outreach			16	44													
5 Day Consultant Outreach			48														
Task C. Existing Conditions Analysis	2	2	8	24	8	8											
Economic Analysis	1	2	2	48	48	20	20										
Task D. Design Charrette (3-4 Days)	32	32	32	40	20	20											
Task E. Draft Circulation Plan	8	8	32	40	20	20											
Evaluation of Future Commercial Viability	1	2	4														
Total Hours	13	59	206	180	109	62	12	12	48	28	52	30	52	144			
Billing Rate	\$225	\$175	\$160	\$105	\$105	\$80	\$70	\$225	\$192	\$142	\$172	\$135	\$90	\$80			
Labor Cost	\$2,925	\$10,325	\$32,960	\$18,900	\$11,445	\$4,960	\$840	\$10,800	\$5,376	\$8,944	\$4,050	\$4,050	\$4,680	\$11,520			
Total Firm Labor Cost							\$82,355	\$10,800		\$16,592		\$18,230	\$11,520				
EXPENSES																	
Car rental							2,000										
Subconsultant Administration (5%)							2,857										
Per diem travel expenses (including 3 rooms @ \$95 per night, 3 nights)							1,000										
Reprographics and Mapping							1,000										
Deliveries							200										
Office Expenses (Phone, Fax, Copies, etc. @ 2% of Labor)							1,647										
Report Production							250										
Workshop Supplies & Refreshments							400										
Direct Mailing (Printing and Postage)							800										
Office Building Lease (4 months)							1,600										
Total Expenses							11,754	\$0		\$0			\$0				
TOTAL PER FIRM							94,109	\$10,800		\$16,592		\$18,230	\$11,520				
TOTAL							\$151,251										
Contingency 5%							7,563										
SUB TOTAL: Task A - E							\$158,814										
Optional Task F. Final Circulation Plan Meeting	4	8	8	20	4	4											
Draft Plan Workshop	4	8	16	16	6	6											
Total Hours	8	16	24	36	6	6											
Billing Rate	\$225	\$175	\$160	\$105	\$105	\$80	\$70	\$225	\$192	\$142	\$172	\$135	\$90	\$80			
Labor Cost	\$1,800	\$2,800	\$3,840	\$3,780	\$630	\$320	\$0	\$1,800	\$2,304	\$688	\$0	\$0	\$360	\$960			
Total Firm Labor Cost							\$13,170	\$1,800		\$4,128		\$2,860	\$960				
EXPENSES																	
Car Rental							200										
Subconsultant Administration (5%)							344										
Reprographics and Mapping							200										
Deliveries							50										
Office Expenses (Phone, Fax, Copies, etc. @ 2% of Labor)							263										
Report Production							250										
Workshop Supplies & Refreshments							100										
Direct Mailing (Printing and Postage)							200										
Office Building Lease (1 month)							400										
Total Expenses							2,007	\$0		\$0		\$0	\$0	\$0			
TOTAL PER FIRM							15,177	\$1,800		\$4,128		\$0	\$0	\$960			
SUB TOTAL: Optional Task F							\$22,065										
GRAND TOTAL							\$180,879										



Capital SouthEast Connector Board of Directors

Item # 4
Receive and File

April 23, 2010

Report on Findings of Accounting Reconciliation by the California Fair Services Authority (CFSA)

Issue: To report the findings of the accounting reconciliation performed by CFSA on behalf of the Connector JPA.

Recommendation: Review the attached report from CFSA regarding the accounting reconciliation performed for the Connector JPA.

Discussion: From the initial meeting of the JPA in May 2007 through the end of fiscal year 2008-09 (in June of 2009), the JPA's revenue stream consisted of a number of funding sources and reimbursement agreements. Without the JPA having the services of an in-house accountant, the JPA relied on the County of Sacramento Accounting and Fiscal Services section to exclusively manage the JPA's finances based on information from a number of independent sources. Also during this period, the JPA transitioned from the Phase One engineering consultant contracted by the Sacramento Area Council of Governments to the JPA's current Environmental consultant team.

In an effort to reconcile the JPA finances during this period and review the work performed to date, it was deemed appropriate to secure the services of an outside accountant. To accomplish this, the JPA entered into an Agreement with CFSA to investigate the Connector's financial records from fiscal years 2007-08 and 2008-09 (July 2007 through June 2009).

Highlights of the report are as follows:

- CFSA reviewed all revenues and expenses; the findings indicate that the County correctly recorded all transactions with the exception of payroll related expenses during the Agreement period (March 2008 to September 2008). Those charges incurred by the JPA have since been reversed.
- The two advances received from the Sacramento Transportation Authority (STA) totaling \$250K were recorded as paid in full during fiscal year 2008-2009.
- All Connector fund balances were confirmed to be accurate when analyzing the County reports and the audit reports. The discrepancies that exist between the County reports and the audit reports are due to the differences in accounting methods used (cash versus accrual accounting methods).

Given these results, staff is confident that the JPA fiscal accounting for this period has been fully reconciled and in compliance with the audit findings reported to your Board for fiscal years 2007-08 and 2008-09.

CFSA has extended an offer to the JPA staff to assist in the development of a more efficient way of recording expenditures and revenues in order to have a better understanding of the Connector's financial status.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Tom Zlotkowski". The signature is stylized with a large initial "T" and "Z".

Tom Zlotkowski
Executive Director



Capital South East Connector

April 2, 2010

Tom Zlotkowski
Executive Director
Lynn Mahoney
Administrative Services Officer

Capital SouthEast Connector
10503 Armstrong Avenue, Suite 100
Mather, CA 95655

Subject: CFSA Accounting Consulting Services for the Connector

Dear Tom,

The purpose of this letter is to provide a summary report from California Fair Services Authority (CFSA) review of Connector's financials from the two fiscal years 2007/2008 and 2008/2009 (July 2007 thru June 2009).

- Katherine La Turneau, Accountant Technician, reviewed all revenues and related expenses and found that the County correctly recorded such transactions. The only variance that CFSA found was related to payroll expenses during the beginning of the agreement period which was not clear in the contract with the County.
- Raechelle Gibbons, Accounting Administrator, reviewed the audit reports from the fiscal years 2007/2008 and 2008/2009. In analyzing the audit report and related documents, it was determined that the Connector's Net Assets figure of \$14,436 was reported correctly based on accrual accounting.
- During the fiscal year 2008/2009, the Connector received two advances from the Sacramento Transportation Authority thru the County totaling \$250,000 (\$150,000 in September 2008 and \$100,000 in April 2009). It was determined that during the 2008/2009 audit these amounts were recorded as paid in full by applying the balance to outstanding Accounts Receivable owed by the Sacramento Transportation Authority funding based on the accrual basis.

Capital South East Connector

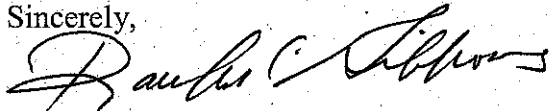
- All Connector Fund balances were confirmed with Carmencita Dimal at the County which ties to Vavrinek, Trine, Day & Co. LLP (VTD) audit reports.

Please see attached documents Exhibit 1 (7 pages) for reference to the above findings.

CFSA's recommendation is for the Connector to obtain a more comprehensive understanding of the County's financial reports in order to better understand the agency's financial position. The discrepancies that existed between the county reports and the audit reports were due to the differences between cash versus accrual accounting methods. The findings and reconciliations done by CFSA determined that the County reports are based upon a cash basis accounting method whereas the audit is based on the accrual method.

Please feel free to call me with any further questions or requests at 916-263-6143.

Sincerely,



Raechelle Gibbons
Accounting Administrator
CFSA

EXHIBIT 1 pg 1

CAPITAL SOUTHEAST CONNECTOR JPA

**STATEMENT OF NET ASSETS – GOVERNMENTAL ACTIVITIES
JUNE 30, 2009**

ASSETS

Cash and investments	\$	122,875
Accounts receivable		528,512
Due from County of Sacramento		<u>43,746</u>
Total Assets		<u>695,133</u>

LIABILITIES

Warrants payable		661,946
Accrued liabilities		15,877
Due to other government agencies		<u>2,874</u>
Total Liabilities		<u>680,697</u>

NET ASSETS

Unrestricted	\$	<u>14,436</u>
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See accompanying notes to the basic financial statements.

pg 2

CAPITAL SOUTHEAST CONNECTOR JPA
BALANCE SHEET - GOVERNMENTAL FUND
JUNE 30, 2009

	<u>General Fund</u>
ASSETS:	
Cash and investments	\$ 122,875
Accounts receivable	528,512
Due from County of Sacramento	<u>43,746</u>
Total Assets	<u><u>\$ 695,133</u></u>
 LIABILITIES AND FUND BALANCE	
LIABILITIES:	
Warrants payable	\$ 661,946
Accrued liabilities	15,877
Due to other government agencies	2,874
Deferred Revenues	<u>91,486</u>
Total Liabilities	<u>772,183</u>
 FUND BALANCE:	
Unreserved	<u>(77,050)</u>
Total Fund Balance	<u>(77,050)</u>
Total Liabilities and Fund Balance	<u><u>695,133</u></u>
 Reconciliation to statement of net assets:	
Total Fund Balance - Above	\$ (77,050)
 Amounts reported for Governmental Activities in the Statement of Net Assets (page 8) are different because:	
Accounts receivable not available to pay for current period expenditures are deferred in the fund	<u>91,486</u>
Net assets of Governmental Activities (page 8)	<u><u>\$ 14,436</u></u>

See accompanying notes to the basic financial statements.

pg 3

CAPITAL SOUTHEAST CONNECTOR JPA

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
FOR THE YEAR ENDED JUNE 30, 2009**

	<u>General Fund</u>
REVENUES:	
Taxes	\$ 1,451,000
Interest	3,165
Contributions	245,937
Aid from other governments	<u>199,785</u>
Total Revenues	<u>1,899,887</u>
EXPENDITURES:	
Current:	
Public ways and facilities	<u>1,839,498</u>
Total Expenditures	<u>1,839,498</u>
Excess of Revenues Over Expenditures	<u>60,389</u>
Beginning Fund Balance	<u>(137,439)</u>
Ending Fund Balance	<u>\$ (77,050)</u>
Reconciliation to statement of activities:	
Net Change in Fund Balance - Above	\$ 60,389
Amounts reported for governmental activities in the Statement of Activities (page 9) are different because:	
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the fund.	
Deferred Taxes Revenues Earned, but not received within the 60-day Accrual Period	<u>91,486</u>
Change in Net Assets of Governmental Activities (page 9)	<u>\$ 151,875</u>

See accompanying notes to the basic financial statements.

**Capital Southeast Connector JPA
 Trial Balance- Fund 028A
 FY 6/30/2009**

pg 4

	Fund Level										Government-Wide Final Balance
	COMPASS 6/30/2009	Client Adjustments	Client A-JE	VTD FJER1	VTD AJE#1	VTD AJE#2	VTD AJE#3	Adjusted COMPASS TOTAL 6/30/2009	GASB 34 Conversion		
<i>Trial Balance of General Ledger by Business Area</i>											
0100000	Cash	122,775.40	965.00	1	(965.00)	-	-	122,775.40	-	122,775.40	
0300000	Imprest Cash	100.00	-	-	-	-	-	100.00	-	100.00	
1100000	Accounts Receivable	0.00	778,512.07	2,57,8	-	-	(166,044.14)	528,512.07	-	528,512.07	
1880000	Due from Other Funds - YE	14,828.83	27,952.01	1,9	965.00	-	-	43,745.84	-	43,745.84	
	TOTAL ASSETS	137,704.23	807,429.08		(83,956)	-	(166,044.14)	695,133.31	-	695,133.31	
5100000	Warrants Payable	(1,498.26)	-	-	-	-	-	(1,498.26)	-	(1,498.26)	
5150000	Claims Payable	(403,518.14)	(256,929.87)	6	-	-	-	(660,448.01)	-	(660,448.01)	
5200000	Accounts Payable	(5,350.14)	(600.00)	6	-	-	-	(5,950.14)	-	(5,950.14)	
5300000	Due to Other Government Agencies	(16.85)	(2,857.17)	3	-	-	-	(2,874.02)	-	(2,874.02)	
5420001	YE Payroll Accrual	(9,926.70)	-	-	-	-	-	(9,926.70)	-	(9,926.70)	
5500000	Deposit from Others	(250,000.00)	-	-	-	-	166,044.14	0.00	91,485.87	-	
	Deferred Revenues	0.00	0.00	-	-	(91,485.87)	-	(91,485.87)	91,485.87	-	
	TOTAL LIABILITIES	(670,310.09)	(250,387.04)		83,955.86	(91,485.87)	166,044.14	(772,183.00)	91,485.87	(680,697.13)	
7100000	Fund Balance Reserved	0.00	0.00	-	-	-	-	0.00	-	-	
7100000	Fund Balance Reserved(encumbrance)	0.00	0.00	-	-	-	-	0.00	-	-	
7400000	Fund Balance Unreserved	87,187.22	50,252.12	10,11,12	-	-	-	137,439.34	-	137,439.34	
8010000	Revenues	(1,205,759.41)	(785,613.75)	P/L	-	-	-	(1,899,887.29)	(91,485.87)	(1,991,373.16)	
8020000	Expenses	1,651,178.05	188,319.59	P/L	-	-	-	1,839,497.64	-	1,839,497.64	
	TOTAL FUND BALANCE	532,605.86	(547,042.04)		-	91,485.87	-	77,049.69	(91,485.87)	(14,436.18)	
	TOTAL LIABILITIES AND FUND BALANCE	(137,704.23)	(807,429.08)		0.00	0.00	166,044.14	(695,133.31)	-	(695,133.31)	
	Check - should be zero	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	
<i>G/L Account Balance - Revenue Detail</i>											
915200	Sales Tax 1/2 Cent	(763,974.29)	(778,512.07)	2,5,7,8	-	-	-	(1,451,000.49)	(91,485.87)	(1,542,486.36)	
941000	Interest Income	(3,165.00)	-	-	-	-	-	(3,165.00)	-	(3,165.00)	
941100	Contributions	(217,019.83)	(28,917.01)	9	-	-	-	(245,936.84)	-	(245,936.84)	
959100	Construction Federal	(221,600.29)	21,815.33	4,10,11	-	-	-	(199,784.96)	-	(199,784.96)	
	TOTAL REVENUES	(1,205,759.41)	(785,613.75)		-	91,485.87	-	(1,899,887.29)	(91,485.87)	(1,991,373.16)	
<i>G/L Account Balance - Expenditure Detail</i>											
111000	Regular Employees	247,277.36	-	-	-	-	-	247,277.36	-	247,277.36	
114100	Salaries & Wages - Premium Pay	5,561.92	-	-	-	-	-	5,561.92	-	5,561.92	
114300	Allowances	5,925.00	-	-	-	-	-	5,925.00	-	5,925.00	
121000	Retirement - Employer Cost	47,407.26	-	-	-	-	-	47,407.26	-	47,407.26	
121100	1995/2003 POB Debt	9,761.18	-	-	-	-	-	9,761.18	-	9,761.18	
121200	2004 POB Debt Svc	5,635.42	-	-	-	-	-	5,635.42	-	5,635.42	
121300	Health Svgs-ER Cost	1,677.50	-	-	-	-	-	1,677.50	-	1,677.50	

**Capital Southeast Connector JPA
 Trial Balance- Fund 028A
 FY 6/30/2009**

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	Fund Level							Government-Wide		
	COMPASS 6/30/2009	Client Adjustments	Client A/E	VTD R/E#1	VTD A/E#1	VTD A/E#2	VTD A/E#3		Adjusted COMPASS TOTAL 6/30/2009	GASB 34 Conversion
121400	1,790.49			-	-	-	-	1,790.49	-	1,790.49
122000	14,820.14			-	-	-	-	14,820.14	-	14,820.14
123000	21,141.04			-	-	-	-	21,141.04	-	21,141.04
123002	3,003.44			-	-	-	-	3,003.44	-	3,003.44
123003	101.06			-	-	-	-	101.06	-	101.06
200500	3,623.65			-	-	-	-	3,623.65	-	3,623.65
202200	160.87			-	-	-	-	160.87	-	160.87
202400	321.44			-	-	-	-	321.44	-	321.44
202900	6,471.66			-	-	-	-	6,471.66	-	6,471.66
203500	175.00			-	-	-	-	175.00	-	175.00
203800	70.77			-	-	-	-	70.77	-	70.77
203801	188.26			-	-	-	-	188.26	-	188.26
203802	21.53			-	-	-	-	21.53	-	21.53
203804	716.25			-	-	-	-	716.25	-	716.25
203805	1,261.06			-	-	-	-	1,261.06	-	1,261.06
203807	1,731.20			-	-	-	-	1,731.20	-	1,731.20
203900	634.19			-	-	-	-	634.19	-	634.19
206100	2,807.90			-	-	-	-	2,807.90	-	2,807.90
207600	6,770.91			-	-	-	-	6,770.91	-	6,770.91
207602	86.20			-	-	-	-	86.20	-	86.20
208100	365.60			-	-	-	-	365.60	-	365.60
208500	64.54			-	-	-	-	64.54	-	64.54
211100	4.27			-	-	-	-	4.27	-	4.27
217100	24,518.14			-	-	-	-	24,518.14	-	24,518.14
219700	1,316.58			-	-	-	-	1,316.58	-	1,316.58
226400	25,189.71			-	-	-	-	25,189.71	-	25,189.71
227500	3,293.09			-	-	-	-	3,293.09	-	3,293.09
250500	18,600.00	6,000.00	6	-	-	-	-	24,600.00	-	24,600.00
252100	6,255.36			-	-	-	-	6,255.36	-	6,255.36
253100	140,685.35	44,765.97	3,4,6	-	-	-	-	185,451.32	-	185,451.32
255200	854,966.19	219,308.65	6	-	-	-	-	1,074,274.84	-	1,074,274.84
259100	130,712.35	(81,755.03)	3,4,6,10,11,12	-	-	-	-	48,957.32	-	48,957.32
281201	9,462.61			-	-	-	-	9,462.61	-	9,462.61
289800	1,829.08			-	-	-	-	1,829.08	-	1,829.08
292300	2,315.55			-	-	-	-	2,315.55	-	2,315.55
292600	170.91			-	-	-	-	170.91	-	170.91
293401	6,456.00			-	-	-	-	6,456.00	-	6,456.00
293406	22,632.89			-	-	-	-	22,632.89	-	22,632.89
293407	3,108.99			-	-	-	-	3,108.99	-	3,108.99
296200	250.00			-	-	-	-	250.00	-	250.00

Capital Southeast Connector JPA
 Trial Balance- Fund 028A
 FY 6/30/2009

pg 6

	Fund Level							Government-Wide Final Balance	
	COMPASS 6/30/2009	Client Adjustments	Client AJE	VTD RJE#1	VTD AJE# 1	VTD AJE# 2	VTD AJE# 3		Adjusted COMPASS TOTAL 6/30/2009
298700									
	<i>Trial Balance of General Ledger by Business Area</i>								
298900	Telephone Services	7,183.80						7,183.80	
	Telephone Installations	2,654.34						2,654.34	
	TOTAL EXPENSES	1,651,178.05	188,319.59					1,839,497.64	
	NET (REVENUE)/EXPENSES	445,418.64	(597,294.16)			91,485.87		(60,389.65)	(91,485.87)
	BEGINNING FUND BALANCE	137,439.34						137,439.34	
	ENDING FUND BALANCE	582,857.98	(597,294.16)			91,485.87		77,049.69	(91,485.87)
	TOTAL FUND BALANCE - from above	532,605.86	(547,042.04)					77,049.69	
	Difference - should be zero	50,252.12	(50,252.12)					0.00	0.00

**Capital Southeast Connector
New Measure A Capital Project Allocation - Series 2009 Notes**

		<u>Balance</u>
Total allocation		\$ 2,358,000.00
Less Advances	\$ 250,000.00	2,108,000.00
Claimed through 12/31/2009	7,390.85	2,100,609.15
Claimed through 01/31/2010	133,382.97	1,967,226.18
Claimed through 02/28/2010	100,424.13	1,866,802.05
	\$ 491,197.95	



Capital SouthEast Connector Board of Directors

Item # 5
Resolution

April 23, 2010

South Sacramento Habitat Conservation Plan (SSHCP) – Approval of Memorandum of Agreement

Issue: To approve the Connector Project participation in the development and funding of the SSHCP under the conditions outlined in the staff report.

Recommendation: Staff recommends that the Board approve the attached resolution that authorizes the Chair of the Board to enter into an agreement substantially in the form anticipated to be distributed at the Board meeting on behalf of the Authority with the SSHCP partners for participation in the SSHCP process, subject to the conditions outlined below.

Discussion: At your March, 2010 meeting, your Board heard a recommendation from staff to participate in the SSHCP and to enter into a Memorandum of Agreement (MOA) with the plan partners that outlines the conditions in which the JPA would contribute to that effort. At that meeting, your Board expressed unanimous support for the concept of joining the SSHCP but felt it was necessary to make adjustments to the conditions set forth in the MOA and calendar it for further discussion at today's meeting. Since that March meeting, staff has been working with the plan partners to incorporate additional conditions into the MOA as discussed and to prepare the document for the Board's approval. As of the date of this memo, discussions on a revised MOA form are continuing and staff hopes to be able to present a revised MOA form to the Board at Friday's Board meeting. The ongoing discussions include the following conditions that existed in the prior MOA draft and remain unchanged as follows:

- All SSHCP participants, including the JPA, shall have coequal roles in the preparation, negotiation, adoption, and administration of the SSHCP;
- No individual participant shall have the right to dictate how the SSHCP is prepared or its ultimate content;
- The JPA (along with other participants) may terminate its participation in the SSHCP process at any time;
- The JPA's fiscal contribution for fiscal years 2009-10 and 2010-11 shall not exceed \$500,000;
- The MOA shall not obligate the JPA to make any financial contribution to the SSHCP beyond fiscal year 2010-11;
- The MOA shall include provisions regarding the process and timing for preparation and administration of the SSHCP.

In addition to those parameters, several additional considerations have been included in the discussions to reflect the wishes expressed by the Board at the March meeting, including:

- Clarification of the definition of the Plan Participants as defined in the MOA;
- Language that ties the contribution from the JPA to performance measures to be met by the SSHCP partners. The new language phases the JPA contribution of \$500,000 as follows: a 50% contribution upon completion and release of the Draft Plan; 25% contribution upon completion of the 404 Permit application process and release of its content for internal review; and 25% upon the release of the Notice of Availability, the Draft EIR/EIS, the Draft HCP and the Draft Implementation Agreement;
- Provisions were also introduced to account for any unused revenue and credits based on actual SSHCP costs.

Staff hopes to present a revised MOA draft that reflects the intent that the Board has discussed over the past several meetings. Assuming that occurs, staff will recommend approval through the attached resolution. Since the JPA would be the first of the plan participants to approve this revised MOA form, staff will monitor the progress of approval of this MOA from the remaining partners and report out to your Board. Additional details regarding the cost and schedule as proposed by the plan participants will be made available on the JPA website upon final execution of the MOA by all plan participants.

Respectfully Submitted,



Tom Zlotkowski
Executive Director



Item # 5
Attachment

RESOLUTION NO. 2010-04

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAPITAL SOUTHEAST CONNECTOR JOINT POWERS AUTHORITY
APPROVING AN AGREEMENT WITH THE PARTICIPANTS OF THE
SOUTH SACRAMENTO HABITAT CONSERVATION PLAN (SSHCP)

BE IT RESOLVED by the Board of Directors ("Board") of the Capital SouthEast Connector Authority that the Agreement for participation in the South Sacramento Habitat Conservation Program (SSHCP), presented to the Board at this meeting, is hereby approved. Furthermore, the Chair of the Board is hereby authorized and directed to execute and deliver said agreement on behalf of the Authority 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 23rd day of April, 2010, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary



Capital SouthEast Connector Board of Directors

Item # 6

Receive and File

April 23, 2010

Progress Report on Alternatives Screening Process for Program Environmental Impact Report (PEIR)

Issue: To initiate the process of screening alternative alignments for the PEIR review process.

Recommendation: Hear a brief report on the progress of the PEIR alternatives screening process and direct staff to report back in May with further considerations.

Discussion: Following the close of the Notice of Preparation (NOP) for the Program Environmental Impact Report in March, the Capital SouthEast Connector JPA re-initiated the environmental screening process in April, along with further definition of the alternatives and options identified to date. The updated design information on the alternatives and options is being brought into a Geographic Information System (GIS) format, which will be used to generate updated impact calculations for each alternative and option. This information, along with the results of ongoing operational analyses and engineering and design feasibility studies, will be used to update the preliminary screening information matrix last presented to the Board in November 2009. This matrix is currently being refined for presentation and additional discussions with the Project Development Team (PDT) and Board in May.

The following is a brief summary of the trends indicated in the preliminary screening analysis. It is important to note the GIS analysis, engineering feasibility studies, and traffic operation studies are in progress and may change these preliminary conclusions.

Engineering and Design Feasibility

Alternative 2/3 with the Sheldon Bypass option has the highest estimated construction cost. The Bypass option under Alternative 1 would also increase the cost of Alternative 1. However, these estimates do not include the cost of additional property acquisition that would be required under Alternative 1 (Sunrise) and 4 (Bradshaw) to address the loss of driveway access to existing residential and commercial driveways. Alternative 4 has the most potential for impact because there are more existing driveways along this alignment (154), as compared to Alternatives 1 and 2/3 (91).

Because Alternative 2 would also include the off-corridor multi-use trail option, this alternative would have higher costs than Alternative 3.

Alternative 2/3 is located closest to the UDA (Urban Development Area) and USA (Urban Services Area) limits. It is the outermost of the alignments and therefore would appear to have the most potential for growth inducement based on location of alignment alone. However, the expressway segments of the facility would include access controls to limit access to undeveloped areas not planned for development. Several large-scale developments and specific plans currently in review with the County are located between the Alternative 2/3 alignment and the UDA/USA boundaries that would push the limits for growth beyond the Connector if they were approved and build out occurred. Alternative 1 would have the most impacts on planned development and result in the most inconsistencies with adopted general plans.

Operational Feasibility

While Alternative 2/3 would result in the largest increase in overall vehicle miles traveled (VMT), it would have the most benefit for both reduction in future vehicle hours of delay (VHD) and congested vehicle miles of travel (CVMT). Alternative 4 would have the least benefit to reduction in future vehicle hours of delay and congested vehicle miles of travel. It is important to note, regardless of the alternative, Grant Line Road would continue to provide the quickest route between the common points and travelers would continue to use Grant Line Road.

Goods movement in the project area is primarily accomplished via trucking. Based on travel times, the alternative alignments along Grant Line Road provide the highest potential to reduce heavy traffic, although these estimates are not specific to trucks but account for all traffic. Road geometry is also important in selection and use of truck travel routes, and therefore a straighter alignment best accommodates heavy trucks. Therefore, Alternative 2/3 is expected to have the greatest potential to reduce travel time for goods movement and remove excessive truck trips from local arterial streets.

Environmental Resources

Based on the preliminary screening, Alternative 2/3 appears overall to have the least impacts in relation to this criterion. Alternative 1 has fewer acres of wetland, stream, and habitat impacts than Alternative 2/3, but would affect substantially more acres of state-designated floodplain, according to the Phase 1 studies. Generally, because existing development densities are higher along the Alternative 1 and 4 routes, including more residential units and other sensitive uses such as schools and parks, localized noise and air quality impacts and safety impacts associated with vehicles for goods movement would likely affect more people than along Alternative 2/3.

With the addition of various options under consideration for Alternatives 1 and 2/3—an off-corridor multi-use trail system and various options for the Sheldon community portion of the alignment—these impacts would increase, sometimes substantially. For example, either bypass option around the Sheldon community would result in substantially greater acreage of impacts for Alternatives 1 and 2/3 because both bypass options would cross Deer Creek and the Consumes River waterways that support an aquatic ecosystem with high values and functions and habitat for numerous federally and state-protected species.

Additionally, both bypass options would be located within the FEMA-designated Consumes River floodplain, thereby substantially increasing the flood-related impacts for Alternatives 1 and 2/3. The footprints for the Sheldon Limited Access Roadway Option, Sheldon "No Build" Option, and Off-Corridor Multi-Use Trail Option for Alternatives 1 and 2/3 have not yet been defined and therefore comparative data cannot be developed for screening at this time. Each has the potential to add to the impacts preliminarily identified for Alternatives 1 and 2/3.

The design of Alternative 4 has been revised to realign the roadway and avoid crossing critical habitat for vernal pool wildlife and botanical species associated with the Mather Core Recovery Unit. GIS analysis to recalculate the revised alternative is currently in progress and could change these conclusions.

Preliminary Conclusion and Next Steps

Based on the initial screening results, it appears that Alt 2/3 best meets the objectives of the proposed project with respect to travel times, overall operational criteria, and the movement of goods. Also, with some exceptions identified above, this alternative generally has the least amount of impacts on the environment.

After the PDT has reviewed the comments from the NOP, completed the review of GIS data for the different alternatives, and finalized the screening, a preferred alignment for further study in the PEIR will be recommended and any alternatives that do not sufficiently meet the overall project objectives or that do not reduce impacts associated with the proposed alignment will be proposed for elimination from further consideration. Recommendations are expected to be submitted to the Board at the May meeting.

Respectfully Submitted,



Tom Zlotkowski
Executive Director



Capital SouthEast Connector Board of Directors

Item # 7
Presentation

April 23, 2010

Report on East Sacramento Region Aggregate Mining Truck Management Study

Issue: At your March 2010 meeting, the Board requested an update on the status of the multi-jurisdictional East Sacramento Region Aggregate Mining Truck Management Study led by the County of Sacramento, Department of Transportation (SacDOT).

Recommendation: Hear an update from SacDOT on the current status of the Truck Study and the next steps associated with it.

Discussion: For the past 18 months, SacDOT has worked with both technical and management staff of the member jurisdictions to investigate the potential impacts of the operation of several large hard rock mining applications located south of White Rock Road in the eastern portion of the County of Sacramento. Also included in those discussions were representatives of the mining applicants themselves as well as other representatives such as Caltrans, Greencycle, and a number of property owners.

The discussion has focused on a variety of aspects that have been presented by various jurisdictions and have included topics such as: air quality; truck noise; access to major roadways; and distribution of trips. Throughout the discussions, SacDOT has encouraged dialog and negotiation in critical areas of study. This dialog, while sometimes very detailed, has drawn some preliminary recommendations and conclusions that will eventually be used during the permit hearings.

Over the past year or so, staff has provided updates on the progress of the study to your Board via the Executive Director's report. Also during that time, in separate venues, stakeholders have inquired as to the effects the approval of these permits might have on both the Connector and their communities. Staff has felt it was best to wait for the Draft report to be released before such a presentation was made. That report has now been published and is ready to be reported out.

Since the hearing process is imminent for the first of the applications, it would be prudent for the Board to hear a presentation on the information developed to date, the conclusions that might result from it, and the effect it might have on a future Connector facility. For those reasons, JPA staff has requested that SacDOT staff come before the Board and provide the latest information and schedule for the mining application process and its relationship to the Connector.

Respectfully Submitted,

Tom Zlotkowski
Executive Director