

Meeting of the Board of Directors

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

Date: Friday, August 22, 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 June 27, 2008, Meeting

New Business Items

3. Resolution: Authorize Negotiations for Contract with Environmental Consultant and Authorize the Board Chair to Sign the Contract
 - a. Attachment – Staff Report
 - b. Attachment – Resolution
4. Resolution: Authorize the Executive Director to Contract with Sacramento County for Administrative Services
 - a. Attachment – Staff Report
 - b. Attachment – Resolution
5. Resolution: Adopt Name and Logo for the Connector Authority (Mr. Kirk Taber)
 - a. Attachment – Staff Report
 - b. Attachment – Resolution
6. CLOSED SESSION:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Executive Director
7. 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

August 22, 2008

Executive Director's Report

Recommendation: Receive and file

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

Administrative

- As set forth in the approved Work Plan and Budget for 2008-09, staff is working through the Sacramento County personnel system to hire a "Fiscal Administrative Technician" by the end of September. This position is critical to the day-to-day operation of the JPA; the selected candidate will be responsible for submitting claims, processing invoices, and providing general office support to the Executive Director.
- In mid-July, the JPA website and the Executive Director's e-mail were severely disrupted by the loss of the connectorjpa.org URL. Unfortunately, the domain name that was thought to have been owned by the JPA was only leased under the agreement between the Interim Project Manager and the prior web hosting service. The loss required the JPA to adopt the connectorjpa.net address, which was purchased directly. Notification of this change of address was distributed via e-mail and postcard to all parties on the JPA's mailing list and highlighted on the JPA website. Additional notifications of the change will be forthcoming with materials announcing the new name and logo and through the outreach work associated with the environmental services contract.
- The JPA plans to extend its lease on its current offices (10503 Armstrong Avenue) through September 30, 2008, at the original lease rate. This will provide additional time for the transfer to permanent office space. Should another extension be required beyond September 30th, it would likely extend to the end of the calendar year at the current rate.
- JPA staff has worked closely with County of Sacramento Real Estate to investigate permanent office space for the JPA. An original list of fourteen available properties has been narrowed to two based on factors such as location, accessibility, overall property condition, lease terms, available square footage, and lease rate per square foot. Negotiations for a multiple year lease will begin shortly on the two competitively priced and properly situated locations. It is expected that final negotiations will conclude in mid-September.

Fiscal

- The Sacramento Transportation Authority (STA) will re-program \$500,000 of the funds previously dedicated to the Connector to the Sacramento Regional Transit District (SRTD) to provide short-term financing for SRTD. By transferring these funds to SRTD, the JPA is no longer at risk of losing this funding

under financial arbitrage regulations. These funds will be programmed for the JPA as needed during a future bond cycle. Additional adjustments may be necessary as project financing rules and needs dictate.

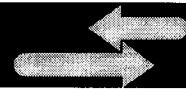
- Based on additional discussions with STA, it appears that Measure A funds will be available to pay for administrative overhead expenses associated with running the JPA beginning next fiscal year. Funding from the *New Measure A* will include not only Bond financing, but a limited amount of traditional financing that will be available to all member agencies. This traditional financing, known as "*pay-go*," can be used for overhead expenses that are currently not reimbursable under the Bond financing program. This will provide the JPA with another means to fund administrative overhead directly associated with the project.
- Local contribution invoices for \$40,000 were sent to the member jurisdictions in early July. To date, only one contribution has been received, but several jurisdictions have acknowledged the request and payments are expected shortly. Member contributions are essential to maintain a cash balance in the JPA account and to provide for the timely payment of invoices and payroll.
- To relieve the JPA's cash flow issues, JPA staff has requested and received a \$150,000 advance on the first Bond distribution, as allowed for in the STA financial code. This \$150,000 must be reconciled prior to the close out of the initial bond issuance in October, 2009.

Miscellaneous

- The JPA's Executive Director will be presenting an information briefing to the STA Board on August 27th. This informational briefing was requested by major project proponents on the STA Board and will have no funding or schedule ramifications for the Project.
- The Elk Grove Community Connections meeting highlighting the Connector Project was held Tuesday, August 19, 2008. During the meeting, staff discussed the current status of the Project and possible interaction with communities at the western segment of the proposed project alignment.
- The JPA staff is currently providing comments on a number of active land use proposals along one or more of the Connector Project's potential alignments. Staff will continue providing updates on the activities of the Connector Project and will provide input regarding the functional guidelines and project purpose and need to project applicants.

Respectfully Submitted:

Tom Zlotkowski
Executive Director



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

Item # 2

Action Minutes of the June 27, 2008, Meeting

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

Call to Order: Vice Chairperson Patrick Hume called the meeting to order at 8:40 a.m.

Roll Call: Present: Directors Dupray, Hume, King

Absent: Directors Budge, Nottoli

Public Communications: Representatives from the Elk Grove Community Connection announced that they would be hosting a summit meeting on August 19, 2008, and invited the public and the Board to attend.

Executive Director's Report: Mr. Tom Zlotkowski, the Executive Director of the Authority, provided an update on the status of Measure A funding, office space, and the RFP for an environmental consultant.

Consent Agenda:

Meeting Minutes: It was moved by Director Dupray, seconded by Director King, and passed by unanimous vote that:

THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS APPROVES THE MINUTES OF THE MAY 30, 2008, MEETING.

New Business Items:

Recognize the Contribution of URS and Robert C. Schaevitz to the Connector Project: Mr. Zlotkowski and Director Hume expressed the Authority's appreciation for the work done by URS and Robert C. Schaevitz. It was moved by Director Dupray, seconded by Director King, and passed by unanimous vote that:

THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS RECOGNIZES URS AND ROBERT C. SCHAEVITZ FOR THEIR OUTSTANDING LEADERSHIP AS INTERIM PROJECT MANAGER, AND CONTINUED DEDICATION AND COMMITMENT TO THE CONNECTOR PROJECT.

Vice-Chair Hume presented the resolution to Bob Lagomarsino who accepted it on behalf of URS and Robert Schaevitz.

Adopt FY 2008-09 Work Program and Schedule: Mr. Zlotkowski presented the proposed work program and the changes made in response to the concerns voiced by the Board at the May Board meeting. It was moved by Director King, seconded by Director Dupray, and passed by unanimous vote that:

**THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS
ADOPTS THE PROPOSED WORK PROGRAM AND SCHEDULE FOR FY 2008-09.**

Adopt FY 2008-09 Budget: Mr. Zlotkowski presented the report, explaining the key elements of the proposed budget, including the changes made in response to the concerns voiced by the Board at the May Board meeting. It was moved by Director Dupray, seconded by Director King, and passed by unanimous vote that:

**THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS
ADOPTS THE PROPOSED BUDGET FOR FY 2008-09.**

Approve Contract with General Counsel: Mr. Zlotkowski presented the report and proposed contract, explaining that, based on the three proposals received and ranked by the Agency Staff Advisory Committee and the Executive Director, Miller, Owen & Trost had been selected as the preferred firm for legal services. It was moved by Director Dupray, seconded by Director King, and passed by unanimous vote that:

**THE ELK GROVE-RANCHO CORDOVA-EL DORADO CONNECTOR BOARD OF DIRECTORS
APPROVES THE PROPOSED CONTRACT FOR GENERAL LEGAL SERVICES.**

Adopt Name and Logo for the Connector Authority: Mr. Kirk Taber presented the new name and logo options developed for the Connector Authority. After much Board discussion and input from the public, the Board determined that it would continue this item to the August Board meeting. By continuing the item, Taber Creative Group would have an opportunity to refine the options presented, and Directors Budget and Nottoli would have an opportunity to provide their input in the selection process. The Board also requested that the options be placed on the Authority's website in advance of the August meeting to provide the public with time to review them.

Adjournment: The meeting was adjourned at 10:02 a.m.

Approved By:

Attest:

Director Nottoli
Chairperson

Kirk Trost
Secretary



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

**Item # 3
Resolution**

August 22, 2008

Authorize Negotiations for Contract with Environmental Consultant and Authorize the Board Chair to Sign the Contract

Issue: In order to begin development of the environmental document for the project, a contract for that work must be awarded by the Board.

Recommendation: Approve the attached resolution authorizing the Chair of the Board to execute a contract with the firm of Parsons Brinckerhoff upon the Executive Director's successful negotiation of a final scope of work.

Discussion: In February 2008, the JPA Board authorized the Executive Director to proceed expeditiously to re-issue a Request for Proposals (RFP) for an Environmental Services consultant to begin the process of refining and selecting an alignment for the Connector Project. Since that time, staff has proceeded in earnest to fulfill that request and is now recommending a consultant team that staff believes will capably perform those duties.

In May 2008, JPA staff conducted a bus tour of the alternative project alignments and held a public workshop with the Board. The intent of the tour was to provide the Board and public with an idea of some of the unique characteristics along the various proposed alignments. The Board workshop that followed focused attention on several specific areas, including: the type of environmental document that should be prepared; the diverse types of funding that should be sought; and the variety of delivery mechanisms to be explored to best serve the project.

Following the direction provided by the Board during the workshop, JPA staff and the Agency Staff Advisory Committee (ASAC) prepared the revised RFP, which was issued on June 6, 2008. In addition to distributing the RFP to approximately forty consulting firms and individuals, staff posted the RFP on the JPA website and Sacramento County's electronic bid board, and also published a notice in the Sacramento Bee.

On July 11, 2008, three proposals were received by the JPA in response to the RFP. The three submitting firms were all teams comprised of subject matter experts in the various critical areas outlined in the RFP. All three of the proposals received were excellent, and should be commended.

The three submitting firms were;

- Parsons Brinckerhoff
- Parsons Transportation Group
- HDR Engineering, Inc.

The three written proposals were distributed to the ASAC for ranking and comments. Comments, but not rankings, were also received from Katie Kees and Mike Davis of Jacobs Carter Burgess, both of whom participated in the public workshop and bus tour as consultants to the JPA. Based on the average scores from the ASAC members and the Executive Director from review of the written materials alone, Parsons Brinckerhoff's team received the highest initial ranking.

On August 5th, all three teams were interviewed by a panel consisting of the Executive Director, ASAC members, and an environmental expert. JPA Counsel also attended the interviews, but did not participate as a panelist. Following the interviews, each panelist was asked to consider the team presentations, the individual team leaders in attendance, and responses to questions. Based on these factors, the panelists were asked whether the interview process had confirmed the rankings given to the written proposals. All of the panelists agreed that the interview process had confirmed the rankings given to the written proposals.

Based on the written proposals and interviews, staff recommends that the Executive Director, with the assistance of counsel, negotiate a contract with the Parsons Brinckerhoff team. This recommendation is based on a number of critical factors that the team brought forward consistently in both the written and oral portions of the selection process, including:

- A proposed project schedule that anticipates completion of the final EIR/EIS by the end of 2010 with both programmatic and selected project level approvals
- An experienced and well-respected environmental services firm that has local experience with the preferred type of analysis outlined in the RFP
- Strong national experience with diverse project delivery methods and variations already in place with a project similar to the Connector
- A well-respected, local project manager who has worked with many of the member jurisdictions on complex roadway and bridge projects
- A diversely constructed public outreach team with extensive local and California-based experience
- The reputation and depth of a nationally recognized leader in engineering and related technical studies

Since it is desirable to initiate the work program in the shortest time possible, staff requests that the Board authorize the Executive Director to negotiate a final work plan and cost proposal with Parsons Brinckerhoff and authorize the Chairman of the Board to execute the contract on behalf of the JPA. Should negotiations prove unsuccessful, the Executive Director would initiate discussions with the team that received the second highest ranking. Representatives of the Parsons Brinckerhoff team will be available at the meeting to answer any questions the Board may have regarding its proposed approach for completing the work program.

Prepared by:

Tom Zlotkowski
Executive Director



RESOLUTION NO. 2008-15

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ELK GROVE – RANCHO CORDOVA – EL DORADO CONNECTOR
AUTHORIZING THE EXECUTIVE DIRECTOR
TO NEGOTIATE WITH THE PREFERRED ENVIRONMENTAL CONSULTANT AND AUTHORIZING
THE BOARD CHAIR TO EXECUTE THE CONTRACT**

BE IT RESOLVED by the Board of Directors ("Board") of the Elk Grove – Rancho Cordova – El Dorado Connector Authority that the Executive Director, with the assistance of legal counsel, is hereby authorized to negotiate a contract with the preferred environmental consultant, and the Board Chair is authorized to execute the final contract.

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

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PASSED AND ADOPTED this 22nd day of August, 2008, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary



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

**Item # 3
Resolution**

August 22, 2008

Authorize the Executive Director to Contract with Sacramento County for Administrative Services

Issue: To authorize the Executive Director to contract with Sacramento County for administrative services.

Recommendation: Staff recommends that the Board authorize the Executive Director to contract with Sacramento County for administrative services.

Discussion: Effective March 2, 2008, the Authority entered into an Agreement with Sacramento County whereby the County agreed to employ Tom Zlotkowski on behalf of the Authority and assign him to work exclusively as the Executive Director to the Authority. The Authority, in turn, agreed to reimburse the County for all expenses associated with the Executive Director's salary and benefits.

In the March 2, 2008, Agreement, the County generously agreed to provide all clerical support, office space, furnishings, supplies, and communications and computer equipment for the performance of the Executive Director's services for a period of six months. However, at the end of this six month period, the Agreement contemplates that the Authority and the County will enter into a separate reimbursement agreement should the Authority require the continued provision of such services.

Staff is currently working with the County to finalize an agreement which will allow the County will continue providing clerical support, office space, furnishings, supplies, computer equipment, and internet services to the Authority after September 2, 2008. Under the proposed agreement, the County will continue to employ a full-time Executive Assistant and a full-time Fiscal Administrative Technician on behalf of the Authority. The agreement will also provide that the County's Information Technology Manager will provide computer support services and website maintenance services to the Authority on an hourly basis. Finally, the agreement will allow the Authority continue utilizing the County's established system for internet services and ordering supplies.

Under the agreement, the Authority will be responsible for reimbursing the County for these items and services beginning September 2, 2008. These expenditures shall be consistent with the budget approved by the Board in June, 2008.

At this time, staff recommends utilizing the services available through the County rather than contracting for these services directly. By hiring an Executive Assistant and a Fiscal Technician through the County, the Authority is again saved the administrative expenses associated with establishing itself as an employer and creating an employee benefits program. As stated in the work plan approved by the Board in June 2008, staff will be working in September and October to determine whether any of the supplies or services currently provided by the County can be provided more cost effectively by other member jurisdictions or private vendors. If so, the Authority will have the flexibility to discontinue any of the services provided by the County under the agreement.

Respectfully Submitted:

Tom Zlotkowski
Executive Director



**Item # 4
Attachment**

RESOLUTION NO. 2008-16

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ELK GROVE – RANCHO CORDOVA – EL DORADO CONNECTOR
AUTHORIZING THE EXECUTIVE DIRECTOR TO CONTRACT WITH SACRAMENTO COUNTY
FOR ADMINISTRATIVE SERVICES**

BE IT RESOLVED by the Board of Directors (“Board”) of the Elk Grove – Rancho Cordova –El Dorado Connector Authority that the Executive Director, with the assistance of legal counsel, is hereby authorized to enter into an agreement with the County of Sacramento for Administrative Services.

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

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PASSED AND ADOPTED this 22nd day of August, 2008, by the following vote:

AYES:

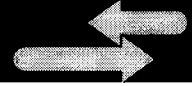
NOES:

ABSENT:

Chairperson

ATTEST:

Secretary



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

**Item # 5
Presentation**

August 22, 2008

Adopt New Name and Logo for the Connector Project

Issue: To provide improved communication and identity, the Executive Director recommends that the Board adopt an improved name and logo for the Project.

Recommendation: Hear a presentation from the Branding consultant on final suggestions for an improved name and logo for the Connector Project and select a new name and logo.

Discussion: At the Board's June meeting, the JPA Branding consultant, Mr. Kirk Taber of Taber Creative Group, presented a number of name and logo combinations for the Board's consideration. As has been discussed, the name and logo development are essential to convey the continued progress of the Connector Project and serve as the basis for the introduction of other business items.

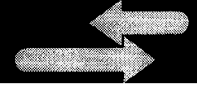
At the June Board meeting, the three Board members present heard and saw several recommended combinations of names and logos, and entered into initial discussions about their attributes. During the public input portion of the hearing, several members of the public expressed their perspectives on the recommended combinations and requested that they be given the opportunity to view the final selections prior to today's hearing.

This item was continued to the August meeting to provide the opportunity for all of the Board members to provide input on the preferred name and logo. The Board did, however, request that the consultant refine the options presented. Elements discussed included colors, shapes, letter fonts, and word combinations that gave the consultant an understanding of the direction to take in developing a final recommendation. In addition, the Board requested that a number of the final recommended combinations be posted on the Authority's website in advance of today's meeting. The six final combinations were posted on the Authority's website last Monday.

Formally changing the name of the JPA would require an amendment to the joint powers agreement. Because an amendment to the joint powers agreement requires approval from the governing Boards of all five of the member jurisdictions, staff recommends that the Board instead adopt a fictitious name and direct staff to file an updated Statement of Information with the Secretary of State. This would allow the Authority to utilize a different name, while avoiding the formalities associated with approving an amendment to the joint powers agreement.

Respectfully Submitted:

Tom Zlotkowski
Executive Director



**Item # 5
Attachment**

RESOLUTION NO. 2008-17

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ELK GROVE – RANCHO CORDOVA – EL DORADO CONNECTOR AUTHORITY
ADOPTING A NEW NAME AND LOGO FOR THE AUTHORITY**

BE IT RESOLVED by the Board of Directors ("Board") of the Elk Grove – Rancho Cordova – El Dorado Connector Authority that the Elk Grove – Rancho Cordova – El Dorado Connector Authority shall hereafter be known as: _____.
The Executive Director is hereby authorized and directed to file an updated Statement of Information with the Secretary of State reflecting the adoption of a fictitious name. Be it also resolved that the logo attached hereto is hereby adopted as the official logo of the Authority.

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

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PASSED AND ADOPTED this 22nd day of August, 2008, by the following vote:

AYES:

NOES:

ABSENT:

Chairperson

ATTEST:

Secretary