

**SACRAMENTO-PLACERVILLE TRANSPORTATION CORRIDOR
JOINT POWERS AUTHORITY**

AGENDA

REGULAR BOARD MEETING

9:30 A.M., MONDAY, AUGUST 7, 2017

**FOLSOM CITY HALL, COUNCIL CHAMBERS
50 NATOMA STREET, FOLSOM, CALIFORNIA**

1. CALL TO ORDER

2. ROLL CALL

Chair Kerri Howell, Directors Don Nottoli (Alternate: Sue Frost), Linda Budge (Alternate: Don Nottoli), Shiva Frentzen (Alternate: John Hidahl), and David Sander (Alternate: Linda Budge)

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

a. Motion: Approve Minutes for Regular Meeting of May 8, 2017

5. CONSENT

- a. Resolution: Appoint Kimberlee Marlan as Secretary to the Board
- b. Information: Quarterly Budget Update for the Fourth Quarter of Fiscal Year 2016/17

6. UNFINISHED BUSINESS

a. Information: Update on Natural Trail Project

7. NEW BUSINESS

a. Study Session: Upcoming Renewal of License Agreement with Placerville & Sacramento Valley Railroad for Excursion Rail Services

8. BUSINESS FROM THE FLOOR/GOOD OF THE ORDER*

9. CEO/MEMBER AGENCY STAFF REPORTS

- CEO
- City of Folsom
- El Dorado County
- Sacramento County
- Sacramento Regional Transit

10.NEXT MEETING: November 6, 2017

11.ADJOURNMENT

***NOTE TO CITIZEN PARTICIPANTS**

It is the policy of the Board of Directors of the Sacramento-Placerville Transportation Corridor Joint Powers Authority to encourage citizen participation in the meetings of the Board of Directors. At each open meeting members of the public shall be provided with an opportunity to directly address the Board on items of interest to the public that are within the subject matter jurisdiction of the Board of Directors. However, in order that the business scheduled for consideration at such meetings may be disposed of in an orderly manner, citizens wishing to address the Board on matters not on the agenda, whose presentations may be lengthy or in the nature of request for action of some kind on the part of the Board, are requested to first discuss matters with the Chair or his/her designee. If after such consultation an appearance before the Board is desired, the subject matter may be calendared as an agenda item for a date and time convenient to the parties concerned.

The meeting is accessible to the disabled. In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the SPTC-JPA's CEO, Mark Rackovan, by telephone at (916) 351-3370 or email at mrackovan@folsom.ca.us. Requests must be made as early as possible and at least two full business days before the start of the meeting.

STAFF REPORT

Board Meeting Date: August 7, 2017

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MOTION: Approve Minutes for Regular Meeting of May 8, 2017

**AGENDA ITEM
NO. 4a**

BOARD ACTION:

MOTION: Approve the attached Minutes for the Regular Meeting of the JPA Board of Directors, dated May 8, 2017.

Sacramento–Placerville Transportation Corridor Joint Powers Authority

Minutes of the Regular Meeting of the Board of Directors on

May 8, 2017

**City of Folsom
Folsom City Hall, Council Chambers
50 Natoma St., Folsom, California**

The meeting was called to order at 9:32 a.m. CEO Mark Rackovan recorded the roll. The following were determined to be present: Directors Shiva Frentzen, Don Nottoli, Linda Budge and David Sander. Chair Kerri Howell was noted as absent and the Board selected Don Nottoli to be Acting Chair for the meeting.

Items 1. Upon motion and second, the Board voted unanimously to approve Minutes for the Regular Meeting of November 7, 2016.

Items 2, 3, and 4. Upon motion and second, the Board voted unanimously to approve the following actions:

- Resolution approving Agreement with Drake Haglan and Associates for Administrative/Technical Support services
- Resolution amending Contract with PGH Wong Engineering, Inc.
- Resolution approving Board Meeting Calendar for Fiscal Year 2017/2018

Item 5. This was an information item indicating current budget status, as requested by the Board to be presented on a quarterly basis.

Item 6. CEO Rackovan gave an update on the permitting for the Natural Trail Project. The Permit from the Army Corps is still being processed and staff is still unable to predict when it will be received. The Board noted that if any action is required by the Board to move the project prior to the next Board Meeting in August, a “call-in” Board meeting could be arranged.

Don Rose spoke on this item and indicated he has pursued grants through REI on behalf of the JPA, and indicated he has secured grants in the amounts of \$15,000 and \$2,500 for the natural trail.

Item 7. Upon motion and second, the Board voted unanimously to approve the Fiscal Year Budget in the amount of \$110,000, with each Member Agency contributing \$27,500 to fund the budget.

Item 8. Upon motion and second, the Board voted unanimously to approve a Resolution honoring John Segerdell for his more than 25 years of service directing the SPTC-JPA.

Item 9. JPA staff members reported as follows:

- CEO Rackovan spoke about issues that have occurred around the Mather Spur regarding homeless camps and graffiti. He also requested the Board members review the contact information posted on the website as it had been learned that some of the information was incorrectly presented.
- EDC staff member Vickie Sanders reported that a washout has occurred again in the same vicinity as the previous washout. EDC is working to fix the problem and seeking FEMA funds to do so. Also, the environment study for the natural trail for the remaining segment of EDC is underway.
- Sacramento County staff member Dan Shoeman reported on the success of the Great Scott Road biking event the previous weekend.
- RT staff member John Darragh reported that light rail service to Folsom is again fully operational.

Item 10. For items not on the Agenda, Jim Harville gave an update on the activities of P&SVRR corridor, and expressed his appreciation to John Segerdell for his services as CEO.

The next meeting will be the Regular Board Meeting of August 7, 2017.

The meeting adjourned at 10:24 a.m.

I hereby certify that the Board of Directors approved the foregoing minutes at its Regular Board Meeting on August 7, 2017

Board Secretary

STAFF REPORT

Board Meeting Date: August 7, 2017

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**RESOLUTION: Appoint Kimberlee Marlan
as Secretary to the Board**

**AGENDA ITEM
NO. 5a**

DISCUSSION:

Under the tenure of John Segerdell as Chief Executive Officer (CEO), the functions of the Secretary to the Board were performed by PGH Wong Engineering; first, by Lori Merklein until her departure in 2015, and then by Mr. Segerdell. With Mr. Segerdell's retirement from the JPA (effective June 30, 2017), it is necessary to appoint a replacement Secretary to the Board.

The Secretary to the Board is typically responsible for the following duties:

- Working with the CEO and agency staff to prepare agendas and staff reports for regular and special meetings of the Board
- Preparing the minutes of all regular and special meetings of the Board, and certifying that the minutes are true and correct
- Keep and maintain all official records of the Board
- Certify documents on behalf of the JPA
- Any other secretarial duties as directed by either the Board or the CEO

Ms. Kimberlee Marlan of Drake Haglan and Associates, who was hired by the JPA this year to perform administrative duties, has the necessary skills and experience to serve in this capacity. Ms. Marlan was also recently appointed as Secretary to the Board of the Capital SouthEast Connector JPA.

BOARD ACTION:

Staff recommends the Board approve the attached Resolution 2017-05-06, Appointing Kimberlee Marlan as Secretary to the Board.

RESOLUTION NO. 2017-05-06

Adopted by the Board of Directors of the Sacramento-Placerville Transportation
Corridor Joint Powers Authority on the date of:

August 7, 2017

**APPOINT KIMBERLEE MARLAN AS
SECRETARY TO THE BOARD**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO-PLACERVILLE
TRANSPORTATION CORRIDOR JOINT POWERS AUTHORITY AS FOLLOWS:

THAT, Ms. Kimberlee Marlan is hereby appointed to serve as Secretary to the Board; and,

THAT, this Resolution shall take effect from and after the date of its passage and adoption.

Kerri Howell, Chair

ATTEST:

Secretary

STAFF REPORT

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**INFORMATION: Quarterly Budget Update
for the Fourth Quarter of Fiscal Year
2016/17**

**AGENDA ITEM
NO. 5b**

DISCUSSION:

At the February 6, 2017 meeting, the Board requested that staff include a quarterly update of the JPA budget in each Board agenda. The Board Secretary has prepared the following summary, which covers the fourth quarter (April to June) of Fiscal Year 2016/17.

SPTC-JPA Budget Reconciliation Fiscal Year 2016/17

Starting JPA "Bank Account" for FY 2016/17: **\$222,605**

- Operating Budget 2016/17: \$110,000
- Capital Program Budget 2016/17: \$30,000
- Reserve Account 2016/17: \$82,605

OPERATING BUDGET

OPERATING BUDGET/ LINE ITEM	FY 2016/2017 BUDGET	EXPENDED TO DATE (6/30/17)	FORECASTED TO EXPEND (by end of FY)
1. Chief Executive Officer & Secretary	\$60,000	\$32,350	\$35,000
2. General Counsel	\$15,000	\$9,039	\$10,000
3. Annual Audit	\$7,000	\$8,000	\$8,000
4. Treasury Services	\$6,000	\$4,169	\$4,500
5. Maintenance Allowance	\$12,000	\$4,299	\$5,000
6. Insurance	\$10,000	\$0	\$10,000
7. Contingency	\$0	\$0	\$0
TOTAL	\$110,000	\$52,083	\$72,500

CAPITAL PROGRAM BUDGET

Capital Program FY 2015/16:	\$88,430
Capital Program FY 2016/17:	\$30,000
Total Capital Program:	\$118,430
Expended - Permits:	\$33,140
Expended Environmental Consultant:	\$83,280
Total Expended to Date:	<u>\$116,420</u>

BOARD ACTION:

Information only; no Board action is required.

STAFF REPORT

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INFORMATION: Update on Natural Trail Project

**AGENDA ITEM
NO. 6a**

DISCUSSION:

At the May 8th Board meeting, JPA staff updated the Board on the status of the Natural Trail project. While JPA staff is still awaiting word from the US Army Corps of Engineers with respect to the Section 106 Tribal Consult, staff has received a draft Streambed Alternation Agreement from the California Department of Fish and Wildlife.

As of the date of the preparation of this report, staff has a meeting scheduled to discuss the draft agreement with CDFW staff. Staff will report on the outcome of this meeting at the August 7th Board meeting, and detail the final steps needed to allow the project to proceed.

BOARD ACTION:

Information only; no Board action is required.

STAFF REPORT

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STUDY SESSION: Upcoming Renewal of License Agreement with Placerville & Sacramento Valley Railroad for Excursion Rail Services

**AGENDA ITEM
NO. 7a**

DISCUSSION:

The License Agreement for Excursion Rail Operations between the SPTC JPA and the Placerville & Sacramento Valley Railroad (P&SVRR) is a renewable, five-year agreement that is set for renewal in February of 2018. Staff intends to submit a proposed agreement for the Board's consideration at the November 6th regular Board meeting. However, some Board guidance is requested before a draft agreement can be developed for the Board's consideration.

Staff proposes to conduct a study session to enable both the Board and staff to make informed decisions about the future of P&SVRR excursion rail activities on the corridor and the associated license agreement. The study session will include the following:

- A brief presentation by P&SVRR on the current state of their operations and their plan moving forward, if the license agreement is renewed
- Input from JPA and agency staff on any issues associated with their jurisdiction as it relates to excursion rail operations
- A discussion of alternatives, should the Board wish to pursue other uses of the SPTC
- Any other input from interested parties and the public

At the conclusion of the study session, the Board will be asked to provide guidance to staff with respect to a potential November 6th Board item.

BOARD ACTION:

No action is required at this time; agency staff will take input from the study session to draft a revised license agreement for the Board's consideration at the November 6th Board meeting.

STAFF REPORT

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**INFORMATION: CEO/Member Agency
Staff Reports**

**AGENDA ITEM
NO. 9**

DISCUSSION:

The CEO and JPA Staff members will report to the Board on recent activities, if any:

- i. CEO
- ii. El Dorado County
- iii. City of Folsom
- iv. Sacramento County
- v. Sacramento Regional Transit

BOARD ACTION:

Information only; no Board action is required.