

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

AGENDA

BOARD MEETING

9:30 A.M., MONDAY, MAY 8, 2023

FOLSOM CITY HALL, COUNCIL CHAMBERS

50 NATOMA STREET, FOLSOM, CALIFORNIA

1. CALL TO ORDER

- 2. ROLL CALL** Directors Sarah Aquino (Alternate: Anna Rohrbough), John Hidahl (Alternate: George Turnboo), Pat Hume (Alternate: Sue Frost), Linda Budge (Alternate: Pat Hume), and David Sander (Alternate: Linda Budge)

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

- a. Motion: Approve Minutes for Regular Meeting of March 13, 2023

5. CONSENT

- a. Motion: Adoption of FY 23/24 Board Meeting Calendar

6. NEW BUSINESS

- a. Resolution: Adoption of the FY 23/24 Operating Budget
- b. Resolution: Adoption of FY 23/24 Capital Improvement Budget
- c. Resolution: Authorizing the Chief Executive officer to enter into a consulting services agreement of up to \$66,035 with a qualified consultant to provide environmental surveys support for the natural surface trail
- d. Resolution: Amendment to Reciprocal Use and Funding Agreement in connection with RT Double-Tracking Project

- e. Study Session: Upcoming renewal of license agreement with Placerville & Sacramento Valley Railroad (PSVRR) for excursion rail services
- f. Information: CEO/Member Agency Staff Reports
 - i. CEO/City of Folsom
 - ii. El Dorado County
 - iii. Sacramento County
 - iv. Sacramento Regional Transit

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

7. NEXT MEETING: August 7, 2023

8. 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 SPT-JPA's CEO, Brett Bollinger, by telephone at (916)461-6632 or email at bbollinger@folsom.ca.us. Requests must be made as early as possible and at least two full business days before the start of the meeting.

SACRAMENTO-PLACERVILLE TRANSPORTATION CORRIDOR JOINT POWERS AUTHORITY

Minutes of the Regular Meeting of the Board of Directors on
March 13, 2023

Call to Order: The meeting was called to order at 9:31 a.m.

Roll Call: Present: Directors Aquino, Hidahl, Hume, Budge, and Sander

Approval of Minutes

A motion was made by Director Budge and seconded by Director Hidahl, and passed by unanimous vote that:

THE BOARD OF DIRECTORS OF THE SACRAMENTO PLACERVILLE TRANSPORTATION CORRIDOR JOINT POWERS AUTHORITY APPROVES THE FOLLOWING ITEM:

- Item 4a: Approve Minutes for Regular Meeting of August 1, 2022

New Business

Item 5a: Appoint Board Chair

A motion was made by Director Budge and seconded by Chair Hume, and passed by a unanimous vote that:

THE BOARD OF DIRECTORS OF THE SACRAMENTO PLACERVILLE TRANSPORTATION CORRIDOR JOINT POWERS AUTHORITY APPROVES THE FOLLOWING ITEM:

- Sarah Aquino appointed as Board Chair.

Item 5b: Information: Background presentation on the SPTC-JPA

DeeAnne Gillick, legal counsel for SPTC-JPA, made a presentation about the history, purpose, structure, powers and role of the SPC-JPA. Public comments were made by Kris Payne and Don Rose.

Item 5c: Direction: Track Inspections Update

Brett Bollinger, SPTC-JPA CEO, gave a presentation. Damage to the track due to the storms was discussed. Deputy CEO Vickie Sander agreed include damages to the corridor from the recent storms in funding that she requests from FEMA.

SACRAMENTO-PLACERVILLE TRANSPORTATION CORRIDOR JOINT POWERS AUTHORITY

Minutes of the Regular Meeting of the Board of Directors on
March 13, 2023

Public comments were made by Kris Payne, Jim Harville, Ginny McCormick, and Don Rose. A motion was made by Director Budge and seconded by Director Sander, and passed by a unanimous vote that:

THE BOARD OF DIRECTORSS OF THE SACRAMENTO PLACERVILLE TRANSPORTATION CORRIDOR JOINT POWERS AUTHORITY APPROVES THE FOLLOWING ITEM:

- The Board concurs with Staff that they move forward with the bridge/culvert inspections RFP.

Item 5d: Information: Placerville & Sacramento Valley Railroad Update

Jim Harville made a presentation on P&SVRR Operations.

Item 5e: Information: Nature Trail Updates and Presentation

Don Rose made a presentation on the Nature Trail.

Item 5f: Information: CEO/Member Agency Staff Reports

Brett Bollinger, Vickie Sanders, Mary Cory, Matt Darrow, and Michael Cormiae each reported on activity along their respective sections of the corridor. Public comments were made by Kris Payne and Jim Harville.


Business from the floor/good of the order

Public comment was made by Robert Goss.

The next meeting will be the Regular Board Meeting of May 8, 2023

The meeting adjourned at 11:16 a.m.

I hereby certify that the Board of Directors approved the foregoing minutes at its Board Meeting on March 13, 2023.



Jennifer Thiot, Board Secretary

STAFF REPORT

Board Meeting Date: May 8, 2023

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Motion: Approve Board meeting calendar for Fiscal Year 2023/2024

**AGENDA ITEM
NO. 5a**

DISCUSSION:

In accordance with Section 1.1 “Regular Meetings” of the Rules of Procedure of the JPA, Regular meetings are to be scheduled no less frequently than once each calendar quarter. The JPA Staff proposes the following meeting dates, times, and location for the Board’s Regular Meetings during the upcoming Fiscal Year 2023/2024.

DATE	TIME	LOCATION
August 7, 2023	9:30 a.m.	Folsom City Hall, Council Chambers
November 6, 2023	9:30 a.m.	Folsom City Hall, Council Chambers
February 5, 2024	9:30 a.m.	Folsom City Hall, Council Chambers
May 13, 2024	9:30 a.m.	Folsom City Hall, Council Chambers

BOARD ACTION:

Motion: Approve the Board meeting calendar for the upcoming Fiscal Year 2023/2024 as proposed in this staff report.

Note: A meeting may be canceled if there is a lack of agenda items.

STAFF REPORT

Board Meeting Date: May 8, 2023

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Motion: Approve Operating Budget for Fiscal Year 2023/2024

**AGENDA ITEM
NO. 6a**

DISCUSSION:

At the May 16, 2022, JPA Board meeting, the Board adopted the Operating Budget of \$110,000 for the Fiscal Year 2022/23. The Operating Budget was funded by a contribution of \$27,500 from each of the four member agencies. For Fiscal Year 2023/24, staff is proposing an identical budget; the total operating budget shall remain the same, without modifications.

PROPOSED OPERATING BUDGET

The Operating Budget is separated into six (6) budget line items to facilitate tracking and managing the budget. The following describes the typical activities associated with each budget line item;

Line Item 1-Chief Executive Officer (includes Secretary to the Board)

- This line item reimburses the Chief Executive Officer (CEO), Deputy CEO, and administrative/technical support consultant for providing the following services:
 - Administer the Reciprocal Use and Funding Agreement (RUFA) on behalf of the JPA Board and staff
 - Reviewing and executing official documents on behalf of the JPA.
 - Preparing for and conducting JPA Board meetings, including Secretary to the Board's preparation and approval of the minutes.
 - Assisting the public and Member Agencies with the development of transportation uses in the JPA corridor, such as the Natural Trail project.
 - Coordination with JPA Member Agency staff, including periodic site visits and staff meetings.
 - Participating as stakeholder in regional studies or analyses such as the Capital Southeast Connector Project.
 - Assisting Member Agencies to administer licenses and access permits or easements.
 - Administering contracts with the JPA, including Excursion Rail License Agreement, Executive Officer Reimbursement Agreement, and consultant services agreements.
 - Providing business services such as notary, courier, postage, and other administrative activities necessary to conduct the business of the JPA.
 - Controlling and administering the JPA's website.
 - Providing accounting services to administer the Operating Budget.

Line Item 2 - General Counsel

- This line item reimburses the JPA legal counsel (RSHS) for providing the following services to the JPA:
 - Providing legal advice to the JPA Board and staff.
 - Assisting with preparation for and conducting of JPA Board meetings.
 - Reviewing contractual documents that involve the JPA property.
 - Addressing legal issues with respect to the corridor as they arise.
 - Working on special-use projects within the corridor.
 - Working with insurance broker to obtain insurance coverage.

Line Item 3 – Annual Audit

- This line item reimburses the JPA's certified public accountant (Russell CPAs).
- The JPA Agreement requires that an accounting of the JPA's financial activities be reported by an independent certified public accountant.
- This line item provides for CPA services to cover the audit for the past fiscal year.

Line Item 4 – Treasury Services

- This line item reimburses Sacramento County for treasury services provided to the JPA.
- Sacramento County has provided these services to the JPA since inception.

Line Item 5 – Maintenance Allowance

- This line item provides for weed abatement services through the JPA for the City of Folsom, Sacramento County, and El Dorado County.
- Weed abatement services will be provided by Placerville & Sacramento Valley Railroad (P&SVRR) and El Dorado Western Railroad (EDWRR) under contract with the JPA, using volunteer labor, and reimbursement for costs of fuel and materials.
- The line item also provides for trail maintenance, including JPA sponsorship of the corridor segment in EDC's Adopt a Trail Program.

Line Item 6 – Insurance

- This line item addresses the estimated costs associated with providing General Liability coverage for persons working on a volunteer basis on behalf of the JPA SPTC-JPA Budget Reconciliation Fiscal Year 2022/23.

Starting JPA "Bank Account for FY 2022/32: \$ 314,739.51

- Operating Budget 2022/23: \$ 110,000
- Capital Program Budget 2022/23: \$ 110,000
- Reserve Account 2022/23: \$ 121,739.51

JPA account balance as of 03/31/23: \$ 384,463.62

OPERATING BUDGET / LINE ITEM	FY 2022/23 BUDGET	EXPENDED TO DATE	FORECASTED TO EXPEND (by end of FY22/23)	PROPOSED BUDGET FOR FY 2023/24
1. CEO & Secretary	\$ 50,000.00	\$ 524.93	\$ 25,000.00	\$ 50,000.00
2. General Counsel	\$ 17,000.00	\$ 8,660.87	\$ 7,000.00	\$ 17,000.00
3. Annual Audit	\$ 9,000.00	\$ 0	\$ 10,000.00	\$ 9,000.00
4. Treasury Services	\$ 6,000.00	\$ 0	\$ 4,000.00	\$ 6,000.00
5. Maintenance Services	\$ 12,000.00	\$ 18,660.19	\$ 12,000.00	\$ 12,000.00
6. Insurance	\$ 10,000.00	\$ 1,339.46	\$ 0	\$ 10,000.00
7. Contingency	\$ 6,000.00	\$ 0	\$ 6,000.00	\$ 6,000.00
Total	\$110,000.00	\$ 29,185.45	\$ 64,000.00	\$ 110,000.00

Other key expenditures during FY2022/23 included:

- \$13,196.51 to Helix Environmental Planning for Nature Trail Pre-Construction Surveys

JPA staff recommends maintaining an Operating Budget of **\$110,000** for Fiscal Year 2023/24. Staff further recommends that Operating Budget continue to be funded entirely by the Member Agency contributions, which will remain at **\$27,500** per Member Agency. The forecasted surplus would remain in reserve and could be used to supplement the Capital Improvement Program (CIP). The Reserve balance, forecasted to the start of the new fiscal year, is approximately \$210,463.62 as of 3/31/2023.

BOARD ACTION:

Staff recommends that the Board approve the attached Resolution 2023-05-01, approving the fiscal year 2023/24 Operating Budget, as proposed above.

RESOLUTION NO. 2023-05-01

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

May 8, 2023

**APPROVAL OF FY 2023/24
OPERATING BUDGET**

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

THAT, the Operating Budget for FY2023/24 is hereby approved as presented to
the Board at this meeting; and

THAT, the Chief Executive Officer is hereby authorized to reallocate budget
amounts among the line items in the approved Operating Budget, as he may deem
necessary or desirable; provided, however, that the total amount budgeted for FY
2023/24 shall not be increased with the Board's prior approval.

Passed and Adopted by the Board of the SPTC-JPA, this 8th day of May 2023, by
the following vote on roll call:

AYES:

NOES:

ABSENT:

Sarah Aquino, Chair

ATTEST:

Jennifer Thiot, Secretary

SACRAMENTO-PLACERVILLE TRANSPORTATION
CORRIDOR JOINT POWERS AUTHORITY

STAFF REPORT

Board Meeting Date: May 8, 2023

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**Motion: Approve Annual Capital Improvement Budget
for Fiscal Year 2023/2024**

**AGENDA ITEM
NO. 6b**

DISCUSSION:

For Fiscal Year 2023/24, JPA and members agency staff are requesting that the Board adopt a Capital Improvement Program (CIP) Budget of \$10,000, solely for the Natural Trail Project. In Fiscal Year 2022/23, the CIP budget was increased to \$110,000 for trackage and bridge structure inspections.

PROPOSED CAPITAL IMPROVEMENT BUDGET

The Capital Improvement Budget would consist of the following approved tasks and their estimated costs:

Natural Trail Project:

- Local agencies (El Dorado and Sacramento Counties, City of Folsom) have been cleared to begin work on the Natural Trail project, using volunteer labor forces. To assist these volunteer groups in completing the trail, the JPA is proposing a budget of \$10,000 to provide construction materials and specialist inspections if requested by any of the local agencies.

The total proposed Capital Improvement Budget is \$10,000.

BOARD ACTION:

Staff recommends that the Board approve the attached Resolution 2023-05-02, approving the fiscal year 2023/24 Capital Improvement Budget, as proposed above.

RESOLUTION NO. 2023-05-02

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

May 8, 2023

**APPROVAL OF FY 2023/24
CAPITAL IMPROVEMENT BUDGET**

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

THAT, the Capital Improvement Budget for FY2023/24 is hereby approved as
presented to the Board at this meeting; and

THAT, the Chief Executive Officer is hereby authorized to reallocate budget
amounts among the line items in the approved Capital Improvement Budget, as he may
deem necessary or desirable; provided, however, that the total amount budgeted for FY
2023/24 shall not be increased with the Board's prior approval.

Passed and Adopted by the Board of the SPTC-JPA, this 8th day of May 2023, by
the following vote on roll call:

AYES:

NOES:

ABSENT:

Sarah Aquino, Chair

ATTEST:

Jennifer Thiot, Secretary

SACRAMENTO-PLACERVILLE TRANSPORTATION
CORRIDOR JOINT POWERS AUTHORITY

STAFF REPORT

Board Meeting Date: May 8, 2023

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RESOLUTION: Authorize the Chief Executive Officer to enter into a consulting services agreement of up to \$66,035 with a qualified consultant to provide environmental surveys support for the natural surface trail

**AGENDA ITEM
NO. 6c**

DISCUSSION:

In order to proceed with the construction of the Natural Trail project, the JPA must comply with several requirements of the California Department of Fish & Wildlife (DFW). Some of those requirements call for surveys that require environmental skills that neither JPA nor member agency staff is qualified to perform. The Chief Executive Officer, therefore, prepared a scope of work for the environmental clearance needed for the permitting for the project and a draft budget to continue to aid the JPA through the construction of the project.

The proposed work scope includes the following tasks:

- Rare plant surveys
- Pre-construction surveys for various endangering species
- Nesting raptor and bird surveys
- Pre-construction special-status herpetofauna and mammal surveys
- Biological monitoring as necessary

The total proposed cost to implement this scope augment is \$66,035. Staff would like to reach out to other environmental consulting firms to obtain proposals for the necessary scope of work for the required surveys.

BOARD ACTION:

Staff recommends that the Board approve the attached Resolution 2023-05-03, authorizing the Chief Executive Officer to enter into a consulting services agreement to not exceed \$66,035 to conduct environmental surveys and support for the natural surface trail construction.

RESOLUTION NO. 2023-05-03

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

May 8, 2023

**AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONSULTING
SERVICES AGREEMENT OF UP TO \$66,035 WITH A QUALIFIED CONSULTANT TO
PROVIDE ENVIRONMENTAL SURVEYS SUPPORT FOR THE NATURAL SURFACE TRAIL**

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

THAT, the Chief Executive Officer is hereby authorized to execute a consultant services
agreement to provide environmental surveys; and

THAT, the contract amount shall not exceed \$66,035; and

THAT, the consultant services agreement shall be in a form acceptable to the JPA's
legal counsel.

Passed and Adopted by the Board of the SPTC-JPA, this 8th day of May 2023, by the
following vote on roll call:

AYES:

NOES:

ABSENT:

Sarah Aquino, Chair

ATTEST:

Jennifer Thiot, Secretary

STAFF REPORT

Board Meeting Date: May 8, 2023

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RESOLUTION: Amendment to Reciprocal Use and Funding Agreement in connection with RT Double-Tracking Project

**AGENDA ITEM
NO. 6d**

DISCUSSION:

In 2003, the Sacramento Regional Transit District (RT) and the City of Folsom (City) reached agreement on the terms of RT's extension of light rail service into the Folsom. In order to facilitate the extension of light rail service, the Sacramento-Placerville Transportation Corridor Joint Powers Authority (JPA), along with RT and the City, entered into the Third Amendment to the 1996 Reciprocal Use and Funding Agreement (RUFA) among the JPA and its member agencies. That amendment to the RUFA reallocated certain portions of the corridor adjacent to Folsom Boulevard between the City and RT through the execution of easements to both member agencies.

The easement given to RT in 2003 allowed RT to operate a single track in an area defined as the "Operating Zone" and contemplated the eventual double-tracking of RT's light rail system in a "Future Operating Zone," which was defined in the easement. However, the final design of the double-tracking expansion near the Folsom Glenn Station included a portion of property outside of both the current Operating Zone and the designated Future Operating Zone. Therefore, RT's easement needs to be expanded to include this additional property.

This Fifth Amendment to the RUFA is also scheduled to be approved by RT's Board of Directors and the Folsom City Council later this month. It will not be effective unless and until both RT and the City approve it as well.

BOARD ACTION:

Staff recommends that the Board approve the attached Resolution 2023-05-04, authorizing and directing the Chief Executive Officer on behalf of the JPA to execute and deliver (a) the Fifth Amendment to the Reciprocal Use and Funding Agreement, and (b) First Amendment to RT's Easement Agreement, both substantially in the forms presented at this meeting.

RESOLUTION NO. 2023-05-04

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

May 8, 2023

**AMENDMENT TO RECIPROCAL USE AND FUNDING AGREEMENT IN CONNECTION WITH
RT DOUBLE-TRACKING PROJECT**

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

THAT, the Board hereby approves an amendment to the Reciprocal Use and Funding
Agreement (RUFA) in connection with the SacRT Double-Tracking project.

Passed and Adopted by the Board of the SPTC-JPA, this 8th day of May 2023, by the
following vote on roll call:

AYES:

NOES:

ABSENT:

Sarah Aquino, Chair

ATTEST:

Jennifer Thiot, Secretary

STAFF REPORT

Board Meeting Date: May 8, 2023

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

**AGENDA ITEM
NO. 6e**

DISCUSSION:

The License Agreement for Excursion Rail Operations between the SPTC JPA and the Placerville & Sacramento Valley Railroad (PSVRR) is a renewable agreement that is set for renewal in 2024. Staff intend to submit a proposed agreement for the Board's consideration at the November regular Board meeting. However, some Board guidance is requested before a draft agreement can be developed for the Board's consideration.

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

- A brief presentation by PSVRR 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.