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# A G E N D A

Wednesday, June 24, 2009  
10:45 am

Board of Supervisors Chambers  
175 Fulweiler Avenue  
Auburn, California 95603

- A. **Flag Salute**
- B. **Roll Call**
- C. **Approval of Minutes: April 22, 2009** **Action**  
Pg. 1
- D. **Agenda Review**
- E. **Public Comment**
- F. **Consent Calendar** **Action**  
Pg. 4  
These items are expected to be routine and non controversial. They will be acted upon by the Board at one time without discussion. Any Board member, staff member, or interested citizen may request an item be removed from the consent calendar for discussion.
1. Letter of Task Agreement for Traffic Modeling Services for FY 2009-10 – Fehr & Peers Associates Pg. 5
  2. Letter of Task Agreement for Legal Services for FY 2009-10 – Miller, Owen & Trost Pg. 7
  3. Letter of Task Agreement for Financial Audit for FY 2009-10 – R. J. Ricciardi Pg. 9
  4. Letter of Task Agreement for CPA Services for FY 2009-10 – Hal Weber, CPA Pg. 14
- G. **PUBLIC HEARING: South Placer Regional Transportation and Air Quality Mitigation Fee Program Inflationary Adjustment** **Action**  
Pg. 15
- H. **FY 2009/10 Administrative Budget** **Action**  
Pg. 19

**Board of Directors Meeting Agenda**  
**SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY**  
**June 24, 2009**  
**Page 2**

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|-----------|---|-------------------------|
| <b>I.</b> | <b>Regional Transportation and Air Quality Mitigation Fee Allocation Request for I-80/Douglas Boulevard Interchange Reimbursement</b> | <b>Action</b><br>Pg. 21 |
| <b>J.</b> | <b>Placer Parkway Corridor Preservation Project &amp; Tier 1 EIS/EIR LEDPA Concurrence Coordination</b>                               | <b>Info</b><br>Pg. 24   |
| <b>K.</b> | <b>Executive Director's Report</b>  |                         |
| <b>L.</b> | <b>Board Direction to Staff</b>   |                         |
| <b>M.</b> | <b>Informational Items</b>  | <b>Info</b><br>Pg. 26   |
|           | 1. Technical Advisory Committee Minutes: June 9, 2009   |                         |
|           | 2. Quarterly Financial Statement (under separate cover)   |                         |

**SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY  
MINUTES  
APRIL 22, 2009**

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The South Placer Regional Transportation Authority met on Wednesday, April 22, 2009 at 10:45 a.m. at the Placer County Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, California.

<b>ATTENDANCE:</b>	Jim Gray	Celia McAdam
	Peter Hill	Sue Sholtis
	Linda Stackpoole	Stan Tidman
	Kirk Uhler	

**APPROVAL OF MINUTES**

Upon motion by Stackpoole and second by Gray, the Board unanimously approved the minutes of the February 25, 2009 meeting as submitted.

**AGENDA REVIEW**

Celia McAdam noted a handout was provided to Board members showing updated information regarding Agenda Item H. There will also be a verbal report regarding this information.

**PUBLIC COMMENT**

None.

**REGIONAL TRANSPORTATION AND AIR QUALITY MITIGATION FEE  
ALLOCATION REQUEST FOR LINCOLN BYPASS**

Celia McAdam recommended the Board approve the allocation for \$691,000 for reimbursement for embankment materials for the Lincoln Bypass. An accounting summarizing the allocations and payments to date for the Lincoln Bypass project was provided.

Upon motion by Gray and second by Hill, the Board unanimously adopted Resolution #09-01, allocating \$691,000 of Regional Transportation and Air Quality Mitigation Fees to the City of Lincoln for embankment materials as part of an exchange of SPRTA funds for a federal earmark as part of the Lincoln Bypass.

**REGIONAL TRANSPORTATION AND AIR QUALITY MITIGATION FEE CASH FLOW  
ISSUES AND PROJECTIONS**

Celia McAdam provided an update on the fee program cash flow and balance projections. Income through December 31, 2008 totals \$31.9 million in fees and \$2.75 million in interest. Expenditures thus far have been \$19 million on funding commitments of \$38.9 million. The updated cash flow chart reflect conservative revenue estimates due to the current economy, as well as a shift in funds from construction to design and right of way for the Lincoln Bypass, updated cash flow estimates for Sierra College Boulevard and a placeholder to shift some of the savings on the Lincoln Bypass project

to design for Phase 2. McAdam summarized that SPRTA is able to meet our commitments and keeping projects moving in spite of the downturned economy.

McAdam noted an upcoming allocation reimbursing the City of Roseville for the I-80/Douglas Interchange project which is estimated at \$2.18 million. The City of Roseville has directed this allocation be used as an exchange for Federal Stimulus funds for several smaller jurisdictions. This will allow the City of Roseville to utilize those federalized funds earlier and the smaller jurisdictions will not have to go through the additional administrative strings attached to federal dollars. This is a good example of regional cooperation and underscores some of the flexibility that SPRTA funds bring to the table. This allocation will come before the SPRTA Board for approval in July.

### **PLACER PARKWAY CORRIDOR PRESERVATION PROJECT & TIER 1 EIS/EIR LEDPA CONCURRENCE DISPUTE COORDINATION**

Stan Tidman provided information regarding the April 17, 2009 meeting of the Placer Parkway transportation agency team, including Placer County planning staff, with the federal regulatory agencies. The meeting's purpose was to try to develop a conservation framework approach which would address the perceived growth inducement if Alternative 5 is selected as the Least Environmentally Damaging Practicable Alternative (LEDPA).

The conservation framework approach came out of the January San Francisco meeting with senior level staff as a way to attempt to resolve the LEDPA concurrence dispute. If one of the two options can be agreed upon the project description would be amended and a resubmitted LEDPA concurrence package would be prepared with Alternative 5 cited as the LEDPA. Theoretically the regulatory agencies would concur and we would move on to the final concurrence point in our Modified NEPA 404 process, the mitigation framework. Tidman outlined the two options. Tidman stated most of the meeting entailed discussing the restricted access provision.

At the meeting, it was agreed to work with legal counsels from Federal Highway Administration, County Counsel, as well as the project team attorney to ascertain if there is a suitable tool which would address the restriction and the concern about permanent restriction for future access. Staff is working on addressing this specific access issue as well as any required actions by SPRTA jurisdictions or Sutter County. May 29 is the tentative date for further discussion on this issue. Staff continues to work per February 2009 Board direction to complete the final Tier 1 EIR and working towards a summer release of that document.

Peter Hill inquired whether what the federal regulatory agencies really want is the elimination of access on both sides and no additional connections to the Parkway. Tidman stated they want to eliminate the possibility of any new interchanges in the western and central segments. In response to Hill's inquiry, Tidman noted they discussed only Placer County's General Plan but he feels there will need to be discussions with Sutter County staff about amending their General Plan to address the urban limit line.

Jim Gray felt that what the regulatory agencies are interested in is limiting access and getting into local land use decisions. Gray suggested becoming more aggressive about

the kinds of responses that we are getting and suggested getting assistance from our congressional delegation in Washington.

Celia McAdam that consultant Stacey McKinley is working on a strategy on how to continue to keep the Washington contingent engaged and involved in moving the Placer Parkway LEDPA concurrence issue forward.

Kirk Uhler inquired whether at the Tier 1 level was there any authorization or justification that allows the federal agencies to do anything other than simply make a LEDPA determination based on evidence submitted. McAdam was unaware of any nexus, noting she felt the regulatory agencies' actions are overreaching and inappropriate for a Tier 1 effort that includes no construction.

In response to Uhler's inquiry about how the urban limit line impacted Placer County's position and Lincoln's General Plan, Loren Clark from the Placer County Planning Department responded that the agencies want the County to evaluate future study area boundary placed in the General Plan as a potential future urban growth area south of Pleasant Grove Creek, north of Baseline, west of the City of Roseville and east of Sutter County.

McAdam emphasized staff is moving full speed ahead on the CEQA side to preserve the corridor under State law.

**EXECUTIVE DIRECTOR'S REPORT**

Celia McAdam noted today is Administrative Professional's Day and recognized Sue Sholtis for her efforts.

Meeting adjourned at 11:20 a.m.

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Celia McAdam  
Executive Director

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Kirk Uhler, Chair



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**TO: Board of Directors**

**DATE: June 9, 2009**

**FROM: Celia McAdam, Executive Director**

**SUBJECT: CONSENT CALENDAR**

Below is the Consent Calendar item for the June 24, 2009 agenda for your review and action.

1. Letter of Task Agreement for Traffic Modeling Services for FY 2009-10 – Fehr & Peers Associates  
Staff recommends Board approval of the attached Letter of Task Agreement for traffic modeling services from Fehr & Peers Associates for FY 2009-10 on a time and materials contract.
2. Letter of Task Agreement for Legal Services for FY 2009-10 – Miller Owen & Trost  
Staff recommends Board approval of the attached Letter of Task Agreement for legal services from Miller, Owen & Trost for FY 2009-10 at a rate of \$250 per hour.
3. Letter of Task Agreement for Financial Audit for FY 2009-10 – R. J. Ricciardi  
Staff recommends Board approval of the attached Letter of Task Agreement for financial auditing services from R. J. Ricciardi for FY 2009-10 for an amount not to exceed \$6,000.
4. Letter of Task Agreement for CPA Services for FY 2009-10 – Hal Weber, CPA  
Staff recommends Board approval of the attached Letter of Task Agreement for CPA services from Hal Weber, CPA for FY 2009-10 at a rate of \$100 per hour.



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June 24, 2009

Alan D. Telford, P.E.  
Executive Vice President  
Fehr & Peers Associates  
2990 Lava Ridge Court, Suite 200  
Roseville, CA 95661

SUBJECT: LETTER OF TASK AGREEMENT #09-01  
BETWEEN FEHR & PEERS ASSOCIATES AND  
THE SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY

Dear Mr. Telford:

This letter, when countersigned, authorizes work under the "Master Agreement between the South Placer Regional Transportation Planning Authority (SPRTA) and Fehr & Peers Associates" dated June 22, 2005.

1. Incorporated Master Agreement: This letter of task agreement is the statement of contract-specific requirements applicable to the work effort to be undertaken by Fehr & Peers Associates to provide traffic modeling services for the South Placer Regional Transportation and Air Quality Mitigation Fee Program.
2. Term: Consultant services are to commence July 1, 2009 and shall be completed in such a sequence as to assure that timelines are met. This contract shall end on June 30, 2010. Extensions to this contract may be made with the agreement of both parties. During the term of this contract, you are not to engage in other work that would be deemed a conflict of interest with SPRTA interests.
3. Scope of Services: Consultant will perform the tasks described below. The Executive Director will act as Project Manager.

Tasks

- Revisions and/or updates to traffic model, as needed
  - Revisions and/or updates to impact fee levels based on modeling updates, as needed
  - Meetings with technical staff, policy makers, and other appropriate parties to gather and/or disseminate information on traffic modeling efforts, as required
4. Personnel: The consultant team, as outlined in the consultant Statement of Qualifications dated July 1, 2002 is to perform the work outlined above.

5. Compensation: For services rendered, Consultant will be compensated for time and materials at the following rates:

<b>Fehr &amp; Peers Classification</b>	<b>Hourly Rate</b>
Principal	\$185 - \$355
Senior Associate	\$165 - \$225
Associate	\$125 - \$195
Senior Engineer/ Planner	\$120 - \$175
Engineer/Planner	\$90 - \$140
Senior Technical Support	\$100 - \$155
Administrative Support	\$60 - \$125
Technician	\$75 - \$115
Intern	\$60 - \$90

- Other direct costs / reimbursable expenses are invoiced at cost plus 10% for handling.
- Personal auto mileage is reimbursed at the current IRS approved rate.
- Reproduction and communication expenses (telephone, fax, computer, e-mail, etc.) are invoiced at cost as a percentage of project labor.
- Consultant will invoice on a monthly basis for work completed. Such invoices shall include tasks completed, hours associated with each task, staff member completing the task, and hourly rate. Invoices will be paid within thirty (30) days of receipt.

If this Letter of Task Agreement meets with your approval, please sign and return one copy. Questions concerning this agreement and the project in general should be directed to Celia McAdam, Executive Director, at (530) 823-4030.

Sincerely,

Accepted by:

\_\_\_\_\_  
Celia McAdam,                      Date  
Executive Director  
Placer County Transportation Planning Agency

\_\_\_\_\_  
Alan D. Telford, P.E.              Date  
Executive Vice President, Principal  
Fehr & Peers Associates

Attachments

CM/sl



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June 24, 2009

Nancy Miller  
Miller, Owen, & Trost  
428 J Street, Suite 400  
Sacramento, California 95814

SUBJECT: LETTER OF TASK AGREEMENT #09-01  
BETWEEN MILLER, OWEN, & TROST AND  
THE SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY

Dear Ms. Miller:

This letter, when countersigned, authorizes work under the "Master Agreement between the South Placer Regional Transportation Authority (SPRTA) and Miller, Owen, & Trost," dated July 1, 2007.

1. Incorporated Master Agreement: This letter of Task Agreement is the statement of contract-specific requirements applicable to the work effort to be undertaken by Miller, Owen, & Trost to provide legal counsel to SPRTA.
2. Term: Consultant services are to commence July 1, 2009 and shall be completed in such a sequence as to assure that services are completed in a timely manner. This contract shall end on June 30, 2010. Extensions to this contract may be made with the agreement of both parties. During the term of this contract, you are not to engage in other work that would be deemed a conflict of interest with SPRTA interests.
3. Scope of Services: Consultant will perform the tasks described below. The Executive Director will act as Project Manager.
  - a. Provide legal review and advice to the Agency on documents, agreements, memoranda of understanding, and funding agreements between agencies and analysis of legislation as it may affect Agency programs.
  - b. Provide legal review and advice to the Agency on documents, agreements, and responsibilities relating to administration and personnel issues for a public agency;
  - c. Attend Board meetings as may be required on an "as needed" basis as requested by the Executive Director;
  - d. Other legal services as may be needed and requested by the Executive Director or the Board of Directors.
4. Personnel: Nancy Miller will provide primary legal counsel; Consultant will provide additional personnel to perform above noted services as needed.

5. Compensation: For services rendered, Consultant will be compensated at the following rates:

Miller, Owen & Trost Staff	Hourly Billing Rate
Kirk E. Trost	\$ 250.00
Nancy C. Miller	\$ 250.00
William L. Owen	\$ 250.00
Paul J. Chrisman	\$ 235.00
Christiane E. Layton	\$ 235.00
Madeline E. Miller	\$ 200.00
Jennifer V. Gore	\$ 185.00
Daniel J.R. Calvert	\$ 160.00
Paralegals	\$ 110.00

Documented mileage for this assignment will be reimbursed at the current IRS rate. Other actual and necessary telephone costs will also be reimbursed. Telephone bills, invoices, etc. must be provided for any reimbursements. Consultant will invoice on a monthly basis for work completed. Such invoices shall include tasks completed, hours associated with each task, and hourly rate. Invoices will be paid within thirty (30) days of receipt.

If this Letter of Task Agreement meets with your approval, please sign and return one copy. Questions concerning this agreement and the project in general should be directed to Celia McAdam, Executive Director, at (530) 823-4030.

Sincerely,

Accepted by:

\_\_\_\_\_  
Celia McAdam, Date  
Executive Director  
South Placer Regional Transportation Authority

\_\_\_\_\_  
Nancy Miller Date  
Miller, Owen, & Trost

CM/sl



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June 24, 2009

Ralph J. Ricciardi  
Certified Public Accountant  
1000 Fourth Street Suite 400  
San Rafael, CA 94901

SUBJECT: LETTER OF TASK AGREEMENT #09-01  
BETWEEN R. J. RICCIARDI, INC. AND  
THE SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY

Dear Mr. Ricciardi:

This letter, when countersigned, authorizes work under the "Master Agreement between the Placer County Transportation Planning Agency (PCTPA) and R.J. Ricciardi, Inc." dated June 11, 2008.

- 1) Incorporated Master Agreement: This Letter of Task Agreement is the statement of contract-specific requirements applicable to the work effort to be undertaken by R. J. Ricciardi in fiscal year 2009/2010 for the South Placer Regional Transportation Authority (SPRTA). This signed Letter of Task Agreement comprises the contract between R. J. Ricciardi and SPRTA, with PCTPA acting as contract administrator. The purpose of the agreement is to perform an independent fiscal audit of SPRTA.
- 2) Term: Consultant services are to commence July 1, 2009 and shall be completed in such a sequence as to assure its expeditious completion in light of the purposes of this Letter of Task Agreement, but in any event, all of the services required herein shall be completed no later than February 28, 2010.
- 3) Scope of Services:
  - Consultant will perform the tasks for the fiscal year ending June 30, 2009 as described in the proposal submitted to PCTPA, dated March 23, 2007, and in accordance with standard accounting practices and standards for government entities.
  - R. J. Ricciardi engagement letter, dated May 28, 2009 is an integral part of this agreement and further clarifies the scope of services to be conducted and audit objectives and procedures.
- 4) Personnel: Consultant shall provide its own personnel to perform the work in the proposal. Consultant shall provide administrative support and overhead expenses.



R. J. RICCIARDI, INC.  
CERTIFIED PUBLIC ACCOUNTANTS

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May 28, 2009

RECEIVED

MAY 29 2009

P.C.T.P.A.

Ms. Celia McAdams, Executive Director  
South Placer Regional Transportation Authority  
299 Nevada Street  
Auburn, CA 95603

Dear Celia:

We are pleased to confirm our understanding of the services we are to provide South Placer Regional Transportation Authority for the year ended June 30, 2009. We will audit the financial statements of the business-type activities and the major fund, which collectively comprise the basic financial statements of South Placer Regional Transportation Authority as of and for the year ended June 30, 2009.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany South Placer Regional Transportation Authority's basic financial statements. As part of our engagement, we will apply certain limited procedures to South Placer Regional Transportation Authority's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it.

#### **Audit Objective**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with U.S. generally accepted auditing standards and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

#### **Management Responsibilities**

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the business-type activities and the major fund of South Placer Regional Transportation Authority and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles. Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for management decisions and functions; for designating an individual with suitable skill, knowledge, or experience to oversee our financial statement preparation services and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under professional standards.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of South Placer Regional Transportation Authority's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

#### **Audit Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing. Further, we understand that your employees will prepare all

information we request in our Client Participation List in the format requested and send it to us 30 days prior to scheduling the audit field work. If you have insufficient personnel or time to prepare these items we can assist you in this area and we will discuss with you the additional time required and estimated fee for these services.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our estimated fee, including expenses will be \$6,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes thirty days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above estimated fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We reserve the right to suspend or terminate our work if you have failed to fulfill your responsibilities set forth in this engagement letter, and such failure materially interferes with our work. If our work is suspended or terminated because of your failure to fulfill your responsibilities set forth in this engagement letter, you agree that we will not be responsible for your failure to meet government and other deadlines, for any penalties or interest that may be assessed against you resulting from your failure to meet such deadlines, and for any damages (including consequential damages) incurred as a result of the suspension or termination of our work.

We appreciate the opportunity to be of service to South Placer Regional Transportation Authority and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



R.J. Ricciardi, Inc.  
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of South Placer Regional Transportation Authority:

Officer signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



City of Lincoln • City of Rocklin • City of Roseville • Placer County

June 24, 2009

Hal Weber, CPA  
9223 Whittemore Drive  
Elk Grove, CA 95624

SUBJECT: LETTER OF TASK AGREEMENT #09-01  
BETWEEN HAL WEBER, CPA AND  
THE SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY

Dear Mr. Weber:

This letter, when countersigned, authorizes work under the "Master Agreement between the Placer County Transportation Planning Agency (PCTPA) and Hal Weber" dated June 22, 2005.

1. Incorporated Master Agreement: This letter of task agreement is the statement of contract - specific requirements applicable to the work effort to be undertaken by Hal Weber, CPA to provide accounting oversight of the South Placer Regional Transportation Authority (SPRTA). This signed Letter of Task Agreement comprises the contract between Hal Weber and SPRTA, with PCTPA acting as contract administrator.
2. Term: Consultant services are to commence July 1, 2009 and shall be completed in such a sequence as to assure that timelines are met. This contract shall end on June 30, 2010. Extensions to this contract may be made with the agreement of both parties.
3. Scope of Services: Consultant will perform accounting tasks as required in consultation with the Fiscal/Administrative Officer. Such duties may include: review of SPRTA accounting, assistance with complex accounting issues, and assistance with the annual independent fiscal audit.
4. Personnel: The sole consultant is to perform the work outlined above.
5. Compensation: For services rendered, Consultant will be compensated at a rate of \$100.00 per hour for a total amount not to exceed \$500. Consultant will invoice on a monthly basis for work completed. Invoices will be paid within thirty (30) days of receipt. Documented mileage for this assignment will be reimbursed at the current IRS rate. Other actual and necessary telephone costs will also be reimbursed. Telephone bills, invoices, etc. must be provided for any reimbursements.

If this Letter of Task Agreement meets with your approval, please sign and return one copy. Questions concerning this agreement should be directed to Shirley LeBlanc, Fiscal/ Administrative Officer, at 530-823-4034.

Sincerely,

Accepted by:

\_\_\_\_\_  
Celia McAdam                      Date  
Executive Director  
South Placer Regional Transportation Authority

\_\_\_\_\_  
Hal Weber, CPA                      Date



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City of Lincoln • City of Rocklin • City of Roseville • Placer County

**TO: Board of Directors**

**DATE: June 9, 2009**

**FROM: Celia McAdam, Executive Director**

**SUBJECT: PUBLIC HEARING: SOUTH PLACER REGIONAL TRANSPORTATION AND AIR QUALITY MITIGATION FEE PROGRAM INFLATIONARY ADJUSTMENT**

### **Action Requested**

Continue the public hearing and defer consideration of Resolution #09-02 to consider the inflationary adjustment to the South Placer Regional Transportation and Air Quality Mitigation Fee to the October 28, 2009 Board meeting, pending adoption of 2009 Comprehensive Fee Program Update.

### **Background**

In April 2002, the SPRTA Board adopted the Regional Transportation and Air Quality Mitigation Fee, which assessed new development for its impacts on specified regional transportation facilities. The adopted Fee Program, which went into effect on July 1, 2002, provides for an annual inflationary adjustment to the fees, based on the published Construction Cost Index as a way to reflect changes to project costs in between comprehensive updates of the fee program. Those adjustments are normally done at the Board's June meeting.

### **Discussion**

Based on the most current Construction Cost Index figures, as shown in Attachment 1, the annual inflationary adjustment has been calculated to be 5.8172%.

However, in considering this item, the TAC noted that the 2009 Comprehensive Fee Program Update provides for the most current cost estimates for projects to be funded by the fee, and is nearly completed. The update is expected to be ready for Board consideration by September. Because of the timing, the consensus amongst the TAC members is that the inflationary adjustment is unnecessary at this time.

Therefore, staff is recommending that the Board continue the noticed public hearing on the inflationary adjustment pending the consideration of the 2009 Comprehensive Fee Update. Should the comprehensive update not move forward, the public hearing will be held and the inflationary adjustment considered for action by the Board in October.

CM:ss

## Construction Cost Index Inflation

SPRTA	Date	20 Cities	San Fran.	Average	% Change
	May-03	6641.98	7822.94	7232.46	
	May-04	7064.14	8106.55	7585.35	4.87918% <i>Percent change applied to SPRTA fees in 2004</i>
	May-05	7398.03	8260.41	7829.22	3.21508% <i>Percent change applied to SPRTA fees in 2005</i>
	May-06	7690.72	8445.69	8068.21	3.05248% <i>Percent change applied to SPRTA fees in 2006</i>
	May-07	7942.00	9116.72	8529.36	5.71571% <i>Percent change applied to SPRTA fees in 2007</i>
	May-08	8140.61	9174.42	8657.52	1.50252% <i>Percent change applied to SPRTA fees in 2008</i>
	May-09	8573.87	9748.42	9161.15	5.81726% <i>Percent change applied to SPRTA fees in 2009</i>

2009 Summary

6.3% *Percent change for San Francisco*

5.3% *Percent change for 20 City Average*

Notes:

CCI based on May 12, 2003, May 10, 2004, May 2, 2005, May 8, 2006, May 14, 2007, May 12, 2008, May 4, 2009 ENR.

*Table updated May 8, 2009.*

**RESOLUTION NO. 09-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY  
ADOPTING AN INFLATIONARY ADJUSTMENT TO THE REGIONAL  
TRANSPORTATION AND AIR QUALITY MITIGATION FEE  
FOR ALL NEW DEVELOPMENTS WITHIN THE AREA OF JURISDICTION  
OF THE AUTHORITY**

A. **WHEREAS**, the South Placer Regional Transportation Authority ("Authority") was formed to provide for the coordinated planning, design, financing, acquisition, determination of the timing of construction, and construction, of certain transportation improvements located in the area of jurisdiction of the Authority; and

B. **WHEREAS**, the adoption of the Regional Transportation and Air Quality Mitigation Fee included the requirement that, on an annual basis, the Board review the estimated cost of the Facilities, the continued need for the Facilities and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which the Fee is charged, and may change the Fee based upon that review. If the relationship between the need and the impacts of the various types of development pending or anticipated still exists, the Fee shall be automatically adjusted annually based upon the Construction Costs Index as published in the Engineering News Record publication, unless otherwise determined by the Board.

C. **WHEREAS**, the Board of Directors of the Authority finds as follows:

(i) The purpose of the Fee is to finance the public facilities (the "Facilities") described and identified in the Regional Transportation and Air Quality Mitigation Fee Improvement Program to reduce the impacts of increased traffic caused by New Development within the area of jurisdiction of the Authority;

(ii) The Fee shall be used to finance the Facilities (including, without limitation, planning, design, administration, environmental compliance, and construction costs of the Facilities);

(iii) The estimated cost of the Facilities, the need for the Facilities and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which the Fee is charged continues to exist.

D. **WHEREAS**, the revised Regional Transportation and Air Quality Mitigation Fee schedule, as adjusted for inflation, was available for public inspection and review more than ten (10) days prior to this public hearing;

**NOW, THEREFORE**, pursuant to the authority of Section 5.M of the Joint Exercise of Powers Agreement for the Planning, Design, Financing, Acquisition and Construction of Regional Transportation Improvements, dated January 23, 2002, ("JPA Agreement"), it is hereby resolved by the Board that:

1. Fee Adjustment. The Regional Transportation and Air Quality Mitigation Fee schedule, as shown in Attachment B, is hereby adjusted to reflect an increase of 5.8172%.
2. Adoption. Pursuant to Section 8 of the JPA Agreement, this Resolution is adopted unanimously.
3. Judicial Review. Any judicial action or proceeding to attack, review, set aside, void, or annul this Resolution shall be brought within one hundred twenty (120) days after the effective date set forth below.
4. Effective Date. This Resolution and the Fee hereby approved shall be effective July 1, 2009.

Passed and Adopted by the Board of the South Placer Regional Transportation Authority, this 24<sup>th</sup> day of June, 2009, by the following vote on roll call:

AYES            Board Members:  
NOES            Board Members:  
ABSENT        Board Members:

\_\_\_\_\_  
Kirk Uhler, Chair

ATTEST:

\_\_\_\_\_  
Celia McAdam, Executive Director



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City of Lincoln • City of Rocklin • City of Roseville • Placer County

**TO: Board of Directors**

**DATE: June 10, 2009**

**FROM: Celia McAdam, Executive Director**

**SUBJECT: FY 2009/10 ADMINISTRATIVE BUDGET**

**Action Requested**

Board approval of the FY 2009/10 budget for the administration of the South Placer Regional Transportation Authority.

**Background**

Under the Implementation Plan adopted by the Board in April 2002, SPRTA allocates not more than \$150,000 annually for the administration of the Authority. The intent is for that amount to cover administrative contracts, including traffic modeling, legal services, and PCTPA's expenses to administer the Authority on an actual cost basis.

**Discussion**

As shown in Attachment 1, the FY 2009/10 administrative budget is proposed at \$94,747.

With the majority of the technical work for the comprehensive update of the Regional Transportation and Air Quality Mitigation Fee Program expected to be completed by the end of June, ongoing costs for traffic modeling and engineering services are expected to reduce significantly. Legal services costs spiked somewhat in 2008/09 as a result of the work on the Tier 2 Memorandum of Agreement, and those are expected to return to normal levels this year. Staffing costs are expected to stay level, along with other consulting contracts and expenses.

CM:ss

**Table 1**

**SPRTA Administrative Budget Summary  
FY 2009/10**

<b>Expenditures</b>			
	<b>Adopted</b>		
	<b>Proposed</b>	<b>FY 2008/09</b>	<b>Difference</b>
PCTPA Administrative Contract	\$42,547	\$42,661	(\$114)
Legal Services	\$4,500	\$10,000	(\$5,500)
Traffic Modeling/Engineering Services	\$40,000	\$85,000	(\$45,000)
Financial Audits	\$6,000	\$6,000	\$0
Direct Expenses (note 1)	\$1,200	\$1,200	\$0
Accounting Services	\$500	\$500	\$0
Contingency funds	\$0	\$0	\$0
<b>Total</b>	<b>\$94,747</b>	<b>\$145,361</b>	<b>(\$50,614)</b>

<b>Revenues</b>			
	<b>Adopted</b>		
	<b>Proposed</b>	<b>FY 2008/09</b>	<b>Difference</b>
SPRTA Fees	\$94,747	\$145,361	(\$50,614)
<b>Total</b>	<b>\$94,747</b>	<b>\$145,361</b>	<b>(\$50,614)</b>

<b>Contingency Funds</b>	<b>Proposed</b>	<b>FY 2008/09</b>	<b>Difference</b>
	\$0	\$0	\$0

<b>Revenue to Expenditure Comparison</b>			
	<b>Proposed</b>	<b>Adopted FY 2008/09</b>	
Surplus/(Deficit)	\$0	\$0	

Note 1: Direct expenses include postage, printing, advertising, and meeting expenses.



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City of Lincoln • City of Rocklin • City of Roseville • Placer County

**TO: Board of Directors**

**DATE: June 10, 2009**

**FROM: Celia McAdam, Executive Director**

**SUBJECT: REGIONAL TRANSPORTATION AND AIR QUALITY MITIGATION FEE ALLOCATION REQUEST FOR I-80/DOUGLAS BOULEVARD INTERCHANGE REIMBURSEMENT**

### **ACTION REQUESTED**

Board adoption of Resolution #09-03 allocating \$2,116,131 of Regional Transportation and Air Quality Mitigation Fees to the City of Roseville to complete the reimbursement for the I-80/Douglas Boulevard Interchange.

### **BACKGROUND**

The Regional Transportation and Air Quality Mitigation Fee Program ("Fee Program") was adopted by the SPRTA Board on April 10, 2002, and went into effect on July 1, 2002. Based on the cost estimate available at the time, the original program included \$15.31 million towards the I-80/Douglas Interchange. In October 2006, the Board adopted an update to the Regional Transportation and Air Quality Mitigation Fee program which increased the I-80/Douglas Boulevard Interchange portion by \$13.7 million to \$29.1 million to reflect actual costs.

### **DISCUSSION**

A summary of the allocations and expenditures for the I-80/Douglas Interchange project is shown in Attachment 1, with a current balance is \$2,116,131.

Under a separate agreement arranged by PCTPA, a portion of this allocation will be used to reimburse the Cities of Auburn, Colfax, and Lincoln and the Town of Loomis for their portions of Federal stimulus money. Earlier this year, those jurisdictions assigned their shares of stimulus money to the City of Roseville for use in local road projects that had already been cleared under federal requirements. While jurisdictions must still use the SPRTA money for purposes allowable under the Federal stimulus requirements, the exchange of funds relieves them of the clearances and extensive paperwork tied to the stimulus dollars.

The win-win of this approach means a more efficient use of our transportation dollars for our smaller jurisdictions, along with a quicker start for some road projects in Roseville.

The City of Roseville has requested a final allocation of \$2,116,131 to pay off the reimbursement to the City for expenditures on the I-80/Douglas Boulevard Interchange, with assignment of a portion of these funds to Auburn, Colfax, Loomis, and Lincoln per Attachment 1. Staff recommends approval.

SPRTA Allocation & Expenditure Summary			
Project: I-80 / Douglas Boulevard Interchange			
Original Available	15,310,000		Adopted 2002
Fee Credits	11,222,330		
Subtotal	4,087,670		
Updated Available	29,041,204		Adopted 2007
Fee Credits	24,331,208		
Subtotal	4,709,996		
Expended to Date	5,116,131		
Escalations to Date	406,135		
Remaining Balance	(0)		
<b>ESCALATIONS:</b>			
			Construction completed 12/05
<b>Date</b>	<b>Adopted Factor</b>	<b>Amount</b>	<b>Balance Basis</b>
7/1/2006	3.05248%	71,886	4,709,996
7/1/2007	5.71571%	273,318	4,781,882
7/1/2008	1.50252%	60,930	4,055,200
Total Escalations		406,135	
<b>ALLOCATIONS:</b>			
<b>Date</b>	<b>Resolution</b>	<b>Amount</b>	<b>Description</b>
2/27/2008	08-01	1,000,000	I-80/Douglas Blvd
10/9/2008	08-03	2,000,000	I-80/Douglas Blvd
6/24/2009	09-03	2,116,131	I-80/Douglas Blvd
Total Allocations		5,116,131	
<b>PAYMENTS:</b>			
<b>Date</b>	<b>Check No.</b>	<b>Amount</b>	<b>Payment Made To:</b>
3/25/2008	5227	1,000,000	City of Roseville
10/15/2008	1024	2,000,000	City of Roseville
7/1/2009		393,538	City of Auburn
7/1/2009		64,068	City of Colfax
7/1/2009		1,135,120	City of Lincoln
7/1/2009		204,868	Town of Loomis
7/1/2009		318,537	City of Roseville
Total Payments		5,116,131	

**RESOLUTION NO. 09-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY  
ALLOCATING REGIONAL TRANSPORTATION AND AIR QUALITY  
MITIGATION FEE PROGRAM FEES TO THE I-80/DOUGLAS BOULEVARD  
INTERCHANGE PROJECT**

**WHEREAS**, the South Placer Regional Transportation Authority ("Authority") was formed to provide for the coordinated planning, design, financing, acquisition, determination of the timing of construction, and construction, of certain transportation improvements located in the area of jurisdiction of the Authority; and

**WHEREAS**, the Authority adopted the Regional Transportation and Air Quality Mitigation Fee to finance specified transportation facilities, as specified in Authority Resolution #02-06 dated April 10, 2002; and

**WHEREAS**, the Authority adopted a comprehensive update to the Regional Transportation and Air Quality Mitigation Fee, as specified in Authority Resolution #07-03 dated May 23, 2007; and

**WHEREAS**, the Capital Improvement Program has specified a total contribution to the I-80/Douglas Boulevard Interchange Project at \$29,531,000; and

**WHEREAS**, the City of Roseville has used other funding sources to fund construct the I-80/Douglas Boulevard Interchange, which was completed in December 2003. The City is now requesting \$2,116,131 as final payment on the reimbursement of the City's expenditures for the interchange;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Authority allocates \$2,116,131 to the City of Roseville for as final payment on the reimbursement of expenditures to construct the I-80/Douglas Boulevard Interchange

Passed and Adopted by the Board of the South Placer Regional Transportation Authority, this 24th day of June, 2009 by the following vote on roll call:

AYES Board Members:

NOES Board Members:

ABSENT Board Members:

\_\_\_\_\_  
Kirk Uhler, Chair

ATTEST:

\_\_\_\_\_  
Celia McAdam, Executive Director



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City of Lincoln • City of Rocklin • City of Roseville • Placer County

**TO: Board of Directors**

**DATE: June 9, 2009**

**FROM: Stan Tidman, Senior Planner**

**SUBJECT: PLACER PARKWAY CORRIDOR PRESERVATION PROJECT & TIER 1 EIS/EIR LEDPA CONCURRENCE COORDINATION**

**Action Requested**

None. For information and discussion only.

**Background**

On May 29, the transportation agencies (FHWA/Caltrans/SPRTA) along with Placer County Planning staff and federal regulatory agencies (Corps/EPA/FWS) tentatively agreed that Alternative #5 would be the corridor most likely to contain the Least Environmentally Damaging Practicable Alternative (LEDPA). The meeting was a follow-up to the April 17 one to explore the feasibility of a 'conservation framework'.

This framework/approach idea, to be implemented in Tier 2, would avoid growth inducing impacts to aquatic and special status species/habitat. The idea was agreed to at the January 23 Formal (Senior-level Managers) Elevation meeting in San Francisco as a way to potentially resolve the LEDPA concurrence dispute.

At the April 17 meeting, the regulatory agencies presented two draft options for consideration. Discussion focused on the regulatory agencies concern to eliminate any future Parkway access in the western/central segments (Natomas East Main Canal to the east side of the Reason Farms Retention Basin's 'panhandle').

A May 11 memo outlined the transportation agencies' three-point approach to address the access issue and option 1. This memo cited that it would not be possible to absolutely prohibit future changes in use (i.e. Parkway access) under every possible circumstance. However, a combination of land use constraints noted below would provide the greatest assurance by making condemnation more difficult and costly.

- General plan designations/zoning districts to limit uses in the area to agriculture, open space, resource conservation, and others that would not allow transportation infrastructure.
- Keeping the buffer area in mostly private ownership.
- Acquiring conservation easements to be transferred to third parties for oversight/management.

At the May 29 meeting, EPA indicated the memo was "generally in the right direction"; however, more detail would be required. They agreed to eliminate the area identified

**SPRTA Board of Directors**  
**STATUS REPORT – PLACER PARKWAY**  
**June, 2009**  
**Page 2**

for a potential Watt Ave. interchange from the easement restricted area. While the Corps staff did not attend, EPA stated that the Corps is in agreement with this position.

The transportation agencies agreed to provide more specifics on the easement specifics (description and figure) by June 14. This information will be provided at the Board's June 24 meeting. EPA committed to a response by June 28. Corps response time is to be determined. Once responses are complete, the transportation agencies are to re-submit a LEDPA concurrence request. Corps action on the concurrence request is to be determined. Based on this, a late July or early August meeting is to be set to begin work on the last modified NEPA/MOU concurrence point – Mitigation Framework.

Based on the tentative agreement, the Final Tier 1 EIR will include agreement on Alternative 5 as the LEDPA, including the more detailed easement language. Work continued on preparing responses to comments on the 2007 Draft Tier 1 EIS/EIR and the 2009 Partially Revised Draft Tier 1 EIS/EIR. Responses to both sets of comments will be included in the Final Tier 1 EIR.

**Discussion**

If the regulatory agencies follow through under the terms outlined to staff, it appears that formal Tier 1 LEDPA concurrence could be reached by August. Achieving this, would be a major project milestone. Expected LEDPA concurrence will lead to work on the last concurrence point – Mitigation Framework. Based on past experience, this work will require several meetings over a couple of months.

As directed by the SPRTA Board in March, the project team continues to work on:

- Concluding the Tier EIR (CEQA) independently of the EIS (under NEPA) for release later this summer, and
- Completing the modified NEPA/404 process with the regulatory agencies

This approach will result in separate processing (distribution, public hearings, and certification/approval) of the Final Tier 1 EIR and Final Tier 1 EIS. While costs will be greater to complete these processes separately, it will offer some environmental review/project certainty by completing the CEQA process and accounting for potential delays in achieving concurrence on the Mitigation Framework.

An update on the Mitigation Framework concurrence progress will be provided at the June 24 Board meeting.

**SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY**  
**Technical Advisory Committee Meeting Minutes**  
**June 9, 2009**

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ATTENDANCE:                    Bob Blaser, Placer County Public Works  
                                     Amber Conboy, Placer County Public Works  
                                     Rick Dondro, Placer County Public Works  
                                     Richard Moorehead, Placer County Public Works  
                                     Larry Wing, City of Rocklin  
                                     Scott Gandler, City of Roseville

Sarah Brandenburg, Fehr & Peers

Celia McAdam, PCTPA  
Sue Sholtis, PCTPA

**Regional Transportation and Air Quality Mitigation Fee Program Annual Inflationary Adjustment**

Celia McAdam noted this year's inflationary adjustment to the fee program is 5.8% which will be applied to the fees across the board. The updated fee schedules had been provided to TAC members prior to the meeting.

Rick Dondro reminded TAC members the inflationary adjustment was established to be in effect between the comprehensive updates. With the comprehensive update nearly completed, there is no need for the inflationary adjustment this year. Scott Gandler expressed concern about what would happen if we didn't move forward with the inflationary adjustment and the comprehensive update was not approved.

After TAC discussion it was agreed to recommend deferral of the annual inflationary increase and move forward with the comprehensive fee update. If the update is not approved by September 30, we will bring the inflationary item back to the TAC and Board in October.

**Regional Transportation and Air Quality Mitigation Fee Program Comprehensive Update**

Celia McAdam summarized the changes to the original table per TAC direction from our last meeting. There was discussion regarding increasing funding for the SR 65 project while keeping the fee fairly constant. Sarah Brandenburg noted the casino was never assumed in the updates. A discussion ensued regarding fee credits and adjustment for project costs.

TAC agreed to defer the inflationary increase to wait for the comprehensive update. If the update is not approved by September 30 we will bring the inflationary increase back to the table. It was further agreed to add \$17M to SR 65 project, remove the fees collected column, and add a column to spread fees collected to date over all projects.

Brandenberg will run the numbers based on TAC recommendation and distribute the revised material next week.

### **Placer Parkway Environmental Document Status Report Update**

Celia McAdam stated a meeting with the regulatory agencies was conducted May 29. They tentatively agreed that, with suitable access restriction in the central segment, Alternative 5 is the Least Environmentally Damaging Practicable Alternative (LEDPA). McAdam is cautiously optimistic, noting it is possible we will have a LEDPA by summer.

Staff will continue work on CEQA efforts and the conservation strategy. There was a discussion regarding Sutter County's contribution to the Placer Parkway.

### **Other Items**

TAC concurred to cancel the July SPRTA TAC and Board meetings.

Meeting adjourned at 3:00 p.m.