



**REGULAR MEETING
FORT ORD REUSE AUTHORITY BOARD OF DIRECTORS**

Friday, February 13, 2015 at 2:00 p.m.
910 2nd Avenue, Marina, CA 93933 (Carpenters Union Hall)

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CLOSED SESSION

- a. Conference with Legal Counsel - Existing Litigation, Gov Code 54956.9(a) – 2 Cases
 - i. Keep Fort Ord Wild v. Fort Ord Reuse Authority (FORA), Case Number: M114961
 - ii. The City of Marina v. Fort Ord Reuse Authority, Case Number: M11856

4. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

5. ROLL CALL

6. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE INFORMATION

- a. FORA Board Meeting Protocol – Chair Overview ([pg. 1-2](#))
- b. March 13, 2015 California Central Coast Veterans Cemetery Ground Breaking Celebration
- c. FORA Board Annual Legislative Session Schedule
- d. Report from Dover, Kohl & Partners on Regional Urban Design Guidelines Charrette

7. CONSENT AGENDA

- a. Approve January 9, 2015 Board Meeting Minutes ([pg. 3-6](#)) ACTION
- b. 2015 *Ad-hoc* Advisory Committee Reauthorizations: Veterans Issues
Advisory Committee and Post Reassessment Advisory Committee ([pg. 7-9](#)) ACTION
- c. Confirm Chair Appointments to FORA Legislative and Finance Committees ([pg. 10](#)) ACTION

8. BUSINESS ITEMS

- a. 2nd Vote: Approve Executive Officer Compensation Adjustment ([pg. 11-18](#)) ACTION
- b. Rescind Monterey Bay Economic Partnership Agreement ([pg. 19](#)) ACTION
- c. FORA FY 2014-15 Mid-Year Budget ([pg. 20-26](#)) ACTION

- d. Authorize Preston Park Loan Application [\(pg. 27\)](#) ACTION
- e. Prevailing Wage Status Report [\(pg. 28-30\)](#) INFORMATION/ACTION

9. PUBLIC COMMENT PERIOD

Members of the public wishing to address the Board on matters within its jurisdiction, but not on this agenda, may do so for up to 3 minutes. Comments on agenda items are heard under the item.

10. EXECUTIVE OFFICER’S REPORT

- a. Outstanding Receivables [\(pg. 31\)](#) INFORMATION
- b. Habitat Conservation Plan Update [\(pg. 32\)](#) INFORMATION
- c. Administrative Committee [\(pg. 33-39\)](#) INFORMATION
- d. Finance Committee [\(pg. 40-42\)](#) INFORMATION
- e. Post Reassessment Advisory Committee [\(pg. 43-45\)](#) INFORMATION
- f. Regional Urban Design Guidelines Task Force [\(pg. 46-52\)](#) INFORMATION
- g. Travel Report [\(pg. 53-55\)](#) INFORMATION
- h. Public Correspondence to the Board [\(pg. 56\)](#) INFORMATION

11. ITEMS FROM MEMBERS

12. ADJOURNMENT

NEXT BOARD MEETING: MARCH 13, 2015

FORT ORD REUSE AUTHORITY BOARD REPORT

ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE

Subject: FORA Board Meeting Protocol – Chair Overview

Meeting Date: January 9, 2015

Agenda Number: 6a

INFORMATION

RECOMMENDATION(S):

Review FORA Board Meeting Protocol

BACKGROUND/DISCUSSION:

In an effort to further focus FORA Board meetings, Chair O'Connell will provide an overview of meeting procedure and has requested that the Board review the attached agenda item process (**Attachment A**).

FISCAL IMPACT:

Reviewed by FORA Controller 

Staff time for this item was included in the approved annual budget.

COORDINATION:

Executive Committee

Prepared by


Lena Spilman

Approved by


Michael A. Houlemard, Jr.

FORA PROPOSED AGENDA ITEM PROCESS

1. **Chair introduces agenda item.**
2. **Presentation by staff/applicant/ consultant to board.**
3. **Questions by board members on agenda item.** (Board urged to not try to justify or explain the reason for the question(s))
4. **Chair opens public comments.** (The public may comment to the board, but board/staff response shall come after public comment period is closed by chair. Public members shall be informed that they do not have to state their name or residence).
5. **Chair closes public comment.** (Responses to public questions by staff/applicant/consultant immediately after public comment closed unless it is necessary for staff, etc. to research a response to the question(s))
6. **Motion and second by board member** (Substitute motions shall be voted on first if they have received a second from a board member.)
7. **Board comments and discussion on motion/substitute motion.**
8. **Board action/vote.** (Chair should restate the motion or ask the maker to restate it, call for the vote and announce who voted aye, or nay (or abstained))

FORT ORD REUSE AUTHORITY

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Friday, January 9, 2015 at 2:00 p.m.

910 2nd Avenue, Marina, CA 93933 (Carpenters Union Hall)

1. **CALL TO ORDER**

Chair Edelen called the meeting to order at 2:00 p.m.

2. **PLEDGE OF ALLEGIANCE**

Councilmember Haffa led the Pledge of Allegiance.

3. **CLOSED SESSION**

The Board adjourned into closed session at 2:01 pm

a. **Conference with Legal Counsel - Existing Litigation, Gov Code 54956.9(a) – 2 Cases**

i. **Keep Fort Ord Wild v. Fort Ord Reuse Authority (FORA), Case Number: M114961**

ii. **The City of Marina v. Fort Ord Reuse Authority, Case Number: M11856**

4. **ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

The Board reconvened into open session at 2:57 pm and Authority Counsel Jon Giffen announced no reportable action had been taken.

5. **ROLL CALL**

Voting Members Present: (**alternates*)(*AR: entered after roll call*)

Chair/Mayor Edelen (City of Del Rey Oaks)

Mayor Pro-Tem Beach (City of Carmel-by-the-Sea)

Mayor Gunter (City of Salinas)

Councilmember Haffa (City of Monterey)

Councilmember Lucius (City of Pacific Grove)

Councilmember Morton (City of Marina)

Mayor Pro-Tem O'Connell (City of Marina)

Mayor Pro-Tem Oglesby (City of Seaside)

Supervisor Parker (County of Monterey)

Mayor Pendergrass (City of Sand City)

Supervisor Potter (County of Monterey)

Mayor Rubio (City of Seaside)

Absent: Supervisor Calcagno (County of Monterey)

Ex-officio (Non-Voting) Board Members Present: Nicole Charles* (17th State Senate District), Taina Vargas-Edmond* (29th State Assembly District), Donna Blitzer (University of California, Santa Cruz), Andre Lewis* (California State University, Monterey Bay), Debbie Hale (Transportation Agency for Monterey County), Colonel Fellingner (United States Army), and Director Le (Marina Coast Water District).

6. **ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE**

Howard Gustafson, Marina Coast Water District Board President, introduced new FORA Board representative Peter Le and new Interim General Manager Bill Kocher. He stated that the District was soon to release an announcement regarding a Marina Coast Water District desalination plant to service the former Fort Ord.

Executive Officer Houlemard introduced new temporary FORA employee Katie Ahern, noting she had worked for FORA previously for 6 years. Ms. Ahern was hired in response to a recent staff shortage and would be assisting in upcoming FORA event planning.

- a. **Adopt Resolution Acknowledging Councilmember Selfridge**
- b. **Adopt Resolution Acknowledging Supervisor Calcagno**

Chair Edelen read the resolutions into the record. Staff member Henry Gowin and Councilmember Haffa received the resolutions on behalf of Supervisor Calcagno and Councilmember Selfridge.

MOTION: Mayor Pro-Tem O'Connell moved, seconded by Mayor Rubio, to adopt Resolution 15-01 and 15-02, acknowledging City of Monterey Councilmember Nancy Selfridge and Monterey County Supervisor Lou Calcagno.

MOTION PASSED UNANIMOUSLY

Chair Edelen presented Executive Officer Houlemard with their first land sales payment.

7. **CONSENT AGENDA**

- a. **Approve December 12, 2014 Board Meeting Minutes**
- b. **Approve December 18, 2014 Board Meeting Minutes**

MOTION: Mayor Rubio moved, seconded by Mayor Pro-Tem Oglesby, to approve the Consent Agenda.

MOTION PASSED UNANIMOUSLY

8. **BUSINESS ITEMS**

Chair Edelen announced that due to some member's need to leave early, the Board would consider all action items prior to discussing information items.

- a. **Approve Memorandum of Agreement among County of Monterey, UCP East Garrison, LLC, and FORA Regarding Habitat Management on Parker Flats Reserve**

Senior Planner Jonathan Garcia provided background information and Mr. Houlemard discussed the recommended action, noting that the final copy of the Memorandum of Agreement (MOA) would be distributed to all Board members. The Board received comments from members of the public. A representative from UCP East Garrison addressed the Board, emphasizing the Agreement would serve as an interim solution only until the Fort Ord Habitat Conservation Plan is adopted.

MOTION: Supervisor Potter moved, seconded by Supervisor Parker, to 1) meet CDFW requested adjustments, 2) approve entering into the MOA, and 3) authorize the Executive Officer/Authority Counsel to execute the MOA after County Board of Supervisors' action.

MOTION APPROVED UNANIMOUSLY

- b. **Monterey Bay Economic Partnership Implementation Plan Report**

Chair Edelen stated that the item had been pulled by staff due to the fact that neither Monterey Bay Economic Partnership representatives could attend the meeting. He stated the item would be reagendaized for the following month.

c. Consider Executive Officer Compensation Adjustment

MOTION: Mayor Pro-Tem Beach moved, seconded by Councilmember Haffa, to adopt a Board policy of considering merit or longevity pay increases at each annual performance review of the Executive Officer.

SUBSTITUTE MOTION: Mayor Rubio moved, seconded by Mayor Pro-Tem Oglesby, to authorize a 4 percent salary adjustment and an \$8,400 per year benefit increase to Executive Officer (EO) compensation, as recommended by the Executive Committee (staff report alternative #2).

Chair Edelen and Mayor Rubio summarized Executive Committee discussion of the item and their subsequent recommendation to approve alternative #2. Staff responded to comments from members of the Board and public.

Councilmember Lucius left the meeting.

SUBSTITUTE MOTION RECEIVED MAJORITY APPROVAL (2ND VOTE REQUIRED): Ayes: Edelen, Gunter, Oglesby, Pendergrass, Potter, Rubio. Noes: Beach, Morton, O'Connell, Parker, Haffa. Absent: Calcagno, Lucius.

f. Confirm Chair Appointment to Fill Finance Committee Vacancy

Mr. Houlemard explained that while committee appointments were customarily considered in February after the new Chair had assumed office, a recent vacancy on the Finance Committee needed to be filled in order to obtain a quorum for the January meeting, at which they would review the mid-year budget.

MOTION: Supervisor Potter moved, seconded by Mayor Rubio, to confirm Chair Edelen's appointment of Andre Lewis to the FORA Finance Committee.

MOTION PASSED UNANIMOUSLY

g. Elect 2015 Board Officers

As Chair of the 2015 Nominating Committee, Mayor Gunter presented the Committee's recommended slate of Board Officers.

MOTION: Mayor Gunter moved, seconded to Mayor Rubio, to approve the 2015 Nominating Committee's recommended slate of Board Officers, as follows:

Chair: Mayor Pro-Tem O'Connell, City of Marina

Vice-Chair: Mayor Rubio, City of Seaside

Past Chair (Executive Committee): Mayor Edelen, City of Del Rey Oaks

Member-At-Large (Executive Committee): Supervisor Parker, County of Monterey

Member-At-Large (Executive Committee): Mayor Gunter, City of Salinas

MOTION PASSED UNANIMOUSLY

e. Environmental Services Cooperative Agreement Quarterly Update *item taken out of order*
ESCA Project Manager Stan Cook provided a brief update on ESCA activities and responded to Board member questions regarding the schedule of land transfers.

d. Post Reassessment Items

i. January 22, 2014 Trails Symposium Status Report

ii. February 2-13, 2014 Regional Urban Design Guidelines Charrette

iii. Category 3 Work Plan Update

Associate Planner Josh Metz provided background information and reviewed the upcoming Charrette schedule. Mr. Metz also reviewed next steps to completing Base Reuse Plan Reassessment category 3 items.

9. PUBLIC COMMENT PERIOD

The Board received comments from members of the public.

10. EXECUTIVE OFFICER'S REPORT

a. Outstanding Receivables

No report given on this item.

b. Habitat Conservation Plan Update

No report given on this item.

c. Administrative Committee

No report given on this item.

d. Post Reassessment Advisory Committee

No report given on this item.

e. Regional Urban Design Guidelines Task Force

No report given on this item.

f. Travel Report

Mr. Houlemard discussed the March Association of Defense Communities Conference in Monterey, noting that experts from all over the country would be coming to learn about the cooperative agreements employed in the Monterey region. He announced that he had received news earlier that day that the Department of Defense was exploring a request for a round of base reuse and closures (BRAC) for 2017 – an item of particular interest to the Monterey region, which relied heavily upon its military missions.

g. Public Correspondence to the Board

No report given on this item.

11. ITEMS FROM MEMBERS

Supervisor Parker requested the following month's staff report on the Monterey Bay Economic Partnership agreement include the list of suggested deliverables she had provided to the Executive Officer. Mr. Houlemard stated that would be done. Mayor Pro-Tem Oglesby requested the staff report also reflect staff's recommended list of deliverables.

Chair Edelen thanked the Board for their cooperation and support during his term as Chair and transferred the gavel to Mayor Pro-Tem O'Connell. Mayor Pro-Tem O'Connell thanked Chair Edelen for his dedication and cooperation.

12. ADJOURNMENT

Chair O'Connell adjourned the meeting at 4:20 p.m.

FORT ORD REUSE AUTHORITY BOARD REPORT

CONSENT AGENDA

Subject:	2015 <i>Ad-hoc</i> Advisory Committee Reauthorizations: Veterans Issues Advisory Committee and Post Reassessment Advisory Committee	
Meeting Date:	February 13, 2015	ACTION
Agenda Number:	7b	

RECOMMENDATION:

1. Receive 2015 Membership update.
2. Reauthorize the Veterans Issues Advisory Committee (VIAC) and Post Reassessment Advisory Committee (PRAC) through 2015.

DISCUSSION/BACKGROUND:

1. The FORA Board Chair is responsible for creating *ad-hoc* advisory committees and appointing membership. These appointments do not require Board confirmation and are not term-limited, as *ad-hoc* advisory committees are, by definition, convened for a limited term/purpose. Chair O'Connell made 2015 membership updates. If reauthorized, 2015 PRAC/VIAC membership will be:

Veterans Issues Advisory Committee (VIAC):

City of Seaside, Mayor Pro-Tem Oglesby (Chair)	Monterey County Office of Military & Veterans Affairs, Wes Morrill
City of Del Rey Oaks, Mayor Edelen	
City of Salinas, Mayor Gunter	Central Coast Veterans Cemetery Foundation, Rich Garza
Marina Coast Water District, Director Le	
U.S. Army, Command Sgt. Major Wynn	Fort Ord Veterans Cemetery Citizens Advisory Committee, Jack Stewart
United Veterans Council, James Bogan	
Veterans Families, Edith Johnsen	Monterey County Military & Veterans Advisory Committee, Sid Williams

Post Reassessment Advisory Committee (PRAC):

Mayor Pro-Tem Beach, City of Carmel-by-the-Sea (Chair)
Councilmember Haffa, City of Monterey
Councilmember Morton, City of Marina
Supervisor Parker, County of Monterey
President Ochoa, California State University Monterey Bay (alternate: Andre Lewis)

2. On January 11, 2013, the Fort Ord Reuse Authority (FORA) Board of Directors created VIAC to advise the Board on former Fort Ord veteran's related reuse issues, and was reauthorized in February 2014. The VIAC Charge is included as **Attachment A**.

On March 22, 2013 the FORA Board of Directors authorized the creation of the PRAC to identify near-term and medium-term Base Reuse Plan reassessment category IV work plan priority recommendations. The PRAC continues to meet and provide updates to the FORA Board, expecting priority recommendations to be forthcoming in Spring 2015. The PRAC Charge is included as **Attachment B**.

FISCAL IMPACT:

Reviewed by FORA Controller 

Staff time for this item is included in the approved FORA budget.

COORDINATION:

VIAC, PRAC

Prepared by 

Crissy Maras

Approved by 

Michael A. Houlemard, Jr.

Veterans Issues Advisory Committee

Committee Charge

The Veterans Issues Advisory Committee (VIAC) will identify, discuss, evaluate, and advise regarding the development of former Fort Ord issues that directly impact Monterey Bay Area veterans. The primary issues that are to be monitored are initial construction of the California Central Coast Veterans Cemetery and the Veterans Administration/ Department of Defense Clinic – both to be located on the former Fort Ord, and the establishment of a Veterans Drop-in Counseling Center. The VIAC is charged with reviewing resources necessary for the successful implementation of both of these projects and will review data or recommendations that may come from the Fort Ord Reuse Authority Administrative Committee, Executive Committee, and Board of Directors as well as other Monterey County jurisdictions, and provide input regarding organizational, policy, financial, and technical elements in processing these projects and others related to veterans or military issues as may be assigned by the FORA Chair (on behalf of the Board of Directors). FORA staff will provide technical and administrative support to the VIAC.

Base Reuse Plan Post-Reassessment Advisory Committee

Committee Charge

The Post-Reassessment Advisory Committee (PRAC) is charged with advising the FORA Board regarding action items to be prioritized in the near term (approximately through the end of calendar year 2015), as a follow-up to the Base Reuse Plan reassessment effort completed in 2012. The primary issues that are to be reviewed are the topics and options identified in Category IV of the final Reassessment Report, with additional consideration of the Reassessment Report's other subject areas as the FORA Board may deem necessary. FORA staff will provide technical and administrative support to the PRAC. The PRAC effort is anticipated to have a limited duration, with a goal of forwarding priority recommendations to the Board in May or June 2015.

FORT ORD REUSE AUTHORITY BOARD REPORT

CONSENT AGENDA

Subject:	Confirm Chair Appointments to FORA Legislative and Finance Committees	
Meeting Date:	February 13, 2015	ACTION
Agenda Number:	7c	

RECOMMENDATION:

Confirm Fort Ord Reuse Authority (FORA) Board of Directors Chair O'Connell's 2015 appointments to the Finance Advisory Committee (Finance Committee) and the Legislative Advisory Committee (Legislative Committee).

BACKGROUND/DISCUSSION:

Each year at the February Board meeting, the FORA Chair recommends appointees to FORA's Finance and Legislative Committees for Board confirmation. Appointees serve for a term of one year and must be chosen from among the ex-officio, voting, or alternate Board members.

Chair O'Connell recommends the following to serve through February 2016:

Finance Committee:

Councilmember Morton, City of Marina (Chair)
Mayor Pro-Tem Oglesby, City of Seaside
Nick Chiulos, County of Monterey
Andre Lewis, California State University, Monterey Bay
Councilmember Lucius, City of Pacific Grove

Legislative Committee:

Supervisor Potter, County of Monterey (Chair)
Mayor Pro-Tem O'Connell, City of Marina
Mayor Rubio, City of Seaside
Mayor Edelen, City of Del Rey Oaks
Mayor Pendergrass, City of Sand City

FISCAL IMPACT:

Reviewed by the FORA Controller 

Staff time for this item is included in the approved annual budget.

COORDINATION:

FORA Chair, Executive Committee

Prepared by


Lena Spilman

Approved by


Michael Houlemard

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	2 nd Vote: Approve Executive Officer Compensation Adjustment	
Meeting Date:	February 13, 2015	ACTION
Agenda Number:	8a	

RECOMMENDATION:

SECOND VOTE: Approve Executive Officer Compensation Adjustment: 4% salary increase and an \$8,400/year benefit increase.

BACKGROUND:

At its January 9 meeting, the Fort Ord Reuse Authority (FORA) Board voted in favor of the Executive Committee recommended adjustment to the Executive Officer's (EO) compensation. (**Attachment A**). That vote was not unanimous, and the item returns for a second vote as provided in State Law.

DISCUSSION:

In mid-October 2014, FORA Board gave initial approval to a merit-based raise that would have increased EO's salary by 8%. The Board later adjusted his contract to allow for that raise as recommended by Authority Counsel; the contract was corrected in December. Authority Counsel recommended a new vote on the adjustment to be consistent with the contract correction. The Executive Committee recommended to the Board an alternative to the October salary adjustment of 8 %. That recommended alternative of the increase/benefits option was to be retroactive to July 1 as described in the fiscal impact analysis described in Attachment A.

As noted above, in January 2015, the Board voted in favor of the increase/benefits option presented.

FISCAL IMPACT:


Reviewed by the FORA Controller 

Annual impact associated with this adjustment was presented to the Board at the January meeting and is detailed on Attachment A.

COORDINATION:

The Executive Committee, FORA Counsel

Prepared by


Ivana Bednarik

Approved by


Jon Giffen, Authority Counsel

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Consider Executive Officer Compensation Adjustment	
Meeting Date:	January 9, 2015	ACTION
Agenda Number:	8c	

RECOMMENDATION:

Authorize a 4 percent salary adjustment and an \$8,400 per year increase to Executive Officer (EO) Michael Houlemard's compensation, as recommended by the Executive Committee (EC).

BACKGROUND:

At its October 2014 meeting, the Board voted for an 8 percent increase to the EO's salary, as recommended by the EC. The recommendation assumed the terms of the Spring 2014 consolidated contract between the Fort Ord Reuse Authority (FORA) and the EO provided for merit adjustments, as had been the case for the prior seventeen years. However, in December 2013, during contract consolidation processing, the provision providing for merit adjustments was inadvertently deleted. That deletion was corrected by FORA Board action in December 2014. Authority Counsel advised that the EC confirm their prior merit adjustment recommendation for a new *first* vote by the Board to align with the now corrected contract. The Executive Committee met on December 30, 2014 and unanimously approved the above recommendation.

In August 2014, the EC requested that FORA staff provide a review of recent accomplishments as they relate to the prospective expected service of the Executive. Board members also asked for an historical review of the Executive Officer's salary, options for non-PERS adjustments and the recent City of Monterey survey of some regional executives. Those items are addressed in this report.

DISCUSSION:

The EO has served the FORA Board/Monterey Bay Region since 1997. The position is uniquely complex and requires expansive working comprehension of technical, scientific, legal, regulatory, legislative, financial, public relations/advocacy, communications, and municipal and special district managerial skills. This breadth of skills is essential for the future success of former Fort Ord recovery. The following summary is provided to inform the Board's consideration of the EO request for a salary/compensation adjustment.

Key (but not all) EO responsibilities are as follows:

- As Chief Operations Officer, the EO must; 1) meet all operational and programmatic demands, 2) direct daily functions and programs, 3) have a broad technical understanding of the diverse scientific/technical, legal and financial elements of military base reuse/economic recovery, and 4) interface collaboratively with the Board/member agencies, the public, and multiple external entities to aid reuse efforts.

- As Clerk to the Board, the EO works closely with the Deputy Clerk and Authority Counsel to assure proper documentation, compliance, and clarity regarding notices, meetings, records, and other ministerial public agency requirements. As the primary financial/budget staff to the Board, the EO interacts regularly with the Controller and Finance Committee Chair to assure fiduciary obligations/financial strength. *This includes ongoing requirements to provide general and specialized risk coverage such as the Pollution Legal Liability Insurance Policy, which is currently provided at a very reasonable cost to participants and supported by FORA funding.*
- As a primary designated FORA spokesperson, Mr. Houlemard oversees and directs FORA's public information consultant and coordinates with the FORA Board Chair in all press and public engagement matters. In that role, he regularly communicates with jurisdictions, special interest groups, business associations, the media, and professional/labor organizations to actively pursue opportunities to educate regional municipalities, special districts, service organizations, and community business partners about FORA's role and mission. On average, the EO makes 40-50 public presentations annually - some years that number has exceeded 100. In addition, he coordinates all such communications with the Board Chair. These have included official formal State and Federal legislative testimonies. *It is expected that such activity will increase in coming years – leading to the crucial report to the State Legislature in 2018.*
- As primary program/project overseer, Mr. Houlemard deploys managerial strategic leadership utilizing best practices to effectively implement Board decisions, complete FORA's educational and environmental economic recovery mission, and assure compliance with federal and state requirements.
- The EO is often required to undertake special/unanticipated roles. As a result of the 2013 ballot initiative, Mr Houlemard served as FORA Elections Officer. In that capacity, working closely with County Elections Officials and Authority Counsel to respond to the unique circumstance, the EO assured compliance with State Regulatory requirements, offered the Board full analysis of all options and laws, and met public and interest group expectations. Despite estimates that ranged upwards of \$1.2M in potential cost – the coordinated/cooperative approach resulted in FORA costs of less than \$700K. These types of specialized assignments are not necessarily extraordinary or unique, but are not a part of the primary position and often require significant time reallocation to assure coverage on key events. *These kinds of unexpected and unpredictable demands will continue to surface and require direct response by the EO.*
- The EO position requires *and will continue to require* experience/skill in judging the relationship/distinction between administrative and policy matters and the ability to interface with diverse constituencies and stake holders, including member jurisdictions and regional agencies/municipalities, environmental/special interest groups, community/ neighborhood entities, business interests, media, and professional organizations.

In addition to fulfilling ongoing responsibilities, Mr. Houlemard carefully develops and maintains strong working relationships with state and federal lawmakers and their staffs, traveling to various locations - including Sacramento, CA and Washington, DC. A significant number of FORA projects and funding awards owe a portion of their success, if not their inception, to this coordination. Under his leadership, FORA acquired \$133 million in Federal, State and private grant funding to further FORA's recovery mission, including:

- \$98 Million in the Department of Defense/US Army Environmental Services Cooperative Agreement (ESCA) Grant;
- \$31 Million in varying construction grants from the US Department of Commerce Economic Development Administration; and
- More than \$4 Million in planning and building removal funds from federal (US Army Corps of Engineers), state (DAM Grant funds) and private (Packard Foundation) sources.

Applying the \$98 Million Department of Defense ESCA Grant, FORA successfully manages a comprehensive Munitions Remediation Program, which remains on-target and within budget. Recently FORA completed major infrastructure projects, provided key assistance and coordination for the California Central Coast Veterans Cemetery (CCCVC) funding land transfer, advocated nationally and provided local support for the now dedicated Fort Ord National Monument and the Gourley Department of Defense/Veterans Administration Clinic, completed an 18-month intensive Reassessment of the Fort Ord Base Reuse Plan, and organized a new committee and staffing structure to follow-up on the Reassessment Report, including co-hosting the 2013 Fort Ord Colloquium. FORA vigilantly pursues the permanent protection of 17,000 habitat acres and is embarking on a strategic economic development program to support the educational and research focused recovery. In addition, FORA secured several other grant or loan funds to support former Fort Ord projects (including the CCCVC). *This role is ongoing as future expansion of the initial cemetery construction is expected.*

As a means to assist FORA's mission, the EO has assumed/continued active leadership in the Association of Defense Communities (ADC) - serving on the Board of Directors from 2001 - 2012 and as President from 2008 to 2011. Although no longer on the Board, the EO continues to participate through a variety of ADC committees (Past Presidents Chair) and often leads panels at national conferences on topics such as best practices in legislative agenda planning, sustainable reuse, and the challenges of redevelopment. This strong national presence has sustained important visibility and support for FORA and has helped to elevate FORA as a national leader in the field of military base reuse. Most recently, the EO moderated the plenary session at the ADC National Base Redevelopment Forum in San Francisco. In these capacities, *Mr. Houlemard will continue to have an important role in sustaining the Monterey region's \$1.5 Billion military mission, which contributes in many ways to the economic strength of the area and its cultural history.*

Mr. Houlemard is in his 18th year as FORA Executive Officer. Since 2007, the EO has provided annual self-evaluations and/or the FORA Board has independently assessed his performance as Executive Officer. Each year the EO was commended, including Board member compliments of his "extraordinary" or "exemplary" regional, statewide, and national efforts that benefit FORA's mission. In 2012, the EO received the Ruth Vreeland Public Official of the Year award from the Monterey Peninsula Chamber of Commerce. Last year, the EO completed a six-month training process to receive certification as a Special District Manager by the California Special Districts Leadership Foundation – confirming his aptitude and skills, and adding to his credentials to serve this region as EO.

In recent years, FORA has actively responded to changing information and technological requirements, community requests, and staffing adjustments; successfully updating and improving meeting management and information dissemination systems. FORA's ongoing financial stability over the past 18 years has resulted in key operational and programmatic

achievements, which in many cases exceeded expectations. These efforts are reflected in a number of significant positive outcomes: FORA's national pre-eminence in base reuse, consistent successful property transfers and management/stewardship, compliance with Base Reuse Plan policies, effective project development, construction of critical basewide infrastructure, significant completion of building removal projects, and timely closure of munitions and explosives removal for 3300 acres. The EO performs these tasks while managing complex legal and other challenges. As well, FORA sustains a high quality, low-turnover staff by reinforcing morale and empowering individual excellence, even in resource restrained times. *The EO expects these demands will continue and intensify in the coming years, especially as FORA looks toward the important additional tasks of completing the design guidelines, Joint Powers Authority, and asset/liability sunset analysis, while sustaining high quality ministerial and management responsibilities.*

It is clear that the scope of FORA's obligations for the coming several years will be at least as complex and demanding as it has been in the immediate past years. *Prospectively, successfully achieving the goals of the Board will require significant additional workload. Examples include:*

- *Implement Base Reuse Plan operational and programmatic completion demands for Category 3 & 4 obligations, oversee the Regional Urban Design Guidelines/Coast to Monument connections and Habitat Conservation demands, and address the jobs/housing balance requirements in the Master Resolution.*
- *Provide a comprehensive and effective program for financing FORA's building removal obligations and to assist others in their building removal demands.*
- *Assure the long term financial obligations for meeting the Base Reuse Plan goals of infrastructure development, habitat conservation, and property stewardship.*
- *Continue and elevate transparent community participation/involvement and public information/engagement through regularly communicating with jurisdictions, special interest groups, business associations, the media, and professional/labor organizations regarding FORA's role and mission.*
- *Complete the Records of Decision processing necessary to finish the munitions removal and property transfer process within the coming two fiscal years.*
- *Securing additional grants or subsidies to assist in the regional recovery program on or in conjunction with former Fort Ord reuse.*
- *Prepare a comprehensive summary description of the post-FORA sunset financial, programmatic, legal, and operational requirements for presentation to the California State Legislature in 2018.*

The EO respectfully contends his successful performance and record of accomplishment reflect his ongoing and future value to FORA, and supports consideration of a merit compensation adjustment awarded retroactively from this fiscal year inception.

SALARY ADJUSTMENT REQUEST OPTIONS/HISTORICAL SALARY SUMMARY

Mr. Houlemard and Controller Ivana Bednarik have prepared three options for Board consideration that address questions, comments or requests made by Board members. In particular, the options address alternatives for phasing a merit adjustment and methods to

reduce impact on Public Employee Retirement System FORA costs. Those options are charted in the Fiscal Impact Section of this report and further itemized in **Attachment A**.

Also provided in **Attachment A** are the requested historical EO salary adjustments. As reported in past meetings, the last merit adjustment was in 2005. The EO has had other salary increases when *Board action authorized Cost of Living adjustments for all staff or recognized when the EO achieved longevity-step eligibility*. His last longevity increase was in 2010, and such benefits are exhausted. Those merit, COLA, and longevity salary adjustments were in compliance with the FORA contract terms and FORA policies.

REQUESTED COMPARATIVE SALARY SURVEY

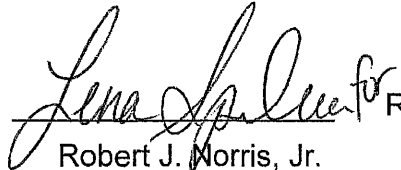
Councilmember Haffa provided staff with a comparative salary survey (**Attachment B**) completed by the Monterey Regional Waste Management District and requested its distribution to the FORA Board. FORA staff has also attached another salary survey completed by the Special District Manager’s Group (**Attachment C**) in December 2014. The surveys are somewhat inconsistent.

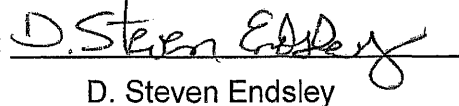
FORA staff note that the Monterey Bay Region is fortunate to have extraordinary executives who perform their roles and responsibilities with laudable expertise. Numerous similar surveys have been performed by various entities over the past decades to inform multiple human resource recruitments – but are not the sole or even the primary means of assessing how an executive is paid.

FISCAL IMPACT:

Reviewed by the FORA Controller 

Voted 10/14/14	<u>Current Salary</u>	<u>Salary Increase</u>	<u>Adjusted Salary</u>	<u>FORA Annual Impact</u>
8% Merit	211,521	16,922	228,443	20,955
Alternative #1	<u>Current Salary</u>	<u>Salary Increase</u>	<u>Adjusted Salary</u>	<u>FORA Annual Impact</u>
4% Merit 14-15	211,521	8,461	219,982	10,477
4% Merit 15-16	219,982	8,800	228,782	10,978
				21,455
Alternative #2	<u>Current Salary</u>	<u>Salary/Benefit Incr.</u>	<u>Adjusted Salary</u>	<u>FORA Annual Impact</u>
1/2 Merit	211,521	8,461	219,982	10,477
1/2 Benefit Increase	-	8,400	219,982	8,523
				19,000

Prepared by: 
Robert J. Norris, Jr.

Reviewed by: 
D. Steven Endsley

EXECUTIVE OFFICER - COMPENSATION ADJUSTMENT

		Salary	2% COLA 7-1-14	Benefit Change/s
Old Contract	7/2000 - 6/2014	207,374		-
New Contract	7/2014 - 6/2020	207,374	211,521	(2,516)

PAST SALARY INCREASES	Beginning Salary	TYPE	%	Ending Salary
FY 00-01	\$137,900			\$137,900
FY 01-02	\$137,900	COLA	3%	\$142,037
FY 02-03	\$142,037	COLA	3%	\$146,298
FY 03-04	\$146,298	COLA, Merit	3%, 2%	\$153,701
FY 04-05	\$153,701	COLA	1.5%	\$156,006
FY 05-06	\$156,006	COLA, Merit	1%, 5%	\$165,445
FY 06-07	\$165,445	COLA	2.5%	\$169,581
FY 07-08	\$169,581	COLA, Longevity 1	3%, 5%	\$183,402
FY 08-09	\$183,402	COLA	3%	\$188,904
FY 09-10	\$188,904			\$188,904
FY 10-11	\$188,904	Longevity 2	5%	\$198,349
FY 11-12	\$198,349	COLA	2%	\$202,316
FY 12-13	\$202,316			\$202,316
FY 13-14	\$202,316	COLA	2.5%	\$207,374

CURRENT BENEFIT PACKAGE	Health/mo	Retirement (PERS)	Deferred Comp/mo	Car/Phone/mo
Time Off				
26 days/year - Vac	1,320	2% @ 55	833	300
18 days/year - Sick				
5 days/year - Management				

PROPOSED

8% Merit Increase	Salary Increase	Adjusted Salary	FORA Cost	Itemized
A permanent increase in salary	16,922	228,443	20,955	
			3,704 PERS (21.488%)	
			245 Medicare (1.45%)	
			84 Workers' Comp (.5%)	
			4,033	

OTHER OPTIONS

A.	Salary Increase	Adjusted Salary	FORA Cost	Itemized
4% Merit Increase FY 14-15	8,461	219,982	10,477	
			1,852 PERS	
			123 Medicare	
			42 Workers' Comp	
			2,017	
4% Merit Increase FY 15-16	8,799	228,782	10,977	
			2,006 PERS (22.80%)	
			128 Medicare	
			44 Workers' Comp	
			2,178	
	17,260		21,455	

B.	Salary/Benefit Increase	Adjusted Salary	FORA Cost	Itemized
1/2 Merit, 1/2 Benefit Increase				
4% Merit	8,461	219,982	10,477	
700/mo Deferred Comp	8,400	219,982	8,523	
			123 Medicare	
	16,861		19,000	

Wage Survey of Monterey County Regional Agencies						
Agency	No. of Employees	FY 14-15 Operating Budget	2014 GM Annual Salary	Benefits	Total Comp	
AMBAG	Association of Monterey Bay Area Governments	17.5	\$3,628,003	\$165,000	\$43,932	\$208,932
CAWD	Carmel Area Wastewater District	25	\$5,493,248	\$168,300	*	*
FORA	Fort Ord Reuse Authority	15	\$11,311,438	\$211,521 (current) \$228,433 (requested 10-10-14)	\$55,292	\$289,239
MBUAPCD	Monterey Bay Unified Air Pollution Control District	36	\$6,400,000	\$164,430	\$34,103	\$213,337
MCWD	Marina Coast Water District	35	\$13,452,233	\$190,000	*	*
MCRFD	Monterey County Regional Fire District	55	\$18,000,000	\$177,036	*	*
MPAD	Monterey Regional Airport District	38	\$10,568,000	\$182,580	\$82,161	\$264,741
MPRPD	Monterey Peninsula Regional Park District	14	\$6,459,050	\$161,256	\$29,261	\$190,517
MPWMD	Monterey Peninsula Water Management District	26	\$10,936,000	\$175,000	*	*
MRWMD	Monterey Regional Waste Management District	107	\$19,279,000	\$187,188	\$54,285	\$267,466
MRWPCA	Monterey Regional Water Pollution Control Agency	79	\$25,591,092	\$206,583	\$104,490	\$311,072
MST	Monterey-Salinas Transit	220	\$36,000,000	\$182,000	\$89,180	\$271,180
PBCSD	Pebble Beach Community Services District	11	\$11,569,000	\$182,644	\$74,961	\$257,605
SVSWA	Salinas Valley Solid Waste Authority	49	\$15,000,000	\$176,451	\$87,813	\$264,264
TAMC	Transportation Agency for Monterey County	14	\$2,463,284	\$165,924	*	*

* Requested/No Reply

10/10/2014

Attachment B to Item 8c
FORA Board Meeting, 1/9/15

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Rescind Monterey Bay Economic Partnership Agreement	
Meeting Date:	February 13, 2015	ACTION
Agenda Number:	8b	

RECOMMENDATION(S):

Rescind Monterey Bay Economic Partnership (MBEP) Agreement

ACTION

BACKGROUND/DISCUSSION:

At the December 12, 2014 meeting, the FORA Board authorized the Executive Officer to execute an agreement, not to exceed \$100,000, to join the Monterey Bay Economic Partnership (MBEP). During the hearing, the Board requested staff to include reports and success metrics as a component of the agreement.

Subsequently, FORA staff discussed the Partnership with the Administrative Committee at the December 30, 2014 meeting. Later that same day, FORA staff met with MBEP representatives to discuss and clarify the requested reporting and metrics. On Wednesday January 14, the FORA Executive Officer received an email communication from the MBEP co-chair indicating their desire to move forward cooperatively but independently.

Economic recovery from the closure of Fort Ord remains a critical and necessary FORA focus. As a result of the challenges faced in securing economic development services, staff is working with the Board and its Committees to plan the best path forward. Included in this Board packet is an analysis for Economic Development Services in the mid-year budget recommendations (See Item 8c).

FISCAL IMPACT:

Reviewed by FORA Controller 

The MBEP agreement was not to exceed \$100,000. No funds were advanced or expended.

COORDINATION:

MBEP, Authority Counsel, Executive and Administrative Committees.

Prepared by


Josh Metz

Reviewed by


Steve Endsley

Approved by


Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	FORA FY 2014-15 Mid-Year Budget	
Meeting Date:	February 13, 2015	ACTION
Agenda Number:	8c	

RECOMMENDATIONS:

Adopt the FY 14-15 Fort Ord Reuse Authority (FORA) Mid-Year Operating Budget approving additional expenditures, as recommended by the Finance and Executive Committees (as specified in the "Coordination" section below).

BACKGROUND:

The mid-year budget update is typically provided by the March Board meeting. This report covers the status of the FY 14-15 budget approved at the June 20, 2014 meeting. The Finance Committee reviewed the mid-year budget at its January 29, 2015 meeting; the Executive Committee reviewed certain items on February 4, 2015.

DISCUSSION:

Despite the economic downturn/recession delaying development activities on the former Fort Ord for several years, FORA has maintained financial stability. Current increase in development activity evidences steady economic recovery (as building permit issuances and construction activities have resumed).

The mid-year budget reports both revenue and expenditure net increases.

Revenues: Net Increase \$1,593,143

➤ Significant additions:

- **\$1,200,061** in land sale proceeds. The City of Del Rey Oaks (DRO) sold 73 acres of its Fort Ord land in September 2014. The amount represents FORA's 50% share.
- **\$705,196** transfer of federal funds (the U.S. Army Environmental Services Cooperation Agreement grant (ESCA)) to pay for a portion of the 2015 Pollution and Legal Liability (PLL) Insurance premium. *[All ESCA funds have been received. Unspent funds are in a separate account, classified as revenue unearned until expended.]*

➤ Significant reductions:

- **\$312,114** in PLL insurance payments. This represents a net balance of DRO 2005 premium partial repayment (-\$500K) and participating jurisdiction payment for portions of the 2015 PLL coverage (+\$200K).

Other revenue items that may affect this year's budget:

- a) Community Facilities District/development fee (CFD fees) collection is under 50% at mid-year. CFD fee projections are approved with the FORA Capital Improvement budget and included in the overall annual budget. They are typically not adjusted at mid-year.

- b) FORA and Marina are finalizing terms of a settlement agreement for Marina's acquisition of FORA's interest in Preston Park. The \$35 million settlement amount would result in \$14 M land sale proceeds and \$2M developer fees.

Expenditures: Net Increase \$1,862,089

➤ Significant additions:

Funding **authorized by the Board** since the budget approval:

- **\$1,755,196** for purchase of the 2015 PLL insurance (approved November 14, 2014)
- **\$48,892** Preston Park loan extension costs (approved December 12, 2014)

Funding **requested**:

- **\$50,000** for staffing adjustments as follows:
 - a) \$40,000 additional funding for the approved Economic Development Specialist (EDS) position to allow recruitment at a higher level of pay. This may be applied later to another Economic Development use pending the related March 13, 2015 report to the Board.
 - b) \$10,000 for staffing adjustments (1 replacement hire, 2 job reclassifications, 1 compensation increase) as detailed on **Attachment D**.
- **\$8,000** for Conference room rental (\$7K) and video recording (\$1K). The Carpenters Union increased their conference room rental fees for this fiscal year. This information was not provided to FORA staff in time for it to be included in the annual budget. Staff sought other meeting facility options, but expects to continue with the Carpenters agreement.
- **\$50,000** for Economic Development program. This would set aside funding for an economic recovery program; the actual plan will be considered by the FORA Board at a subsequent meeting, scheduled for March 13 as noted above.

➤ Significant reductions:

None reported at this time. However, unrealized CFD fees (34% collected at mid-year) will result in deferred Capital/CEQA mitigation projects, and the set aside for Habitat Conservation endowment will be reduced.

Attachment A illustrates the mid-year budget as compared to the approved budget; corresponding notes offer brief narrative descriptions of budget variances.

Attachment B depicts the mid-year budget by individual funds. Arrows indicate increases or decreases in a particular line item or category.

Attachment C itemizes updated expenditures.

Attachment D provides proposed staffing/reorganization adjustments.

FISCAL IMPACT:

As a result of the budget adjustments and a larger beginning (carryover) balance, the combined fund ending balance at June 30, 2015 is anticipated to be about \$7.9 million (this

amount does not include non-spendable or committed funds such as the habitat management set-aside). However, as already explained in the revenue section, this balance will be increased should FORA collect the Preston Park sale proceeds from Marina before June 2015.

COORDINATION:

Finance Committee, Executive Committee

The Finance Committee reviewed the mid-year budget at its January 29, 2015 meeting, the Executive Committee on February 4, 2015. Their budget recommendations to the FORA Board are as follows:

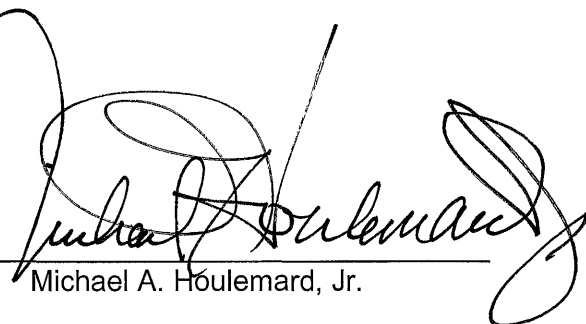
1. Finance Committee (making recommendations on funding availability);
 - i) Approve additional \$10,000 for staffing changes/reorganization,
 - ii) Approve additional \$40,000 for EDS position,
 - iii) Approve additional \$8,000 for administrative expenses, and
 - iv) Adopt the FY 14-15 mid-year budget.
2. Executive Committee;
 - i) Approve staffing changes/reorganization, and
 - ii) Approve a set aside amount in operating budget for Economic Development and recovery program; the Committee recommends \$50,000.

Both committees requested that the Economic Development program options (including rehiring the EDS position) be discussed at the Board level at a future meeting (March). They tasked staff to propose viable options so that this important undertaking can move ahead.

Prepared by


Ivana Bednarik

Approved by


Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY - FY 14-15 MID-YEAR BUDGET - ALL FUNDS COMBINED

CATEGORIES	FY 14-15 Adopted	FY 14-15 Mid-Year Actuals	Adjustments	FY 14-15 Revised	NOTES
REVENUES					
Membership Dues	\$ 261,000	\$ 261,000		\$ 261,000	
Franchise Fees - MCWD	245,000	83,610		245,000	
Federal Grants - ESCA	933,970	981,130	705,196	1,639,166	\$705K PLL insurance payment contribution (\$220K retained for SIR)
PLL Insurance Payments	694,920	222,806	(312,114)	382,806	DRO partial repayment and 2015 PLL reimbursments
Development Fees	5,099,000	1,720,721		5,099,000	
Land Sale Proceeds	-	1,200,061	1,200,061	1,200,061	* DRO Land sale not projected
Lease/Rent Proceeds	1,788,924	893,953		1,788,924	
Property Taxes	1,531,630	885,563		1,531,630	
Planning Reimbursements	11,000	-		11,000	
Investment/Interest Income	175,594	76,626		175,594	
	-	-	-	-	
TOTAL REVENUES	10,741,038	6,325,469	1,593,143	12,334,180	
EXPENDITURES					
Salaries & Benefits	2,320,082	1,069,233	50,000	2,370,082	Additional budget for staff and EDS position/detailed on Attach B
Supplies & Services	149,500	73,085	8,000	157,500	Increased Board meeting expenses (facility rental, video services)
Contractual Services	2,649,165	2,700,280	1,755,196	4,404,361	PLL Insurance purchase
Capital Projects (CIP)	4,827,811	606,643	-	4,827,811	
Debt Service (P+I)	1,364,880	692,363	48,892	1,413,772	Preston Park loan extension cost
TOTAL EXPENDITURES	11,311,438	5,141,604	1,862,088	13,173,526	
NET REVENUES					
Surplus/(Deficit)	(570,400)			(839,346)	
FUND BALANCES					
Beginning (7-1-14)	8,380,057			8,739,930	<i>Audited</i> Excludes designated/obligated funds
Ending (6-30-15)	\$ 7,809,657		90,927	\$ 7,900,584	Ending Fund Balance/FORA Reserve

*If FORA and Marina complete settlement terms, land sales revenues will be adjusted

Attachment A to Item 8C
FORA Board Meeting 2/13/15

FORT ORD REUSE AUTHORITY - FY 14-15 MID-YEAR BUDGET - BY FUNDS

CATEGORY	SPECIAL REVENUE FUNDS (SRF)					TOTAL ANNUAL BUDGET
	GENERAL FUND	LEASES LAND SALE	CFD Tax Developer Fees	PLL Fund	ARMY ESCA	
REVENUES						
Membership Dues	261,000					261,000
Franchise Fees - MCWD	245,000					245,000
Federal Grants - ESCA					↑ 1,639,166	1,639,166
PLL Loan Payments	↑ 220,000			↓ 162,806		382,806
Development Fees			5,099,000			5,099,000
Land Sale Proceeds		↑ 1,200,061				1,200,061
Rental/Lease Revenues	45,000	1,743,924				1,788,924
Property Tax Payments	1,531,630					1,531,630
CSU Mitigation Payments						-
Construction Reimbursements						-
Planning Reimbursements	11,000					11,000
Loan Reimbursements						-
Investment/Interest Income	120,000			55,594		175,594
Other Income	-	-	-	-	-	-
Total Revenues	2,433,630	2,943,985	5,099,000	218,400	1,639,166	12,334,180
EXPENDITURES						
Salaries & Benefits	↑ 1,773,455	-	264,559	-	332,067	2,370,082
Supplies & Services	↑ 130,304	-	12,294	-	14,903	157,500
Contractual Services	↑ 2,882,509	102,000	127,656	-	↑ 1,292,196	4,404,361
Capital Projects	-	2,725,714	2,102,097	-	-	4,827,811
Debt Service	-	↑ 840,522	573,250	-	-	1,413,772
Total Expenditures	4,786,268	3,668,236	3,079,856	-	1,639,166	13,173,526
REVENUES OVER (UNDER)	(2,352,638)	(724,251)	2,019,144	218,400	0	(839,346)
OTHER FINANCING SOURCES (USES)						
Transfer In/(Out) - PP lease proceeds	801,402	(801,402)				-
Transfer In/(Out) - PP loan principal repay	2,226,749		(2,226,749)			-
Transfer In/(Out) - Property Tax to CIP	(208,467)		208,467			-
Transfer In/(Out) - PLL Fund close out	218,400	-	-	(218,400)	-	-
Total Other Financing Sources (Uses)	3,038,083	(801,402)	(2,018,282)	(218,400)	-	-
REVENUES & OTHER SOURCES OVER	685,445	(1,525,653)	862	-	0	(839,346)
FUND BALANCE-BEGINNING 7/1/14	6,014,216	2,725,714	-	-	-	8,739,930
FUND BALANCE-ENDING 6/30/15	↓ 6,699,662	↑ 1,200,061	862	-	0	↑ 7,900,584

FUND GLOSSARY

General Fund	Accounts for general (non designated) financial resources
Lease/Land Sale Proceeds Fund	Land sale proceeds finance CIP (building removal), Lease proceeds finance Preston Park loan - and FORA general operations
CFD Tax/Developer Fees	CFD tax/Developer fees finance CIP (CEQA mitigations)
Polution Legal Liability (PLL) Fund	Accounts for purchasing and financing of the PLL coverage
ET/ESCA Army Grant	Finances the munitions and explosives cleanup activities

FORT ORD REUSE AUTHORITY - FY 14-15 MID-YEAR BUDGET - ITEMIZED EXPENDITURES

EXPENDITURE CATEGORIES	FY 14-15 PRELIMINARY	FY 14-15 MID-YEAR	Variances Incr (Decr)	NOTES
<u>SALARIES & BENEFITS</u>				
Staff - Salaries	2,100,082	2,110,082	10,000	
EDS Position - new hire	160,000	200,000	40,000	
Temp Help/AL Cash-out/Stipends	60,000	60,000	-	
TOTAL SALARIES & BENEFITS	2,320,082	2,370,082	50,000	<i>see Attachment - Staffing changes/Reorganization</i>
<u>SUPPLIES & SERVICES</u>				
COMMUNICATIONS	10,000	10,000	-	
DUES & SUBSCRIPTIONS	6,500	6,500	-	
SUPPLIES	12,000	12,000	-	
EQUIPMENT & FURNITURE	8,880	8,880	-	
TRAVEL, LODGING, REGISTRATION FEES	20,000	20,000	-	
TRAINING & SEMINARS	6,500	6,500	-	
MEETING EXPENSES	3,500	10,500	7,000	Carpenters Conference Room rental/increased cost in FY 14-15
TELEVISED MEETINGS	6,000	7,000	1,000	Actual cost at mid-year exceeds budget
BUILDING MAINTENANCE & SECURITY	6,000	6,000	-	
UTILITIES	11,000	11,000	-	
INSURANCE	23,000	23,000	-	
IT/COMPUTER SUPPORT	22,500	22,500	-	
PAYROLL/ACCOUNTING SERVICES	5,000	5,000	-	
OTHER:				
NOTICES, PRINTING, POSTAGE, ETC	8,620	8,620	-	
TOTAL SUPPLIES AND SERVICES	149,500	157,500	8,000	
<u>CONTRACTUAL SERVICES</u>				
AUTHORITY COUNSEL	210,000	210,000	-	
LEGAL/LITIGATION FEES	300,000	300,000	-	
LEGAL FEES - SPECIAL PRACTICE	20,000	20,000	-	
OTHER LEGAL FEES - REFERENDA, POOLS	-	-	-	
AUDITOR	18,000	18,000	-	
SPECIAL COUNSEL (EDC-ESCA)	140,000	140,000	-	
ESCA/REGULATORY RESPONSE/QUALITY ASSURANCE	480,000	480,000	-	
VETERANS CEMETERY	-	-	-	
FINANCIAL CONSULTANT	100,000	100,000	-	
LEGISLATIVE SERVICES CONSULTANT	43,000	43,000	-	
PUBLIC INFORMATION/OUTREACH	20,000	20,000	-	
HCP CONSULTANTS	150,000	150,000	-	
REUSE PLAN IMPLEMENTATION	780,000	780,000	-	Trails Symposium did not require adjustment
CEQA CONSULTANTS	300,000	300,000	-	
PARKER FLATS BURN	25,000	25,000	-	
CIP/ARCHITECTS & ENGINEERS	15,000	15,000	-	
PROPERTY TAX SHARING/REUSE	23,165	23,165	-	
OTHER CONSULTING/CONTRACTUAL EXP	25,000	25,000	-	
ECONOMIC DEVELOPMENT	-	50,000	50,000	Actual program subject to Board's approval
PLL INSURANCE	-	1,705,196	1,705,196	\$50M, 10-year PLL Insurance purchased 1/2015
TOTAL CONTRACTUAL SERVICES	2,649,165	4,404,361	1,755,196	
<u>CAPITAL PROJECTS</u>				
TRANSPORTATION/OTHER CIP PROJECTS	472,199	472,199	-	
BUILDING REMOVAL	2,725,714	2,725,714	-	
HABITAT MANAGEMENT/HCP ENDOWMENT	1,629,898	1,629,898	-	
TOTAL CAPITAL PROJECTS	4,827,811	4,827,811	-	
<u>DEBT SERVICE (Principal and Interest)</u>				
PRESTON PARK LOAN DEBT SERVICE	1,364,880	1,364,880	-	
PRESTON PARK LOAN - EXTENSION COSTS	-	48,892	48,892	Preston Park loan extended thru 6/2015
TOTAL DEBT SERVICE	1,364,880	1,413,772	48,892	
TOTAL EXPENDITURES	11,311,438	13,173,526	1,862,088	

FORA 14-15 MID-YEAR BUDGET - STAFFING CHANGES/REORGANIZATION

	Fiscal/Annual Impact	
	9,910	EDS not included
1 Replace vacant Senior Project position Hire Associate/Senior Planner with project management, public works experience, CIP technical expertise, and transportation planning.	(19,050)	New position will be hired at lower salary
2 Reclassify incumbent Senior Planner to Principal Planner Position handles complex capital planning and habitat conservation issues, reclassification reflects increased span of reporting personnel, consultant services contracts, and managing FORA CIP program.	6,100	Principal Planner salary schedule to be <u>adopted by Board</u> ; Step 3 (\$91,477) is recommended
3 Reclassify incumbent Associate Planner to Senior Planner Reclassification entails increased duties, including jurisdictional coordination /public outreach regarding urban design guidelines, trail planning coordination and BRP implementation, support FORA's economic development role/ effort.	3,860	Senior Planner schedule Step 2 (\$75,042) is recommended
4 Executive Officer Salary Adjustment Once Board approval confirmed.	19,000	4% Merit increase, \$700/mo benefits
5 Economic Development Specialist position FORA received approval to recruit; top candidates were not willing to work for listed salary; a partnership agreement with MBEP was approved but later rejected due to lack of agreement on reporting by MBEP.		\$160K was approved for this position
* Hire EDS position - 1 year w/option to extend Recruit at a higher level of pay for an experienced specialist	40,000	Increase from approved \$160K to \$200K This would allow to hire at \$140+K base salary

* *This funding may be applied later to another Economic Development use pending the related March 13, 2015 report to the Board.*

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Authorize Preston Park Loan Application	
Meeting Date:	February 13, 2015	ACTION
Agenda Number:	8d	

RECOMMENDATION:

Authorize the Executive Officer to initiate Preston Park Loan Application with Rabobank.

BACKGROUND:

On June 12, 2009, the FORA Board authorized the Executive Officer to execute a \$19 million loan with Rabobank to consolidate other borrowing and to provide US Economic Development Administration grant required matching funds for General Jim Moore Boulevard improvements. The mortgage loan was collateralized by a First Deed of Trust on Preston Park Housing (Preston Park) and monthly payments have been made from FORA's 50% share of Preston Park lease revenue. The five year loan was scheduled to expire on June 15, 2014 and was to be retired by: 1) Preston Park sale proceeds, or 2) the City of Marina's (Marina) acquisition of FORA's Preston Park interest prior to expiration.

Efforts/negotiations with Marina to acquire Preston Park stalled in 2011. The FORA Board authorized the sale of Preston Park in 2012. Shortly thereafter, Marina filed suit challenging FORA's Preston Park ownership and loan validity. On May 16, 2014, the FORA Board authorized a six-month loan extension (to December 15, 2014) since the Preston Park litigation was not concluded last spring. An additional six month loan extension was authorized in December, 2014 to June 15, 2015.

DISCUSSION:

Currently, FORA and Marina are working toward finalizing a settlement agreement to resolve the Preston Park litigation, but the agreement is not signed as of this writing. If the Agreement is not executed FORA will need to apply for a loan from Rabobank as the current loan has been extended twice and will expire/be in default June 15, 2015. This authority is requested should the City of Marina not be able to close escrow on the Preston Park Apartments and FORA would need to obtain a new loan.

FISCAL IMPACT:

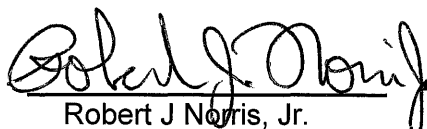
Reviewed by FORA Controller 

Fiscal impact is unknown at this time. Staff time for this is included the approved FORA budget.

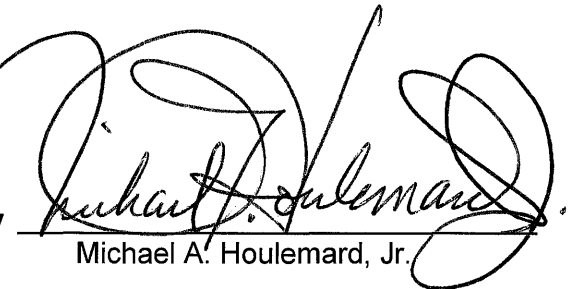
COORDINATION:

Executive Committee, Authority Counsel

Prepared by


Robert J. Norris, Jr.

Approved by


Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject: Prevailing Wage Status Report

Meeting Date: February 13, 2015

Agenda Number: 8e

INFORMATION/ACTION

RECOMMENDATION:

Receive a former Fort Ord prevailing wage requirements report and provide direction to staff regarding the Fort Ord Reuse Authority role in prevailing wage compliance.

DISCUSSION:

At the November 14, 2014 FORA Board of Directors meeting an informational report was presented with a PowerPoint attachment on the history and status of the Fort Ord Reuse Authority (FORA) Prevailing Wage Policy. Staff intended to provide additional comments regarding Prevailing Wage Policy enforcement from representatives of labor, developers and the labor compliance practitioners at a future meeting.

BACKGROUND:

Adoption of prevailing wage as a base-wide policy surfaced during legislative debates around the creation of FORA. While the FORA enabling legislation did not include provisions for prevailing wages, the initial FORA Board meeting explored the policy question in the exchanges about adoption of a procurement code. In fact, the FORA Board's first action in setting prevailing wage policy occurred on July 14, 1995, with the adoption of Ordinance No. 95-01. This Ordinance established FORA's Procurement Code, which required prevailing wages to be paid to all workers employed on FORA's construction contracts. The FORA Master Resolution was adopted on March 14, 1997. Article 3.03.090 of the Master Resolution (**Attachment A**) requires that prevailing wage be paid for all first generation projects occurring on parcels subject to the Base Reuse Plan.

Discussion regarding application of prevailing wage continued and was included in Base Reuse Plan compliance actions through 2006, when the Board engaged in further policy clarification actions. In August 2006, the Board received a status report on the jurisdiction's efforts to adopt and implement prevailing wage policies consistent with Chapter 3 of the Master Resolution. That report was the result of FORA Executive Committee and Authority Counsel's examination of FORA's role in implementing prevailing wage policies on the former Fort Ord. Since 2006, the FORA Board has heard compliance concerns expressed by the Labor Council, received several additional reports, slightly modified a section of Chapter 3 of the Master Resolution, and directed staff to provide information to the jurisdictions about compliance.

Prevailing Wage

In November 2014, FORA staff received complaints from trade union representatives alleging violations of the Prevailing Wage Policy. Staff met with representatives from the development sector who were concerned that the Prevailing Wage Policy required higher than justifiable wages be paid for residential work in Monterey County and on former Fort Ord projects. They have suggested that a Residential Payment rate be created for the area. They are pursuing this solution by working with California Department of Industrial

Relations to have such a rate established. The prevailing wage rate issue is separate and distinct from the issues of prevailing wage monitoring, compliance and enforcement.

Prevailing Wage Reporting/Compliance

FORA staff met with representatives of the building trades who expressed concern for uneven and ineffective enforcement of FORA's Prevailing Wage Policy once that obligation is passed from the local jurisdictions to the developers. Those representatives described their experience as not all developers are willing to provide timely access to certified payrolls or permit field inspections and other auditing to resolve worker claims of underpayment.

Analysis

All parties interviewed to this time have complained of the lack of transparency and certainty of roles and responsibilities. Third party labor compliance professionals have advised that FORA's process: 1) specify a local place for record review as proscribed by regulation, 2) include requirements for access to other records to audit payments, 3) require field inspections, and 4) that consequences, such as fines and/or debarment for violations, be enforced.

Recently there arose a significant issue in the underpayment of wages/fringe benefits that is being resolved through the efforts of the developer and the third party compliance monitor hired by the developer. Staff is still waiting for a response from the California Department of Industrial Relations to our letter concerning enforcement. When that is received we will report staff recommendations for possible revisions to the FORA Prevailing Wage Policy.

As of this writing, the City of Marina has indicated their inability to address the commitment to comply with prevailing wage enforcement due to a lack of resources. FORA staff will continue to work with the City of Marina on this important compliance issue.

FORA staff requests Board direction on FORA's prevailing wage compliance role.

FISCAL IMPACT:

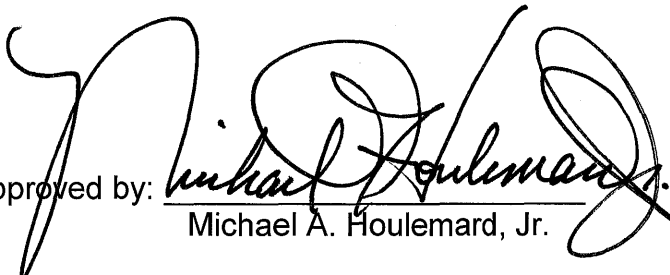
Reviewed by FORA Controller 

Staff time for this item is included in the approved FORA budget.

COORDINATION:

FORA Board, City of Marina, FORA Authority Counsel

Prepared by 
Robert J. Norris, Jr.

Approved by: 
Michael A. Houlemard, Jr.

3.03.090. PREVAILING WAGES.

(a) Not less than the general prevailing rate of wages for work of a similar character in Monterey County, as determined by the Director of the Department of Industrial Relations under Division 2, Part 7, Chapter 1 of the California Labor Code, will be paid to all workers employed on the First Generation Construction performed on parcels subject to the Fort Ord Base Reuse Plan. This subsection applies to work performed under Development Entitlements as defined in §1.01.050 of this Master Resolution and by contract with a FORA member or a FORA member agency including their transferees, agents, successors-in-interest, developers or building contractors.

This policy is limited to "First Generation Construction" work, which is defined in §1.01.050 of this Master Resolution. In addition to the exceptions enumerated in the definition of Development Entitlements found in §1.01.050 of this Master Resolution, this policy does not apply to:

- (1) Construction work performed by the Authority or a member jurisdiction with its own workforce;
- (2) construction work performed by paid, full-time employees of the developer, unless the developer is performing the work of a contractor as defined in California Business and Professions Code §7026;
- (3) Construction improvements following issuance of occupancy permit;
- (4) Affordable housing when exempted under California state law; and
- (5) Construction of facilities to be used for eleemosynary non-commercial purposes when owned in fee by a non-profit organization operating under §501(c)(3) of the Internal Revenue Code.

(b) Member agencies must include language in all of their contracts and deeds for the conveyance, disposition and/or development of former Fort Ord property to give notice of and assure compliance with the policy set forth above in subsection 3.03.090(a).

(c) FORA determines compliance by member agencies with this Section at the time of and as part of FORA's consistency determination under Chapter 8 of this Master Resolution.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Outstanding Receivables

Meeting Date: February 13, 2015

Agenda Number: 10a

INFORMATION

RECOMMENDATIONS:

Receive a Fort Ord Reuse Authority (FORA) outstanding receivables update for January 2015.

BACKGROUND/DISCUSSION:

Development Fee/Preston Park: In 1997, the U.S. Army and FORA executed an interim lease for Preston Park. Preston Park consisted of 354 units of former Army housing within the jurisdiction of the City of Marina (Marina). Marina became FORA's Agent in managing the property. Marina and FORA selected Mid-Peninsula Housing Coalition to manage the property and lease it to tenants. In 1998, Mid-Peninsula completed rehabilitating Preston Park units and began leasing the property to the public. After repayment of the rehab loan, Marina and FORA have by state law each shared 50% of the net operating income from Preston Park.

The FORA Board enacted a base-wide Development Fee Schedule in 1999. Preston Park is subject to FORA's Development Fee Schedule overlay. In March 2009, the FORA Board approved the MOU between FORA and Marina whereby a portion of the Preston Park Development Fee was paid by the project. In 2009, Marina transferred \$321,285 from Preston Park, making an initial Development Fee payment for the project. The remaining balance is outstanding and has been the subject of litigation.

In November 2014, Marina and FORA agreed to settle pending litigation primarily by Marina acquiring FORA's interest in Preston Park. FORA and Marina are finalizing terms of a settlement agreement. The \$35 million settlement amount would include \$2,078,835 payment of the outstanding fees. As of this writing the settlement agreement is not yet executed.

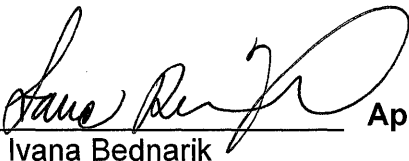
FISCAL IMPACT:

All former Fort Ord projects are subject to either the developer fee overlay or the Community Facilities District fees to pay fair share of the California Environmental Quality Act required mitigation measures. In addition, the outstanding balance is a component of the Basewide Mitigation Measures and Basewide Costs described in Section 6 of the FORA Implementation Agreements. If any projects fail to pay their fair share it adds a financial burden to other reoccupied or development projects to compensate.

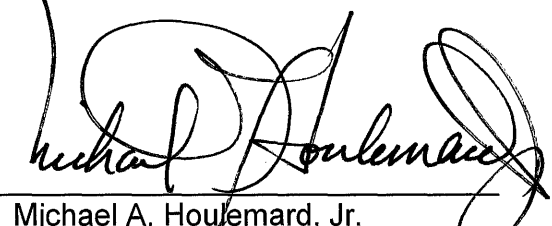
COORDINATION:

Executive Committee

Prepared by


Ivana Bednarik

Approved by


Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Habitat Conservation Plan Update

Meeting Date: February 13, 2015

Agenda Number: 10b

INFORMATION

RECOMMENDATION(S):

Receive a Habitat Conservation Plan (HCP) and State of California 2081 Incidental Take Permit (2081 permit) preparation process status report.

BACKGROUND/DISCUSSION:

The Fort Ord Reuse Authority (FORA), with the support of its member jurisdictions and ICF International (formerly Jones & Stokes), FORA's HCP consultant, is on a path to receive approval of a completed basewide HCP and 2081 permit in 2015, concluding with US Fish and Wildlife Service (USFWS) and California Department of Fish and Wildlife (CDFW) issuing federal and state Incidental Take Permits.

After meeting with CDFW Chief Deputy Director Kevin Hunting on January 30, 2013, FORA was told that CDFW and BLM issues require a Memorandum of Understanding (MOU) between CDFW and BLM, outlining certain assurances between the parties, resulting in additional time. Also, according to CDFW, final approval of an endowment holder no longer rests with CDFW due to passage of SB 1094 (Kehoe)]. However, CDFW must review the funding structure and anticipated payout rate of the HCP endowment holder to verify the assumptions are feasible. CDFW has outlined a process for FORA and other Permittees to expedite compliance with endowment funding requirements. FORA has engaged Economic & Planning Systems (EPS) to provide technical support during this process.

If the current schedule is maintained, FORA staff expects a Public Draft HCP available for public review by the middle of 2015. On March 25, 2014, FORA representatives met with representatives from CDFW, University of California, and State Parks to address outstanding State-Fed and State-State policy issues. State Senator Bill Monning convened a follow-up meeting on June 23 in Sacramento. General agreement was achieved to conclude policy issues and publish the HCP on schedule. A technical meeting was held July 30, 2014 with BLM, Permittees, USFWS, and CDFW representatives to review HCP governance and cost items. Comments on HCP technical items and agreements were received by the August 29, 2014 deadline. **Update:** ICF and Denise Duffy Associates (Environmental Impact Report/ Environmental Impact Statement consultant) are completing covered activities analyses and are preparing the screen check draft HCP. Confirming covered activity impacts and mitigations for future Marina Municipal Airport expansion and conceptual alignment of the Fort Ord Recreational Trail and Greenway (FORTAG) has taken longer than expected. Now that these covered activities are quantified, Staff expects consultants to complete the screen check draft HCP in February 2015.

FISCAL IMPACT:

Reviewed by FORA Controller 

Staff time for this item is included in the approved FORA budget.

COORDINATION:

ICF, Denise Duffy and Associates, USFWS, CDFW, Executive and Administrative Committees

Prepared by 
Jonathan Garcia

Reviewed by 
Steve Endsley

Approved by 
Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Administrative Committee

Meeting Date: February 13, 2015

Agenda Number: 10c

INFORMATION

RECOMMENDATION:

Receive a report from the Administrative Committee.

BACKGROUND/DISCUSSION:

The approved December 3, December 30, and January 21, 2015 Administrative Committee minutes are included for Board review (**Attachments A, B and C**).

FISCAL IMPACT:

Reviewed by the FORA Controller 

Staff time for the Administrative Committee is included in the approved annual budget.

COORDINATION:

Administrative Committee

Prepared by


Lena Spilman

Approved by


Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:15 a.m., Wednesday, December 3, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Chair Houlemard called the meeting to order at 8:24 a.m. The following were present (**voting members*):

Carlos Uruttia, County of Monterey*
Tim O'Halloran, City of Seaside *
Wendy Strimling, County of Monterey
Vicki Nakamura, MPC
Anya Spear, CSUMB
Lisa Rheinheimer, MST

Steve Matarazzo, UCSC
Lyle Shurtleff, BRAC
Patrick Breen, MCWD
Doug Yount, ADE
Bob Schaffer
Kathleen Lee, Sup. Potter's Office

FORA Staff:
Michael Houlemard
Jim Arnold
Crissy Maras
Jonathan Garcia
Josh Metz
Lena Spilman

Voting Members Absent: Elizabeth Caraker (City of Monterey), Layne Long (City of Marina), Dan Dawson (City of Del Rey Oaks).

2. PLEDGE OF ALLEGIANCE

Tim O'Halloran led the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Chair Houlemard noted that the United Veterans Council would be hosting their Annual Recognition Dinner that night. He also announced both sides were close to finalizing a settlement agreement in the Marina v. FORA lawsuit regarding Preston Park.

4. PUBLIC COMMENT PERIOD

None.

5. APPROVAL OF MEETING MINUTES

- a. **October 1, 2014 Administrative Committee Meeting Minutes**
- b. **November 5, 2014 Administrative Committee Meeting Minutes**

Executive Officer Houlemard stated that the item would be postponed for lack of a quorum and the meeting would proceed as a meeting of the whole.

6. DECEMBER 12, 2014 BOARD MEETING - AGENDA REVIEW

Chair Houlemard postponed discussion of the Board packet and moved to item 7b to accommodate members needing to leave early (*item continued below*).

7. BUSINESS ITEMS

- b. **Pollution Legal Liability (PLL) Insurance Policy**
 - i. **First Named Insured Designee After 2020**
 - ii. **Individual Insurance Coverage Amounts**
 - iii. **Insurance Cost Reimbursement Agreements**

Chair Houlemard announced it was time to finalize jurisdiction participation in the PLL Insurance Policy, as executed agreements needed to be submitted to FORA by the end of December. Senior Planner Jonathan Garcia discussed recent discussions with the County of Monterey regarding their potential assumption of first named insured responsibility, and Chair Houlemard discussed alternatives for addressing outstanding items.

6. DECEMBER 12, 2014 BOARD MEETING - AGENDA REVIEW (CONTINUED)

Chair Houlemard reviewed the draft December 12th Board meeting agenda packet, and Associate Planner Josh Metz provided an overview of the January 22, 2015 Fort Ord Trails Symposium.

7. BUSINESS ITEMS (CONTINUED)

a. Approve 2015 Meeting Dates

Chair Houlemard reviewed the 2015 meeting schedule. No action was taken for lack of quorum.

c. 2012-14 Land Use Covenant Reporting Status Update

Mr. Garcia announced that Land Use Covenant Reports were due by December 31, 2014.

d. Regional Urban Design Guidelines (RUDG) Update

Mr. Metz briefly discussed the outcome of the RUDG site visit and preparation for the February Charrette. Chair Houlemard informed the Committee that the charrette marketing plan and schedule had been amended to reflect requests for greater input from the Latino and African American communities.

e. January 22, 2015 Trails Symposium Update

Mr. Metz stated the item did not require further discussion.

8. ITEMS FROM MEMBERS

None

9. ADJOURNMENT

Chair Houlemard adjourned the meeting at 9:06 a.m.



FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:15 a.m., Wednesday, December 30, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Chair Houlemard called the meeting to order at 8:24 a.m. The following were present (**voting members*):

Elizabeth Caraker, City of Monterey*
Layne Long, City of Marina*
John Dunn, City of Seaside*
Steve Matarazzo, UCSC
Lyle Shurtleff, BRAC
Wendy Elliot, MCP
Mike Zeller, TAMC

FORA Staff:
Michael Houlemard
Steve Endsley
Lena Spilman

Voting Members Absent: Dan Dawson (City of Del Rey Oaks), Carl Holm (County of Monterey),

2. PLEDGE OF ALLEGIANCE

John Dunn led the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

None.

4. PUBLIC COMMENT PERIOD

None.

6. JANUARY 9, 2015 BOARD MEETING - AGENDA REVIEW

Chair Houlemard noted that this item would be taken out of order and minute approval would be postponed until a quorum was achieved. Mr. Houlemard reviewed items on the upcoming Board meeting agenda.

Layne Long entered at 8:30 a.m., establishing a quorum.

5. APPROVAL OF MEETING MINUTES

a. October 1, 2014 Administrative Committee Meeting Minutes

MOTION: John Dunn moved, seconded by Elizabeth Caraker, to approve the October 1, 2014 meeting minutes, as presented.

MOTION APPROVED UNANIMOUSLY

b. November 5, 2014 Administrative Committee Meeting Minutes

MOTION: Elizabeth Caraker moved, seconded by Layne Long, to approve the November 5, 2014 meeting minutes, as presented.

MOTION APPROVED UNANIMOUSLY

c. December 3, 2014 Administrative Committee Meeting Minutes

The Committee determined to postpone this item to the next meeting.

7. BUSINESS ITEMS

a. 2012-14 Land Use Covenant Reporting Status Update

Chair Houlemard noted that Land Use Covenant Reports were due by December 31, 2014 and that Senior Planner Jonathan Garcia would be contacting jurisdictions to follow-up.

b. FY 15-16 Capital Improvement Program Forecasts

Chair Houlemard reminded members to complete and submit annual development forecasts.

c. Regional Urban Design Guidelines Update

d. January 22, 2015 Trails Symposium Update

Chair Houlemard stated that items 7c and 7d had been sufficiently discussed under Board agenda review.

8. ITEMS FROM MEMBERS

Layne Long requested an update on the status of the Habitat Conservation Plan. Chair Houlemard provided an overview of historical delays and discussed the anticipated timeline for release of the public draft document.

9. ADJOURNMENT

Chair Houlemard adjourned the meeting at 9:06 a.m.



FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:15 a.m., Wednesday, January 21, 2015 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Chair Houlemard called the meeting to order at 8:20 a.m. The following were present (**voting members*):

Carlos Uruttia, County of Monterey*
Elizabeth Caraker, City of Monterey*
John Dunn, City of Seaside*
Todd Bodem, City of Sand City*
Layne Long, City of Marina*
Melanie Beretti, County of Monterey
Vicki Nakamura, MPC
Mike Zeller, TAMC
Patrick Breen, MCWD
Anya Spear, CSUMB

Chris Placco, CSUMB
Lisa Rheinheimer, MST
Steve Matarazzo, UCSC
Lyle Shurtleff, BRAC
Wendy Elliot, MCP
Andy Sterbenz, Schaaf & Wheeler
Doug Yount, ADE
Bob Schaffer
Kathleen Lee, Sup. Potter's Office

FORA Staff:
Michael Houlemard
Steve Endsley
Jonathan Garcia
Josh Metz
Lena Spilman

Voting Members Absent: None.

2. PLEDGE OF ALLEGIANCE

Todd Bodem led the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Several new Committee members introduced themselves: Sand City Administrator Todd Bodem, Monterey County Resource Management Agency representative Melanie Beretti, CSUMB Associate Vice President of Campus Planning & Development Chris Placco, and Marina Coast Water District Interim General Manager Bill Kocher.

Chair Houlemard announced that the Board would meet in a special closed session meeting that afternoon to discuss the ongoing litigation with the City of Marina regarding Preston Park. He also noted that the next day FORA was hosting the Fort Ord Trails Symposium at CSUMB and urged Committee participation.

4. PUBLIC COMMENT PERIOD

None.

5. APPROVAL OF MEETING MINUTES

a. December 3, 2014 Administrative Committee Meeting Minutes

MOTION: John Dunn moved, seconded by Anya Spear, to approve the December 3, 2014 minutes, as presented.

MOTION PASSED: Ayes: Dunn, Caraker, Bodem, Urrutia. Noes: None. Absent: Dawson, Long.

6. JANUARY 9, 2014 BOARD MEETING FOLLOW UP

Chair Houlemard briefly discussed items from the January 9th Board meeting.

7. BUSINESS ITEMS

a. Fort Ord Pollution Legal Liability Insurance Policy

i. Distribute Copies of New Insurance Policy

ii. Review Draft Cross Border Claim Agreement

Senior Planner Jonathan Garcia discussed the Cross Border Claims Agreement and requested jurisdictional review within two weeks.

b. California Department of Toxic Substances Control (DTSC) Annual Land Use Covenant (LUC) Reporting - Submittals

i. FY 11-12 Reports

ii. Combined FY 12-13 and 13-14 Reports

Mr. Garcia announced that all FY 11-12, 12-13, and 13-14 LUC Reports had been submitted.

c. Fort Ord Trails Symposium – January 22, 2015

Chair Houlemard discussed the regional economic implications of the Trails Symposium discussion and reviewed the following day's event schedule.

d. Fort Ord Design Charrette – February 2, 2015 Kick-off Event

Associate Planner Josh Metz provided an overview of the charrette process and discussed the February 2nd kick-off event.

Layne Long entered at 8:43 a.m.

e. Capital Improvement Program Development Forecast Updates

Chair Houlemard reminder Committee members and members of the development community that it was time to begin working on development forecasts for the FY 2015/16 Capital Improvement Program.

8. ITEMS FROM MEMBERS

None.

9. ADJOURNMENT

Chair Houlemard adjourned the meeting at 9:04 a.m.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Finance Committee	
Meeting Date: February 13, 2015 Agenda Number: 10d	INFORMATION

RECOMMENDATION:

Receive minutes from the January 29, 2015 Finance Committee (FC) meeting.

BACKGROUND/DISCUSSION:

The Finance Committee met on January 29, 2015 to discuss the FY 14-15 draft Mid-Year Budget and other items. Please refer to the attached minutes (**Attachment A**) for more details and the FC recommendations/approvals.

FISCAL IMPACT:

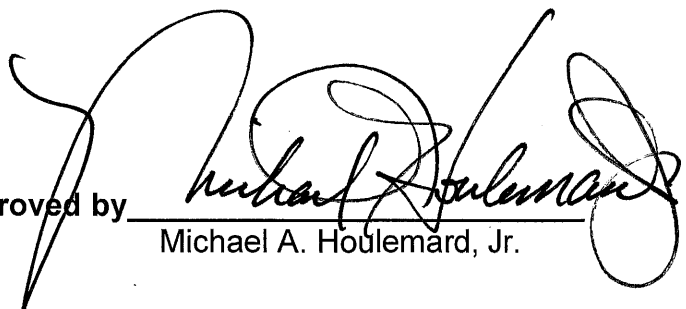
Reviewed by the FORA Controller 

Staff time for the Finance Committee is included in the approved annual budget.

COORDINATION:

Finance Committee

Prepared by 
Marcela Fridrich

Approved by 
Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY FINANCE COMMITTEE MEETING MINUTES

Thursday, January 29, 2015 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Chair Oglesby called the meeting to order at 3:40 p.m. Member Morton joined meeting at 3:42 p.m. The following were present:

Members:

Ian Oglesby, City of Seaside
Casey Lucius, City of Pacific Grove
Gail Morton, City of Marina
Andre Lewis, CSUMB

Absent:

Nick Chiulos, Excused

Public:

None Present

FORA Staff:

Michael A. Houlemard, Jr.
Ivana Bednarik
Steve Endsley
Marcela Fridrich
Robert Norris

2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Executive Officer Houlemard provided a comment about the recent special Trails Symposium and the upcoming Charette Planning process.

3. PUBLIC COMMENT PERIOD - None

4. DECEMBER 1, 2014 MINUTES – Adopted: Motion; Lucius, Second; Morton. Passed. Ayes; Lucius, Morton, Oglesby, *Noes*; None, *Abstention*; Lewis.

5. FY 14-15 Mid-Year Budget - FC Members received FY 14-15 Mid-Year budget tables prior to the meeting. Executive Officer Houlemard summarized staff noted changes/variances delineated on the “all funds combined” table. Controller Bednarik provided detail of these changes pertinent to the supplies & services category and salaries & benefits category outlined on the “itemized expenditures” table. She also reviewed staffing and reorganization changes and the associated fiscal impact summarized in attachment B to the mid-year budget tables. FC members discussed the hiring of the previously authorized Economic Development Specialist (EDS) position – since the Monterey Bay Economic Partnership rescinded their interest in providing such services for the former Fort Ord. Member Morton suggested finding alternative ways to achieve the same or similar goals with combined resources of coordinating with existing local jurisdictional employees (County, CSUMB, City of Pacific Grove, etc.) and other agencies doing this work and focusing on assisting jurisdictions with implementation of RUDG, which was not identified by the Reassessment report and PRAC as a major impediment to economic success of Reuse Plan. Chair Oglesby reminded members the role of the FC is to ascertain if there is money available to fund the various alternatives and asked the Executive Officer to suggest proposals for FORA Board consideration of additional support for job creating economic development. Member Morton recommended that the FC evaluates the availability of funds and does not make recommendation on substantive issues will be clarified in the staff Board report. 1) Member Lucius motioned to proceed with the authorized EDS position with funding up to \$200K. Second; Lewis. Passed. Ayes; Lucius, Oglesby, Lewis, *Noes*; Morton. 2) Member Lucius motioned to approve \$10K for staffing changes/reclassifications. Second; Lewis. Passed. Ayes; Lucius, Lewis, Morton, Oglesby, *Noes*; None. 3) Member Lucius moved for staff to prepare an analysis of

alternatives that would be in addition to the EDS hiring to address issues raised by Member Morton. Second; Lewis. Passed. Ayes; Lucius, Oglesby, Morton, Lewis, Noes; None. 4) Motion to accept the FY 14-15 Mid-Year budget revision with requested changes: Lucius, Second Lewis. Passed. Ayes; Lucius, Lewis, Oglesby, Noes; Morton.

6. **2020 FORA Sunset Financial Issues** - FC had asked staff to provide a list of the financial issues associated with FORA's scheduled sunset June 30, 2020. Members reviewed items categorized as personnel and operations related as presented by Executive Officer Houlemard. Member Lucius asked staff to add the PLL insurance project and a description of each item to the list. Chair Oglesby recommend that staff will periodically update the FC. Motion Lucius, Second Morton. Passed. Ayes; Lucius, Morton, Oglesby, Lewis, Noes; None.
7. **Payments on line/1st Capital Bank** - Accounting Officer Fridrich asked FC Members to review and approve the updated vendors list. Motion to approve Morton, Second Lewis. Passed. Ayes; Lucius, Oglesby, Morton, Lewis, Noes; None.
8. **2015 Meeting Calendar** - FC Members reviewed the 2015 draft calendar. Motion to approve Oglesby, Second Lewis. Passed. Ayes; Oglesby, Lucius, Morton, Lewis, Noes; None.
9. **Adjournment** – Meeting adjourned at 5:15 p.m.

Minutes prepared by Marcela Fridrich.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject:	Post Reassessment Advisory Committee	
Meeting Date:	February 13, 2015	INFORMATION
Agenda Number:	10e	

RECOMMENDATION(S):

- i. 2015 Membership Update
- ii. Receive a Post Reassessment Advisory Committee (PRAC) activity/meeting report.

BACKGROUND/DISCUSSION:

- i. The FORA Board Chair is responsible for creation of and appointment to all *ad-hoc* advisory committees. These appointments do not require Board confirmation and are not term-limited, as *ad-hoc* advisory committees are, by definition, convened for a limited term/purpose. The 2015 PRAC membership is as follows:

Mayor Pro-Tem Beach, City of Carmel-by-the-Sea (Chair)
Councilmember Haffa, City of Monterey
Councilmember Morton, City of Marina
Supervisor Parker, County of Monterey
President Ochoa, California State University, Monterey Bay (alternate: Andre Lewis)

- ii. The PRAC met on Thursday, January 8, 2015. The meeting focused on final planning for the Fort Ord Trails Symposium scheduled for Thursday, January 22, 2015 at the CSUMB University Center (agenda topics, speakers and timelines).

The Fort Ord Trails Symposium was a significant success by all accounts received - attracting nationally renowned speakers and an audience of approximately 200 people. Of special note, Mia Birk, the Keynote Speaker, attracted a CSUMB class during her presentation. The Symposium was supported by multiple agencies, including the Fort Ord Reuse Authority (FORA), CSUMB, the Transportation Agency for Monterey County (TAMC), Monterey County Parks, and the Bureau of Land Management (BLM).

The next meeting of the PRAC is scheduled for Thursday, February 26, 2015, from 1:00 pm. Approved minutes from the Friday, December 12, 2014 meeting are attached for Board review (**Attachment A**).

FISCAL IMPACT:

Reviewed by FORA Controller 

Staff time for this item is included in the approved FORA budget.

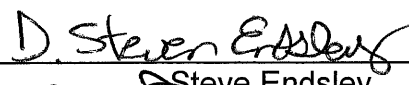
COORDINATION:

PRAC, CSUMB, TAMC, BLM, Administrative and Executive Committees.

Prepared by


Josh Metz

Reviewed by


Steve Endsley

Approved by


Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY
BASE REUSE PLAN POST-REASSESSMENT ADVISORY COMMITTEE (PRAC)
MEETING MINUTES

12:30 p.m., Friday, December 12, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Confirming a quorum, Fort Ord Reuse Authority (FORA) PRAC Chair Jerry Edelen called the meeting to order at 12:40pm. The following people were in attendance:

Committee Members

Jerry Edelen (Chair), Del Rey Oaks
Gail Morton, City of Marina
Victoria Beach, Carmel-by-the-Sea
Jane Parker, Monterey County
Tom Moore, MCWD
Steve Matarazzo, UCSC

Staff

Michael Houlemard, FORA
Jonathan Garcia, FORA
Josh Metz, FORA

Other Attendees

Jane Haines, member of the public
Rachel Saunders, Big Sur Land Trust
Bob Schaffer, member of the public

2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

FORA Executive Officer Michael Houlemard acknowledged the passing of Jim Arnold..

3. APPROVAL OF MEETING MINUTES

MOTION: Victoria Beach moved, seconded by Jane Parker, to approve the November 21, 2014 meeting minutes, as presented.

MOTION PASSED: Unanimous.

4. PUBLIC COMMENT PERIOD

None.

5. BUSINESS ITEMS

Staff presented an updated draft Trails Symposium agenda, potential speaker list and event schedule for discussion (**Attachment A**). Members gave input on the agenda and staff made notes for a future revision. Discussion focused on the need to recruit local officials for the Round Table sessions, the need for well-developed background content for the program and speaker education, printing costs and the budget.

6. ITEMS FROM MEMBERS

None.

7. NEXT STEPS

a. FORA staff will continue to:

- i. Finalize speaker commitments to Jan 22, 2015 Fort Ord Trails Symposium
- ii. Develop background material for speaker education and inclusion in event program
- iii. Continue general coordination of the Fort Ord Regional Trails Symposium

8. ADJOURNMENT

The next meeting of the PRAC was set for Thursday January 8 at 1:00pm. The meeting was adjourned at approximately 1:55pm.

Minutes prepared by Josh Metz

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Regional Urban Design Guidelines Task Force

Meeting Date: February 13, 2015

Agenda Number: 10f

INFORMATION

RECOMMENDATION(S):

- i. 2015 Membership Update
- ii. Receive Regional Urban Design Guidelines (RUDG) Task Force (Task Force) Update.

BACKGROUND/DISCUSSION:

- i. The Chair made no changes to the RUDG Task Force membership for 2015. The continuing membership is as follows:

Executive Officer Michael Houlemard, FORA (Chair)
Mayor Pro-Tem Beach, City of Carmel-by-the-Sea
City Manager Daniel Dawson, City of Del Rey Oaks
City Manager John Dunn, City of Seaside
City Manager Layne Long, City of Marina
Acting Director Carl Holm, Monterey County Resource Management Agency
Principal Planner Elizabeth Caraker, City of Monterey

- ii. The RUDG Task Force met on Friday, January 9 and Monday, January 26, 2015, in preparation for the February 2-13 FORA Design Charrette supported by contracted design guidelines consulting team Dover, Kohl & Partners (DKP). This 2-week undertaking will involve on-site meetings (individual & group) with members of the public and key stakeholders leading to draft design guidelines. The Task Force reviewed charrette preparations and recommended schedule and format changes.

The next meeting of the Task Force will be 1:00pm, Wednesday, February 11, 2015. Approved Thursday, December 11, 2014, Friday December 19, 2014 and Friday, January 9, 2015 minutes are attached (**Attachment A**).

FISCAL IMPACT:

Reviewed by FORA Controller 

Staff time for this item is included in the approved FORA budget.

COORDINATION:

Administrative Committee, RUDG Task Force, and Dover, Kohl & Partners.

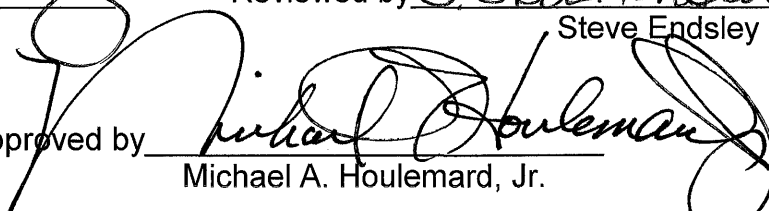
Prepared by


Josh Metz

Reviewed by


Steve Endsley

Approved by


Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY
REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE
MEETING MINUTES

11:30 a.m., Friday, January 9, 2015 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Order was called at 11:40 as a Meeting of the Whole. The meeting proceeded with non-action items. At 12:05 a quorum was reached and the chair asked for everyone to go to the actionable items.

Committee Members

John Dunn, City of Seaside
Victoria Beach, City of Carmel-by-the-Sea
Carl Holm, Monterey County
Layne Long, City of Marina
Elizabeth Caraker, City of Monterey
Anya Spear, CSUMB

Jonathan Garcia, FORA
Josh Metz, FORA
Katie Ahern, FORA
Crissy Maras, FORA

Other Attendees

Ariana Green, TAMC
Steve Matarazzo, UCSC
Jane Haines, Member of the public
Bob Schaffer, Member of the public
Jason King, Consultants Dover, Kohl & Partners (by Conference Phone)

Staff

Michael Houlemard, FORA
Steve Endsley, FORA

2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Task Force Chair Michael Houlemard introduced Katie Ahern joining the team for a short time. She was a prior employee of FORA and has returned to assist in the upcoming events.

FORA staff noted that there were getting interest from both the public and elected officials about the upcoming Symposium.

3. APPROVAL OF MEETING MINUTES

MOTION: John Dunn moved, seconded by Victoria Beach, to approve the December 11 & 19, 2014 meeting minutes, as presented.

MOTION PASSED: Unanimous.

4. PUBLIC COMMENT PERIOD

5. BUSINESS ITEMS

Josh led the discussion under Business Items

5a) Task force members did not yet hear back from MPUSD's Superintendent regarding scheduling a mobile charrette. Chair Houlemard suggested that Chartwell School in Seaside would be an ideal venue to conduct a mobile charrette.

5b) Staff noted Task Force comments about the Charrette schedule.

5c) There were several suggestions on enhancing the marketing plan for the upcoming events:

- Contact Radio Stations. Specifically: KSCO, KSBW, KION, Local NPR 90.3
- The Task Force also felt the local newspapers should pick this up as a real story. Members mentioned several ideas for articles.
- Michael Houlemard noted that FORA's public relations consultant, Candy Ingram, was scheduling meetings with editorial boards.

5d) Victoria Beach contacted many elected officials inviting them to attend the Monday, February 2, 2015 and has some commitments.

Carl Holm also announced there is interest from the County staff and Supervisors and requested a RUDG presentation at the Feb 3, Board of Supervisors meeting.

The Task Force discussed the ways for the students to get involved in this process. Michael Houlemard also suggested inviting Sam Farr.

The Taskforce suggested scheduling stakeholder/technical meetings for the elected officials. One suggestion was dividing the group up by Mayors, City Managers, and other elected officials.

Members discussed the importance of continually clarifying the role the RUDG will play in the FORA process. Staff noted that RUDG will become one of the items considered in consistency determinations for new projects.

5e) The Task Force discussed the trails/transportation aspect of the RUDG.

6. ITEMS FROM MEMBERS

7. ADJOURNMENT

The next meeting of the RUDG Task Force was set for Monday, January 26 at 1 pm. The meeting was adjourned at approximately 1:25 pm.

Minutes prepared by Katie Ahern



FORT ORD REUSE AUTHORITY
REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE
MEETING MINUTES

9:00a.m., Friday, December 19, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Confirming a quorum, RUDG Task Force Members John Dunn called the meeting to order at 9:10am. The following people were in attendance:

Committee Members

Layne Long, City of Marina
John Dunn, City of Seaside
Victoria Beach, City of Carmel-by-the-Sea
Carl Holme, Monterey County

Michael Houlemard, FORA
Steve Endsley, FORA
Jonathan Garcia, FORA
Josh Metz, FORA
Steve Matarazzo, UCSC
Jane Haines, Member of the public
Bob Schafer, Member of the public

Other Attendees

2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Staff noted recent communications from the Fort Ord Environmental Justice Network to the Environmental Protection Agency (EPA). Staff emphasized the importance of clarifying the role of RUDG at every opportunity. Staff also noticed on-going planning in the Post Reassessment Advisory Committee (PRAC) for the Fort Ord Trails Symposium: *Regional Trails, transit and economic vitality*. To be held from 9:00am-5pm at CSUMB University Center, Thursday Jan 22, 2015. Carl Holme referenced recent County Board of Supervisors (BOS) approval of matching funds up to \$10k to help local jurisdictions engage RUDG consultants Dover, Kohl & Partners in evaluating town planning problems.

3. APPROVAL OF MEETING MINUTES

Postponed to January 9, 2015 meeting

4. PUBLIC COMMENT PERIOD

None.

5. BUSINESS ITEMS

Members discussed changes to the Design Charrette schedule. There was general agreement that the new schedule fit better with expectations and desired outcomes. Members discussed the need to simplify and clarify language to attract the broadest possible set of community members into the RUDG process. Members also considered ways to incorporate middle school involvement in the Charrette process. Layne Long volunteered to contact the Monterey Peninsula Unified School District (MPUSD) Superintendent to explore possibilities. Invites to Charrette technical meetings were also discussed. Victoria Beach volunteered to contact each of the FORA land use

jurisdictions mayors to encourage engagement with the RUDG consultants during the charrette. Members discussed trails as a component of the RUDG process. Carl Holme reported on the County Fort Ord Recreational Habitat Area (FORHA) Master Planning process and indicated the DRAFT plan will be coming out in early 2015. It was noted that Jeff Speck as a member of the RUDG consulting team will be talking on the topic of "Walkable Cities", which will be a way to link the trails discussion into the RUDG process.

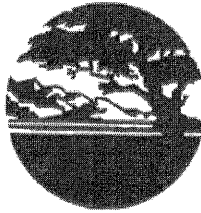
6. ITEMS FROM MEMBERS

None.

7. ADJOURNMENT

The next meeting of the RUDG Task Force was set for Friday January 9 at 11:30am. The meeting was adjourned at approximately 10:45a.m.

Minutes prepared by Josh Metz



FORT ORD REUSE AUTHORITY
REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE
MEETING MINUTES

1:00p.m., Thursday, December 11, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Confirming a quorum, RUDG Task Force Chair Michael Houlemard called the meeting to order at 1:10pm. The following people were in attendance:

Committee Members

Layne Long, City of Marina
John Dunn, City of Seaside
Victoria Beach, City of Carmel-by-the-Sea
Anya Spear, CSUMB

Michael Houlemard, FORA
Jonathan Garcia, FORA
Josh Metz, FORA
Ariana Green, TAMC
Justin Meek, City of Marina
Steve Matarazzo, UCSC
Brian Boudreau, Member of the public
Beth Palmer, Member of the public
Bob Schafer, Member of the public

Other Attendees

2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Staff noticed on-going planning in the Post Reassessment Advisory Committee (PRAC) for the Fort Ord Trails Symposium: *Regional Trails, transit and economic vitality*. To be held from 9:00am-5pm at CSUMB University Center, Thursday Jan 22, 2015. Staff also noticed the recent passing of Jim Arnold and recognized his extended service to FORA.

3. APPROVAL OF MEETING MINUTES

a. October 30, 2014

Motion: Layne Long moved, seconded by Victoria Beach

Motion Passed: Unanimous

4. PUBLIC COMMENT PERIOD

None.

5. BUSINESS ITEMS

Members discussed the recent RUDG Site Visit. There was general agreement that the process worked well to educate the consulting team, establish a rapport and understanding between the consultants, jurisdiction staff, developers and stakeholders. Members suggested maintaining a continuity between the site visit and design charrette would be important.

Staff presented a draft RUDG charrette schedule. Members requested the following adjustments/refinements to the draft schedule:

- Reorganize the schedule to allow for education/orientation of stakeholders at the beginning of the charrette period.
- Adjust initial hands on workshop to Monday evening to allow for Marina City Council meetings
- Clarify target audience and public events

Members also requested a status report and next steps from the consulting team following the site visit. TAMC requested a meeting with the RUDG team before the public design event. Justin Meek suggested including childcare and refreshments to encourage public attendance at charrette events. Brian Boudreau inquired about consulting team follow-up with individual developers from site visit. Members recommended that the consulting team schedule individual meetings with developers during charrette period. Brian Boudreau suggested a focus on design improvements in the context of prevailing wage requirements would be useful. Members asked for refinements to schedule to be presented at next meeting.

6. **ITEMS FROM MEMBERS**

None.

7. **ADJOURNMENT**

The next meeting of the RUDG Task Force was set for Friday Dec 19 at 9:00am. The meeting was adjourned at approximately 2:45p.m.

Minutes prepared by Josh Metz

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject:	Travel Report	
Meeting Date:	January 9, 2015	INFORMATION
Agenda Number:	10g	

RECOMMENDATION(S):

- i. Receive an Informational Travel Report from the Executive Officer.
- ii. Review Proposed Board Member Travel Procedure

BACKGROUND/DISCUSSION:

i. Executive Officer Travel Report

The Executive Officer regularly submits reports to the Executive Committee on FORA staff/Board travel. The Committee reviews and approves requests, and the travel information is reported to the Board as an informational item.

COMPLETED TRAVEL

California Special District Association (CSDA) Board Clerk/Secretary Conference

Destination: San Diego, CA

Date: February 11-13, 2015

Traveler/s: Crissy Maras

Ms. Spilman previously completed the CSDA Board Clerk Advanced Certificate Holders Program. This year, Crissy Maras was selected to complete this Program due to her position as back-up to the Deputy Clerk and primary support staff to the Water/Wastewater Oversight Committee and the Veterans Issues Advisory Committee. The Program focuses heavily on advanced Public Records Act, Ralph M. Brown Act, and Roberts Rules of Order training.

UPCOMING TRAVEL

National Coalition of Homeless Veterans (NCHV) - Board of Directors Meeting

Destination: Phoenix, AZ

Date: February 24-27, 2014

Traveler/s: Robert Norris

In addition to his position as FORA staff liaison for veterans issues, Mr. Norris also serves as an MCHV Board member. Their upcoming Board meeting in Phoenix will include briefings from the Department of Veterans Affairs, Housing and Urban Development, and numerous veterans service organizations. Mr. Norris' participation informs his work on the Veterans Issues Advisory Committee and will benefit staff's ongoing efforts to support the General Gourley Clinic, the Central Coast Veterans Cemetery, and the region's military mission. FORA will reimburse airfare costs for this trip and the traveler will pay all other expenses.

Association of Defense Communities (ADC) Installation Innovation Forum

Destination: Monterey, CA

Date: March 15-17, 2015

Traveler/s: Michael Houlemard, 2 Board members

Executive Officer Michael Houlemard and 2 other Board members will attend the ADC Installation Innovation Forum. The Forum will explore the cutting-edge developments that are reshaping how installations are managed and the way communities and installations work together. No travel expenses will be paid for this event, as it is held locally.

ii. **Board Member Travel Procedure**

Historically, Board participation in the Annual Federal and State Legislative Missions and out of town conferences/meetings has consisted primarily of Legislative Committee and Executive Committee members. Chair O'Connell has suggested a new procedure that would provide an opportunity for greater Board member participation in these events. This procedure would include pairing newer Board members with those who have more extensive experience on the FORA Board. This would allow newer Board members to familiarize themselves with the national defense community, of which FORA is an active member, and it would provide greater context to the issues considered by the Board. The attached list (**Attachment A**) would be used to determine eligibility and ensure equal opportunity for Board member participation as travel opportunities present themselves.

FISCAL IMPACT:


Reviewed by FORA Controller 

Staff time for this item was included in the approved annual budget.

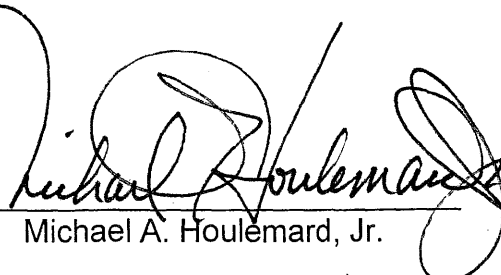
COORDINATION:

Executive Committee

Prepared by


Lena Spilman

Approved by


Michael A. Houlemard, Jr.

VOTING BOARD MEMBER REPRESENTATION
AT BOARD APPROVED TRAVEL MEETINGS
(by years of service)

Pendergrass, David -Sand City	21 years
Potter, David -Mty. Cty. Supervisor	18 years
Rubio, Ralph -Seaside	12 years
Edelen, Jerry -Del Rey Oaks	8 years
O'Connell, Frank -Marina	6 years
Oglesby, Ian -Seaside	6 years
Parker, Jane -Mty. Cty. Supervisor	6 years
Gunter, Joseph -Salinas	3 years
Morton, Gail -Marina	3 years
Beach, Victoria -Carmel by the Sea	2 years
Lucius, Casey -Pacific Grove	1 year
Haffa, Alan -Monterey	<1 year
Phillips, John -Mty. Cty. Supervisor	<1 year

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject:	Public Correspondence to the Board	
Meeting Date:	February 13, 2015	INFORMATION
Agenda Number:	10h	

Public correspondence submitted to the Board is posted to FORA's website on a monthly basis and is available to view at <http://www.fora.org/board.html>.

Correspondence may be submitted to the Board via email to board@fora.org or mailed to the address below:

FORA Board of Directors
920 2nd Avenue, Suite A
Marina, CA 93933