



**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
**8:30 a.m., Wednesday, February 3, 2016 | FORA Conference Room**  
920 2<sup>nd</sup> Avenue, Suite A, Marina CA 93933

**1. CALL TO ORDER**

Chair Dawson called the meeting to order at 8:30 a.m. The following were present:

*\*voting members, AR = arrived after call to order*

Daniel Dawson, City of Del Rey Oaks  
Craig Malin, City of Seaside\*  
Layne Long, City of Marina\* AR  
Melanie Beretti, Monterey County\*  
Elizabeth Caraker, City of Monterey\*  
Mike Lerch, CSUMB  
Chris Placco, CSUMB  
Steve Matarazzo, UCSC  
Graham Bice, MBEST  
Vicki Nakamura, MPC  
Mike Zeller, TAMC  
Lisa Reinheimer, MST

Lyle Shurtleff, BRAC  
Wendy Elliott, MCP  
Don Hofer, MCP  
Diana Ingersoll, City of Seaside  
Rick Reidl, City of Seaside  
Kathleen Lee, Sup. Potter  
Andy Sterbenz, Schaat & Wheeler  
Brian Boudreau, Monterey Downs  
Bob Shaffer  
Kathleen Lee, Sup Potter (County)  
Paul Sciuto, MPRWRD  
Mike Wesley, MCWD  
Keith Van Der Maaten, MCWD

FORA Staff:  
Michael Houlemard Jr.  
Steve Endsley  
Jonathan Brinkmann  
Robert Norris  
Ted Lopez  
Peter Said  
Mary Israel  
Maria Buell

**2. PLEDGE OF ALLEGIANCE**

Pledge of allegiance was led by Kathleen Lee.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Mr. Houlemard announced Helen Rodriguez was hired as the Controller and joins FORA March 1<sup>st</sup>.

**4. PUBLIC COMMENT PERIOD**

None.

**5. APPROVAL OF MEETING MINUTES (no minutes were approved)**

a. January 13, 2016 Administrative Committee Minutes

MOTION: Chris Placco moved, seconded by Steve Matarazzo to approve the January 13, 2016 Administrative Committee minutes as presented.  
MOTION PASSED UNANIMOUSLY

The committee received comments from members.

**6. FEBRUARY 12, 2016 BOARD MEETING AGENDA REVIEW**

a. Fort Ord Reuse Authority Prevailing Wage Program

Mr. Houlemard briefly reviewed the agenda and referenced the resolution prepared for immediate past City Manager of Seaside, John Dunn. He discussed the items on the consent agenda and their relation to work at FORA: Item 7d, the Habitat Conservation Plan; Item 8b, Prevailing Wage: He said correspondence was sent to each City Manager of FORA jurisdictions along with the Resolution amending the Master Resolution related to compliance of prevailing wage. He also said the Board took action to approve the resolution requiring contractors to comply with DIR requirements. Item 8c. Finance Committee provided their review and adjustments will be made pertaining the close of escrow on Preston Park, that the registration of income on Capital Improvement Projects is on target

with all permit projections and developer fees. Item 8d will be heard at Joint Committee today; and Item 8e was requested be moved to March Board agenda. On Executive Officers items, he said more detail and next steps in getting Regional Urban Design Guidelines to adoption will soon follow.

Committee members provided comments/questions relating to the type of support to be provided to jurisdictions after FORA goes away; suggested to have discussions with jurisdictions to avoid duplication of efforts so they understand its implementation; how would this software be available; should all contractors registered with DIR have to integrate with ELATION software; and, that DIR was rolling back due to challenges on getting information from consultants and proceed with this registration requirement.

Mr. Houlemard said staff proposed multiple actions last year but Board chose the one being reviewed. Robert Norris supports orientation to jurisdictions on Prevailing Wage program for ELATION (compliance specific software) which interfaces with all existing accounts and items required such as certified payrolls, etc., and would help those contractors/subs who do not have experience with Prevailing Wage rules compliance. He added this software is used in San Francisco. Mr. Houlemard said Finance Committee will review this request and provide a recommendation to Board if financing is available.

The committee received public comment.

## **7. BUSINESS ITEMS**

### **a. Fort Ord Reuse Authority 2020 Sunset / Transition Plan**

Mr. Houlemard introduced this item and added the Finance Committee received this presentation at their monthly meeting. It was well received and they are aware of the contracts issues affected by sunset in 2020. Steve Endsley provided a presentation to committee and asked their help in designing the best way to present it to Board and stakeholders in order to understand the obligations, responsibilities and resources FORA has and what might be a way to undertake those obligations once FORA goes away. A series of meetings will be created with Local Agency Formation Commission (LAFCO) regarding FORA's future.

The committee received comments from members: would a Community Facilities District (CFD) continue if FORA goes away; a request to add funding sources on the table, identify the funding source and its relationship to the obligations; show the agencies' responsibilities and break them apart (each has its own); a la Carte option, show underlying jurisdictions next to land allocations; how much representation will be needed in the new entity as new responsibilities are given; provide guidance to CFD as to what components should be shifted to local jurisdictions and which are overarching; and, add a statement that "responsibilities will continue with jurisdictions and if they fail, they fail for everyone."

Mr. Houlemard said if FORA continues, then yes a CFD could exist and that it is being explored. But if CFD goes away, CEQA also goes away, but it would require a vote of the people in those jurisdictions. He explained that some funds come with restrictions and is in the Capital Improvement Program. Steve Endsley said the Memo will be expanded to include looking at CFD, expectations in the next 4 years, how it might be lowered and what the revenues would be.

### **b. Capital Improvement Program (CIP) 2016 Schedule & Development Forecast**

Jonathan provided a PowerPoint presentation to committee. Peter Said presented a 2016 schedule: fee formula and stated it is going to Board for consideration. He added that the CIP forecast is the first step in the process, Admin Committee reviews and then conforms it. He added Transportation Agency of Monterey County (TAMC) will have new data in June and might impact the study in September.

c. Post-Base Reuse Plan Reassessment Work Plan Update

Jonathan Brinkmann provided a power point presentation to members and answered their questions.

The committee received public comment.

## **8. ADJOURN TO JOINT ADMIN/WWOC COMMITTEE**

Meeting adjourned at 9:51 a.m. and continued as Joint Water-Wastewater Oversight Committee meeting.