



APPROVED

**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE MEETING MINUTES**  
**8:30 a.m., Wednesday September 18, 2019 | FORA Conference Room**  
920<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Co-Chair Michael A. Houlemard, Jr. called the meeting to order at 8:32 a.m.

The following were present:

Dino Pick* (City of Del Rey Oaks)	Jonathan Brinkmann (LAFCO)
David Sargenti (MCRFD)	Melanie Beretti* (County of Monterey)
Patrick Breen (MCWD)	Craig Malin* (City of Seaside)
Keith Van Der Maaten (MCWD)	Lisa Reinheimer (MST)
Hans Uslar* (City of Monterey)	Vicki Nakamura (MPC)
Debbie Hale (TAMC)	Layne Long* (City of Marina)
Nicole Hollingsworth (17 <sup>th</sup> State Senate District)	Michelle Overmeyer (MST)
Steve Matarazzo (UCSC)	Elizabeth Caraker (City of Monterey)
Ray Pyle (CSUMB)	Mike Zeller (TAMC)
Anya Spear (CSUMB)	*Voting member

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by TAMC Executive Director Debbie Hale.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE**

- FORA Assistant Executive Officer Josh Metz announced that the Startup Investment Community and Capital Expo will take place on September 27, 2019 at Embassy Suites Monterey, which will include the graduation stage from the Startup Monterey Bay Challenge.
- Mr. Metz also announced that the Opportunity Zone Investment Forum will take place at the CSUMB City Center on October 14, 2019.
- CSUMB Associate Director of Campus Planning Anya Spear introduced newly-appointed CSUMB Senior Director of Campus Planning Ray Pyle.
- Kristie Reimer of Reimer Associates Consulting announced that the Association of Defense Committees will hold a Base Redevelopment Conference September 30 - October 1, 2019 in Monterey.

**4. PUBLIC COMMENT PERIOD**

*Members of the public wishing to address the Administrative Committee on matters within its jurisdiction, but not on this agenda, may do so for up to 3 minutes.*

No public comments were received.

**5. APPROVAL OF MEETING MINUTES****ACTION**

## a. September 4, 2019 Regular Meeting Minutes

**MOTION:** On motion by Committee member Malin, second by Committee member Beretti and carried by the following unanimous vote, the Administrative Committee moved to approve the September 4, 2019 regular meeting minutes.

**MOTION PASSED UNANIMOUSLY****6. SEPTEMBER 13, 2019 BOARD MEETING FOLLOW-UP**

## • 2018 Transition Plan: Implementing Agreements

Executive Officer Michael A. Houlemard, Jr. informed the Committee that staff provided a presentation to the Board regarding the progress of the various Transition Plan Implementing Agreements ("TPIA"). Mr. Houlemard stated that the Board expressed concern as to the advancement of the TPIAs, particularly with the Monterey County Water District ("MCWD") and CSUMB. FORA consultants heard questions from the Board and will be providing updated TPIAs at the October 11, 2019 Board meeting. In addition, Mr. Houlemard confirmed that the Habitat Conservation Plan ("HCP") will be out for publication next month and after a 45-day review period will be finalized.

*\*Committee member Uslar introduced his guests from the city of Dubrovnik, Croatia; Romana, Head of Protocol for the Mayor's Office and Ivan, architect for the Dubrovnik City Planning Department. Mr. Uslar explained that the colleagues were interested in the blight removal process in the United States.*

**7. BUSINESS  
INFORMATION/ACTION****ITEMS**

Mr. Houlemard introduced the items, stating that the primary goal for the present meeting was to follow up on the September 13, 2019 Board meeting and the September 9, 2019 special Administrative Committee meeting, during which multiple building removal options were discussed. He informed the Committee there is opportunity for an increase of the bond amount, but in order to move forward there remain a series of questions that the Committee must answer. Committee member Beretti expressed the need for sufficient time in the proposed plan in order for public hearings and review. Steps that may be taken to minimize the financial impact on the Monterey County Regional Fire District ("MCRFD") were also discussed at the Board meeting.

a. **Building Removal/Financing: Legal Documents**

## i. Review Issuance Documentation and Options

Senior Project Manager Peter Said reviewed the items discussed at the previous Board meeting. Mr. Said noted that there are four primary concerns staff heard from the Board: 1) address the MCRFD funding shortfall; 2) set the building removal priority for each agency; 3) clarify insurance requirements; 4) confirm the statutory pass through in writing. Mr. Said informed the Committee that FORA consultant NHA Advisors conducted a Request for Proposals to solicit for underwriters. Based on an estimated \$3.4 million tax increment, the underwriters' estimates ranged between \$38 million and \$64 million. FORA staff reviewed and concurred with NHA Advisors' recommendation of Stifel for Senior Manager and Citi for Co-Manager. The underwriters have been directed to develop a strategy to cover \$50 million (+/-) in building removal (100% of estimated building removal).

NHA Advisors Principal Consultant Mark Northcross explained that Stifel and Citi proposed a series of three bonds: 1) “normal series,” which is based on fiscal year (“FY”) 2020 revenues; 2) “occupancy permit series,” based on occupancy permits issued in FY 2021; 3) “speculative/future growth series,” based on estimated growth by calendar years 2020 and 2021. The Committee discussed the material provided. Mr. Northcross heard questions and will return to the next Committee meeting to provide further information.

ii. Consider Recommendation to the Board Regarding Adoption of a Successor Entity and Bond Revenue Allocation Methodology

Mr. Said presented three different options for bond proceed distribution based on: 1) percentage of blight by jurisdiction; 2) percentage of tax increment generated by jurisdiction; 3) estimated building removal cost per jurisdiction. Mr. Said went on to explain the responsibilities of a successor entity. In the event of a construction deficit, the successor entity would be liable for those costs. However, if there is a construction surplus, these funds may be returned for redistribution. The Committee was presented with three methods by which the successor entity may use the surplus funds: 1) pay off the bond with surplus funds; 2) equally re-allocate surplus funds to other agencies and jurisdictions; 3) re-allocate funds to project(s) with largest deficits/over-runs. Mr. Said noted that in order to move forward the Committee must recommend a successor entity to the Board. The Successor Entity may be either the City of Marina, the City of Seaside, or the Cities of Marina and Seaside as a Joint Powers Authority. Mr. Said provided a list of Agency “Owner” responsibilities, as well as a map of the thirteen building removal project areas and the current Owner. He explained that each Owner is considered the waste generator of their site, and that insurance costs are linked to the weight of hazardous materials generated. The amount of risk to the Owner is determined by EPA Hazardous Waste Requirements and each Owner must provide its own insurance as mitigation. An updated building removal priorities list was presented and the next steps were discussed. Mr. Said concluded the presentation by requesting the Committee provide recommendations as to the method of bond funds allocation, method of surplus funds distribution and who will be named the successor entity.

**MOTION #1:** On motion by Committee member Uslar, second by Committee member Beretti and carried by the following vote, the Administrative Committee moved to recommend that the Board 1) name the City of Marina as the Successor Entity, pending review of contingency, 2) recommend bond proceed distribution option two, with named successor entity to re-allocate surplus funds to other jurisdictions; 3) FORA staff and consultants to address liability for past and future disposal; and 4) collective take home for the Administrative Committee to evaluate criteria, or principles of how project priority should be established to be brought back to the next regular Committee meeting.

**SUBMOTION #2:** On motion by Committee member Beretti, second by Committee member Malin and carried by the following vote, the Administrative Committee moved to recommend that the Board 1) name the City of Marina as the Success Entity, pending review of contingencies; 2) bond proceed distribution option three, Successor Entity re-allocates funds to projects with largest deficits/over-runs; and 3) FORA staff, consultants and bond counsel address liability for past and future disposal, along with continuing to look at the principles idea, to be brought back at the October 2, 2019 Committee meeting.

*\*The maker and seconder the original motion withdrew his motion to support submotion #2.*

**MOTION PASSED UNANIMOUSLY WITH 1 ABSTENTION**

*Committee member Layne Long Abstained*

**b. 2018 Transition Plan Transportation Study**

i. Review Transportation Study Results

Mr. Said provided a brief background of the 2018 Transition Plan and the required Transportation Study. The study included an analysis of the existing transportation network, resulting in five proposed network scenarios. He noted that these scenarios were created based on the assumption that the widening of Imjin Road to four lanes will be completed. The first three scenarios show different connector options and are based on a full buildout of the 2019/2020 Capital Improvement Plan ("CIP"). Scenarios four and five are based on a CIP buildout over 30 years; option four using no connector and option five with no improvements to Gigling Road. Kimley-Horn consultant Frederik Venter provided a summary of land use projections for the Fort Ord Base and the various jurisdictions. These projections are based on the 2019/2020 Jurisdiction Development Forecast through 2040 and the 2018 AMBAG Regional Transportation Demand Model, as well as coordination with TAMC. These projections do not include development in the Parker Flats area. The results of this study were applied to the five proposed scenarios and the Committee discussed the various effects each scenario would have on the transportation network.

ii. Consider Network Completion Options

The purpose of the Transportation Study is to inform the final year CIP, which consists of four components: 1) a list of projects that complete the roadway network; 2) an estimated value of each CIP project; 3) a designated responsible agency; 4) a closeout budget for the final year. FORA is responsible for several CIP projects and must decide whether to remove the CIP segments from the project list or to designate a successor entity to take over these responsibilities upon FORA dissolution. Mr. Said stated that the Board will be looking to the Committee to make a recommendation based on the Transportation Study information and analysis. The Committee and staff discussed the information presented.

**8. ITEMS FROM MEMBERS**

There were no items from members.

**9. ADJOURNMENT** at: 11:03 a.m.

Minutes Prepared By:  
Natalie Van Fleet  
Administrative Assistant