



**FORT ORD REUSE AUTHORITY**  
**REGULAR EXECUTIVE COMMITTEE MEETING MINUTES**  
**3:30 p.m., August 31, 2016** | FORA Executive Officer's Conference Room  
920 2<sup>nd</sup> Avenue, Suite A, Marina CA 93933

**1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

Chair O'Connell called the meeting to order at 3:39pm

Members Present:

Mayor Pro Tem Frank O'Connell (Chair)  
Mayor Ralph Rubio (Seaside)  
President Dr. Eduardo Ochoa (CSUMB)  
Supervisor Jane Parker (Monterey County)  
Mayor Joe Gunter (Salinas) (*absent*)  
Mayor Jerry Edelen (Del Rey Oaks) (*absent*)

Pledge of Allegiance was led by Mayor Ralph Rubio

**2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Executive Officer Michael Houlemard announced the Opening Ceremony for the California Central Coast Veterans Cemetery (Seaside) will be held on October 11. Mr. Houlemard also announced that the William H. Gourley VA-DOD Outpatient Clinic "soft opening" will be held on October 14, and is being coordinated through the City of Marina, the Hamstra Group (developer) and the U.S Department of Veterans Affairs (USDVA).

**3. PUBLIC COMMENT PERIOD**

There were no comments from the public

**4. APPROVAL OF MEETING MINUTES**

a. June 29, 2016

*On motion by Rubio and seconded by Parker and carried by the following vote, the Executive Committee approved the Regular Meeting Minutes of June 29, 2016.*

*Motion passed unanimously*

**5. SEPTEMBER 9, 2016 BOARD MEETING AGENDA REVIEW**

Review of Board packet was conducted by Michael Houlemard, the Committee was provided a brief overview of the agenda items. Mr. Houlemard identified the changes that were made by the Administrative Committee. Authority Counsel Jon Giffen stated that there is not a need for a Closed Session at Executive and 9/9 Board meeting for Conference with Legal Counsel – Existing Litigation, Gov. Code 54956.9(a) Keep Fort Ord Wild v. Fort Ord Reuse Authority (FORA), Case No.: M114961. The item was removed from the Executive Committee and Board Meeting Agendas.

The Executive Committee made the following changes to the agenda:

- Add item 4c – CCCVC Opening Ceremony
- Add item 4d – William Gourley VA-DOD Clinic "soft opening"

- Remove item 7bi (re-assign to October Board Agenda)
- Remove item 7bii (re-assign to October Board Agenda)
- Remove item 8 – Closed Session
- Add item “a” to Items from Members – Request to change December 9 Board meeting to be held on December 2 (request from Ralph Rubio)

There were no comments from the public on this item.

*On motion by Rubio and seconded by O’Connell and carried by the following vote, the Executive Committee moved to approve the September 9 Board Meeting Agenda with the aforementioned changes.*

*Motion passed unanimously*

**a. Eastside Parkway Environmental Review Contract Amendment**

Jane Parker discussed whether the contract amendment should be delayed a month in case new information from TAMC’s 2016 FORA Reallocation Study would affect contract amendment. Ralph Rubio added that any new information from the 2016 FORA Reallocation Study could be incorporated into the consultant’s work and that the contract amendment should not be delayed.

There were no comments from the public on this item.

**b. Preliminary Capital Improvement Program Reports**

The Executive Committee removed sub items 7bi and 7bii from the Board agenda in order to allow the Transportation Agency of Monterey County (TAMC) to complete the transportation allocations.

There were no comments from the public on the removal of this item.

**6. BUSINESS ITEMS**

**a. Salary Survey Report – Salary Range Adjustments**

Controller Helen Rodriguez introduced Shellie Anderson (joined meeting via conference call) from Bryce Consulting, Inc. to present an overview of the salary survey report. The staff recommendation is to bring salary ranges for employees identified as under market to equity (by placing individuals to the step closest to current salary) and to freeze salary ranges for employees identified to be above market as recommended by Bryce Consulting.

The Executive Committee recommended the following to the Board:

- Receive a report from staff/Bryce Consulting in response to Board direction to perform an update implementing a recommendation to periodically conduct analyses of the 2011 Bryce Consulting Salary Survey.
- Adopt the recommended Salary Range adjustments in the Bryce Consulting report, acknowledging the Board may choose to restrict future Cost of Living Adjustments to above market level position classifications and that any below market placements within the ranges will be at the Step closest to current salary.

**b. Transition Task Force Report**

Assistant Executive Officer Steve Endsley provided an update and overview of the August 29 Transition Task Force meeting in which the Taskforce engaged in discussion regarding the options presented by staff and how they would be presented to the Board. Another Taskforce Meeting has been scheduled for Monday, September 12, 2016.

**7. MONTHLY EXECUTIVE OFFICER EXPENDITURES (UNDER \$100) None**

Mr. Houlemard advised the Committee of an upcoming conference hosted by the Association of Defense Communities. The theme of the conference is "Installation Reuse 2016: Leveraging Defense Infrastructure to Support Local Economic Development" which will be held October 17 – 19 in Atlanta, Georgia.

**8. ITEMS FROM MEMBERS**

Mayor Ralph Rubio – Report that meeting in December is always full of several topics to cover and inquired whether the Committee would support to reschedule the December 9, 2016 meeting to December 2, 2016.

**9. CLOSED SESSION**

Canceled per Authority Counsel Jon Giffen.

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

None

**11. ADJOURNMENT at 4:39pm**