



FORT ORD REUSE AUTHORITY

REGULAR MEETING

FORT ORD REUSE AUTHORITY (FORA) EXECUTIVE COMMITTEE

Wednesday, March 29, 2017 at 3:30 p.m.

920 2nd Avenue, Suite A, Marina CA 93933 (Executive Officer's Conference Room)

AGENDA

1. CALL TO ORDER/ESTABLISHMENT OF QUORUM

2. PLEDGE OF ALLEGIANCE

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

4. PUBLIC COMMENT PERIOD

Members of the public wishing to address the Committee on matters within its jurisdiction, but not on this agenda, may do so for up to 3 minutes and will not receive Committee action. Whenever possible, written correspondence should be submitted to the Committee in advance of the meeting, to provide adequate time for its consideration.

5. APPROVAL OF MEETING MINUTES

ACTION

- a. March 1, 2017 Regular Meeting Minutes

6. April 7, 2017 BOARD MEETING AGENDA REVIEW

INFORMATION/ACTION

7. BUSINESS ITEMS

INFORMATION/ACTION

Business items are for Committee discussion, debate, direction to staff, and/or action. Comments from the public are not to exceed 3 minutes or as otherwise determined by the Chair.

- a. Executive Officer Travel Authorization Request
- b. Staff Benefit Adjustment Request
- c. Purchase Authorization Request – Membership Dues

8. ITEMS FROM MEMBERS

INFORMATION

Receive communication from Committee members as it pertains to future agenda items.

9. ADJOURNMENT

REGULAR MEETING: WEDNESDAY, MAY 3, 2017



FORT ORD REUSE AUTHORITY
EXECUTIVE COMMITTEE REGULAR MEETING MINUTES
3:30 p.m., Wednesday, March 1, 2017 | Executive Officer's Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER/ESTABLISHMENT OF QUORUM

Committee Member O'Connell called the meeting to order at 3:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Committee Member O'Connell

The following members were present:

AR = After Roll Call

Mayor Ralph Rubio (City of Seaside) AR
Councilmember Frank O'Connell (City of Marina)
Mayor Jerry Edelen (City of Del Rey Oaks)
Mayor Joe Gunter (City of Salinas)
Dr. Eduardo Ochoa (CSUMB)
Andre Lewis (CSUMB)

Members absent:

Supervisor Jane Parker (Monterey County)

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

There were no acknowledgements, announcements or correspondence presented from staff, committee or the public.

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.

There were no verbal comments received from the public.

5. APPROVAL OF MEETING MINUTES

ACTION

- a. February 1, 2017 Regular meeting minutes
- b. February 9, 2017 Special meeting minutes

***MOTION:** On motion by Committee member Gunter and second by Committee member Edelen and carried by the following vote, the Executive Committee approved the Regular meeting minutes of February 1, 2017 and the Special meeting minutes of February 9, 2017.*

MOTION PASSED UNANIMOUSLY

6. March 10, 2017 BOARD MEETING AGENDA REVIEW

Executive Officer, Michael Houlemard reviewed the Board meeting agenda. Authority Counsel confirmed that closed session would remain on the agenda. Mr. Houlemard reviewed each of the items on the consent and business items.

The Executive Committee recommended the following amendments to the March 10, 2017 Board meeting agenda: modification to the Local Preference Policy recommendation, add a Finance Committee Report to the consent agenda and add the 2017 FORA Board Agenda items/Work Program calendar to business items.

Staff responded to questions and comments from the Committee. There were no verbal comments from the public.

On motion by Committee Member Edelen and second by Committee Member Gunter and carried by the following vote, the Executive Committee approved the recommended changes to the Board agenda.

MOTION PASSED UNANIMOUSLY

7. BUSINESS ITEMS

- a. Executive Officer's Report
 - i. Report from Executive Officer's Travel
 - ii. Environmental Services Cooperative Agreement Grant Amendment

Mr. Houlemard provided a report on travel to Washington, D.C., February 13-15, 2017 with Chair Rubio and FORA Program Manager, Stan Cook. Mr. Houlemard highlighted the success achieved with contract negotiations and the meetings conducted with various offices of the U.S. Army and Congressman Jimmy Panetta. There are upcoming and anticipated follow up items regarding the Environmental Services Cooperative Agreement (ESCA) Grant Amendment.

On motion by Committee Member Gunter and second by Committee Member Edelen and carried by the following vote, the Executive Committee moved to recommend adding the report to the March 10, 2017 Board agenda and provide authorization to proceed with contract negotiations with U.S. Army and U.S. Army Corps of Engineers leading to ESCA Grant Amendment governing regulatory reimbursement, stewardship and report requirements, munitions assessments, long term management and administrative costs.

8. ITEMS FROM MEMBERS

Chair Rubio requested the Committee charge for the Transition Task Force be revised and updated.

9. ADJOURNMENT at 3:58 p.m.

FORT ORD REUSE AUTHORITY BOARD REPORT

CONSENT AGENDA

Subject: Executive Officer Travel Authorization Request	
Meeting Date: March 29, 2017	INFORMATION/ACTION
Agenda Number: 7a	

RECOMMENDATION:

Receive a report from the Executive Officer

BACKGROUND/DISCUSSION:

Per the FORA Travel Policy, the Executive Officer (EO) submits travel requests to the Executive Committee on FORA Board/staff travel. The Committee reviews and approves requests for EO, Authority Counsel and board members travel; the EO approves staff travel requests. Travel information is reported to the Board.

UPCOMING TRAVEL

Dates: June 19-21, 2017

Location: Washington D.C.

Purpose: Association of Defense Communities 2017 Annual Summit

Attendees: Michael Houlemard Jr., three (3) FORA Board members

Dates: June 25-27, 2017

Location: Newport Beach, CA

Purpose: General Manager Leadership Summit

Attendee: Michael Houlemard Jr.

FORT ORD REUSE AUTHORITY EXECUTIVE COMMITTEE REPORT

BUSINESS ITEMS

Subject:	Purchase Authorizations	
Meeting Date:	March 29, 2017	ACTION
Agenda Number:	7c	

Authorize the additional \$2,695 for memberships in the California Coast Marketing Team and the Association of Certified Fraud Examiners for fiscal year 2016-17.

BACKGROUND/DISCUSSION:

The Fort Ord Reuse Authority (FORA) Business Expense and Reimbursement Policy requires annual subscriptions and individual professional dues/memberships to be reviewed and authorized by the Executive Committee.

Recipient: FORA staff: Josh Metz, Economic Development Manager

Purpose: The Central Coast Marketing Team (CCMT) was started by the State of California Department of Commerce and a partnership with PG&E, Southern California Edison and the California Tourism Commission. Eight Regions were originally established throughout the State with \$10,000 of funding coming from the State and another \$10,000 from PG&E. Each partner agency was to pay \$10,000 in membership.

The original CCMT region was to be Ventura to Santa Cruz plus San Benito County. Ventura and Santa Barbara lobbied the State to join L.A. but once granted, soon split off and became their own bringing San Luis Obispo along to create a 3 county region. Monterey, Santa Cruz and San Benito became a separate 3-county region after the first 5 years. 16 years later only 3 regions remain: Central Valley, North State, and the Central Coast. As a result we have some clout with Team California and PG&E. Dues have shrunk to \$2,500 per year and current membership includes: King City, Soledad, Gonzales, Salinas, Monterey County, San Benito County, Gilroy EDC, Watsonville, Santa Cruz County, and the Monterey Business Council.

The CCMT mission is to lead Business Attraction, Foreign Direct Investment, EB-5, New Market Tax Credits efforts. We use membership dues to pay for joint trade shows in partnership with Team California, the State and PG&E. The funds buy into the partnership, lower entry fees, and provide a 20x20 tradeshow event space managed and setup by Team California. Members benefit by having access to the tradeshow space, and the networking power of the State representatives. The Monterey Bay Economic Partnership (MBEP) leaves Business Recruitment efforts to individual cities and entities like CCMT, so there is no duplication of effort.

Authorization of purchase of membership for Mr. Metz in the amount of \$2,500.

Recipient: FORA Staff: Helen Rodriguez, Controller

Purpose: The Association of Certified Fraud Examiners (ACFE) is the world's largest anti-fraud organization. Together with more than 80,000 members, the ACFE is reducing business fraud worldwide and inspiring public confidence in the integrity and objectivity within the profession. The Certified Fraud Examiner (CPE) credential denotes proven expertise in fraud prevention, detection and deterrence and is increasingly being designated as a preferred credential in the hiring practice

of businesses, government entities and law enforcement agencies – recognized by the FBI, the US Department of Defense and the US SEC.

Authorization to purchase membership for Mrs. Rodriguez in the amount of \$195.

Total cost for FY 16-17: \$11,550.00
Approved budget: \$8,855.00
Amount in excess of budget: \$2,695.00