



FORT ORD REUSE AUTHORITY

920 2nd Avenue, Suite A, Marina, CA 93933

Phone: (831) 883-3672 | Fax: (831) 883-3675 | www.fora.org

ADMINISTRATIVE COMMITTEE MEETING

8:30 a.m. Wednesday, December 2, 2015

920 2nd Avenue, Suite A, Marina CA 93933 (FORA Conference Room)

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**
4. **PUBLIC COMMENT PERIOD**
Individuals wishing to address the Committee on matters within its jurisdiction, but not on this agenda, may do so during this period for up to three minutes. Comments on specific agenda items are heard under that item.
5. **APPROVAL OF MEETING MINUTES** ACTION
 - a. November 3, 2015 Minutes
6. **NOVEMBER 13, 2015 BOARD MEETING FOLLOW-UP** INFORMATION/ACTION
7. **DECEMBER 11, 2015 BOARD MEETING AGENDA REVIEW** INFORMATION/ACTION
8. **BUSINESS ITEMS**
 - a. Approve 2016 Meeting Schedule ACTION
 - b. Oak Woodland Conservation Planning Update INFORMATION
 - c. Capital Improvement Program Development Forecasts Request INFORMATION
 - d. Surplus II Industrial Hygienist Selection update INFORMATION
 - e. Water Augmentation Project Planning Process INFORMATION
9. **ITEMS FROM MEMBERS**
10. **ADJOURNMENT**

Next Meeting Date: December 16, 2015

For information regarding items on this agenda or to request disability related modifications and/or accommodations please contact the Deputy Clerk 48 hours prior to the meeting.

Agendas are available on the FORA website at www.fora.org.



FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:30 a.m., Wednesday, November 3, 2015 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Co-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 Del Rey Oaks
Layne Long, City of Marina-AR*
Melanie Beretti, Monterey County
John Dunn, City of Seaside*
Diana Ingersoll, City of Seaside
Elizabeth Caraker, City of Monterey*
Anya Spear, CSUMB
Gage Dayton, UCSC

Erin Harwayne, DD&A
Mike Zeller, TAMC
Wendy Elliott, MCP
Don Hoffer, MCP
Lyle Shurtleff, BRAC
Andy Sterbenz, Schaaf & Wheeler
Bob Schaffer

FORA Staff:
Michael Houlemard
Steve Endsley
Jonathan Brinkmann
Robert Norris
Josh Metz
Ted Lopez
Peter Said
Maria Buell

2. PLEDGE OF ALLEGIANCE

Pledge of allegiance led by Elizabeth Caraker.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Mr. Dawson left meeting at 8:35 a.m. Mr. Houlemard continues to Chair the meeting. Gage Dayton, Administrative Director of UC Santa Cruz Natural Resources introduced one of his staff members to FORA. It was announced that MCWD will start their water management process and jurisdictions will receive requests for input. Don Hoffer announced that special black fiber has been extended further into Marina. Mr. Houlemard summarized the Regional Urban Design Guidelines workshop of November 2, and invited Administrative Committee members to view those displays available at FORA's Community Information Conference.

4. PUBLIC COMMENT PERIOD

None.

5. APPROVAL OF MEETING MINUTES

- a. September 30, 2015 Administrative Committee Minutes
- b. October 14, 2015 Administrative Committee Minutes

MOTION: Elizabeth Caraker moved, seconded by Anya Spear to approve the September 30 and October 14, 2015 Administrative Committee minutes.

MOTION PASSED UNANIMOUSLY

6. NOVEMBER 13, 2015 BOARD MEETING AGENDA REVIEW

Mr. Houlemard reviewed the items under Consent Agenda and said those reports are for information purposes only. He added Board Chair requested these items now be shown on Consent Agenda and staff is following his request. Under Business items, Mr. Houlemard provided a brief summary and said Item 8d is moving forward and they will be paying developer fees as well. Under Executive Officer's report, Mr. Houlemard said there are a number of informational items, including RUDG report. Both items are shown on Draft Board agenda until Executive Committee decides.

The Committee received public comments.

a. FORA/MCWD Facilities Agreement Dispute Resolution-2nd Vote

Steve Endsley provided a brief report and stated it will be discussed at the next Board meeting. He added there are legal implications of various decisions. Mr. Houlemard said this item is under legal counsel review to confirm these items are correct before presenting them to Board. Mr. Endsley said related agreements pertaining to water and budget are being reviewed. Mr. Houlemard added that Board considered a second vote on the 3-party planning process at its special meeting of November 2 voting 6-4 to approve it and that conservation is the most efficient way for water augmentation and less expensive to customers and that an option for desalination is still needed. Mr. Endsley said \$157,000 is FORA's contribution and the other agencies will add their own. Staff will ensure the project and scope are fully described and bring it back to Board. Reclaimed recycled water is at front of this and is ready to go and Monterey Regional Water Pollution Control Agency (MRWPCA) and Marina Coast Water District (MCWD) are working out the final arrangements.

The Committee received public comments.

b. Base Reuse Plan (BRP) Post-Reassessment Report-Category 3 Status

Jonathan Brinkmann provided a presentation summarizing the Category III status. John Dunn stated each jurisdiction will be addressing the incomplete list through the General Plan and commented on the high abstraction level of the report. Mr. Endsley said great progress has been made and the report could show that and how many of the items still remaining might overlap.

The Committee received public comments.

7. BUSINESS ITEMS

a. Caretaker Costs Policy

Jonathan Brinkmann stated that at last Board meeting, the Caretaker policy for reimbursement was adopted. He handed out a copy of this policy (which was attached to report committee members received). He said Board made some modifications which are included in the copy presented. He said there are submittal deadlines and one approaching is January 31, 2016. Any jurisdictions requesting funding need to apply before deadline.

8. ITEMS FROM MEMBERS

None.

9. ADJOURNMENT

Meeting was adjourned at 9:22 a.m.

- START -

**DRAFT
BOARD PACKET**



FORT ORD REUSE AUTHORITY

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Phone: (831) 883-3672 | Fax: (831) 883-3675 | www.fora.org

REGULAR MEETING FORT ORD REUSE AUTHORITY BOARD OF DIRECTORS

Friday, December 11, 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-Potential Litigation, Gov. Code Section 54956.9(e)(2): FORA-Marina Coast Water District Dispute Resolution
- b. Conference with Legal Counsel-Potential Litigation, Gov. Code Section 54956.9(e)(2): FORA Prevailing Wage Issues/Exposure
- c. Conference with Legal Counsel - Existing Litigation, Gov. Code 54956.9(a) – 1 Case
Keep Fort Ord Wild v. Fort Ord Reuse Authority (FORA), Case No. M114961

4. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

5. ROLL CALL

6. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE

7. CONSENT AGENDA

- | | |
|--|-------------|
| a. Approve November 2 and November 13, 2015 Board Meeting Minutes | ACTION |
| b. Approve 2016 Board Meeting Schedule | ACTION |
| c. Denise Duffy & Associates Contract Amendment #9 | INFORMATION |
| d. Surplus II Industrial Hygienist Selection Update | INFORMATION |
| e. Memorandum of Understanding-Association of Monterey Bay Area Governments for Orthographic Photography | INFORMATION |

8. BUSINESS ITEMS

- | | |
|---|--------------------|
| a. Oak Woodlands Conservation Planning Update | INFORMATION/ACTION |
|---|--------------------|

- b. MCWD/FORA Facilities Agreement Dispute Resolution / MOA INFORMATION/ACTION
- c. Water Augmentation Project Planning Process 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 INFORMATION

- a. Outstanding Receivables
- b. Habitat Conservation Plan Update
- c. Administrative Committee
- d. Finance Committee
- e. Post Reassessment Advisory Committee
- f. Regional Urban Design Guidelines Task Force
- g. Travel Report
- h. Public Correspondence to the Board

11. ITEMS FROM MEMBERS

ADJOURNMENT

NEXT BOARD MEETING: January 8, 2016

Persons seeking disability related accommodations should contact FORA 48 hrs prior to the meeting. This meeting is recorded by Access Monterey Peninsula and televised Sundays at 9 a.m. and 1 p.m. on Marina/Peninsula Chanel 25. The video and meeting materials are available online at www.fora.org.

Placeholder for Item 7a

11-2-15 and 11-13-15 DRAFT Board Minutes

This item will be included in the final Board packet.



FORT ORD REUSE AUTHORITY

920 2nd Avenue, Suite A, Marina, CA 93933

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2016 FORA BOARD MEETING SCHEDULE

January 8

February 12

March 11

April 8

May 13

June 10

July 8

August 12

September 9

October 14

November 4

(November 11 is Veterans Day)

December 9

Board meetings are held on the 2nd Friday of each month at 2:00 p.m. at the Carpenter's Union Hall on the former Fort Ord (910 2nd Avenue, Marina, California), unless otherwise noticed/announced. Meeting dates and times are subject to change. Agendas and other meeting materials are posted on the FORA website www.fora.org and are available upon request.

Placeholder for Item 7c

Denise Duffy & Associates Contract Amendment #9

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

CONSENT AGENDA

Subject: Surplus II Industrial Hygienist Selection Update

Meeting Date: December 11, 2015

Agenda Number: 7d

INFORMATION

RECOMMENDATION(S):

Receive Building Removal update.

BACKGROUND/DISCUSSION:

The U.S. Army conveyed real property to the Fort Ord Reuse Authority (FORA) under an Economic Development Conveyance (EDC) Memorandum of Understanding that outlines terms and conditions of a local Base Realignment and Closure (BRAC) recovery program with the restriction that FORA and the Jurisdictions received the property with the buildings "as-is, where-is". FORA was assigned specific responsibility for certain building removal and clearance obligations under a combination of State law and Board policy.

In the Seaside Surplus II area, there are 26 large, multi-story concrete structures in close proximity to occupied housing, office buildings, schools, college campus buildings and other various uses. The multi-story buildings do not have elevators, are not ADA compliant and none meet current earthquake safety codes. They have become dilapidated over time, contain various forms of hazardous materials and are frequently targeted sites for vandalism and illegal dumping. Portions of the Seaside Surplus II area surround existing buildings reused in place, including the Presidio of Monterey Police station, Monterey College of Law, Monterey Peninsula College Police Officer Training Academy and National Guard buildings. The dilapidated Surplus II buildings are not reusable and it has become cost prohibitive to remodel them given the amount of hazardous materials, health and safety code issues and engineering challenges.

FORA staff is coordinating with the City of Seaside toward completing the Capital Improvement Program (CIP) building removal obligation in Surplus II. FORA, at Seaside's request, will select an industrial Hygienist (IH) professional to identify hazardous materials in the 26 buildings along Seaside's Gigling Road, also known as "Surplus II." A request for proposals for IH professional services was released to the public for competitive bid on October 1st. FORA staff held the first site inspection on October 15th, a second on November 5th, and is in the process of collecting and evaluating proposals. Changes to the scope during the questioning phase extended the proposal submission deadline to November 19th. Interviews will be conducted in early December and a final selection is expected in December. With a recommended consultant selection for Board approval in January 2016.

FISCAL IMPACT:

Reviewed by FORA Controller _____

Funding for building removal activities at Surplus II area is included in the approved FY 15-16 budget.

COORDINATION:

Authority Counsel, Administrative Committee

DRAFT

Prepared by _____
Peter Said

Reviewed by _____
Stan Cook

Approved by _____
Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Orthographic Photography Memorandum of Understanding with Association of Monterey Bay Area Governments	
Meeting Date:	December 11, 2015	INFORMATION
Agenda Number:	7e	

RECOMMENDATION(S):

Receive a report on a draft Orthographic Photography Memorandum of Understanding (MOU) with Association of Monterey Bay Area Governments (AMBAG) (**Attachment A**).

BACKGROUND/DISCUSSION:

Fort Ord Reuse Authority (FORA) was one of the Central Coast Joint Data Committee (CCJDC) members that co-funded fly-over data collection in the area in 2007. FORA used this former Fort Ord imagery in support of the Environmental Services Cooperative Agreement (ESCA), Habitat Conservation Plan (HCP), and other mapping efforts. The 2007 imagery data is now dated. AMBAG intends to contract a vendor to collect new fly-over orthographic photography in 2015. FORA has a need for 2015 orthographic imagery in projects such as confirming the ESCA cleanup, HCP mapping, and future infographic communications. FORA's participation with the 18 city jurisdictions, 2 counties, Caltrans, U.S. Army Corps of Engineers (USACE), California State University Monterey Bay and five other groups in gathering this orthographic imagery on the Peninsula is a cost effective partnership. AMBAG will manage the project and the agencies with overlapping boundaries share the burden of the full cost. The cost of the ortho-photographic tiles that include all of former Fort Ord is \$14,365.00. Additional fees for Quality Assurance/Quality Control and administration plus contingency bring the full cost of the Fort Ord area imagery to \$17,956.25. The USACE is also going to use the Fort Ord data set. As a result, AMBAG offered a cost share of the total such that FORA and USACE each pay half of the \$17,956.25 cost. AMBAG is preparing a separate contract with USACE for their cost share. FORA and AMBAG would enter into an MOU for \$8,978.13 for its half of the cost. The MOU and supporting documents are included under **Attachment A**.

FISCAL IMPACT:

Reviewed by FORA Controller _____

Funding for the ortho-mapping survey and staff time for this item are included in the approved annual budget.

COORDINATION:

AMBAG and Authority Counsel

Prepared by _____
Mary Israel

Approved by _____
Michael A. Houlemard, Jr.

Placeholder for Item 7e Attachment A

**Memorandum of Understanding – Association of
Monterey Bay Area Governments
for Orthographic Photography**

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Oak Woodland Conservation Planning Update	
Meeting Date:	December 11, 2015	INFORMATION/ACTION
Agenda Number:	8a	

RECOMMENDATION(S):

- i. Create an ad hoc Oak Woodland Conservation task force with staff from the following jurisdictions and institutions: 1 City of Seaside (Seaside) staff, 1 County of Monterey (County) staff, 1 City of Marina (Marina) staff, 1 California State University Monterey Bay (CSUMB), 1 Monterey Peninsula College (MPC), 1 University of California Monterey Bay Education, Science and Technology Center (UCMBEST) and 1 California Department of Veterans Affairs (CDVA). Included in this action is the FORA Chair's discretion to appoint additional representatives to the Committee.
- ii. That FORA staff revise the administrative draft Request for Proposals (RFP) consistent with points 1-5 discussed below and return to the ad hoc Oak Woodland Conservation task force for review and comment.

BACKGROUND/DISCUSSION:

Because completion of the Base Reuse Plan (BRP) required oak woodland conservation planning by Seaside and the County, certain triggering events presented challenges to undertake the tasks. For example, both agencies either began General Plan updates and/or were pursuing project entitlements.

The BRP also specified that Biological Resources Policy B-2, Program B-2.1 and Program B-2.2 identify and designate an oak woodland conservation area specific to development parcels within Seaside and the County jurisdiction. (**Attachment A** and **Attachment B**). In addition, Seaside and the County were required to coordinate planned efforts with other property owners within identified polygons.

Subsequently, in fall of 2014 FORA staff organized an Oak Woodland Working Group (Working Group) to discuss a process for completing an oak woodland area plan. The Working Group was comprised of staff representatives from Seaside, County, Marina, CSUMB, MPC and UCMBEST. The primary work task of this Working Group, including FORA staff, was to assist Seaside and the County to complete the policies and programs related to oak woodlands, described under Category III of the BRP Reassessment Report.

In addition, and by general consensus, the Working Group thought it advisable that FORA fund professional consultant services to prepare planning documents needed by Seaside and the County to complete their oak woodland BRP policies and programs.

In October 2014, FORA staff prepared an administrative draft RFP to initiate the process. The primary deliverables that a contracted professional consultant would prepare involved a map that identified and designated an oak woodland conservation area in Seaside and the County, respective oak management and monitoring plans for the conservation areas, and the scheduling of presentations to FORA Board, Seaside and County committees, commissions, council and board.

A new vested party in this process is the CDVA, California Central Coast Veterans Cemetery (CCCVC). FORA staff is also proposing to provide support to the CDVA, CCCVC by assisting their efforts to mitigate their oak woodland impacts. Specifically, CDVA identified site development impacts of 2.93 acres to oak woodland habitat in its Final Initial Study and Mitigated Negative Declaration, and Environmental Assessment and Finding of No Significant Impact dated August 12, 2014.

At the November 13, 2015 FORA Board meeting, FORA staff informed Board members that it was reviewing an administrative draft RFP to begin the process to contract for professional consultant services to prepare planning documents in accordance with BRP Biological Resources Policy B-2, Program B-2.1 and Program B-2.2 (Seaside and the County). Further, that FORA staff anticipated scheduling a Working Group meeting in November/December to review the administrative draft RFP and Scope of Services to release in December 2015.

The Board passed a motion not to receive the FORA staff information report included in the November 13, 2015 FORA Board packet. Further, the FORA Board directed staff to return with a report addressing concerns raised by Board members and the public. The motion did not receive a unanimous vote so it returns for a second vote. FORA staff recommendations 1-5 respond directly to points raised about the prior report. FORA staff proposes to address FORA Board member concerns as follows:

- 1) Formally create an ad hoc Oak Woodland Conservation task force to expand public participation;
- 2) Revise the administrative draft RFP to reflect and expand the scope of services for oak woodland planning efforts into Marina areas, with an option for city participation;
- 3) Revise the administrative draft RFP to reflect and expand scope of services that would assist the CDVA to mitigate impacts to oak woodland habitat;
- 4) Obtain guidance from a qualified biologist (s) in undertaking the work process, and;
- 5) Hold a public hearing at a duly advertised FORA Board meeting so the public has an opportunity to comment prior to any Board action.

FISCAL IMPACT:

Reviewed by FORA Controller _____

Funding for the Category III Oak Woodland Conservation plan and staff time are included in the approved annual budget.

COORDINATION:

County, Seaside, Marina, CSUMB, UCMBEST, MPC and CDVA.

Prepared by _____
Ted Lopez

Approved by _____
Michael A. Houlemard, Jr.

Firebreaks should be designed to protect structures in Polygon 31b from potential wildfires in Polygon 31a. Barriers should be designed to prohibit unauthorized access into Polygon 31a. [Topic III-85]

Responsible Agency: Del Rey Oaks

Status – Del Rey Oaks: Deed restrictions require implementation and compliance with HMP habitat management requirements. MOA and HMP Implementing/Management Agreement with FORA also requires compliance with HMP requirements. To date, no development adjacent to habitat areas is approved.

Biological Resources Policy B-2: As site-specific development plans for a portion of the Reconfigured POM Annex Community (Polygon 20c) and the Community Park in the University Planning Area (Polygon 18) are formulated, the City shall coordinate with Monterey County, California State University, FORA and other interested entities in the designation of an oak woodland conservation area connecting the open space lands of the habitat management areas on the south of the landfill polygon (8a) in the north.

Program B-2.1: For lands within the jurisdictional limits of the City that are components of the designated oak woodland conservation area, the City shall ensure that those areas are managed to maintain or enhance habitat values existing at the time of base closure so that suitable habitat is available for the range of sensitive species known or expected to use these oak woodland environments. Management measures shall include, but not limited to maintenance of a large, contiguous block of oak woodland habitat, access control, erosion control and non-native species eradication. Specific management measures should be coordinated through the CRMP. [Topic III-86]

Responsible Agency: Seaside

Status – Seaside: An oak woodland conservation area has not been designated. Planning for Polygon 20c recently commenced with the City's processing of the Monterey Downs, Monterey Horse Park, and Veterans' Cemetery projects.

Program B-2.2: For lands within the jurisdictional limits of the City that are components of the designated oak woodland conservation area, the City shall monitor, or cause to be monitored, those areas in conformance with the habitat management compliance monitoring protocol specified in the HMP Implementing/Management Agreement and shall submit annual monitoring reports to the CRMP. [Topic III-87]

Responsible Agency: Seaside

Status – Seaside: An oak woodland conservation area has not been designated, therefore, no monitoring has occurred.

Biological Resources Policy B-2: As site-specific planning proceeds for Polygons 8a, 16, 17a, 19a, 21a, and 21b, the County shall coordinate with the Cities of Seaside and Marina, California State University, FORA and other interested entities in the designation of an oak woodland conservation area connecting the open space lands of the habitat management areas on the south, the oak woodland corridor in Polygons 17b and 11a on the east, and the oak woodlands surrounding the former Fort Ord landfill in Polygon 8a on the north. Oak woodlands areas are depicted in Figure 4.4-1

Program B-2.1: For lands within the jurisdictional limits of the County that are components of the designated oak woodland conservation area, the County shall ensure that those areas are managed to maintain or enhance habitat values existing at the time of base closure so that suitable habitat is available for the range of sensitive species known or expected to use those oak woodland environments. Management measures shall include, but not be limited to maintenance of

Category III

Firebreaks should be designed to protect structures in Polygon 31b from potential wildfires in Polygon 31a. Barriers should be designed to prohibit unauthorized access into Polygon 31a. [Topic III-85]

Responsible Agency: Del Rey Oaks

Status— Del Rey Oaks: Deed restrictions require implementation and compliance with HMP habitat management requirements. MOA and HMP Implementing/Management Agreement with FORA also requires compliance with HMP requirements. To date, no development adjacent to habitat areas is approved.

Biological Resources Policy B-2: As site-specific development plans for a portion of the Reconfigured POM Annex Community (Polygon 20c) and the Community Park in the University Planning Area (Polygon 18) are formulated, the City shall coordinate with Monterey County, California State University, FORA and other interested entities in the designation of an oak woodland conservation area connecting the open space lands of the habitat management areas on the south of the landfill polygon (8a) in the north.

Program B-2.1: For lands within the jurisdictional limits of the City that are components of the designated oak woodland conservation area, the City shall ensure that those areas are managed to maintain or enhance habitat values existing at the time of base closure so that suitable habitat is available for the range of sensitive species known or expected to use these oak woodland environments. Management measures shall include, but not limited to maintenance of a large, contiguous block of oak woodland habitat, access control, erosion control and non-native species eradication. Specific management measures should be coordinated through the CRMP. [Topic III-86]

Responsible Agency: Seaside

Status— Seaside: An oak woodland conservation area has not been designated. Planning for Polygon 20c recently commenced with the City's processing of the Monterey Downs, Monterey Horse Park, and Veterans' Cemetery projects.

Program B-2.2: For lands within the jurisdictional limits of the City that are components of the designated oak woodland conservation area, the City shall monitor, or cause to be monitored, those areas in conformance with the habitat management compliance monitoring protocol specified in the HMP Implementing/Management Agreement and shall submit annual monitoring reports to the CRMP. [Topic III-87]

Responsible Agency: Seaside

Status— Seaside: An oak woodland conservation area has not been designated, therefore, no monitoring has occurred.

Biological Resources Policy B-2: As site-specific planning proceeds for Polygons 8a, 16, 17a, 19a, 21a, and 21b, the County shall coordinate with the Cities of Seaside and Marina, California State University, FORA and other interested entities in the designation of an oak woodland conservation area connecting the open space lands of the habitat management areas on the south, the oak woodland corridor in Polygons 17b and 11a on the east, and the oak woodlands surrounding the former Fort Ord landfill in Polygon 8a on the north. Oak woodlands areas are depicted in Figure 4.4-1

Program B-2.1: For lands within the jurisdictional limits of the County that are components of the designated oak woodland conservation area, the County shall ensure that those areas are managed to maintain or enhance habitat values existing at the time of base closure so that suitable habitat is available for the range of sensitive species known or expected to use those oak woodland environments. Management measures shall include, but not be limited to maintenance of

large, contiguous block of oak woodland habitat, access control, erosion control and non-native species eradication. Specific management measures should be coordinated through the CRMP. [Topic III-88]

Responsible Agency: County

Status – Monterey County: An oak woodland conservation area has not been designated. HMP habitat/development designations were revised for some of these polygons as part of the East Garrison/Parker Flats Land Swap Agreement (LSA). Planning for this area is being conducted by the City of Seaside on behalf of Monterey County, as the City processes the application for the Monterey Downs, Monterey Horse Park, and Veterans' Cemetery projects.

Program B-2.2: For lands within the jurisdictional limits of the County that are components of the designated oak woodland conservation area, the County shall monitor, or cause to be monitored, those areas in conformance with the habitat management compliance monitoring protocol specified in the HMP Implementing/Management Agreement and shall submit annual monitoring reports to the CRMP. [Topic III-89]

Responsible Agency: County

Status – Monterey County: An oak woodland conservation area has not been designated. HMP habitat/development designations were revised for some of these polygons as part of the East Garrison/Parker Flats Land Swap Agreement (LSA).

Biological Resources Policy C-2: The [jurisdiction] shall encourage the preservation and enhancement of oak woodland elements in the natural and built environments. Refer to Figure 4.4-1 for general location of oak woodlands in the former Fort Ord.

Program C-2.1: The City shall adopt an ordinance specifically addressing the preservation of oak trees. At a minimum, this ordinance shall include restrictions for the removal of oaks of a

certain size, requirements for obtaining permits for removing oaks of the size defined, and specifications for relocation or replacement of oaks removed. [Topic III-90]

Responsible Agency: Seaside

Status – Seaside: The City's tree ordinance, Chapter 8.54 of the municipal code, does not specifically address oak trees or oak woodland.

Program C-2.2: [Marina] **Program C-2.5** [Seaside] **Program C-2.4** [County] Where development incorporates oak woodland elements into the design, the [jurisdiction] shall provide the following standards for plantings that may occur under oak trees; 1) planting may occur within the dripline of mature trees, but only at a distance of five feet from the trunk and 2) plantings under and around oaks should be selected from the list of approved species compiled by the California Oaks Foundation (see Compatible Plants Under and Around Oaks). [Topic III-91]

Responsible Agencies: Marina, Seaside, County

Status – Marina: The City's tree ordinance, Chapter 17.51 of the municipal code, does not specifically address oak trees or oak woodland.

Status – Seaside: The City's tree ordinance, Chapter 8.54 of the municipal code, does not specifically address oak trees or oak woodland.

Status – Monterey County: The County's tree ordinance, Chapter 16.60 of the County code, restricts the removal of oak trees. Replacement planting standards are not included in the code.

Biological Resources Policy D-2: The [jurisdiction] shall encourage and participate in the preparation of educational materials through various media sources which describe the biological resources on the former Fort Ord, discuss the importance of the HMP and

Placeholder for Item 8b

**MCWD/FORA Facilities Agreement Dispute
Resolution / MOA**

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject: Water Augmentation Project Planning Process

Meeting Date: December 11, 2015

Agenda Number: 8c

INFORMATION

RECOMMENDATION(S):

Receive a report on the status of the Water Augmentation planning process INFORMATION

BACKGROUND/DISCUSSION:

At its November 2, 2015 Special meeting, the FORA Board adopted a resolution to authorize FORA participation in three-party planning.

The Purpose of the Three Party Planning Process (TPPP) is to endorse in principle, and fund, a planning process designed to provide detailed analysis leading to an 'all of the above' approach to solving Water Augmentation for the Fort Ord Community. The goals are to:

1. Explore the most cost and technically efficient mix of water augmentation options/alternatives.
2. Emphasize solutions that lower the cost burden for ratepayers and end users such as economies of scale.
3. Provide first year equal contribution to the planning process by MCWD, MRWPCA and FORA up to a total of \$470,000. FORA Board has authorized a \$157,000 contribution to the planning process.
4. Staff to provide scope of services for Board Review, for each element of the program. Components of the planning process include, but are not limited to: Alternatives analysis, economic and feasibility study, overall work plan & budget, revised and CEQA process. Each Board would approve any agreements that emerge from the planning process on each scope.
5. Analyze a "Pipeline financing agreement" between FORA, MCWD and MRWPCA identifying phasing and financing obligations of the parties and are identified, agreed upon, and specific board approval.
6. Discuss how FORA mitigation dollars may, or in part, be applied to various elements of the Water Augmentation planning process (Subject to specific Board approval).

FORA staff, working with the parties, has identified a need for establishing a prioritized list of available alternative water resources, and to develop an alternative water sources work plan that will carry the parties from concept to development. Staff is working with MCWD and MWRPCA to draft an Alternatives Analysis Scope of Work Regarding Water Augmentation Planning (**Attachment A**) which will be forwarded to the Board for review when complete.

At its October 9, 2015 meeting, FORA Board members raised a number of questions related to Fort Ord Water Augmentation Planning. At Board Member Edelen's request FORA staff transcribed Board questions and staff responses, which are now available by request.

FISCAL IMPACT:

Reviewed by FORA Controller _____

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

COORDINATION:

Authority Counsel, MCWD, MRWPCA

Prepared by _____
Peter Said

Approved by _____
Steve Endsley

Approved by _____
Michael A. Houlemard, Jr.

DRAFT

ALTERNATIVES ANALYSIS SCOPE OF WORK REGARDING FORT ORD WATER AUGMENTATION PLANNING

Regarding Fort Ord Water Augmentation Planning entered into by and among the **FORT ORD REUSE AUTHORITY** ("FORA"), the **MARINA COAST WATER DISTRICT** ("MCWD"), and **MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY** ("MRWPCA") (each a "Party" and collectively, as the "Parties").

Purpose

Fort Ord Reuse Authority (FORA) will function as the lead agency in a three party planning process (TPPP). The TPPP goal is to study the Water Augmentation options/alternatives needed to provide 2400 AFY of water to the community on the former Fort Ord, and to recommend a preferred solution consisting of a portfolio mix of 'all of the above' options/alternatives to meet the area's economic, energy usage, and environmental needs. Consultants may propose modifications to the scope, but must include a discussion of the associated benefits, reasoning and the potential for regional acceptance to ensure there will be no resulting complications when entering into an agreement with FORA.

1. Project Administration

a. Project Management

This work package includes all project management activities and meeting attendance required by the consultant to facilitate the project, including but not limited to:

- Kickoff Meeting (following Notice to Proceed)
- Maintaining milestone/progress schedules
- Budget oversight
- Monthly progress reports to FORA staff
- Coordination and meetings with stakeholders

b. Technical Review – Quality Assurance/Control

Utilize an internal review process prior to control and release deliverables.

c. Coordination/Facilitation

Coordinate, Notify and Facilitate meetings and workshops with Jurisdictions, Boards, and the Public as needed throughout the project. It is anticipated that the key stakeholders will be MCWD, MRWPCA and FORA.

d. Regular Progress Reporting

Provide bi-weekly reports including but not limited to:

- Actions completed
- Current Status

- Updated schedule
- Updated budget (printed copy and in Excel)
- Proposed action plans

Anticipated Deliverables:

1.1 Biweekly reports.

1.2 Agenda's & Minutes of public meetings as needed.

2. Background Survey

a. Data Compilation & Database development

Numerous recycled water feasibility studies, alternative studies, and technical reports have been completed within Monterey County. To prevent re-doing work completed in previous studies, and to benefit from the valuable data collection and analysis that has already been completed, FORA, MCWD, & MRWPCA will work collaboratively with the consultant to obtain all available relevant studies and information during the data compilation phase.

Review previously completed recycled water studies and develop electronic database of available resources. The database should include previously completed: feasibility studies; technical reports; recycled water ordinances; etc.

Quality assurance/quality control (QA/QC) of the data will be conducted for any duplicate records and general checking of the data from various sources for uniform formats, parameters, and spatial information. The summary of the available data, identified data gaps, and associated data management systems will be incorporated into the Plan.

b. Jurisdictional Summary and Analysis

Investigate potential stakeholders and/or agencies with the right to deliver water, collect and treat sewage, or provide other public services within the vicinity of the proposed water augmentation projects. Develop a summary list of the potential stakeholders, their rights, responsibilities and expected roles in the context of the proposed recycled water projects. The list of stakeholders and agencies will be incorporated into the relevant Plan sections, including Stakeholder Outreach and Coordination with Local Water Planning and Land Use Agencies.

Anticipated Deliverables:

2.1 Technical memorandum (TM) that summarizes previously completed recycled water studies.

2.2 Jurisdictional Summary and Analysis.

3. Water Augmentation Goals, Objectives and Constraints

- a. Plan, Organize, Facilitate Workshop with MCWD, MRWPCA, & FORA Staff to:
 - i. Determine acceptance procedures between the three agencies with an emphasis on how to resolve disagreements, stalled votes, or ties.
 - ii. Identify and define key challenges constraints and benefits as well as Risks Issues and Opportunities (RIO).
 - iii. Identify and define Regional short, medium and long term strategic goals.
 - iv. Define measurable time-bound objectives, resultant milestones and applicable constraints.
 - v. Develop Evaluation & Acceptance Criteria
Work with the staff(s) to come to consensus on evaluation criteria by which alternatives will be assessed. Develop a weighting system for, but not limited to, the following criteria: Economic Cost, Effectiveness, Feasibility, Energy Usage, Environmental Impact, and Risk Mitigation. Attention should be given to the economic and energy impacts of Global Climate Change (Seawater Rise, Aquifer levels), and changes due to Geography (erosion, gravity, inland locations, etc).

Anticipated Deliverables:

- 3.1 *TM that summarizes key Challenges (Risks), Issues, and Opportunities.*
- 3.2 *Summary of the strategic goals with five year increments.*
- 3.3 *List of time-bound objectives, resultant milestones, and applicable constraints (in Excel).*
- 3.4 *Summary of Evaluation Criteria and Weightings (in Excel).*

4. Economic Strategies Analysis

a. Stakeholder Analysis

The Marina Coast Water District, Monterey County and former Fort Ord area are made up of a diverse group of stakeholders which include five chartered cities, the county, two universities, rate payers and private developers. It is necessary to identify and summarize the various stakeholders and provide a stakeholder analysis.

Identify and summarize the apparent beneficiaries of the water augmentation program in order to inform cost allocation considerations. For each identified beneficiary, including Disadvantaged Communities (DACs), characterize the realized benefit(s) that would accrue because of a water augmentation program for the region. This summary should be qualitative in nature. The identified benefits will be incorporated into the Plan impacts and benefits section.

b. Identify Public Funding and Financing Options

Provide a summary of public funding and financing options that may be relevant to consider when developing a water augmentation program financial plan, such as federal and state grant and subsidized loan programs. Provide a concise summary of public funding and financing sources applicable for water augmentation options/alternatives that include the: issuing agency(ies); rates and terms; application requirements; applicability; timelines for application and award; and other relevant considerations. The information will be incorporated into the Plan financing section.

c. Identify Funding Mechanisms and Rate Structure Options

i. Review/interview peer agency revenue mechanisms and rate structures:

- Assess water and sewer user charges
- Recycled connection fees and user charges
- Benefit assessments
- Developer fee/contributions
- Consider Alternatives for protecting rate payers
- Cost savings from operational efficiency, and project phasing.

ii. Summarize and prioritize potential revenue mechanisms and constraints. Provide a summary for each water augmentation option/alternative with final recommendation to include, but not limited to:

- General description & key features
- Summarize implementation considerations & requirements
- Outline pro's and con's
- Summarize cost allocations.

iii. Compare revenue mechanisms, constraints and rate structures to peer agencies & similar structures.

Anticipated Deliverables:

- 4.1 TM identifying stakeholders, primary beneficiaries and describing economic strategies for implementing water augmentations projects.*
- 4.2 TM identifying Funding Mechanisms and Rate Structure Options.*
- 4.3 Stakeholder Analysis (in Excel).*

5. Statutory, Regulatory, Permitting and Legal Requirements

a. Research Legal requirements

Research and summarize current and projected future local, state and federal rules and regulations pertaining to implementation of water augmentation options/alternatives, including standards on treatment, delivery, and uses of recycled water, as they apply to the proposed water augmentation solutions.

b. Identify the necessary permits

For each option/alternative and combined solutions identify and summarize the implementation requirements.

c. Research and summarize Legal /institutional requirements

Identify and summarize legal/ institutional requirements pertaining to implementation including the various cross-agency agreements, and existing legal constraints. These summaries will be incorporated into the Implementation Requirements section of the Plan.

Anticipated Deliverables:

5.1 *TM identifying statutory, regulatory, permitting and legal requirements for implementing water augmentation options/alternatives as well as for the preferred solution.*

5.2 *Matrix or List identifying the implementation requirements, permits and costs/benefits for each alternative (in Excel).*

6. Policy Framework and Considerations

a. Summarize Policy Frameworks, constraints and considerations.

Investigate and summarize key State, County, FORA, Jurisdictional Policies. Interview individual & similar peer agencies being employed on the California Coast. Investigate and summarize Individual Agency policies. This information will be incorporated into the Coordination with Local Water and Land Use Planning section of the Plan.

Anticipated Deliverables:

6.1 *TM summarizing key policy frameworks and considerations*

7. Water Augmentation and Alternatives Analysis

a. Research and summarize Water Supply and Demand for the former Fort Ord area.

Alternatives studies have been performed in the past and by different agencies/jurisdictions. Compile and compare existing studies. Summarize the existing and projected water demand for the Former Fort Ord area and Compare it to previous studies.

b. Conceptual analysis of water augmentation options/alternatives.

An assessment of each water augmentation option/alternative should include an evaluation of the system requirements & constraints, a possible configuration, feasibility analysis and a cost/benefits analysis. Then, develop at least 4 portfolios able to meet the 2400 AFY requirement using a different mix of option/alternatives. Evaluate and assess each portfolio using the established evaluation criteria and weighting. Summarize and present a conceptual analysis for:

- Conservation methods

- Reclamation
- “Pure Water” Monterey
- Groundwater Recharge (Percolation & Injection)
- Subsurface recycled water storage/recovery system
- Landscape irrigation (Golf Courses & Municipal area’s)
- Desalinization
- California Direct Potable Reuse
- Seawater Intrusion Barrier
- Optimization of Equivalent Dwelling Unit factor
- Other

b. Select recommended configurations.

Coordinate, Notify and Facilitate meetings with MCWD, WWOC and FORA staff (separately or together) to review the assessment summarization and choose the recommended configurations of the “all of the above” portfolio mixes for further analysis.

Anticipated Deliverables:

- 7.1 *TM summarizing existing and projected water supply and demand for the former Fort Ord area*
- 7.2 *TM Summarizing a conceptual analysis*
- 7.3 *Power Point Presentation of top 3 configurations (in PDF & PPT). .*
- 7.4 *An analysis of the conceptual water augmentation options/alternatives.*
 - 7.4.1 *A list of each options requirements and constraints.*
 - 7.4.2 *A possible configuration for each option (if needed).*
 - 7.4.3 *Feasibility analysis for each option.*
 - 7.4.4 *Cost/Benefit Analysis for each option.*
- 7.5 *Workshop notes and compilations of questions and clarifications.*

8. Strategies Recommendations

a. Evaluate the recommended configurations.

Develop a list of strategies and prioritizations for implementing each configuration and evaluate using the established evaluation criteria to recommend a preferred augmentation approach.

b. Develop a draft CIP Development Plan and implementation strategy.

Plan for a water augmentation system for the former Fort Ord area based on the recommended water augmentation approach. Develop a Project Phasing of the draft CIP development plan.

c. Recommend a Preferred Augmentation Approach.

Identify and recommend one (1) of the top three configurations as an approach to be presented to the FORA, MCWD and MRWPCA Boards for input.

Anticipated Deliverables:

- 8.1 Detailed Evaluation of the Top 3 configuration including deficiency analysis*
- 8.2 Draft CIP Development Plan and implementation strategy*
- 8.3 TM summarizing Evaluation and Recommendation of a Preferred Augmentation Approach.*

9. Incorporation of Study into Plan

- a. Incorporation of the Final Water Augmentation Alternatives Assessment into a Water Augmentation Plan.

Upon Notice of Board Consensus, and in coordination with MCWD, Incorporates the relevant information including regional descriptions, objectives, stakeholder outreach, coordination, financing, impact, conceptual approaches, concept evaluations, prioritized projects, climate change, into a Plan to provide Water Augmentation to the former Fort Ord. Expect to support incorporation through Final Release:

Anticipated Deliverables:

- 9.1 Water Augmentation Plan Incorporation Administrative Draft*
- 9.2 Water Augmentation Plan Incorporation Review Draft*
- 9.3 Water Augmentation Plan Incorporation Final Release*

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Outstanding Receivables	
Meeting Date: December 11, 2015 Agenda Number: 10a	INFORMATION

RECOMMENDATIONS:

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

BACKGROUND/DISCUSSION:

FORA Late Fee policy requires receivables older than 90 days be reported to the Board.

City of Marina (Marina)/Preston Park:

On September 15, 2015, Marina purchased FORA's 50% interest in Preston Park for \$35 million. As a result of the sale, FORA conveyed ownership of the property to Marina and paid from its share of the net sales proceeds the \$18 million loan secured by Preston Park which was used to fund capital projects and building removal activities on the former Fort Ord. With the remaining sales proceeds, FORA paid for attorney's fees owed to Rabobank, set aside \$2.08 million to environmental mitigations owed by developer fees from the project, and set aside funds to pay for building removal and other FORA obligations per the approved FORA budget.

- ❖ Residual Actions: Final accounting of operations income and expenses as of the closing date and processing reconciling distribution to FORA and Marina. This to be completed by the end of this calendar year.

FISCAL IMPACT:

Positive. FORA collects land sale revenue, retires debt, and allocates funds to obligations and projects per approved FY 15-16 budget.

COORDINATION:

Executive Committee

Prepared by _____ Approved by _____
Ivana Bednarik Michael A. Houlemard, Jr.

Placeholder for Item 10b

Habitat Conservation Plan Update

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT	
EXECUTIVE OFFICER'S REPORT	
Subject:	Administrative Committee
Meeting Date:	December 11, 2015
Agenda Number:	10c
INFORMATION	

RECOMMENDATION:

Receive a report from the Administrative Committee.

BACKGROUND/DISCUSSION:

The Administrative Committee met on November 3, 2015. The approved minutes will be included in the final Board packet.

FISCAL IMPACT:

Reviewed by the FORA Controller _____

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

COORDINATION:

Administrative Committee

DRAFT

Prepared by _____ Approved by _____
 Maria Buell Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Finance Committee

Meeting Date: December 11, 2015

Agenda Number: 10d

INFORMATION

RECOMMENDATION(S):

Receive a report from the Finance Committee (FC) meeting on December 8, 2015.

BACKGROUND/DISCUSSION:

The FC is scheduled to meet on December 8, 2015 to discuss the FY 14-15 Annual Financial Report. The Minutes from this meeting will be presented to FORA Board in January 2016.

FISCAL IMPACT:

Reviewed by FORA Controller _____

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

COORDINATION:

Finance Committee

Prepared by _____ Approved by _____
Marcela Fridrich Michael A. Houlemard, Jr.

Placeholder for Item 10e

Post Reassessment Advisory Committee

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Regional Urban Design Guidelines Task Force

Meeting Date: December 11, 2015

Agenda Number: 10f

INFORMATION

RECOMMENDATION(S):

Receive Regional Urban Design Guidelines (RUDG) Task Force ("Task Force") Update.

BACKGROUND/DISCUSSION:

The Task Force met at 10:00am Monday October 12 and 9:30am Tuesday, November 3, 2015 to review RUDG Administrative drafts incorporating Base Reuse Plan (BRP) direction, existing jurisdiction policies and plans, and community input. Discussion during the October 12 meeting focused on continuing refinement to presented documents and content and suggestions for format adjustments.

During the November 3 meeting, members reinforced Board comments from the November 2, Special Board Meeting/RUDG Workshop and offered additional points of clarification and direction. Members took unanimous formal action directing staff and consultant to include content previously allocated to a "Design Fort Ord" document (Illustrative Plans & Renderings, Public Process, and the RUDG Market Study) into a RUDG Appendix. Members emphasized the need for preface language to clarify the Appendix content is for reference only, and is not intended as measures of RUDG compliance.

In addition, key task force direction included: a) continue to strengthen BRP-RUDG language; b) clarify how RUDG will be implemented/ evaluated during consistency determinations; c) clarify RUDG Policy Application language; and d) strengthen Definitions section.

Approved October 12 minutes are attached (**Attachment A**).

The next RUDG Task Force meeting is scheduled for 9:30am Wednesday December 16, 2015.

FISCAL IMPACT:

Reviewed by FORA Controller _____

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

COORDINATION:

Administrative Committee and Dover, Kohl & Partners

Prepared by _____
Josh Metz

Approved by _____
Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY

REGIONAL URBAN DESIGN GUIDELINES TASK FORCE REGULAR MEETING NOTES

10:00 a.m., Monday, October 12, 2015 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER AND ROLL CALL

Regional Urban Design Guidelines (RUDG) Task Force (Task Force) Chair Michael Houlemard called the meeting to order at 10:13am. The following were present:

Members:

John Dunn, City of Seaside
Victoria Beach, City of Carmel-by-the-Sea
Layne Long, City of Marina
Elizabeth Caraker, City of Monterey

FORA Staff:

Michael Houlemard
Jonathan Garcia
Josh Metz
Steve Endsley
Ted Lopez

Others:

Grace Bogdan, Monterey County
Virginia Murillo, TAMC
Chris Placco, CSUMB
Diana Ingersoll, City of Seaside
Tim O'Halloran, City of Seaside
Rick Medina, City of Seaside
Jane Haines
Kathy Biala
Gene Doherty
Steve Matarazzo
Bob Schaffer
Beth Palmer
Brian Boudreau
Margaret Davis
Jason King

2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Michael Houlemard and Josh Metz provided an update from their recent participation at the International Economic Development Council annual conference. Major themes included: 1) economic development takes place on a national competitive landscape; 2) housing affordability, availability of skilled workforce, and regulatory certainty are key drivers of business location decisions; and 3) multiple success stories around the nation include the message that desirable millennials and knowledge workers are highly mobile, and have location flexibility, therefore creating communities that meet criteria for living, working and playing is sound development strategy.

3. APPROVAL OF MEETING MINUTES

a. September 10, 2015 Meeting Minutes.

MOTION: John Dunne moved, second by Victoria Beach to approve September 10, 2015 minutes with attendance list corrections.

MOTION PASSED: .Unanimous.

4. PUBLIC COMMENT PERIOD

Margaret Davis noticed a November 7, 2015 Veterans Day event organized by the Fort Ord Warhorse. Bob Schaffer noticed that all Dunes at Monterey Bay Phase I homes (71) had sold and that Phase II is moving ahead.

5. BUSINESS ITEMS

Members discussed the format for a November 2, 2015 Board Workshop to present/review and obtain direct input on the latest Administrative DRAFT RUDG document. Members also suggested reprising the level of community engagement achieved during the February 2015 design charrette. In order to enable the broadest public involvement it was decided to host morning and evening open house to engage public and obtain input.

Members reviewed the 10/5/15 DRAFT RUDG and provided input and recommendations for improvement including: a) breaking current format into 4 rather than 2 chapters (Introduction & Policy Application, How to Use the RUDG, RUDG Focus Areas, Regional Guidelines); b) adding an Economic Benefits/Development page to the Introduction; c) expanding background on genesis of Opportunity Sites; and c) including a Definitions section.

Discussion centered on the importance of linking proposed RUDG with BRP policy direction. Members discussed organizing the chapter presenting the RUDG to reflect explicit scope and direction from BRP page 61, paragraph 2. Chapter headings should include: Road Design, Building Height & Setbacks, Landscaping, Signage and Other Matters of Visual Importance. Members also discussed the importance of defining "other matters of visual importance". While no recommendation on specific additional categories was made, discussion on the subject included: fencing, lighting, streetscape/hardscape and sustainability issues (i.e. solar power and rooftop orientation).

6. ITEMS FROM MEMBERS

None.

7. ADJOURNMENT

The meeting was adjourned at 12:45pm.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Travel Report

Meeting Date: December 11, 2015

Agenda Number: 10g

INFORMATION

RECOMMENDATION(S):

Receive a travel 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

Destination: Washington, DC

Date: TBD (January/February, 2016)

Traveler/s: TBD (Executive Officer, Authority Counsel and Board members)

A number of issues are developing pertaining the Base Realignment Closures (BRAC) and its impact on the Environmental Services Cooperative Agreement, the Habitat Conservation Plan, and Land Use Conservation. Staff is still working to determine the most beneficial timing for this trip, given recent developments in each of these subject areas.

Though dates and attendance have not yet been finalized, staff currently seeks Executive Committee travel authorization for the Executive Officer and up to two Board members. Expenses would also include flight, hotel accommodations and meals. Staff will compile airfare and hotel estimates for Committee information/approval and will present this information at the next meeting.

FISCAL IMPACT:

Reviewed by FORA Controller _____

Travel expenses are paid/reimbursed according to the FORA Travel policy.

COORDINATION:

Executive Committee

Prepared by _____ Approved by _____
Maria Buell Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Public Correspondence to the Board

Meeting Date: December 11, 2015

Agenda Number: 10h

INFORMATION

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

DRAFT

- END -

**DRAFT
BOARD PACKET**



FORT ORD REUSE AUTHORITY

920 2nd Avenue, Suite A, Marina, CA 93933

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2016 FORA ADMINISTRATIVE COMMITTEE MEETING SCHEDULE

December 30

January 13

June 29

July 13

February 3

February 17

August 3

August 17

March 2

March 16

August 31

September 14

March 30

April 13

October 5

October 19

May 4

May 18

November 2

November 16

June 1

June 15

November 30

December 14

December 28

(for January 2017 Board meeting)

The FORA Administrative Committee meets twice a month, on the Wednesday one week prior to the Board meeting and on the Wednesday following the Board meeting. The dates **in bold** above are the meetings that occur prior to the Board meeting, at which the Committee will review items for the upcoming Board agenda. Meetings begin at 8:15 a.m. in the FORA Conference room, unless otherwise posted.

Meeting dates and times are subject to change. Agendas and other meeting materials are posted on the FORA website www.fora.org and are available upon request