



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

1. CALL TO ORDER

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

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

Craig Malin, City of Seaside*

Elizabeth Caraker, City of Monterey*

Layne Long, City of Marina*

Melanie Barette, County of Monterey*

Anya Spear, CSUMB

Steve Matarazzo, UCSC

Vicki Nakamura, MPC

Wendy Elliott, MCP

Patrick Breen, MCWD

Todd Muck, TAMC

Doug Yount, MCP

Gage Dayton, UCSC Natural

Reserves

Mike Zeller, TAMC

Bill Collins, US Army

Bob Schaffer

FORA Staff:

Michael Houlemard

Steve Endsley

Jonathan Brinkmann

Peter Said

Robert Norris

Sherri Damon

Josh Metz

Nicole Valentino

2. PLEDGE OF ALLEGIANCE

Pledge of allegiance was led by Craig Malin.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Bill Collins (of the U.S. Army) distributed a 5 year review of the munition removal program and the announcement of the coming burn season. Envelopes will be left at the FORA desk and the public to comment. Although this is burn season, there is no burning now due to resources being used for local fire needs. The Army does plan to burn this year, but do not yet have a specific date. When they have one it will be on their website and published in local newspapers.

Michael Houlemard announced that Deputy Clerk, Maria Buell is leaving FORA. A new Deputy Clerk/Executive Assistant will be begin in mid-August.

Josh Metz announced that RUDG guidelines are now available at the meeting. He encouraged those present to take the guidelines with them.

Robert Norris shared the donations list for the California Central Coast Veteran Cemetery-online on the Marina Foundation website. He emphasized that there is a great need for items not covered by available funding, and items are needed before the grand opening.

4. PUBLIC COMMENT PERIOD

There were no comments from the public.

5. APPROVAL OF MEETING MINUTES

a. June 29, 2016 Administrative Committee Minutes

MOTION: Craig Malin moved, seconded by Elizabeth Caraker to approve the June 29, 2016 Administrative Committee minutes with minor edits.

6. BUSINESS ITEMS

a. Capital Improvement Program Update Reports

i. TAMC Status Update

Peter Said made a presentation of the EPS and TAMC study. He distributed the CIP and discussed the elements of the studies. He provided an update of the TAMC study and their four part modeling process. He also discussed the analysis of future potential options and acknowledged the complex process with an enormous amount of data. There was a request that jurisdictions provide data for the last portion of the analysis. Once the distribution of funds for approved road projects is resolved there can be a discussion of how that fits into the financial analysis that EPS has prepared.

ii. EPS Preliminary Report

Looks at how developer fees have been determined. A first draft was presented to the group for review and assessment proposing 1.9% increase that Mr. Said explained in detail. There are a number of factors regarding land sales revenue – many of which are nuanced – according to EPS. Jonathan Brinkmann further elaborated on the formulas, contingencies and sensitivities. Dan Dawson commented on analysis of the proposed fees and the potential impact on jurisdictions. Peter Said explained the formula used to arrive at the proposal. Michael Houlemard commented on the complexity of land sales, building removal, land sales revenue and FORA obligations across the base. Sheri reiterated that it is a formula that generalizes averages rather than considering parcel by parcel across the base.

Michal Houlemard stated that the implementation agreement clearly states the standard approach taken by FORA and jurisdictions. Peter Said stated that comments are welcome from the Committee, jurisdictions as well as from developers – especially those most impacted. There will be a presentation for the full Board in September as agreed when the Board approved the CIP in July.

iii. CIP Report Distribution

The FY 2016/2017 through 2021/22 FORA Board adopted CIP was distributed by Jonathan Brinkmann, who provided a brief summary to the Committee.

b. Prevailing Wage Jurisdictional Training and Software

Sheri Damon provided a brief presentation. A State training with a focus on Public Works projects will be available in November, if that works for the jurisdictions. Developers, contractors and sub-contractors are all welcome and encouraged to attend. Ms. Damon announced that the FORA website will have a web page dedicated to prevailing wage issues and items. The page will include a video tape of the training, as well as other video seminars. The intention is to minimize confusion about prevailing wage mandates at FORA. Michael Houlemard strongly encouraged jurisdictions to participate. He emphasized the benefit to and the importance of jurisdictions familiarizing themselves with the new post redevelopment legislation and the many issues involved that impact not only FORA property but other properties in the jurisdictions as well. Robert Norris stated that jurisdictions would behoove themselves by becoming familiar with the State regulated activity that is being managed by the Department of Industrial Relations. Sheri stated that FORA has a License Acquisition for software they would like to share with the jurisdictions as it will support their work and better methodology can be cultivated to bring in more local workers. FORA is extending use of the software to the jurisdictions to help develop statistics on the local work force to project out the future demand for workforce on Fort Ord. Jurisdictions can use the software for free and can monitor their prevailing wage projects. Sheri passed out applications to the group and asked that they review and submit them. Sheri will subsequently register jurisdictions.

c. Post Reassessment Advisory Committee Assignments

Jonathan Brinkmann made a brief presentation to the Committee. It was followed by extensive discussion. Jonathan announced that at the July 8, 2016 Board meeting a decision was made to dissolve the PRAC and to redistribute some of the topics work to other committees as appropriate. The four main topics include: Water augmentation; Building Removal; Economic Development/Affordable Housing and the Trails Concept. What is being folded into the Administrative Committee is water augmentation and building removal as a part of the annual CIP review process. The Transition Task Force is also looking at building removal and CIP obligations post 2020. Michael Houlemard distributed and briefly provided an overview of a synopses of the nine most significant governing documents that govern how FORA operates. These documents are available on the FORA website. The synopses were created and provided to the TTF at the August 2, 2016 meeting. Sheri emphasized that the documents are neither a conclusive legal opinion, nor are they exhaustive; rather they are designed to be used as tools to explore what is possible and practical going forward. The documents reflect that there are a number of activities in which FORA is engaged and will continue to be obligated post 2020. There are another two significant documents that are directly tied to the Environmental Cooperative Services Agreement and were reviewed in the last two months by Barry Steinberg. Per Michael Houlemard, FORA has an obligation to provide a transition plan to LAFCO in 2018. Michael encouraged Administrative Committee members to attend the next Transition Task Force meeting. Steve Endsley proposed questions to the group to consider as they explore possible transition scenarios. What would it look like with FORA? What would it look like without FORA? What are the most important functions of FORA? What are the expenses? He suggested jurisdictions begin to make some educated assumptions to examine unfunded liabilities.

d. Habitat Conservation Plan Status Update

Jonathan provided a brief update about discussions with Fish and Wildlife. FORA staff shared their concerns on US Fish and Wildlife withdrawing mitigation on federal land, and how to avoid litigation. There is a collective agreement to work toward a public draft of the HCP by the end of the year. FORA received a letter from US Fish and Wildlife agreeing to work together towards this goal. Steve Endsley stated the FORA bottom line is: No additional time. No additional money.

7. ITEMS FROM MEMBERS

None.

8. ADJOURNMENT

The meeting adjourned at 9:48 a.m.