



FORT ORD REUSE AUTHORITY

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

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

REGULAR MEETING FORT ORD REUSE AUTHORITY BOARD OF DIRECTORS

Friday, August 8, 2014 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 - Existing Litigation, Gov Code 54956.9(a) – 2 Cases
 - i. Keep Fort Ord Wild v. Fort Ord Reuse Authority (FORA), Case Number: M114961
 - ii. The City of Marina v. Fort Ord Reuse Authority, Case Number: M11856

4. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

5. ROLL CALL

6. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE

7. CONSENT AGENDA

ACTION

- a. Approve July 11, 2014 Board Meeting Minutes ([pg. 1-4](#))

8. BUSINESS ITEMS

- a. 2nd VOTE: Approve Preston Park FY 2014-15 Annual Budget ([pg. 5-17](#)) ACTION
- b. Regional Urban Design Guidelines -
Approve Contract with Dover, Kohl & Partners ([pg. 18-37](#)) ACTION
- c. Environmental Services Cooperative Agreement Update -
U.S. Army/Environmental Protection Agency Dispute Resolution ([pg. 38-39](#)) INFORMATION

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

- a. Outstanding Receivables ([pg. 40](#)) INFORMATION
- b. Habitat Conservation Plan Update ([pg. 41-43](#)) INFORMATION
- c. Administrative Committee ([pg. 44-48](#)) INFORMATION

- | | |
|---|-------------|
| d. Veterans Issues Advisory Committee (pg. 49-53) | INFORMATION |
| e. Post Reassessment Advisory Committee (pg. 54-58) | INFORMATION |
| f. Travel Report (pg. 59) | INFORMATION |
| g. FY 2013/14 Annual Report (pg. 60) | INFORMATION |
| h. Public Correspondence to the Board (pg. 61) | INFORMATION |

11. ITEMS FROM MEMBERS

12. ADJOURNMENT

NEXT BOARD MEETING: SEPTEMBER 19, 2014

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.



FORT ORD REUSE AUTHORITY

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Friday, July 11, 2014 at 4:00 p.m.

910 2nd Avenue, Suite A, Marina, CA 93933 (Carpenters Union Hall)

1. CALL TO ORDER

Chair Edelen called the meeting to order at 2:00 p.m.

2. PLEDGE OF ALLEGIANCE

Councilmember Amadeo led the Pledge of Allegiance.

3. CLOSED SESSION

The Board adjourned into closed session at 2:02 pm

a. Conference with Legal Counsel - Existing Litigation, Gov Code 54956.9(a) – 2 Cases

i. Keep Fort Ord Wild v. Fort Ord Reuse Authority (FORA), Case Number: M114961

ii. The City of Marina v. Fort Ord Reuse Authority, Case Number: M11856

4. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

The Board reconvened into open session at 2:33 pm and Authority Counsel Jon Giffen announced no reportable action had been taken.

5. ROLL CALL

Voting Members Present: (*alternates)(AR: entered after roll call)

Chair/Mayor Edelen (City of Del Rey Oaks)

Councilmember Amadeo (City of Marina)*

Mayor Pro-Tem Beach (City of Carmel-by-the-Sea)

Mayor Gunter (City of Salinas)

Councilmember Lucius (City of Pacific Grove)

Mayor Pro-Tem Oglesby (City of Seaside)

Mayor Pendergrass (City of Sand City)

Supervisor Potter (County of Monterey)

Mayor Rubio (City of Seaside)

Councilmember Selfridge (City of Monterey)

Absent: Supervisor Calcagno (County of Monterey), Councilmember Morton (City of Marina), Mayor Pro-Tem O'Connell (City of Marina) *alternate present*, Supervisor Parker (County of Monterey)

Ex-officio (Non-Voting) Board Members Present: Nicole Charles* (17th State Senate District), Taina Vargas-Edmond* (29th State Assembly District), Graham Bice*_{AR} (University of California, Santa Cruz), Eduardo Ochoa (California State University, Monterey Bay), Vicki Nakamura*/Walter Tribley _{AR} (Monterey Peninsula College), Mike Gallant _{AR} (Monterey-Salinas Transit), Debbie Hale (Transportation Agency for Monterey County), Dan Carpenter* (United States Army), Bill Collins (Fort Ord BRAC Office), and Director Moore (Marina Coast Water District).

The following two items were taken out of agenda order.

7. CONSENT AGENDA

- a. Approve May 16, 2014 Board Meeting Minutes
- b. Approve May 30, 2014 Board Meeting Minutes
- c. Approve June 13, 2014 Board Meeting Minutes
- d. Approve June 20, 2014 Board Meeting Minutes
- e. Adopt Salary Schedule for Economic Development Specialist Position

MOTION: Councilmember Lucius moved, seconded by Mayor Rubio, to approve the Consent Agenda.

MOTION PASSED UNANIMOUSLY *Councilmember Selfridge informed the Deputy Clerk of her abstention from agenda items 7a, 7b, 7c, and 7d.

6. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE

Executive Officer Michael Houlemard announced the July 18th deadline for comments regarding the California Central Coast Veterans Cemetery (CCCVC) environmental documents. He also noted that Congressman Farr and Senator Monning had scheduled a town hall meeting at 9am, Saturday, July 12th, in room B-104 of Morse Hall at the Monterey Institute of International Studies to discuss cemetery issues. Mr. Houlemard noted staff was currently working to reschedule the regular September Board meeting in favor of a combined special Board meeting and speaker event at CSUMB on September 19th. Deputy Clerk Lena Spilman would poll the Board for September availability and inform the public of the date change once a quorum was confirmed.

8. BUSINESS ITEMS

a. Marina-Salinas Multimodal Corridor Plan

i. Transportation Agency for Monterey County (TAMC) Presentation

Ariana Green provided a brief presentation, as most Board members had already received the information at their jurisdictions. Ms. Green discussed the goals of the corridor, reviewed the draft recommended alignment and project schedule, and provided an overview of next steps. FORA and TAMC staff responded to questions from the Board and public.

ii. Consider Supporting Recommended Corridor Alignment

MOTION: Supervisor Potter moved, seconded by Mayor Gunter, to support the Marina-Salinas Multimodal Corridor alignment, as proposed by the Transportation Agency for Monterey County.

MOTION PASSED UNANIMOUSLY

Absent: Calcagno, Morton, O'Connell (alternate present), Parker.

b. Approve Preston Park FY 2014-15 Annual Budget

Mr. Houlemard introduced the item and Senior Planner Jonathan Garcia discussed the history of Preston Park rental rates, the 2014 market rates, and the FY 2014-15 Preston Park Budget.

Mayor Gunter left the meeting.

MOTION: Councilmember Selfridge moved, seconded by Councilmember Lucius, to postpone Board action until the Alliance staff and Preston Park Tenants Association could meet to review the item.

SUBSTITUTE MOTION: Mayor Pro-Tem Beach moved, seconded by Councilmember Amadeo, to approve the FY 2014-15 Preston Park Housing Operating and Capital Budgets, including a 2.4% rent increase.

SUBSTITUTE MOTION RECEIVED MAJORITY APPROVAL (2nd Vote Required): Ayes: Amadeo*, Beach, Edelen, Lucius, Oglesby, Pendergrass, Potter, Rubio. Noes: Selfridge. Absent: Calcagno, Gunter, Morton, O'Connell (alternate present), Parker.

Councilmember Selfridge requested FORA staff work with Alliance to schedule a meeting with the tenants prior to a second vote on the item.

c. Quarterly Environmental Services Cooperative Agreement Update

Mr. Houlemard discussed the ongoing language dispute resolution between the Environmental Protection Agency and the Department of Defense (Army), noting that FORA had requested to participate in the resolution process and was awaiting a formal determination on whether they would be included.

d. Marina Coast Water District Update Presentation on Augmentation and Policy Issues

Marina Coast Water District (MCWD) Interim General Manager Brian Lee reviewed the Board-identified policy issues and explained that FORA/MCWD staff, the FORA Administrative Committee, and the FORA Water/Wastewater Oversight Committee were all actively coordinating on proposed steps forward for each item. The Board received comments from members of the Board and public and the Chair deemed the report received.

e. Regional Urban Design Guidelines

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

Associate Planner Josh Metz provided an overview of the RUDG Task Force, including an update on the RUDG consultant solicitation process and next steps.

ii. Select Consultant for Design Services

Mr. Metz explained that the RUDG Task Force had unanimously recommended selection of Dover, Kohl & Partners. Mr. Houlemard thanked members of the RUDG Task Force for their time commitment and Mayor Pro-Tem Beach praised the collaborative Task Force process, stating she was pleased with the result. TAMC Executive Director Debbie Hale stated that TAMC staff would like to be involved in the RUDG effort going forward.

MOTION: Director Moore moved, seconded by Mayor Pro-Tem Oglesby, to select the Dover, Kohl & Partners Team to complete the Regional Urban Design Guidelines.

MOTION PASSED UNANIMOUSLY

Absent: Calcagno, Gunter, Morton, O'Connell (alternate present), Parker.

f. Regional Trails Planning Update

Mr. Metz reviewed excerpts from the Base Reuse Plan and discussed existing and proposed trails on the former Fort Ord. He gave a brief status update from land use jurisdictions regarding trails plans and stated that coordination between jurisdictions would be incorporated into the RUDG process. FORA would coordinate the trails discussions for the time being, but that responsibility should be transferred to another regional entity. Ms. Hale expressed interest in discussing the concept of a regional trails plan with FORA staff. The Board received comments from members of the public and the Chair deemed the report received.

g. Authorize Board Chair to Execute Letter of Unconditional Commitment to the City of Marina, per Government Code §54960.2, to Cease, Desist from, and Not Repeat Challenged June 20, 2014 Board Action

Mr. Giffen provided an overview of the item, stating the City of Marina's allegations of Brown Act violations were false. He stated that while no such violation occurred, approval of the proposed cease and desist letter was the best way to insulate FORA from potential litigation. Mr. Giffen presented an amendment to the letter and reviewed the Board's options. The Board received comments from members of the public.

MOTION: Supervisor Potter moved, seconded by Mayor Rubio, to authorize the Board Chair to execute the revised Letter of Unconditional Commitment to the City of Marina, per Government Code §54960.2, to cease, desist from, and not repeat challenged June 20, 2014 Board action.

MOTION PASSED UNANIMOUSLY

Absent: Calcagno, Gunter, Morton, O'Connell (alternate present), Parker.

Supervisor Potter left the meeting at 5:20 p.m.

9. PUBLIC COMMENT PERIOD

The Board received comments from members of the public.

10. EXECUTIVE OFFICER'S REPORT

- a. **Outstanding Receivables**
- b. **Habitat Conservation Plan (HCP) Update**
- c. **Administrative Committee**
- d. **Veterans Issues Advisory Committee**
- e. **Approved FY 2014/15 Fort Ord Reuse Authority Capital Improvement Program**
- f. **Post Reassessment Advisory Committee**
- g. **Travel Report**
- h. **Public Correspondence to the Board**

Mr. Houlemard explained that the state regulatory agencies were close to an agreement on the draft HCP and that the jurisdictions had been provided the joint powers authority agreement for review. He noted that each Board member had received a bound copy of the approved CIP, which was also available on the FORA website for public review. Mr. Houlemard stated that FORA staff would provide technical comments on the CCCVC environmental documents prior to the July 18th deadline.

11. ITEMS FROM MEMBERS

Mayor Rubio discussed the City of Seaside's historical contributions to FORA and emphasized that jurisdictional cooperation was essential to successfully completing FORA's mission, which had been agreed to by all jurisdictions.

12. ADJOURNMENT

Chair Edelen adjourned at 5:41 p.m.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject: 2nd VOTE: Approve Preston Park FY 2014-15 Annual Budget

Meeting Date: August 8, 2014

Agenda Number: 8a

ACTION

RECOMMENDATION(S):

Approve FY 2014-2015 Preston Park Housing Operating and Capital (**Attachments B & C**) Budgets including a 2.4% rent increase.

BACKGROUND/DISCUSSION:

FORA and Alliance staff have reached out to representatives of the Tenants Association and are attempting to schedule a meeting as requested by Board Member Selfridge. A review of the policy for setting rental rates will be presented at the October FORA board meeting.

The staff has reviewed the Alliance Management Budget Memorandum (**Attachment A**) on the Preston Park FY 2014-15 Operating Budget and Capital Improvement Program (CIP) Assessment and recommends approval of the Housing Operating and Capital Replacement Program Budgets and the rent increase (**Attachment C**).

The proposed 2.4 % increase has been derived from applying the Consumer Price Index to the current and prospective Preston Park unit rents. FORA policy in this area is to raise revenue without negatively impacting the surrounding market rate rental properties. The adopted formulae are: 1) **Move-ins** - establishing market rents on an on-going basis according to a market survey, and 2) **Existing tenants** - increase rent once a year by the lesser of 3% or the Consumer Price Index. The financial impacts of the rent increase are displayed by unit type in (**Attachment E**) and the Revenue Summary (**Attachment F**) displays the budget impacts of the rental proposal.

In prior Preston Park Board reports, lengthy items such as the Market Survey (**Attachment D**) and Standard Operating Budgets were presented with only summary pages of the full reports. The full documents are available on the FORA website using the links provided below.

Attachment B:

<http://fora.org/Board/2014/Packet/Additional/080814Item8aAttachBPPBudget-1stPageIncrease.pdf>

<http://fora.org/Board/2014/Packet/Additional/080814Item8aAttachBPPBudget-2ndPageNoIncrease.pdf>

Attachment D:

<http://fora.org/Board/2014/Packet/Additional/080814Item8aAttachD-MarketSurvey.pdf>

FISCAL IMPACT:

Reviewed by FORA Controller 

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

COORDINATION:

FORA Staff, Alliance Staff, Administrative Committee, Executive Committee.


Prepared by


Robert J. Norris, Jr.

Reviewed by


D. Steven Endsley

Approved by


Michael A. Houlemard, Jr.

July 2, 2014



Mr. Michael Houlemard, Jr.
Fort Ord Reuse Authority
920 Second Street, Suite A
Marina, California 93933

Re: Preston Park FY 2014/15 Proposed Budget

Dear Mr. Houlemard:

It has been a pleasure to continue to work with residents and the Fort Ord Reuse Authority over the last year. With the combination of wonderful residents and effective staff, a number of positive changes have been seen in Preston Park:

- 1) **Exterior Building Upgrades:** Re-roofing of the buildings has been completed and final clean up and gutter repairs are underway. Garage motion sensor lights are being installed as gutters are repaired/replaced on each court. Termite treatment has taken place at a number of locations in the community and includes a three year warranty from the date of service. Staff members are planning the replacement of all windows in the community as well as steel front and back doors. This project is anticipated to be underway in July.
- 2) **Code Compliance/Safety Improvements:** The electrical sub-panel in each home was serviced, and grounding rods were replaced at each meter panel site throughout the community. All required attic repairs were completed. Each oven flue vent was re-sealed, and notable issues reported for repair in the coming year. One time use Fire Extinguishers were installed in each home within Preston Park. A Property Assessment took place from which a plan of action was developed to address exterior building as well as interior unit issues.
- 3) **Concrete Grinding:** Concrete grinding was performed throughout the community. Three sites on Brown Court were located indicated to require tree root removal and re-pouring of concrete or asphalt.
- 4) **Tree Trimming:** The community has performed the first phase of tree trimming and is obtaining bids for the larger phase to begin in July.
- 5) **Units of Long Term Residents:** Several long-term residents have seen upgrades in their flooring, paint, and appliances with little intrusion or inconvenience. These services are extended to long-term residents upon notification or inspection indicating replacement is necessary.
- 6) **Green Initiatives:** The community continues to implement water and energy saving programs inspired by Alliance's own Focus Green Initiative. Devices designated as water or energy saving are purchased and installed as replacement fixtures as needed. PG&E has been working with residents in the Below Market and Section 8 programs to weatherize their homes at no cost to the resident or the community. Planned landscaping changes will reduce the amount of water usage in the common areas of the community, and will continue to evolve into larger cost savings as we work in conjunction with Paul Lord at Marina Coast Water. The community participates in an appliance buy-back program where used and/or broken appliances are purchased from the community and recycled.

Alliance looks to continue to provide the residents at Preston Park a comfortable and quality living experience. Continued capital improvements throughout the community will allow this property to remain a desirable neighborhood for renters, as well as a continued source of affordable housing for the general populace of Marina.

Revenues

The primary source of revenue is rents, Section 8 voucher payments from the Housing Authority of the County of Monterey, and associated charges to residents such as late fees. The community experienced a delayed 1.7% rental increase in February 2013. An increase of 2.4% took place in September 2013. Previous to the February 2013 increase, the community had not seen a rental increase since August 2010.

The proposed budget reflects projected revenues according to the approved formula indicating that the annual increase in market rents for in-place tenants shall be capped at the lesser of three percent (3%) or the Department of Labor’s Consumer Price Index for San Francisco-Oakland-San Jose, All Items, for All Urban Consumers (referred to as CPI-U) Average percentage for the previous year (February to February) be applied to the next fiscal year, provided that the increased rent for in-place residents does not exceed the market rent charged to move-in residents. The proposed Budget Option 1 assumes the maximum rent increase for in-place residents of two point four percent (2.4%) resulting in an anticipated 2.9% increase in Total Income (\$169,350) over the FY 2013/14 Estimated Actuals. The proposed Budget Option 2 assumes no increase in the FY 2014/15 rent schedule for in-place residents, however still results in a 2.5% increase in Total income (\$141,049) due to new move-in rent values. Both budgets capture revenue from the addition of Pet Rent and Month to Month Fees for new move-ins. Please see **Attachment F** for a summary of Revenue Income under the two options.

Note: Delaying the anticipated decision will cost \$28,808 as the property will not be able to implement the rental increase until October 1, 2014.

In Place Residents - Market Rent

The rents proposed in Budget Option 1 are as follows:

In-Place Market Rate Rents			
Unit Size	Current Rent Range FY13/14	Proposed FY14/15 Rent	Change 10/1/14
Section 8 - Two BR	\$1,029 - \$1,198	\$1,054 - \$1,227	\$25 - \$29
Section 8 - Three BR	\$1,423 - \$1,562	\$1,457 - \$1,599	\$34 - \$37
Two Bedroom	\$1,208 - \$1,715	\$1,236 - \$1,756	\$29 - \$41
Three Bedroom	\$1,499 - \$2,010	\$1,535 - \$2,058	\$36 - \$48
Luxury - Two BR*	\$1,800 - \$2,200	\$1,843 - \$2,253	\$43 - \$53
Luxury - Three BR*	\$1,947	\$1,994	\$47

* Note: Three 2-Bedroom homes and one 3-Bedroom home have additional features that warrant higher than average rental rates.

Fair Market Rents (FMR) for Monterey County on a County-wide basis as published in October 2013 by the Monterey County Housing Authority (MCHA) are as follows:

Unit Bedroom Size	Fair Market Rent
Two Bedroom	\$1,234
Three Bedroom	\$1,800

The two bedroom average in-place market rent at Preston Park is \$1,459 which represents a difference of \$225 from the FMR table above. The general cause of the difference in two-bedroom rents relates to the unique amenities and space available in the two-bedroom apartments at the community as compared to the general marketplace. Conversely, the majority of in-place market renters in Preston Park three bedroom homes are below the MCHA Fair Market Rent for a home of this size. The average in-place rent for the three bedroom units at Preston Park is \$1,754, which represents a difference of \$46 from the FMR table above.

Please refer to **Attachment E** for detailed information regarding Preston Park rental rates, including utility estimates, as compared to other communities that pay for Water, Sewer, and Trash service.

Affordable Rents

Affordable rental rates are derived from median income schedules published by governmental agencies. Rental rates at Preston Park are based upon 50% and 60% of the median income for Monterey County. The U.S. Department of Housing and Urban Development calculates the maximum household income by family size in Monterey County, generally once a year. As of the date of this memo new rental rates have not been released.

An increase is not proposed at this time.

In-Place Affordable Rate Rents	
Unit Size	Current Rent Range FY13/14
Two Bedroom VL - L	\$677 - \$832
Three Bedroom VL - L	\$756 - \$928

Maximum Household Income Limits for 2014 as published in January 2014.

Income Category	Two Person	Three Person	Four Person	Five Person	Six Person	Seven Person	Eight Person
50% VL	\$28,800	\$32,400	\$35,950	\$38,850	\$41,750	\$44,600	\$47,500
60% L	\$34,560	\$38,880	\$43,140	\$46,620	\$50,100	\$53,520	\$57,000

Current Market Rent Conditions

The market rent for new move-ins is calculated by comparable market rent levels in the competitive market throughout the year. Additionally, the comparables as outlined in the attached Market Survey dated 5.13.14 (**Attachment D**) are smaller in square footage than units at Preston Park, and many do not offer the specialized features including in-home laundry vs 7.2.14

room, gated back yard with patio, direct access garage, generous storage space, dogs and cats accepted with pet deposit (Breed restrictions apply, max 2 animals per home). Please refer to **Attachment D** for detailed information.

Per the approved rent formula in 2010, the market rents for new move-ins are fluid throughout the year and change according to market conditions. Should a rental increase be approved, market rents for incoming residents would be as follows:

Unit Size	Current Rent Range for Incoming Market Rate Residents
Two Bedroom	\$1,650 - \$1,775
Luxury - Two BR	\$1,850 - \$2,275*
Three Bedroom	\$2,035 - \$2,060
Luxury - Three BR	\$2,275*

* Note: Three 2-Bedroom homes and one 3-Bedroom home have additional features that warrant higher than average rental rates.

Budget Summary

Expenses as outlined in **Attachment B** include Operating Expense projections and relevant changes from the FY 2013/14 budget. Operating expenses typically include expenditures for routine maintenance of the property, redecorating expenses as they apply to unit turns, and expenditures relating to the daily operations of the Leasing Office. Non-Routine expenses are included as they pertain directly to the daily function of the community, however are not typically able to be forecasted (i.e. large plumbing leaks requiring vendor service, unit specific rehabilitation projects). Annual Inspection materials are included with the Non-Routine expenses as they are a one-time yearly expense. Overall, total operating expenses proposed for FY 2014/15 are 10.1% higher than the estimated actual expenses for FY 2013/14 (\$152,947). Alliance seeks to maximize cost savings, e.g. lower utilities expenses through installation of water/energy saving devices, while contending with inescapable cost increases such as fuel for maintenance vehicles.

Note the large increase in Non-Routine expenses (\$115,668) over 2013/2014 Estimated Actuals. This increase is largely due to projects (such as bathtub replacements) that are necessary to complete over the course of the next several years. **Without a rental increase, the property will experience a deficit of \$19,461.**

Capital Expenses

Expenses categorized as Capital expenses directly impact the long term value of the community, including roof replacements, exterior painting, large-scale landscaping improvements, and interior upgrades including appliances and carpeting/vinyl. Capital projects that are currently pending completion as approved in the 2013/14 FY include:

- 1) Exterior Unit Windows - \$1,240,000
- 2) Exterior Unit Doors - \$200,000

The following Capital projects were delayed to the 2014/2015 FY due to timing:

vs 7.2.14

- 1) Exterior Building/Flashing Repairs - \$500,000
- 2) Exterior Paint - \$200,000
- 3) Seal Coat Streets - \$155,787

2014/2015 FY Capital Improvement Program

Recommended Capital Projects to be managed through the Construction Department (excluding continuing projects or completions of projects from 2013/14):

- 1) Dry Rot Repairs - \$40,000
- 2) Landscape/Irrigation Upgrades - \$100,000
- 3) Leasing Office/Signage - \$90,000
- 4) Playgrounds - \$65,000

Capital Reserves Fund

Expenditures for the 2014/15 fiscal period are projected to equal \$1,453,804. This amount reflects an increase of \$200,000 attributed to the total expense projected for the Building/Flashing Repairs (initially evaluated at \$800K; current value of \$1M), and splits the total value of that expenses and the \$400K expense related to painting of the community over a 2 year period. In accordance with the 2014 reevaluation of the Replacement Reserves Study conducted in April 2008, Alliance recommends a minimum reserve withholding of \$2,179 per unit per year during the 2014/15 fiscal period. **Please refer to Attachment C.** This withholding amount would ensure that the asset holds adequate reserves to perform necessary replacements and repairs to protect the useful life of the buildings and account for possible unforeseen cost increases as projects get underway. These funds will also allow for future projects, such as parking improvements which are not currently included in the capital plan, to be incorporated at a later date without resulting in a substantial increase in withholding amounts in future years.

Budget Option 1 (Maximum rent increase of 2.4% for in-place residents) offers an opportunity to increase the property's replacement reserve account through revenue generation, thus allowing for many of the critical Capital Improvement projects throughout the community to take place over time. (**Attachment C**)

Budget Option 2 (No rent increase for in-place residents) outlines community needs to continue daily operations, but may compromise long-term capital projects due to restricted funds available to complete such projects. (**Attachment C**)

We will continue to look for new ways to improve our services over the coming year and remain committed to meeting the objectives set by FOR A.

Please feel free to contact me should you have additional questions or concerns at (415) 336-3811. Approval of the final budget prior to August 25, 2014, would be helpful in order to implement rental increases by October 1, 2014.

Regards,
vs 7.2.14

Jill Hammond
Regional Manager

Cc: Jonathan Garcia, FOR A
Ivana Bednarik, FOR A
Robert Norris, FOR A
Brad Cribbins, Chief Operating Officer, Alliance Communities, Inc.
Annette Thurman, Vice President of Operations, Alliance Communities, Inc.

Attachments:

- FY 2014/15 Budget Revenue Summary
- Unit Matrix
- May 2014 Market Survey
- Capital Improvement Plan/Reserve Withholding
- Budget Option 1 - Rental Increase



**PRESTON PARK
2015 STANDARD BUDGET
CONSOLIDATION & SIGN-OFF**

Description	2015 Total	2014 Projected	Variance	Variance %
Physical Occupancy	97.87 %	97.89 %		
Economic Occupancy	93.58 %	94.25 %		

Gross Market Potential	\$6,262,119	\$6,038,519	\$223,600	3.7%
Market Gain/Loss to Lease	(\$203,193)	(\$153,411)	(\$49,782)	-32.5%
Affordable Housing	\$0	\$0	\$0	0.0%
Non-Revenue Apartments	(\$63,870)	(\$68,070)	\$4,201	6.2%
Rental Concessions	\$0	\$0	\$0	0.0%
Delinquent Rent	\$0	\$0	\$0	0.0%
Vacancy Loss	(\$133,488)	(\$127,385)	(\$6,103)	-4.8%
Prepaid/Previous Paid Rent	\$0	\$0	\$0	0.0%
Other Months' Rent/Delinquency Recovery	\$0	\$1,110	(\$1,110)	-100.0%
Bad Debt Expense	(\$1,212)	\$0	(\$1,212)	-100.0%
Other Resident Income	\$44,398	\$40,287	\$4,111	10.2%
Miscellaneous Income	\$6,200	\$10,554	(\$4,354)	-41.3%
Corp Apartment Income	\$0	\$0	\$0	0.0%
Retail Income	\$0	\$0	\$0	0.0%
TOTAL INCOME	\$5,910,955	\$5,741,604	\$169,350	2.9%
PAYROLL	\$541,800	\$525,709	(\$16,091)	-3.1%
LANDSCAPING	\$69,800	\$73,968	\$4,168	5.6%
UTILITIES	\$104,309	\$98,813	(\$5,496)	-5.6%
REDECORATING	\$86,843	\$83,478	(\$3,365)	-4.0%
MAINTENANCE	\$104,812	\$103,214	(\$1,598)	-1.5%
MARKETING	\$15,475	\$15,449	(\$26)	-0.2%
ADMINISTRATIVE	\$92,088	\$91,881	(\$207)	-0.2%
RETAIL EXPENSE	\$0	\$0	\$0	0.0%
PROFESSIONAL SERVICES	\$147,874	\$142,718	(\$5,156)	-3.6%
INSURANCE	\$207,012	\$197,507	(\$9,505)	-4.8%
AD-VALOREM TAXES	\$107,472	\$107,469	(\$3)	0.0%
NON ROUTINE MAINTENANCE	\$194,225	\$78,557	(\$115,668)	-147.2%
TOTAL OPERATING EXP	\$1,671,709	\$1,518,762	(\$152,947)	-10.1%
NET OPERATING INCOME	\$4,239,245	\$4,222,842	\$16,403	0.4%
DEBT SERVICE	\$0	\$0	\$0	0.0%
DEPRECIATION	\$417,696	\$417,425	(\$271)	-0.1%
AMORTIZATION	\$0	\$0	\$0	0.0%
PARTNERSHIP	\$8,000	\$0	(\$8,000)	-100.0%
EXTRAORDINARY COST	\$0	\$0	\$0	0.0%
NET INCOME	\$3,813,549	\$3,805,417	\$8,132	0.2%
CAPITAL EXPENDITURES	\$1,453,804	\$3,825,287	\$2,371,483	62.0%
MORTGAGE PRINCIPAL	\$0	\$0	\$0	0.0%
TAX ESCROW	\$0	\$0	\$0	0.0%
INSURANCE ESCROW	\$0	\$0	\$0	0.0%
INTEREST ESCROW	\$0	\$0	\$0	0.0%
REPLACEMENT RESERVE	\$743,379	\$734,976	(\$8,403)	-1.1%
REPLACEMENT RESERVE REIMBURSEM	(\$1,453,804)	(\$3,825,287)	(\$2,371,483)	-62.0%
WIP	\$0	\$0	\$0	0.0%
OWNER DISTRIBUTIONS	\$3,487,866	\$3,487,866	(\$0)	0.0%
DEPRECIATION AND AMORTIZATION	(\$417,696)	(\$417,425)	\$271	0.1%
NET CASH FLOW	\$0	\$0	\$0	33.9%

Approvals

Owner _____ Date _____

Asset Manager _____ Date _____

COO _____ Date _____

VP _____ Date _____

Regional Manager _____ Date _____

Business Manager _____ Date _____

Alliance Residential, LLC makes no guarantee, warranty or representation whatsoever in connection with the accuracy of this Operating Budget as it is intended as a good faith estimate only.

**Attachment C to Item 8a
FORA Board Meeting, 8/8/14**

CAPITAL EXPENDITURES - 2014/2015 Preston Park Budget										
PRESTON PARK - REVISED PHYSICAL NEEDS ASSESSMENT (7 Year Look Forward - Alliance Residential Recommendation)										
									Updated:	
									7/2/2014	
Project	Detail	Committed Projects	2014 - 2015	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	
1410										
Property Assessment		\$ 74,600								
Site Lighting Repair / Replacement /Install	*Exterior site upgrades			\$ 200,000					\$ 50,000	
Roof	*Replacement	\$ 1,827,297					\$ 10,000	\$ 10,000	\$ 10,000	
Exterior Paint	*Full Paint (split over 2 yrs)		\$ 200,000	\$ 200,000						
Exterior Unit Windows	*Replacement	\$ 1,240,000					\$ 5,000	\$ 5,000	\$ 5,000	
Exterior Unit Doors	*Replacement	\$ 200,000					\$ 2,500	\$ 2,500	\$ 2,500	
Building Exterior	*Dryrot Repairs		\$ 40,000		\$ 2,000	\$ 2,000	\$ 40,000		\$ 2,000	
Fence Repairs/Slat Replacement	Replacement						\$ 50,000			
Resident Business Center	FF&E						\$ 12,000			
Landscape/ Irrigation	*Replacement / Upgrades		\$ 100,000				\$ 150,000			
Leasing Office / Signage	*Upgrades: Wheelchair Access		\$ 90,000							
Playgrounds	*Replacement/Upgrades		\$ 65,000		\$ 65,000		\$ 150,000			
Fire Extinguishers	Add Fire Extinguishers to each home	\$ 13,000					\$ 13,000			
Termite Remediation	Termite remediation	\$ 50,000								
Building Fascia/Flashing Repairs	Repairs to exterior walls (split over 2 yrs)		\$ 500,000	\$ 500,000						
Heater Vent Cleaning/Repairs	Cleaning/Repairing Heater vents			\$ 145,000						
1415										
New Office Computers	Replace existing old computers					\$ 2,600				
1416										
One Maintenance Truck	Needed for hauling etc...					\$ 15,000			\$ 15,000	
1420										
Seal Coat Streets			\$ 155,787						\$ 155,787	
1425										
Dishwasher	replacement (assume 10 year life) Represents 76 units	\$ 12,160	\$ 24,700	\$ 24,700	\$ 24,700	\$ 24,700	\$ 24,700	\$ 24,700	\$ 24,700	
Refrigerators	replacement (assume 15 year life) Represents 24 units	\$ 16,800	\$ 12,120	\$ 12,120	\$ 12,120	\$ 12,120	\$ 12,120	\$ 12,120	\$ 12,120	
Range/Rangehood	replacement (assume 15 year life) Represents 54 units	\$ 18,360	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	\$ 27,900	
Garbage Disposal	replacement (assume 10 year life) Represents 44 units	\$ 3,000	\$ 3,300	\$ 3,300	\$ 3,300	\$ 3,300	\$ 3,300	\$ 3,300	\$ 3,300	
Hot Water Heaters	replacement (assume 15 year life) Represents 14 units	\$ 18,000	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	\$ 6,650	
Carpet	replacement (assume 5 year life) Represents 48 homes	\$ 56,532	\$ 80,400	\$ 80,400	\$ 80,400	\$ 80,400	\$ 80,400	\$ 80,400	\$ 80,400	
Vinyl	replacement (assume 10 year life) Represents 48 homes	\$ 73,100	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	
HVAC Furnace	replacement (assume 20 year life) Represents 6 units	\$ 26,400	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800	
1430										
Applicable Construction Management Expenses	Miscellaneous (see * items)	\$ 196,038	\$ 65,147	\$ 54,000	\$ -	\$ -	\$ 18,000	\$ -	\$ 9,347	
Capital Expenses (uninflated)		\$ 3,825,287	\$ 1,453,804	\$ 1,336,870	\$ 304,870	\$ 257,470	\$ 688,370	\$ 255,370	\$ 487,504	
Inflation Factor		0.00%	0.00%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	
Capital Expenses (Inflated)		\$ 3,825,287	\$ 1,453,804	\$ 1,370,292	\$ 312,492	\$ 263,907	\$ 705,579	\$ 261,754	\$ 499,692	
Total Projected Replacement Reserve Funds		\$ 734,975	\$ 715,786	\$ 715,786	\$ 715,786	\$ 715,786	\$ 715,786	\$ 715,786	\$ 715,786	
Replacement Reserve Fund Balance on 3/1/14		\$ 4,569,609								
Remainder of Projected Replacement Reserve Additions 3/1/14-6/30/14		\$ 243,462								
Remainder of Projected Capital Expenses 3/1/14-6/30/14		\$ 3,377,297								
Anticipated Replacement Reserve Fund Balance 7/1/14		\$ 1,435,774								
Holdbacks and Reserve Summary with no Rental Increase										
<i>Replacement Reserve Fund AFTER Annual Addition, BEFORE Annual Expenses</i>			\$ 2,151,560	\$ 1,413,543	\$ 759,037	\$ 1,162,332	\$ 1,614,212	\$ 1,624,419	\$ 2,078,451	
<i>Replacement Reserve Fund AFTER Annual Addition, AFTER Annual Expenses</i>			\$ 697,756	\$ 43,251	\$ 446,546	\$ 898,425	\$ 908,633	\$ 1,362,665	\$ 1,578,759	
			\$/Unit/Year (Average)							
Replacement Reserve Capability with NO RENT INCREASE		\$ 715,786	\$ 2,021.99							
Physical Needs Over the Term:		\$ 4,867,520	\$ 1,964.29							
Replacement Reserve Capability with PROPOSED INCREASE		\$ 743,379	\$ 2,099.94							
Holdbacks and Reserve Summary with Proposed Increase										
<i>Replacement Reserve Fund AFTER Annual Addition, BEFORE Annual Expenses</i>			\$ 2,207,243	\$ 1,496,817	\$ 869,904	\$ 1,300,791	\$ 1,780,263	\$ 1,818,063	\$ 2,299,687	
<i>Replacement Reserve Fund AFTER Annual Addition, AFTER Annual Expenses</i>			\$ 753,438	\$ 126,525	\$ 557,412	\$ 1,036,884	\$ 1,074,684	\$ 1,556,308	\$ 1,799,995	

COMMUNITY DESCRIPTION	
Street address	682 Wahl Court
City, State, Zip Code	Marina, CA 93933
Telephone	(831) 384-0119
Construction type	Mixed use
Year built	1987
Owner	Fort Ord Reuse Authority
Management	Alliance Residential Company
Total units	354
Physical occupancy	98%

COMMUNITY RATINGS	
Location	B
Visibility	C
Curb appeal	B
Condition	B
Interiors	C
Amenities	D

PAYER OF UTILITIES	
Gas	Resident
Electric	Resident
Water	Res/Meter
Sewer	Resident
Trash	Resident
Cable TV	N A
Internet	Resident
Pest control	Community
Valet trash	N A

FEES, DEPOSITS, AND LEASE TERMS	
Application fee	\$44
Lease terms	MTM and 6 months
Short term premium	N/A
Refundable security deposit	Equal to one months' rent
Administrative fee	\$0
Non refundable pet deposit	N/A
Pet deposit	\$250 covers up to 2 pets
Pet rent	\$0

CONCESSIONS
No concessions. Community is partially Below Market Rent and Section 8.

COMMENTS
50% complete replacing roofs. All units have an attached garage, in-home laundry room, and gated backyard. \$25 fee for end units.

APARTMENT AMENITIES			
Accent color walls	No	Paneled doors	No
Air conditioning	No	Patio/Balcony	Yes
Appliance color	White	Refrigerator	Frost-Free
Cable TV	No	Roman tubs	No
Ceiling	No	Security system	No
Ceiling fans	No	Self cleaning oven	No
Computer desk	No	Separate shower	No
Crown molding	No	Upgraded counters	No
Fireplace	No	Upgraded flooring	Plush Cpt
Icemaker	No	Upgraded lighting	No
Kitchen pantry	Yes	Vaulted ceiling	No
Linen closets	Yes	Washer/Dryer	No
Microwave	No	W/D connection	Full size
Outside storage	No	Window coverings	1" mini

COMMUNITY AMENITIES			
Access gates	No	Free DVD/movie library	No
Addl rentable storage	No	Laundry room	No
Attached garages	Yes	Movie theater	No
Barbecue grills	No	Parking structure	No
Basketball court	Yes	Pet park	No
Billiard	No	Playground	Yes
Business center	No	Pools	No
Club house	Yes	Racquetball	No
Concierge services	No	Reserved parking	No
Conference room	No	Sauna/Jacuzzi	No
Covered parking	No	Tennis court	No
Detached garages	No	Volleyball	No
Elevators	No	Water features	No
Fitness center	No	WiFi	No

FLOORPLANS AND RENTS

Floorplan Type	Unit Description	# of Units	% of Units	Square Feet	Rent per Unit				Concessions		Effective Net Rents	
					Low	High	Average	Avg PSF	Mos Free	Term	Average	Avg PSF
2X1		10	3%	1,150	\$1,610	\$1,610	\$1,610	\$1.40	0.00	0.00	\$1,610	\$1.40
2X1		2	1%	1,150	\$1,700	\$1,700	\$1,700	\$1.48	0.00	0.00	\$1,700	\$1.48
2X1.5		79	22%	1,278	\$1,665	\$1,690	\$1,677	\$1.31	0.00	0.00	\$1,677	\$1.31
2X1.5	1 car attached Renovated	2	1%	1,278	\$2,200	\$2,200	\$2,200	\$1.72	0.00	0.00	\$2,200	\$1.72
2X1.5		1	0%	1,278	\$1,700	\$1,715	\$1,708	\$1.34	0.00	0.00	\$1,708	\$1.34
2X1.5	1 car attached Renovated	135	38%	1,323	\$1,690	\$1,715	\$1,702	\$1.29	0.00	0.00	\$1,702	\$1.29
3X2.5		124	35%	1,572	\$1,985	\$2,010	\$1,997	\$1.27	0.00	0.00	\$1,997	\$1.27
3X2.5	1 car attached Renovated	1	0%	1,572	\$2,150	\$2,150	\$2,150	\$1.37	0.00	0.00	\$2,150	\$1.37
Total / Weighted Average		354	100%	1,395	\$1,790	\$1,814	\$1,801	\$1.29	0.00	0.00	\$1,801	\$1.29

Attachment E - Unit Matrix

**Attachment E to Item 8a
FORA Board Meeting, 8/8/14**

									Market Survey Data				
Bedrooms	Bathrooms	Square footage	Average Rent per unit	Total Utilities	Total Rent including utilities	Total Rent per square foot BEFORE rent increase	Total Rent per square foot after 2.4% increase	Total Rent per square foot AFTER rent increase	Sunbay Suites rent per square foot (650 sq ft)	Marina Square rent per square foot (1000 sq ft)	Marina del Sol rent per square foot (736 sq ft)	Shadow Market rent per square foot (850 sq ft/1700 sq ft)	Abrams Park rent per square foot not including utilities (1000 sq ft)
2	1	1150	\$1,521.00	\$122.70	\$1,644	\$1.43	\$1,676.70	\$1.46	\$1.88	\$1.36	\$1.77	\$1.59	\$1.50
2	1.5	1278	\$1,443.81	\$122.70	\$1,567	\$1.23	\$1,599.51	\$1.25	N/A	N/A	N/A	N/A	N/A
2	1.5	1323	\$1,447.34	\$122.70	\$1,570	\$1.19	\$1,603.04	\$1.21	N/A	N/A	N/A	N/A	N/A
3	2.5	1572	\$1,754.00	\$122.70	\$1,877	\$1.19	\$1,918.20	\$1.22	N/A	N/A	N/A	\$1.09	N/A

In addition to the rental amounts paid by in-place residents, Preston Park residents pay for Water, Sewer, and Trash services that the majority of the comparables in the market place pay on behalf of the household.

Utility costs as listed reflect the average household in Marina, whereas actual bills suggest utility costs of \$85 per month and \$96 per month respectively for 2 and 3 bedroom homes in Preston Park.

Square footage listed for Preston Park units includes interior space only. Each home has an attached garage that provides roughly 400 square feet of additional storage space.

Preston Park Budget Memo - Revenue Summary

Attachment F to Item 8a FORA Board Meeting, 8/8/14

Budget Option 1 – 2.4% Rent Increase

Revenue	Approved Budget FY 2013/2014	Estimated Actuals FY 2013/ 2014	Proposed FY 2014/ 2015		Variance of Approved Budget From 2013/2014 Estimated Actuals	%	Comments		Variance of Proposed Budget from FY 2013/2014 Estimated Actuals	%	Comments		2014/2015 Proposed Budget vs. 2013/2014 Approved Budget	%
GROSS MARKET POTENTIAL	\$5,816,930	\$6,038,519	\$6,262,119	I	\$221,589	3.7%	The community continues to outperform expectations as new move-in rents increase.	I	\$223,600	3.7%	Large increase due mostly to 2.4% rental increase.	I	\$445,189	7.7%
MARKET GAIN/LOSS TO LEASE	\$16,124	(\$153,411)	(\$203,193)	D	(\$169,535)	110.5%		D	(\$49,782)	32.5%		D	(\$219,317)	-1360.2%
NON-REVENUE APARTMENTS	(\$56,187)	(\$68,070)	(\$63,870)	D	(\$11,883)	17.5%	Decrease in this category as several large maintenance issues arose requiring residents to move within the community.	I	\$4,200	-6.2%	Shared office/community center expense with Abrams Park. Reduction due to major repair units coming back online.	D	(\$7,683)	13.7%
VACANCY LOSS	(\$114,328)	(\$127,385)	(\$133,488)	D	(\$13,057)	10.3%	Decrease in income as homes were vacant for longer periods than expected.	D	(\$6,103)	4.8%	Projecting slightly higher turn times as major repair items are uncovered.	D	(\$19,160)	16.8%
BAD DEBT EXPENSE	(\$1,750)	\$0	(\$1,212)	I	\$1,750	0.0%	Increase due to higher average collection of owed rent and damages.	D	(\$1,212)	0.0%	Decrease in income projected in anticipation of average collection rate of rent and damages.	I	\$538	-30.7%
OTHER RESIDENT INCOME	\$36,750	\$40,287	\$44,398	I	\$3,537	8.8%	Collection of Cleaning/ Damage Fees increased vs. previous period3.	I	\$4,111	10.2%	Increase due to addition of MTM Fees and Pet Rent for incoming residents.	I	\$7,648	20.8%
MISCELLANEOUS INCOME	\$8,450	\$10,554	\$6,200	I	\$2,104	19.9%	Interest collection on Reserve Account outperformed expectations.	D	(\$4,354)	-41.3%	Anticipating reduction in interest income in correlation with reduction in Reserve Account Balance.	D	(\$2,250)	-26.6%
TOTAL INCOME	\$5,705,989	\$5,741,604	\$5,910,955	I	\$35,615	0.6%	Increase in overall income.	I	\$169,351	2.9%	Increase in overall income.	I	\$204,966	3.6%
NET INCOME	\$3,898,422	\$3,805,417	\$3,813,549	I	\$93,005	2.4%	Increase in overall income.	I	\$8,132	0.2%	Increase in overall income.	D	(\$84,873)	-2.2%

I -- DESIGNATES INCREASE (Results in Increase in Revenue)

D -- DESIGNATES DECREASE (Results in Decrease in Revenue)

Preston Park Budget Memo - Revenue Summary

Budget Option 2 – No Rent Increase Proposed

<u>Revenue</u>	<u>Approved Budget FY 2013/2014</u>	<u>Estimated Actuals FY 2013/ 2014</u>	<u>Proposed FY 2014/ 2015</u>		<u>Variance of Approved Budget From 2013/2014 Estimated Actuals</u>	<u>%</u>	<u>Comments</u>		<u>Variance of Proposed Budget from FY 2013/2014 Estimated Actuals</u>	<u>%</u>	<u>Comments</u>	<u>2014/2015 Proposed Budget vs. 2013/2014 Approved Budget</u>	<u>%</u>
GROSS MARKET POTENTIAL	\$5,816,930	\$6,038,519	\$6,178,925	I	\$221,589	3.7%	The community continues to outperform expectations as new move-in rents increase.	I	\$140,406	2.3%	No rental increase proposed. Increase generated by new move-in rental rates.	\$361,995	6.2%
MARKET GAIN/LOSS TO LEASE	\$16,124	(\$153,411)	(\$151,048)	D	(\$169,535)	110.5%		I	\$2,363	-1.5%		(\$167,172)	-1036.8%
NON-REVENUE APARTMENTS	(\$56,187)	(\$68,070)	(\$62,948)	D	(\$11,883)	17.5%	Decrease in this category as several large maintenance issues arose requiring residents to move within the community.	I	\$5,122	-7.5%	Shared office/community center expense with Abrams Park. Reduction in due to major repair units coming back online.	(\$6,761)	12.0%
VACANCY LOSS	(\$114,328)	(\$127,385)	(\$131,667)	D	(\$13,057)	10.3%	Decrease in income as homes were vacant for longer periods than expected.	D	(\$4,282)	3.4%	Projecting slightly higher turn times as major repair items are uncovered.	(\$17,339)	15.2%
BAD DEBT EXPENSE	(\$1,750)	\$0	(\$1,206)	I	\$1,750	0.0%	Increase due to higher average collection of owed rent and damages.	D	(\$1,206)	0.0%	Decrease in income projected in anticipation of average collection rate of rent and damages.	\$544	-31.1%
OTHER RESIDENT INCOME	\$36,750	\$40,287	\$44,398	I	\$3,537	8.8%	Collection of Cleaning/Damage Fees increased vs. previous period3.	I	\$4,111	10.2%	Increase due to addition of MTM Fees and Pet Rent for incoming residents.	\$7,648	20.8%
MISCELLANEOUS INCOME	\$8,450	\$10,554	\$6,200	I	\$2,104	19.9%	Interest collection on Reserve Account outperformed expectations.	D	(\$4,354)	-41.3%	Anticipating reduction in interest income in correlation with reduction in Reserve Account Balance	(\$2,250)	-26.6%
TOTAL INCOME	\$5,705,989	\$5,741,604	\$5,882,653	I	\$35,615	0.6%	Increase in overall income.	I	\$141,049	2.5%	Increase in overall income.	\$176,664	3.1%
NET INCOME	\$3,898,422	\$3,805,417	\$3,785,956	I	\$93,005	2.4%	Increase in overall income.	D	(\$19,461)	-0.5%	Decrease in income due to large Non-Routine Expense	(\$112,466)	-2.9%

I -- DESIGNATES INCREASE (Results in Increase in Revenue)

D -- DESIGNATES DECREASE (Results in Decrease in Revenue)

July 2, 2014

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Regional Urban Design Guidelines - Approve Contract with Dover, Kohl & Partners	
Meeting Date:	August 8, 2014	ACTION
Agenda Number:	8b	

RECOMMENDATION(S):

Approve Contract with Dover, Kohl & Partners (**Attachment A**)

BACKGROUND/DISCUSSION:

The RUDG Task Force (Task Force) was created by the Fort Ord Reuse Authority (FORA) Board ("Board") and appointed by Chair Edelen to provide oversight and guidance on the RUDG process. A Request for Qualifications (RFQ) was transmitted to 35 urban planning, economics and development firms as provided by Task Force Members, jurisdictions, or staff. The Task Force then worked with staff to refine a Request for Proposals (RFP) competition as the second stage of the solicitation/consultant support team selection process. The Task Force April 22, April 30, and May 9 meetings focused on the RFP including multiple rounds of revision and member input refining scope and deliverables and concluding on the interview process. Following review of the responses to the RFQ released in March, the Task Force qualified 3 teams to participate in the RFP stage as follows:

- **Dover, Kohl & Partners** with *Alta Planning & Design, Helix Environmental Planning, Strategic Economics, Castle & Cooke Development, Peter Katz, Jeff Speck and Bill Lennertz.*
- **EMC Planning Group Inc.** in collaboration with *Economic Planning Services, Pinto + Partners Urban Design and Planning, City Design Collective, and BMJ Advisors*
- **Torti Gallas and Partners** with *Duany Plater-Zyberk, Lamphier-Gregory, Urban Community Partners, Peter Katz, Hoerr-Schaudt Landscape Architects, and Nelson/Nygaard Consulting Associates.*

The RFP was released to the teams May 15, responses due Thursday, June 12 by 5:00pm and a pre-proposal conference was conducted June 2, 2014. Two of the three finalist teams submitted complete responses by the deadline. The EMC Planning Group and the Dover-Kohl & Partners teams were scheduled for June 20, 2014 interviews which can be viewed at <http://youtu.be/Lx7BHp6NHSU>.

The Task Force adopted interview ranking criteria on June 19 and met on June 20 at 2:00 pm to review initial rankings. After staff reference confirmation/review at the June 27 meeting, the Task Force unanimously recommended that the Board select the team led by Dover-Kohl and Partners (DKP) to complete the regional urban design guidelines project.

The Board approved DKP selection and proceeding with contract negotiations at the July 11 meeting. Since then staff has received input via email from Task Force members and completed negotiations with DKP regarding the final Scope of Work (SOW) and contract language (**Attachment A**). Approval of this contract permits the RUDG project to commence.

FISCAL IMPACT:

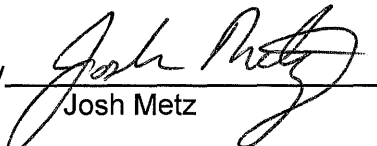
Reviewed by FORA Controller 

Staff time for this item is included in the approved FORA budget. FY 2014-2015 budget includes funding to pay for RUDG consultant services.

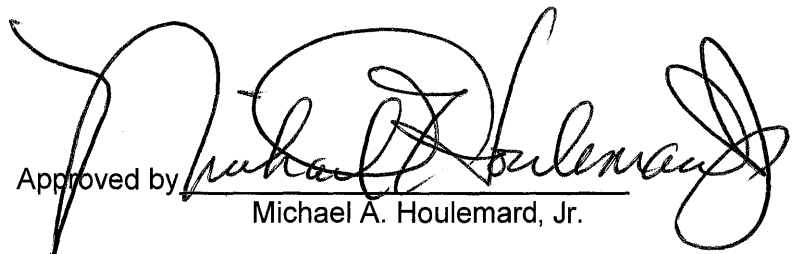
COORDINATION:

Administrative Committee

Prepared by


Josh Metz

Approved by


Michael A. Houlemard, Jr.

Agreement for Professional Services

This Agreement for Professional Services (hereinafter referred to as "Agreement") is by and between the Fort Ord Reuse Authority, a public corporation of the State of California (hereinafter referred to as "FORA") and Dover-Kohl and Partners, Inc. (hereinafter referred to as "Consultant").

The parties agree as follows:

1. **SERVICES.** Subject to the terms and conditions set forth in this Agreement, Consultant shall provide FORA with Regional Urban Design Guidelines and Process services as described in Exhibit "A". Such services will be at the direction of the Executive Officer of FORA or the Executive Officer's designee.

2. **TERM.** Consultant shall commence work under this Agreement effective on August 11, 2014 and will diligently perform the work under this Agreement until September 30, 2015 or until the work as described in Exhibit A is complete, whichever comes first. The term of the Agreement may be extended upon mutual concurrence and amendment to this Agreement.

3. **COMPENSATION AND OUT OF POCKET EXPENSES.** The overall maximum amount of compensation to Consultant over the full term of this Agreement is not-to-exceed \$444,910 (Four Hundred Forty-four Thousand Nine Hundred Ten Dollars), including out-of-pocket expenses. FORA shall pay Consultant for services rendered pursuant to this Agreement at the times and in the manner set forth in Exhibit "A".

4. **FACILITIES, SUPPLIES AND EQUIPMENT.** Except to the extent provided to the contrary in Article III, Consultant shall arrange for the use of or provide all facilities, supplies and equipment necessary to perform the professional services rendered pursuant to this Agreement. At the Executive Officer's request, Consultant shall arrange to be physically present at FORA facilities to provide professional services at least during those mutually agreed hours/days noted in the Scope of Services attached hereto in Exhibit "A" to enable the delivery of services.

5. **GENERAL PROVISIONS.** The General Provisions set forth in Exhibit "B" are incorporated into this Agreement. In the event of an inconsistency between said general provisions and another term or condition of this Agreement, the other term or condition shall control only insofar as it is inconsistent with the General Provisions.

6. **EXHIBITS.** All exhibits attached hereto are incorporated herein.

IN WITNESS WHEREOF, FORA and CONSULTANT execute this Agreement as follows:

FORA

CONSULTANT

By _____
Michael A. Houlemard, Jr.
Executive Officer

Date

By _____
Joseph Kohl
Dover-Kohl & Partners
Principle

Date

SCOPE OF SERVICES

ARTICLE I

SCOPE OF WORK

Dover, Kohl & Partners with the assistance of sub-consultant firms Alta Planning + Design (Multi-Modal Transportation Planning), HELIX (Environmental Planning), Strategic Economics (Market Analysis), and notable experts Bruce Freeman, President Castle & Cooke, John Rinehart, Vice President Castle & Cooke Florida, Peter Katz, Jeff Speck, AICP, CNU-A, LEED-AP, Honorary ASLA, and Bill Lennertz of the National Charrette Institute shall perform the following tasks and provide the noted associated deliverables.

PHASE 1 - EXISTING CONDITIONS ANALYSIS (MONTHS 1 – 3)

Evaluating the existing conditions of the site and the political structures, regulations and existing development approvals is an integral part of the planning process. During this phase, the project team will become more familiar with the Fort Ord area, including its infrastructure, geography, and political and economic needs. By conducting a thorough evaluation with a fresh set of eyes, the team will set the stage for a more successful project, and formulate a more comprehensive strategy to best suit the needs of the numerous jurisdictions in the area.

1.0 Project Background Discussions

Key members of the consultant team shall work with FORA staff and representatives to gain a more in-depth understanding of the history, concerns, and political nature of the project and individual municipalities. The turn-over of the base has been complex and the better understanding the consultant team has of the issues, the better they can be addressed throughout the development of the Regional Urban Design Guidelines.

This may occur in person prior to Task 1.1 or as a conference call or internet-assisted meeting.

1.1 Project Start-up Meeting (includes FORA Taskforce)

The project start-up meeting creates shared learning and agreements between the project management team and key partners. During the meeting, the participants confirm project guiding principles, or the whys behind the project, develop quantifiable objectives and measures and complete a stakeholder analysis showing who needs to be involved, including their key issues and wins. The result is a focused team approach that will guide the project through the inevitable hurdles that it faces on the way to approvals.

This meeting is tentatively scheduled to occur in coordination with the September 19, 2014¹ FORA Board Meeting. An alternative would be for this meeting to occur in coordination with Task 1.4.1 NCI Charrette System 101.

1.2 Review Existing Plans & Reports

The former Fort Ord base falls under the jurisdiction of many plans, from each municipality and campus plans to the overarching Base Reuse Plan and regional mobility plans. The plans are in various stages of creation and implementation, and therefore, must be thoroughly understood in order to ensure the new guidelines will integrate with existing regulations seamlessly. Existing Plans and Reports shall be provided to the Consultant by FORA staff.

1.3 Preliminary Technical Analysis

The Dover-Kohl team will perform an initial analysis of existing conditions:

¹ Specific dates mentioned in this scope of work are tentative and must be mutually verified with FORA, the Consultant, and the sub-consultant team to ensure availability of key members and ensure all deadlines can be met. All attempts to meet these dates shall be made and if alternative dates are necessary, all attempts will be made to stay on the overall project schedule and to coordinate events and meetings with regularly scheduled Board meetings.

1.3.1 Create Analysis & Base Maps (including Urban Analysis)

The team will utilize ArcView GIS, aerial and ground level photography, land use surveys, and expertise provided by FORA staff in order to acquire the necessary information to create a series of Analysis Maps for the Fort Ord areas. Spatial Data may come from FORA itself, through the municipalities, or other sources such as educational institutes.

Utilizing this information, Dover-Kohl will produce a series of base maps to supplement maps already created by FORA staff of the planning area to be used throughout the Charrette in Phase 2 by the design team and members of the public. The project team will use and transfer the compiled data used to FORA, along with all maps and resulting analysis.

Information to be mapped may include existing land uses, open space, zoning, easements, property boundaries, ownership, topography, environmental conditions, and building condition. Maps will be of both the regional scale and for individual municipalities.

1.3.2 Economic Analysis

In preparation for the Charrette, Strategic Economics will evaluate Monterey County's historic and projected household and employment growth trends in order to understand the types of households and industries that are projected to experience short- and long-term growth. Strategic Economics will look at the implications of these trends for the types and phasing of new development that can be expected at Fort Ord. The market overview will also consider preliminary place-making and design strategies for increasing the amount of residential and commercial market demand that is captured at Fort Ord, such as designing pedestrian-friendly, transit-accessible districts with a minimum amount of local-serving retail and services so that residents and workers can easily access their daily needs on foot or bicycle.

Strategic Economics' experience in other regions has shown that the methodology for projecting population and employment growth can vary significantly among sources. For example, economic and demographic projections from commercial vendors like Woods & Poole are often more closely tied to employment growth than projections generated by many regional councils of government (COGs). Accordingly, Strategic Economics will compare alternative demand forecasts, such as projections produced by the Association of Monterey Bay Area Governments (AMBAG), California Employment Development Department (EDD), and/or Woods & Poole.

The analysis will also evaluate historic and projected employment by industry in order to understand which sectors of the economy are expected to grow, and implications for the potential phasing of office, retail, and other commercial development at Fort Ord. In addition, Strategic Economics will consider the sources of potential housing demand in Fort Ord, including existing Monterey County residents forming new households, new households moving to the County to live and work there, retirees, second home buyers, and commuters to Silicon Valley.

1.3.3 Transportation Analysis

Transportation in the area is largely car-dependent, but the success of towns and villages relies on walkability and ease of mobility. Alta Planning + Design will examine transportation opportunities from the perspective of all modes of travel. Speeds and volumes on existing thoroughfares will be studied to better understand the community character and transportation needs.

1.3.4 Environmental Analysis

HELIX will observe the existing environmental conditions, one of the major "E's" addressed in the Reassessment Plan. Environmental protection is a priority for the Fort Ord region, and the Dover-Kohl team firmly supports this. HELIX will determine sensitive areas and consider potential impacts of new and existing developments.

1.4 Public Involvement Plan

The Dover-Kohl team and FORA staff will determine the best mechanisms for outreach to individuals and groups in the Fort Ord area. A strategy for soliciting public input and establishing on-going outreach throughout the process will be addressed. The team can also assist in the creation and upkeep of a project Facebook page as well as regular updates to a project website. Dover-Kohl will assist in the design of flyers, posters, banners, postcards, mailers, and press releases (which will be distributed to the media, neighborhood associations, business associations, and community organizations among others). FORA shall be responsible for the distribution and mailing of all notices, postcards, mailers and press releases.

1.4.1 NCI Charrette System 101 (Orientation Workshop)

This seminar will prepare FORA staff, community leaders, the FORA Board and RUDG Taskforce for the upcoming charrette. To some, a charrette is simply a short meeting at which people brainstorm and perhaps sketch ideas; to others the charrette process is synonymous with a series of public design sessions over multiple days. The 101 seminar provides an overview for how the pre-charrette and charrette process will work for the Fort Ord project. Participants will leave with a shared understanding of the special aspects of the charrette process making them informed champions and participants. The seminar is approximately three hours. This orientation workshop is tentatively scheduled for October 17, 2014.

1.4.2 Video Documentation of Charrette

The planning process will be documented in the form of a video from the initial site visit through the creation and adoption of the design guidelines. Creating a video will detail the process and guidelines clearly and transparently, minimizing confusion or miscommunications between the many involved stakeholders.

1.4.3 Continuous Public Updates

The team will use multiple outlets to keep the general public informed, interested, and involved. Important events will be publicized through social media and regular online updates.

1.4.4 Web-enabled decision Support Tool

MindMixer is an online tool that functions as a virtual town hall, encouraging participants to share ideas and collaborate. Interested individuals can also keep up with the project as it progresses, allowing the team to gauge the response to emerging ideas. The online approach allows the team to expand the Charrette process, and reach a broader audience than just those who physically attend public meetings.

As the plan becomes more developed throughout the planning process, Metroquest will be integrated along with the MindMixer platform to allow people to study development alternatives. Visuals and 3D elements will be used to help identify priorities and explore how priorities are affected by planning decisions.

1.5 Site Visit

Key members from the Dover-Kohl team, including principal Victor Dover, Project Director Jason King, Peter Katz, Bill Lennertz from the National Charrette Institute and representatives from Strategic Economics and Alta Planning + Design, will travel to Fort Ord for meetings with FORA staff, the Taskforce, confidential interviews, a site tour with FORA staff, and to conduct a public information session on the benefits of Form-Based Codes. The site visit is currently tentatively scheduled to occur November 12 – 18, 2014 and will include an update to the FORA Board at its November 18 meeting.

1.5.1 Team Meeting / FORA Taskforce Update Meeting

The Dover-Kohl team will meet with FORA staff and the Taskforce to review Preliminary Technical Analysis and other base data. The site visit tasks and objectives will be reviewed and a detailed outline of the charrette and proposed charrette events will be presented.

1.5.2 Site Tour

Along with FORA staff, Dover-Kohl will tour and examine Fort Ord's existing conditions, as well as the urban form, network of streets, blocks and lots, building types, and building patterns of the site and surrounding communities. The analysis will include a review of existing land use, density, transportation issues, urban design elements, and development issues.

The team will assess, measure, and document existing building types, building placement relative to the street, building massing, scale, height, primary facade transparency, sidewalks, plantings, lighting, signage, spatial enclosure, and level of street life activity, creating a preliminary foundation for Design Guidelines tailored to the region.

1.5.3 Confidential Interviews

A key to success of the Fort Ord project is to have a clear understanding of the people, their interests and issues. The most efficient and effective way to learn what is truly going on in the community is for the consultant team to hold a series of confidential interviews. The purposes of the interviews are to:

- Establish and/or reinforce a sense of trust and confidence in the project team.
- Determine overall willingness to participate in and support the project.
- Uncover underlying community issues that otherwise might not be available to the project sponsor, e.g. resistance to implementation.
- Build peoples interest in participating in the charrette.

Selecting Interviewees

Interview groups of up to five people are created according to viewpoints. These often include public officials, jurisdictional staff, property owners, appointed officials, and other selected interest groups.

Interview Process

The project management team establishes the interview schedule. Invitation letters are sent three weeks prior to the interviews, which are held at a neutral location, such as a hotel, in three small rooms. Staff may receive people in the lobby, but are not present in the interview rooms. Consultant members of the project management team run the interviews. Each interview lasts exactly 50 minutes, allowing the team a 10-minute break before the next group arrives.

Follow-up

After the interviews, the recorder's notes are distributed to the interviewers for review and revisions. The findings are shared with the project sponsor and the interviewees and ultimately with the public, usually on the project website.

1.5.4 Review of Best Practices Utilizing Form-Based Codes (Public Education Session)

The uniqueness of each municipality and region means that a variety of design guidelines and forms may be used in the Fort Ord area. In the application of form-based guidelines it is important to assess the physical and regulatory environment to determine the most applicable type. During the site visit our team will conduct a public educational session about the best practices in form-based codes. The team also includes other notable experts in the realm of planning, who will be available to assist in the review of best practices, establishing the ideal planning principles for FORA and the Fort Ord area. This public meeting should be held in the evening so that more people can attend after regular work hours.

SERVICES & DELIVERABLES INCLUDED IN PHASE 1

- FORA Taskforce Project Start-up Meeting
- Review of Existing Plans & Reports to ensure Integration with Guidelines
- Preliminary Technical Analysis
 - Data products including GIS layers, imagery, & basemaps
 - Economic Analysis
 - Transportation Analysis
 - Environmental Analysis
- Orientation Workshop
- Video Documentation
- Website Updates
- Web-enabled decision support tool (MindMixer & Metroquest)
- Site Visit
 - FORA Taskforce Update Meeting
 - Site Tour
 - Confidential Interviews
 - Review of Best Practices utilizing Form-Based Codes (Public Education Session)

PHASE 2- CHARRETTE (APPROX. MONTH 4)

Phase 2 consists of a 2-week charrette on-site in the Fort Ord area. This charrette is the centerpiece of our public participation process. Dover-Kohl will lead a series of public meetings, design sessions, stakeholder interviews, and technical meetings to engage the community, each municipality, and major property owners to form the framework for the Design Guidelines.

The hands-on nature of the charrette and the opportunity to interact with differing perspectives allows issues to be quickly identified and resolved. Municipal staffs, FORA officials, and other key individuals will be involved throughout various meetings, workshops, and presentations.

The website will be continually updated, and video documentation will continue. To best meet the needs of the community, we suggest that the charrette be held during the academic year.

Tentative dates for the charrette include December 8 – 19, 2014, January 5 – 16, 2015, and February 9 – 20, 2015. All dates include the opportunity to update the FORA board at a mid-point during the charrette, however, all FORA board members will be encouraged to attend all public meetings including the Kick-off/hands on and the Work-in-progress presentation. Final dates will be selected based on availability the Consultant, Sub-Consultants, and FORA representatives. If possible, the charrette should be held during the school session in order to encourage participation of university students to ensure the Guidelines will develop the types of places they would want to participate in.

2.1 FORA Taskforce Update

Prior to the official charrette kick-off, the Dover-Kohl team will meet with the FORA Taskforce to review what will be presented to the public, go over the hands-on design session, and review objectives for a successful charrette.

2.2 Kick-Off Event & Hands-On Design Session

On the first day of the charrette, Dover-Kohl will lead a Community Wide Kick-off Event to mark the official start of the design process. The event will feature a "Food For Thought" presentation to educate the public on the principles and components of form-based codes, land use planning, the various tools which can be included to

shape community form and character, a review of experiences in peer communities, and an outline of elements that will be addressed in the Design Guidelines.

Immediately following the Kick-off Presentation, the meeting will transition to a Hands-on Design Session. Participants will divide into small table groups and oriented to base maps of the Fort Ord region. Each table will have a facilitator from the Dover-Kohl team or FORA staff to assist participants in design exercises.

Participants will use the base maps of both the overall region and more detailed maps of specific areas that they are most concerned with to illustrate how they might like to see the overall areas evolve in the future by describing the uses, open spaces, building design and type, landscaping, street design, housing options, parking, and services, as well as key transportation concerns.

A separate exercise will also be included to focus on the metrics used by form-based codes to regulate development form and the way buildings face public spaces such as streets. This will help educate and familiarize participants in how Form-Based Codes work and what they do and do not regulate.

At the end of the workshop, a spokesperson from each table will report the findings and major points to the entire assembly. The goal of the Hands-on Design Sessions is to forge a community consensus on the desired form and character of future development in region.

Keypad polling, exit surveys, and one word cards may be incorporated throughout the event to calculate and present public opinion on selected topics identified during the site visit and from previous planning sessions.

Multiple Hands-on Sessions: Depending on the political situation, multiple hands-on sessions may be held in order to focus on specific areas within the region at different events.

2.3 Open Design Studio

Following the Hands-on Design Session, the planning team will work in an Open Design Studio, in or near the Fort Ord area, for the duration of the Charrette. The team will work on-site to integrate the information gathered during Phase 1 with the input gained during the Hands-on Design Session to lay the groundwork for the Guidelines and regulating plan while continuing to gather community input. Key stakeholders, FORA staff and the public will be encouraged to stop in throughout the Charrette as new ideas emerge and to check on the growth of the project's details.

The following tasks will be completed in the Open Design Studio:

2.3.1 Stakeholder Meetings

While working on-site, the Dover-Kohl team will lead technical meetings with government agencies and local experts to address housing, open space, transportation, and other relevant topics. The purpose of these meetings is to review the emerging vision and receive immediate focused feedback from all stakeholders. Additional meetings with key stakeholders such as local municipalities, chamber of commerce, major property owners, neighborhood associations, and other local stakeholders may be held to ensure their plan objectives are reflected.

2.3.2 Synoptic Surveys

During the charrette the design team will survey the best parts of the region and local municipalities. These places will be measured and photographed. The synoptic surveys will be used to create the metrics of the Regional Urban Design Guidelines. By measuring the existing great places that exist and codifying them, it makes the guidelines specific to the region and each individual municipality. It will create a regional cohesiveness while maintaining individual identity.

2.3.3 Draft Illustrative Plan, Regulating Plan & Visualizations

During the Charrette week, the design team will create an Illustrative Plan of urban design characteristics such as massing, density and land use, transportation options, open space and recreation, and economic development opportunities.

The Illustrative Plan will be used as a guide to create the Regulating Plan that will be used in the guidelines to delineate differing intensities of development and that can be tailored to each jurisdiction and specific location cohesively.

Visualizations will provide "change over time" sequences of infill proposals, redevelopment strategies, and streetscape improvements. Visualizations will be utilized to show the draft metrics of the Design Guidelines which will affect building placement and street design to create a cohesive regional identity while responding locally to development patterns and intensities.

The Illustrative Plan, Regulating Plan and Visualizations will be accessible throughout the Charrette to allow casual feedback, and will be presented at the end of the Charrette for more formal community input.

2.3.4 Draft Template of Regional Urban Design Guidelines

Form-Based Codes and Regulations can take on numerous forms depending on how they fit in with existing regulations. They could be a separate overlay or they could become integrated within existing municipal regulations. Working with FORA and the individual municipalities will determine the best way to produce the guidelines. A template of the guidelines will be produced during the charrette.

2.3.5 Web Based Decision Support Development

Throughout this process, we will continue to use MindMixer, with the public discussing their opinions on the various draft drawings, plans and sketches produced during the open design studio period.

The team will also make use of online scenario modeler Metroquest. Metroquest provides a simple visual format that allows users to determine how their priorities and design ideas may influence their surroundings. Following the charrette the plans and regulations can be explored in more detail through the MindMixer and Metroquest platforms.

2.3.6 Multimodal Transportation Analysis

Transportation analysis by Alta Planning + Design will cover the full spectrum of transportation options, including pedestrian, bike, commuter rail, vehicular, and other transportation options. The transportation analysis will supply methods for pedestrian and vehicular connectivity, access to open spaces, and streetscape improvements throughout the region.

Street Standards will be produced for new and existing streets within the Fort Ord area. The Street Standards will illustrate by street type the physical conditions within the street, such as right-of-way, sidewalks, street trees, parking, build-to lines for new development, and building heights, where appropriate. These standards will become a part of the Regional Urban Design Guidelines.

2.3.7 Economic Analysis

Building on the findings from the pre-charrette market overview, Strategic Economics will evaluate the potential impact of the design guidelines on the development feasibility of different building types. Depending on the level of effort desired by FORA, this analysis could take the form of a qualitative assessment based on developer interviews and an evaluation of recent development projects, or a

quantitative pro forma analysis testing the financial feasibility of different residential and commercial building types (e.g. small lot single-family, single family attached, townhouses, 4-5 story apartments, local- and regional-serving retail, and/or medical office).

Strategic Economics will use the findings from the feasibility analysis to recommend strategies for achieving the fiscal, economic development, and other goals that FORA, the cities, and other land use authorities have set for the base reuse process.

Strategic Economics will also assist in the creation of an implementation strategy that considers the extent to which new development can be expected to cover the cost of basic infrastructure, place-making, affordable and workforce housing, and other needed improvements, and identifies other potential sources of funding and financing as required.

In addition, analysis in the form made popular by Peter Katz will be performed. This analysis will compare different development patterns and the return they bring to a municipality.

2.3.8 Practical Developer Analysis

John Reinhart and Bruce Freeman of Castle & Cooke will act to substantiate the analysis provided by Strategic Economics and the proposed illustrative and regulating plan. They will ensure that the Fort Ord guidelines are realistic in creating a region that is attractive for future private investment and development projects.

2.3.9 Environmental Analysis

HELIX will work closely with the planning team and FORA staff to identify potential issues and evaluate potential environmental effects. Should the analysis identify potential impacts, HELIX will work with the planning team and FORA staff to develop planning goals, objectives and/or policies to include in the Tools and Master Plan to reduce or avoid potential impacts.

Where sufficient information is not available to incorporate explicit planning solutions, HELIX will formulate mitigation measures which can be implemented as more detailed development and infrastructure plans are prepared within the Fort Ord area. These mitigation measures will include performance standards to provide guidance and flexibility on how the mitigation measures are designed and implemented to reduce potential environmental impacts to a level that is less than significant. Helix will also assist in meeting NEPA/CEQA requirements as applicable under the 1991 BRAC decision. All documents and deliverables will be subject to revision as needed by FORA.

2.4 Work In Progress Presentation

At the conclusion of the Charrette, the planning team will present the charrette work at a "Work-in-Progress" presentation. At this presentation, the team will present ideas generated to date including the Draft Illustrative Plan, Regulating Plan, and visualizations of the character of proposed development. A summary of economic, transportation, & environmental impacts, and an outline of elements to be contained in the Design Guidelines will be presented, highlighting the opportunities for quality development.

A question and answer session will generate responses from the public and municipal officials. The Work-in-Progress presentation will be provided to FORA for inclusion on the project website.

During the Work-in-Progress presentation, keypad polling will be utilized in order to generate real-time survey results and opinion polls from members of the audience. We can track response information and view results during the presentation. Keypad polling can help us understand if the plan is on the right-track.

SERVICES & DELIVERABLES INCLUDED IN PHASE 2

- FORA Taskforce Update
- Kick-off Presentation with “food-for-thought” & Hands-On design session
- Open Design Studio
 - Stakeholder Meetings
 - Synoptic Surveys
 - Illustrative Plan, Regulating Plan & Visualizations
 - Draft Template of RUDG
 - Web-Based Decision Support Tool Development for Design Concepts -- Use of cutting edge-visualization to depict scenarios and proposed projects
 - Regular Web Updates and extensive outreach
- Refined Technical Analysis
 - Multimodal Transportation
 - Economic
 - Developer
 - Environmental
- Work-In-Progress Presentation

PHASE 3- POST-CHARRETTE

Phase 3 includes the creation, revisions and presentations of the Regional Urban Design Guidelines. Building on the physical analysis performed, the community input received, and the framework developed with FORA in Phase 2, the Dover-Kohl team will create the Draft Fort Ord Form-Based Zoning Tool options that meet the needs of the Base Reuse Plan.

3.1 Preparation of Draft Guidelines & Master Plan (Approximately 8 to 10 weeks following the charrette)

Following the Charrette, the Dover-Kohl team will return to their offices to draft the RUDG. The Guidelines will help shape development within the area in the manner envisioned by the community during the Charrette process. Recalling that the base principle of a Form-Based Code is that design is more important than use, the guidelines will be used as regulatory a tool that places primary emphasis on the physical form of the built environment with the end goal of producing a specific type of place.

Simple and clear graphic prescriptions for street standards, building height, how buildings are placed on sites, and building elements (e.g. location of windows, doors, etc.) are used to control development. Land use is not ignored, but regulated using broad parameters that can better respond to market economics, while also prohibiting undesirable uses.

The RUDG will be user-friendly, highly visual, and will serve to encourage future redevelopment in an organized manner and further the goals and vision established by the community and the Base Reuse Plan. The document will likely include an Overview, Regulating Plan, Urban Standards, General Standards, Street Standards, and Architectural Standards. Prescribed Design Guidelines will be illustrated in the Form-Based documents, to ensure they are easily understood and help the community understand the regulations of the new Tools.

3.2 Regular FORA Taskforce Updates

Throughout the drafting of the RUDG and Master Plan, the Dover-Kohl team will hold regularly recurring meetings with the FORA Taskforce to provide updates on the status of the code development and to solicit feedback on the details of the code.

As necessary, regular meetings with jurisdictional staffs will also continue to ensure the acceptance and understanding of the guidelines as they are being developed and refined.

A monthly or bi-monthly call can be scheduled in order to regularly update FORA staff and the Taskforce on the progress of the RUDG and Master Plan as it is being developed.

3.3 Presentations of the Draft RUDG & Master Plan

Key members of the Dover-Kohl team will travel to Monterey Bay to present the Master Plan Report and Design Guidelines to the public and other stakeholders. This presentation could be a region wide meeting, special meeting/open house or at official public hearings for the municipalities. As necessary, Dover-Kohl can present the plan to multiple groups including at the regularly scheduled FORA Board meeting. The team members will be available to answer questions and explain the details of the plan and implementation recommendations.

The presentation should be scheduled approximately nine to eleven weeks following the conclusion of the charrette and in coordination with a regularly scheduled Board meeting.

3.4 Preparation of Final RUDG & Master Plan

The Tools and Guidelines will be revised based on comments received from the public, FORA staff and city officials (**2 rounds of revisions**). Dover-Kohl will submit the Draft form-based Tools and Design Guidelines to FORA and provide revisions to the document to create the Draft Master Plan Report that will be available to the public.

FORA and city officials shall have up to 30 days to provide comments and feedback on each of the drafts submitted. To the extent possible, comments shall be consolidated and specific to provide clear direction during revisions. The Consultant will require two to three weeks to complete requested revisions, depending on the extent of the revisions requested.

3.5 Presentations of Final RUDG & Master Plan

The proposed scope of services has described the tasks necessary to create Regional Urban Design Guidelines and Form-Based Tools for Fort Ord. If necessary, the Dover-Kohl Team can also assist FORA by participating in additional public meetings and public hearings leading to adoption of these regulations. Dover-Kohl will present these Guidelines in multiple locations, ensuring that all municipalities understand the content of the plan, with the intent of initiating the implementation process. The implementation strategy may again include MindMixer, to evaluate public response.

The presentation of the Final RUDG and Master Plan shall be scheduled in coordination with the completion of the second round of revisions and with a regularly scheduled Board meeting. As part of these presentations, the Board may be asked to accept the RUDG and Master Plan in order to lend support to the documents at they go to individual municipalities for approval.

3.5.1 Final Video Presentation

The team will finish the prescribed video, creating a project summary spanning from the very first team meeting to the creation of the final documents. This video can be used for publicity purposes, as well as for creating a simple means of visualizing the outcome of the plan.

3.6 Initiation of RUDG Implementation

Dover-Kohl will present the Guidelines in multiple locations, ensuring that all municipalities understand the content of the plan, with the intent of initiating the implementation process. The implementation strategy may again include MindMixer, to evaluate public response.

These meetings shall occur in coordination with the presentations of the Final RUDG and Master Plan. This includes one official meeting per individual municipality. Additional adoption meetings may be necessary depending on individual municipality processes and comfort with the proposed RUDG and shall be considered additional services.

3.7 Training Sessions

The Dover-Kohl team will lead one or more training workshops which would highlight the principles of the Design Guidelines and Tools, and train FORA and municipal staff on how to properly administer the new Guidelines for Fort Ord. At this time, the team will compile all pertinent data and transfer it into the hands of the FORA staff, including geospatial data, base files of all deliverable, and raw public input from Metroquest and MindMixer.

Training Sessions should be scheduled in coordination with presentations of the plans as possible to help FORA and municipal staff become more familiar with the guidelines and how they would be administered before, or as, they are being adopted.

SERVICES & DELIVERABLES INCLUDED IN PHASE 3

- Preparation of Draft RUDG & Master Plan
- FORA Taskforce Updates
- Presentations of Draft RUDG & Master Plan
- Revisions to create Final RUDG and Master Plan (2 rounds)
- Presentation of Final RUDG & Master Plan
- Presentation of Project Film
- Initiation of RUDG Implementation
- Training Sessions

FINAL WORK PRODUCTS:

- Regional Urban Design Guidelines (Form-Based Code)
- Implementation / Adoption Strategy
- Copies of all Presentations
- Video Documentation
- All technical data including:
 - GIS data
 - Map files
 - Raw Work Product Documents
 - Statistical Data from Web-Based Products

ARTICLE II

Format of Final Work Products

Consultant shall provide final work products to FORA, as follows:

- A. **Written & Graphic Documents.** Written and Graphic documents shall be printed in an appropriate hard-copy format on paper and digitally stored in an appropriate computer format such as on compact disc. Consultant will provide FORA with up to two (2) printed copies on paper and a one (1) digital copy.

- B. **Additional Copies.** Additional copies of written or graphic documents, or any portion of such documents, may be provided at the cost of reproduction, including an additional fee for services at the hourly rates indicated below in Article V of this Agreement.

ARTICLE III

Responsibilities of the Client

The Consultant's completion of tasks herein within a timely basis is contingent on FORA's cooperation in providing available information and its participation with respect to certain project activities. FORA shall be responsible to the Consultant for the timely performance of the following tasks:

- A. Provide, on a timely basis, the Base Information requested in Article IV.
- B. Provide supplementary information that may be reasonably requested from time to time during the course of the Project.
- C. Provide, supplies, equipment and facilities necessary to create an effective site visit, public meetings, and public workshop as requested below:
 1. For the public workshop/meetings, an appropriately sized room to accommodate the public with the required audio/visual equipment. The space must be a large, high-ceilinged room that will accommodate along the walls displays of several maps. The Consultant must have access to lighting controls and be able to darken the room. The room should be equipped with a projection screen no smaller than nine feet by twelve feet (9x12 ft.) and a working public address or sound system with microphone hook-ups. FORA shall also provide one (1) wireless "lavaliere" clip-on microphone and one (1) wireless hand-held microphone. The auditorium and equipment should be made available to the Consultant, as needed.
 2. For the confidential interviews during the site visit should be held at a neutral location, such as a hotel, in three small rooms.
 3. For Recording of all public meetings and workshops.
 4. Provide additional table facilitators as needed for the hands-on workshop. The Consultant will provide at minimum seven (7). There should be one (1) facilitator per every ten (10) attendees to the workshop. The Consultant can accommodate seventy (70) attendees.
 5. Provide a reasonable estimate for the attendance of the public events during the charrette. Create an RSVP list, if possible.
 6. Provide a project coordinator as a single point of contact for FORA.
 7. FORA Staff will attend and participate in project meetings upon the request of the Consultant.
 8. Provide public outreach throughout the project and soliciting the attendance of third parties whose participation the Client considers important including municipal staff and leaders from each jurisdiction within the study area.
 9. Make reasonable efforts to insure the attendance of a majority of elected officials, stakeholders, and investors at the charrette presentations.
 10. Provide appropriate meeting room(s) for the Charrette meetings, workshops, presentations, and studio workspace, including securing the space.
 11. Provide necessary refreshments for public involvement events.
 12. Promptly tender payment of all valid invoices.

ARTICLE IV

Base Information

In accordance with the Scope of Services, the Consultant requests that FORA provide at minimum the following Base Information:

- A. *SCALE BASE MAP INFORMATION*, in digital format, indicating existing conditions of the project area and context, including significant features above and below the ground, environmental constraints, archaeological sites, utility locations, etc. Maps should specifically include ArcGIS information of the project area indicating any property lines, easements, and any existing building footprints and heights, roadways, sidewalks, driveways, curbs and curb cuts, alleys, and traffic control devices, street signage, and current parking. The Consultant will work with FORA's GIS Services to obtain necessary base map information.
- B. *AERIAL PHOTOGRAPHS*, preferably in color, in plan view and at the largest possible scale.
- C. *RELEVANT EXISTING REGULATIONS*, which may constrain zoning, land use, or previous development proposals envisioned or supported by this Project, and relevant published comments of local government officials and administrators regarding such constraints for all municipalities and jurisdictions.
- D. *ANY OTHER RELEVANT DATA*, including pertinent portions of previous local zoning approvals, covenants, and previous site studies, traffic studies, infrastructure studies, market feasibility studies, historical background, etc.

Upon commencement of the Project, FORA shall provide the Consultant with the above information. FORA represents to the Consultant that it may depend upon the accuracy and completeness of the information so provided. If FORA is unable to provide any of the requested information, it shall immediately contact the Consultant to determine whether such information is reasonably necessary and how such information might otherwise be obtained. If the Consultant considers the requested information reasonably necessary for the project and FORA remains unable to provide such information, then the Consultant may not prepare or obtain such information as an additional service without the specific written approval of FORA.

ARTICLE V

Payments and Additional Services

- A. **Payments.** Consultant shall submit monthly invoices to FORA for professional services rendered to date on a monthly basis. Invoices shall include percent completion per task and shall cover professional services completed and reimbursable expenses incurred to the date of the invoice. Such invoices shall be paid in 30 days following review and approval by FORA.

Typical reimbursable expenses include travel (including transportation, food, and lodging), reproduction expenses, mailing, long-distance telephone, or any other miscellaneous or out-of-pocket expenses reasonably contemplated by the scope of services for this project. Dover, Kohl & Partners bills reimbursable expenses at cost and does not add any administrative fees. The reimbursable budget to complete the proposed scope of services for this project is estimated to be \$60,000.

- B. **Additional Services.** Additional services that FORA may authorize and which Consultant has not expressly agreed to provide, unless subject to a written change order, shall be considered outside the scope of this Agreement. Such additional services shall be billed to Client at the hourly rates indicated below in Section C of this Article. Consultant will present FORA with a monthly invoice for additional fees whenever additional services have been provided. No additional services may be provided without the specific written approval of FORA.

- C. Hourly Rate Schedule.** Where this Agreement provides for FORA's payment to Consultant of compensation on an hourly basis, professional fees shall accrue and compensation shall be paid in accordance with the following hourly rate schedule.

- D. Direct Expenses.** Consultant shall be reimbursed for reasonable business expenses if consistent with FORA expense policies and IRS guidelines and directly incurred pursuant to the terms of this agreement. Invoices for expenses must contain detailed itemizations and any expense of \$50.00 or more must be accompanied by an itemized receipt.

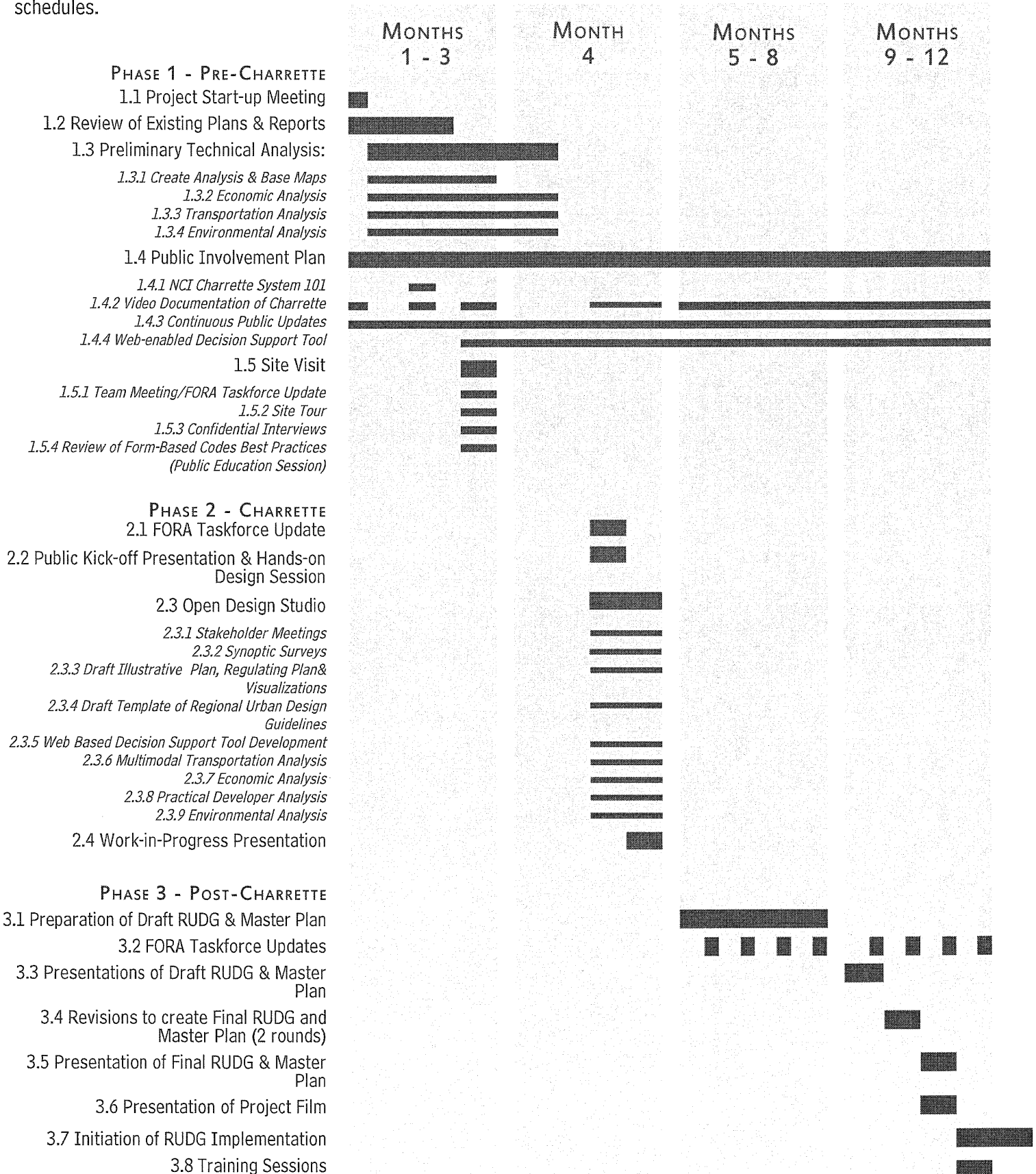
COST PROPOSAL

		Hourly Rate	Phase I (Hours)					Phase II (Hours)				Phase III (Hours)							Total Hours	Proposed Cost
			Task	1.1	1.2	1.3	1.4	1.5	2.1	2.2	2.3	2.4	3.1	3.2	3.3	3.4	3.5	3.6		
Dover, Kohl & Partners	Victor Dover	\$375	2				34	8	4	86	6	4		4		4		20	172	\$64,500
	Project Director	\$150	2	24	16	24	34	8	4	94	6	24	35	8	8	8	16	48	343	\$53,850
	Director of Design	\$140						8	4	94		12			8				126	\$17,640
	Town Planner	\$90	2	24	24	72	34		4	102	10	32			24	24	16		376	\$33,840
	Town Planner	\$90							4	102		32			24				162	\$14,580
Alta	Principal	\$210	2								4			4				10	\$2,100	
	Managing Engineer	\$165	2	24			34			90		25		25				200	\$33,000	
	Project Engineer	\$100		32							32			32				96	\$9,600	
Strategic Economics	Principal	\$190	2	14			34			90	4			4				142	\$28,120	
	Sr. Associate	\$170	2	24							24			24				74	\$12,580	
	Associate	\$120		24							32			32				88	\$10,560	
Helix	Principal Planner	\$205	2	8			19			53	8			4	18			112	\$22,960	
	Environ. Planner	\$100		24							24			24				72	\$7,200	
Castle & Cooke	President	\$200	2	8						60	4					10		84	\$16,800	
	Vice President	\$200	2								4					10		16	\$3,200	
Opticos	Principal	\$250								31								31	\$7,750	
	Sr. Associate	\$150								15								15	\$2,250	
P. Katz	President	\$250	2							24	2			4		8		40	\$10,000	
J. Speck	President	\$280	2							24	2			8		15		51	\$14,880	
B. Lennertz	President	\$250	2	6		22				32							16	72	\$19,500	
Total Fee:																			\$384,910	
Reimbursable Expenses:																			\$60,000	
TOTAL:																			\$444,910	

PROJECT SCHEDULE

Based on the series of tasks outlined in the Proposed Scope of Work we have developed a tentative production schedule to complete the Regional Urban Design Guidelines on the former Fort Ord. This proposed schedule is a draft and can be revised in consultation with FORA staff.

Note: Adoption of Guidelines by Municipalities may extend beyond 12 months and will be determined by individual municipality adoption schedules.



GENERAL PROVISIONS

1. INDEPENDENT CONSULTANT. At all times during the term of this Agreement, CONSULTANT shall be an independent Consultant and shall not be an employee of FORA. FORA shall have the right to control CONSULTANT only insofar as the results of CONSULTANT'S services rendered pursuant to this Agreement.
2. TIME. CONSULTANT shall devote such services pursuant to this Agreement as may be reasonably necessary for satisfactory performance of CONSULTANT'S obligations pursuant to this Agreement. CONSULTANT shall adhere to the Schedule of Activities shown in Exhibit "A".
3. INSURANCE.
 - a. MOTOR VEHICLE INSURANCE. CONSULTANT shall maintain insurance covering all motor vehicles (including owned and non-owned) used in providing services under this Agreement, with a combined single limit of not less than \$100,000/\$300,000.
4. CONSULTANT NO AGENT. Except as FORA may specify in writing, CONSULTANT shall have no authority, express or implied to act on behalf of FORA in any capacity whatsoever as an agent. CONSULTANT shall have no authority, express or implied, pursuant to this Agreement, to bind FORA to any obligation whatsoever.
5. ASSIGNMENT PROHIBITED. No party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.
6. PERSONNEL. CONSULTANT shall assign only competent personnel to perform services pursuant to this Agreement. In the event that FORA, in its sole discretion, at anytime during the term of this Agreement, desires the removal of any person or persons assigned by CONSULTANT, CONSULTANT shall remove any such person immediately upon receiving notice from FORA of the desire for FORA for the removal of such person or person.
7. STANDARD OF PERFORMANCE. CONSULTANT shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which CONSULTANT is engaged in the geographical area in which CONSULTANT practices his profession. All products and services of whatsoever nature, which CONSULTANT delivers to FORA pursuant to this Agreement, shall be prepared in a thorough and professional manner, conforming to standards of quality normally observed by a person practicing in CONSULTANT'S profession. FORA shall be the sole judge as to whether the product or services of the CONSULTANT are satisfactory but shall not unreasonably withhold its approval.
8. CANCELLATION OF AGREEMENT. Either party may cancel this Agreement at any time for its convenience, upon written notification. CONSULTANT shall be entitled to receive full payment for all services performed and all costs incurred to the date of receipt entitled to no further compensation for work performed after the date of receipt of written notice to cease work shall become the property of FORA.
9. PRODUCTS OF CONTRACTING. All completed work products of the CONSULTANT, once accepted, shall be the property of FORA. CONSULTANT shall have the right to use the data and products for research and academic purposes.

10. INDEMNIFY AND HOLD HARMLESS. CONSULTANT shall indemnify, defend, and hold harmless FORA, its officers, agents, employees and volunteers from all claims, suits, or actions of every name, kind and description, brought forth on account of injuries to or death of any person or damage to property arising from or connected with the willful misconduct, negligent acts, errors or omissions, ultra-hazardous activities, activities giving rise to strict liability, or defects in design by the CONSULTANT or any person directly or indirectly employed by or acting as agent for CONSULTANT in the performance of this Agreement, including the concurrent or successive passive negligence of FORA, its officers, agents, employees or volunteers.

It is understood that the duty of CONSULTANT to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance of insurance certificates and endorsements required under this Agreement does not relieve CONSULTANT from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply whether or not such insurance policies have been determined to be applicable to any of such damages or claims for damages.

FORA is to indemnify, defend, and hold harmless CONSULTANT, its employees and sub-consultants, from all claims, suits, or actions of every name, kind and description, brought forth on account of injuries to or death of any person or damage to property arising from or connected with the willful misconduct, negligent acts, errors or omissions, ultra-hazardous activities, activities giving rise to strict liability, or defects in design by FORA or any person directly or indirectly employed by or acting as agent for FORA in the performance of this Agreement, including the concurrent or successive passive negligence of CONSULTANT, its officers, agents, employees or volunteers.

11. PROHIBITED INTERESTS. No employee of FORA shall have any direct financial interest in this agreement. This agreement shall be voidable at the option of FORA if this provision is violated.

12. CONSULTANT-NOT PUBLIC OFFICIAL. CONSULTANT possesses no authority with respect to any FORA decision beyond the rendition of information, advice, recommendation or counsel.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Environmental Services Cooperative Agreement Update – U.S. Army/Environmental Protection Agency Dispute Resolution	
Meeting Date:	August 8, 2014	INFORMATION
Agenda Number:	8c	

RECOMMENDATION:

Receive an Environmental Services Cooperative Agreement (ESCA) update/status report.

BACKGROUND:

In Spring 2005, the U.S. Army (Army) and the Fort Ord Reuse Authority (FORA) entered into negotiations toward an Army-funded Environmental Services Cooperative Agreement (ESCA) for the removal of remnant Munitions and Explosives of Concern (MEC) on the former Fort Ord. Under the terms of this ESCA contract, FORA accepted transfer of 3,340 acres of former Fort Ord land prior to regulatory environmental sign-off. In early 2007, the Army awarded FORA approximately \$98 million to perform the Federal Comprehensive Environmental Response Compensation and Liability Act (CERCLA) munitions cleanup on the ESCA parcels. FORA also entered into an Administrative Order on Consent (AOC) with U.S. Environmental Protection Agency (EPA) and California Department of Toxic Substance Control (DTSC) defining contractual conditions under which FORA completes Army remediation obligations for the ESCA parcels.

In order to complete the AOC defined work, after a competitive selection process, FORA entered into a Remediation Services Agreement with LFR Inc. (now ARCADIS) to provide MEC remediation services and executed an American International Group (AIG) "Cost-Cap" insurance policy for this remediation work. FORA accepted the "ESCA parcels" after EPA approval and gubernatorial concurrence under a Finding of Suitability for Early Transfer on May 8, 2009.

The ESCA requires FORA, acting as the Army's contractor, to address safety issues resulting from previous munitions training operations conducted at the former Fort Ord. This allows the FORA ESCA RP team to successfully implement cleanup actions that address three major past concerns: 1) the federal yearly appropriation requirement that results in cleanup delays and necessitated costly mobilization/demobilization expenses; 2) state and federal regulatory questions concerning protectiveness of previous actions for sensitive uses; and 3) local jurisdictional/community/FORA's desire to reduce, to the extent possible, risk to individuals accessing the property.

The ESCA Remediation Program (RP) has been underway for seven (7) years. Currently, the FORA team has completed known ESCA RP field work, pending regulatory review.

DISCUSSION:

Data collected during the ESCA investigation stage remains under regulatory agency review. The regulators will certify CERCLA MEC remediation completion by issuing written confirmation (regulatory site closure) only when they are satisfied the work is protective of human health and that the Final Proposed Plan, Record of Decision, Land Use Control Operation and Maintenance Plan are approved. The process of completing the review and documentation relies on Army and regulatory agency responses/decisions. Until regulatory site closure is received, ESCA property

remains closed to the public. As regulatory site closure is received, FORA transfers land to the underlying jurisdiction – who will determine access timing. Since 2007, ESCA RP provides stewardship for ESCA lands through active biological resource monitoring and tracking restoration.

The ESCA RP team's current major efforts are tied to preparing documentation required to gain regulatory certification. Two significant issues have surfaced impacting the document delivery schedule. One has been a document language dispute between the Army and EPA concerning MEC as CERCLA hazardous substance. After informal resolution discussions were unsuccessful, EPA invoked the formal Dispute Resolution process this Spring. This has specifically impacted the Group 2 and Group 3 Record of Decision schedules. EPA and Army remain in Dispute Resolution over the designation of MEC as a hazardous substance. This is a national issue for both agencies but affects the progress of CERCLA closure on the former Fort Ord. FORA staff has engaged with both the Army and EPA to address FORA's interests both as a contractor to the Army and as owner of the ESCA properties. The US EPA and the US Army meet on July 25, 2014 as part of their on-going Dispute Resolution process and have indicated to FORA staff that they have made significant progress in resolving their differences. As of this writing, the parties have not yet completed their dispute resolution process and have not released a written document memorializing any decisions. However, EPA proposed the following language as the basis for compromise to resolve this dispute, to be added to the Declaration Section of the ROD.

"This ROD addresses hazardous substances and pollutants or contaminants which may pose a threat to human health and welfare or the environment. The Army has provided the CERCLA Covenant in the deeds for the property. MEC items containing explosives found and treated on the property in the past were a RCRA reactive waste and thus a CERCLA hazardous substance. MEC items discovered on the property in the future will likewise be addressed as such pursuant to the CERCLA Covenant unless the Army demonstrates and EPA agrees that an item is not a hazardous substance. This demonstration may be made by making a waste specific determination for MEC items discovered at the property based on testing or knowledge of the waste, consistent with RCRA, in consultation with EPA and the State pursuant to the FFA. If the Army makes a determination with which EPA or the State disagrees, then the determination will be made through the dispute resolution process in accordance with the terms of the FFA."

The second significant issue concerns documenting FORA's Residential Quality Assurance (RQA) process as developed under a pilot study in accordance with the terms of the ESCA. DTSC has required a report, in addition to the CERCLA documentation, on the RQA process which is likely to further impact the ESCA document schedule. FORA staff and the ESCA RP team are closely monitoring these two issues to efficiently execute the program's documentation phase.

FISCAL IMPACT:

Reviewed by FORA Controller 

The funds for this review and report are part of the existing FORA ESCA funds.

COORDINATION:

Administrative Committee; Executive Committee; FORA Authority Counsel; ARCADIS; U.S. Army EPA; and DTSC

Prepared by 
Stan Cook

Approved by 
Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Outstanding Receivables

Meeting Date: August 8, 2014

Agenda Number: 10a

INFORMATION

RECOMMENDATIONS:

Receive a Fort Ord Reuse Authority (FORA) outstanding receivables update for July 2014.

BACKGROUND/DISCUSSION:

Development Fee/Preston Park: In 1997, the U.S. Army and FORA entered into an interim lease for Preston Park. Preston Park consisted of 354 units of former Army housing within the jurisdiction of the City of Marina (Marina). Marina became FORA's Agent in managing the property. Marina and FORA selected Mid-Peninsula Housing Coalition to manage the property and lease it to tenants. In 1998, Mid-Peninsula completed rehabilitating Preston Park units and began leasing the property to the public. After repayment of the rehab loan, Marina and FORA have by state law each shared 50% of the net operating income from Preston Park.

The FORA Board enacted a base-wide Development Fee Schedule in 1999. Preston Park is subject to FORA's Development Fee Schedule overlay. In March 2009, the FORA Board approved the MOU between FORA and Marina whereby a portion of the Preston Park Development Fee was paid by the project. In 2009, Marina transferred \$321,285 from Preston Park, making an initial Development Fee payment for the project. The remaining balance is outstanding and is the subject of current litigation.

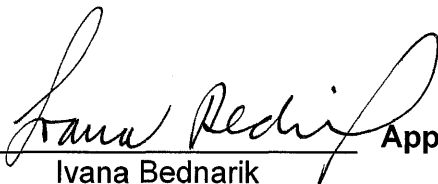
FISCAL IMPACT:

All former Fort Ord projects are subject to either the developer fee overlay or the Community Facilities District fees to pay fair share of the California Environmental Quality Act required mitigation measures. In addition, the outstanding balance is a component of the Base-wide Mitigation Measures and Costs described in Section 6 of the FORA Implementation Agreements. If any projects fail to pay their fair share it adds a financial burden to other reoccupied or development projects to compensate.

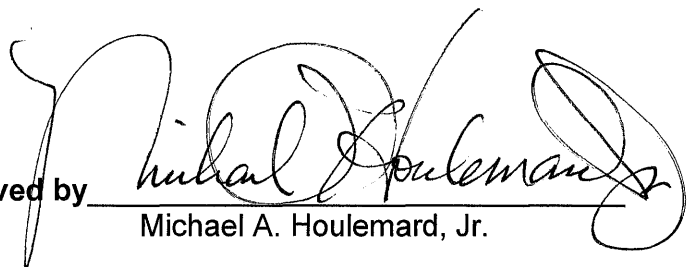
COORDINATION:

Executive Committee

Prepared by


Ivana Bednarik

Approved by


Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Habitat Conservation Plan Update

Meeting Date: August 8, 2014

Agenda Number: 10b

INFORMATION

RECOMMENDATION(S):

Receive a Habitat Conservation Plan (HCP) and State of California 2081 Incidental Take Permit (2081 permit) preparation process status report.

BACKGROUND/DISCUSSION:

The Fort Ord Reuse Authority (FORA), with the support of its member jurisdictions and ICF International (formerly Jones & Stokes), FORA's HCP consultant, is on a path to receive approval of a completed basewide HCP and 2081 permit in 2015, concluding with US Fish and Wildlife Service (USFWS) and California Department of Fish and Wildlife (CDFW) issuing federal and state permits.

After meeting with CDFW Chief Deputy Director Kevin Hunting on January 30, 2013, FORA was told that CDFW and BLM issues require a Memorandum of Understanding (MOU) between CDFW and BLM, outlining certain assurances between the parties, resulting in additional time. Also, according to CDFW, final approval of an endowment holder no longer rests with CDFW (due to passage of SB 1094 [Kehoe]), which delineates specified rules for wildlife endowments. However, CDFW must review the funding structure and anticipated payout rate of the HCP endowment holder to verify if the assumptions are feasible. CDFW has outlined a process for FORA and the other permittees to expedite compliance with endowment funding requirements. FORA has engaged Economic and Planning Systems (EPS) to provide technical support during this process.

Other policy issues and completion of the screen check draft HCP should be completed in the near term. If the current schedule is maintained, FORA staff expects a Public Draft HCP available for public review by Fall 2014. **Update:** On March 25, 2014, FORA representatives met with CDFW Chief Deputy Director Kevin Hunting, University of California and State Parks representatives to address outstanding State to Fed and State to State policy issues. A meeting summary is included as **Attachment A**. State Senator Bill Monning convened a follow-up meeting on June 23 in Sacramento and general agreement was achieved to fix/set a date for concluding all comments from all agencies and to publish the HCP shortly thereafter. FORA is working with ICF and USFWS to target a date for issuance of the draft documents for public review. A technical meeting was held July 30, 2014 with BLM, Permittees, USFWS, and CDFW representatives to review HCP governance and cost items. Attendees committed to submitting comments on HCP technical items and agreements no later than August 29, 2014.

FISCAL IMPACT:

Reviewed by FORA Controller 

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

COORDINATION:

Administrative Committee, Executive Committee, ICF, Denise Duffy and Associates, USFWS, CDFW

Prepared by 
Jonathan Garcia

Approved by 
Michael A. Houlemard, Jr.

Fort Ord Habitat Conservation Plan (HCP) Meeting Summary

Meeting Date:

March 25, 2014

Participants:

Kevin Hunting, Department of Fish and Wildlife (DFW) Chief Deputy Director
Sandra Morey, DFW Deputy Director
Jeff Single, DFW Region 4 Manager
Julie Vance, DFW Region 4 Program Manager
Kevin Takej, DFW Counsel (on conference phone)
Jerry Edelen, Chair at Fort Ord Reuse Authority (FORA)
Michael Houlemard, Jr., Executive Officer at FORA
Robert Norris, Principal Analyst at FORA
Jonathan Garcia, Senior Planner at FORA
John Arriaga, Legislative Consultant to FORA
Jerry Bowden, Special Legal Counsel to FORA
Michael Kisgen, Legal and Policy Coordinator at UC Natural Reserve System
Gage Dayton, Ph.D., Administrative Director of UCSC Natural Reserve System
Kathryn Tobias, Department of Parks and Recreation (on conference phone)

Meeting Summary:

1) Conservation easement vs. deed restriction (State to State Issues).

DFW requires conservation easements by statute on habitat mitigation lands. California Department of Parks and Recreation (State Parks) and University of California (UC) each hold habitat mitigation lands on former Fort Ord. State Parks' position is that easements and other encumbrances devalue property, which is unacceptable to them. UC's concern is that Conservation Easements may prevent them from using their property to further some of their objectives, including research and public education.

Meeting outcome #1: *State Parks and DFW agreed to explore alternatives to a Conservation Easement. One alternative would be that State Parks and DFW agree to recording the HCP's associated 2081 permit language or a reference to this permit to State Parks' deed instead of a Conservation Easement. FORA will also evaluate using the National Fish and Wildlife Foundation (NFWF) as the endowment holder for the*

HCP Joint Powers Authority's (JPA's) Implementation Assurances Fund (State Parks assurances portion) portion of the JPA endowment, which would meet the requirements of SB 1094 necessitating that the endowment holder have a real property interest unless it is held by NFWF.

Meeting outcome #2: *Similarly, UC and DFW agreed to explore alternatives to a Conservation Easement and to explore if the Conservation Easement could be written in an acceptable manner.*

2) Mitigation on federal lands (State to Federal Issues).

The majority of HCP habitat mitigation lands are on the Bureau of Land Management's (BLM's) Fort Ord National Monument. DFW requires assurances that BLM will meet HCP management requirements. In January 2013, DFW recognized that an MOU negotiated between DFW and BLM would provide the needed assurances. DFW said that such an MOU would take a year to complete. It is now over a year later and negotiations between DFW and BLM are still ongoing.

Meeting outcome #3: *DFW reported that it completed a draft DFW-BLM MOU and sent it to BLM's solicitor for review.*

Next Steps: *FORA will follow up with DFW within one week to check on progress. As necessary, FORA will also report progress to State Senator Bill Monning and schedule follow up meetings until these policy issues are resolved.*

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Administrative Committee	
Meeting Date: August 8, 2014 Agenda Number: 10c	INFORMATION

RECOMMENDATION:

Receive a report from the Administrative Committee.

BACKGROUND/DISCUSSION:

The approved minutes from the July 2, 2014 Joint Administrative/Water and Wastewater Oversight Committee and the July 16, 2014 Administrative Committee meetings are included for Board review (**Attachments A and B**).

FISCAL IMPACT:

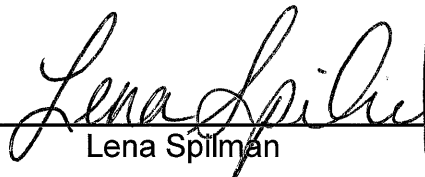
Reviewed by the FORA Controller 

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

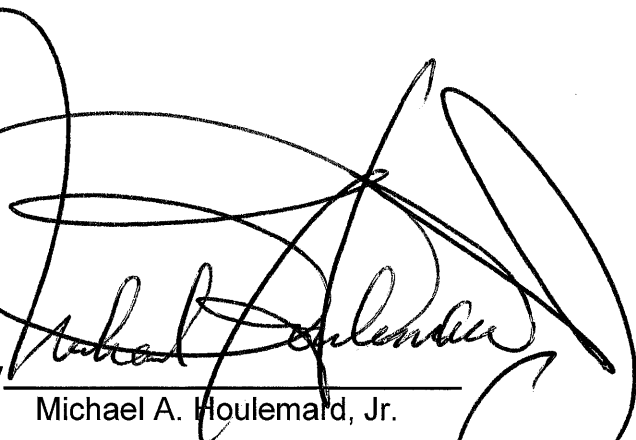
COORDINATION:

Administrative Committee

Prepared by


Lena Spillman

Approved by


Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY

JOINT ADMINISTRATIVE COMMITTEE/

WATER AND WASTEWATER OVERSIGHT COMMITTEE (WWOC) MEETING MINUTES

8:15 a.m., Wednesday, July 2, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Co-chair Houlemard called the meeting to order at 8:20 a.m. The following were present:

Dan Dawson, City of Del Rey Oaks*
Carl Holm, County of Monterey*
Elizabeth Caraker, City of Monterey*
Diana Ingersoll, City of Seaside *
Layne Long, City of Marina*
Vicki Nakamura, MPC
Patrick Breen, MCWD
Brian Lee, MCWD
Lyle Shurtleff, BRAC
Anya Spear, CSUMB
Mike Zeller, TAMC

Tim O'Halloran, City of Seaside
Rick Riedl, City of Seaside
Dirk Medema, County of Monterey
Kathleen Lee, Sup. Potter's Office
Doug Yount, ADE
Bob Schaffer
Graham Bice, UC MBEST
Chuck Lande, Marina Heights
Wendy Elliott, MCP
Sean Kranyak, MPP
Ken Nishi

FORA Staff:
Michael Houlemard
Steve Endsley
Jim Arnold
Crissy Maras
Stan Cook
Josh Metz
Lena Spilman

*voting members

2. PLEDGE OF ALLEGIANCE

Ken Nishi led the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

None.

4. APPROVAL OF MEETING MINUTES

a. June 18, 2014 Administrative Committee minutes

MOTION: Diana Ingersoll moved, seconded by Dan Dawson, to approve the minutes, as presented.

MOTION PASSED: unanimous

5. PUBLIC COMMENT PERIOD

None.

6. JUNE 20, 2014 BOARD MEETING FOLLOW UP

Co-Chair Houlemard reviewed items from the June 20th Board meeting, noting the recruitment for the Board approved Economic Development Specialist position would begin shortly.

7. JULY 11, 2014 BOARD MEETING AGENDA REVIEW

Co-Chair Houlemard reviewed the revised July 11th Board meeting agenda. Associate Planner Josh Metz explained that the Transportation Agency for Monterey County (TAMC) requested their presentation be moved to the consent agenda, as the majority of Board members had already received the presentation at their jurisdiction. Co-Chair Houlemard discussed the ongoing Environmental Protection Agency/Department of Defense language dispute regarding the classification of Munitions and Explosives of Concern (MEC) and the dispute's effect on the Environmental Cooperative Services Agreement. Due to Committee member questions on the issue, staff distributed the Quarterly ESCA report. Mr. Metz discussed the Regional Urban Design Guidelines (RUDG) Task Force recommendation to retain the services of Dover, Kohl & Partners

and reviewed the RUDG process. Co-Chair Houlemard directed staff to remove agenda item 10f, as it duplicated item 8e.

8. BUSINESS ITEMS

a. Consistency Determination: Consider Certification, in whole or in part, of the City of Seaside Zoning Code amendments related to the 2013 Zoning Code update as Consistent with the 1997 Fort Ord Reuse Plan

- i. Review Consistency Determination Materials**
- ii. Provide Board Recommendation**

Mr. Metz stated the City of Seaside had requested to remove the item from the agenda.

b. Review Habitat Conservation Plan (HCP) Schedule

Co-Chair Houlemard stated that the final review required prior to release of the public draft HCP was soon to conclude and that Senator Monning had helped to facilitate coordination between the various state agencies involved. Mr. Metz reviewed the HCP schedule and discussed the various documents required of the jurisdictions. Staff responded to Committee and public questions and set an August 31st deadline for submission of approved for publication Joint Powers Authority agreements to FORA.

c. Regional Urban Design Guidelines Update

Co-Chair Houlemard stated the item had already been adequately addressed, but noted that staff was aiming for an RUDG kick-off sometime in August.

d. FY 2014/15 Marina Coast Water District (MCWD) Ord Community Water/Wastewater Budget

The items were taken out of agenda order.

iii. Water Augmentation Presentation

Interim General Manager Brian Lee provided a PowerPoint presentation regarding augmentation alternatives. MCWD and FORA heard comments from the Committee and public, and Mr. Lee discussed his plan to meet with individual jurisdictions over the next year to further develop a timeline of water needs.

i. Review Revised Budget and Policy Issues Memorandum

The Committee agreed to submit comments on the document prior to the next meeting.

ii. Provide Board Recommendation

Co-Chair Houlemard noted that the budget had not been discussed and that Committee quorum would soon be lost. The Committee agreed they were not prepared to provide a Board recommendation. Assistant Executive Officer Steve Endsley explained that the MCWD Board had approved their Budget, but remained willing to respond to technical and policy issues going forward.

e. Initiate FY 2014/15 WWOC Work Program

The WWOC members agreed to initiate the FY 2014/15 Work Program.

9. ITEMS FROM MEMBERS

None.

10. ADJOURNMENT

Co-Chair Houlemard adjourned the meeting at 11:04 a.m.



FORT ORD REUSE AUTHORITY ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES

8:15 a.m., Wednesday, July 16, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Co-chair Houlemard called the meeting to order at 8:20 a.m. The following were present:

Nick Nichols, County of Monterey*
Elizabeth Caraker, City of Monterey*
John Dunn, City of Seaside *
Layne Long, City of Marina*
Vicki Nakamura, MPC
Lyle Shurtleff, BRAC
Anya Spear, CSUMB
Mike Zeller, TAMC

Tim O'Halloran, City of Seaside
Graham Bice, UC MBEST
Dirk Medema, County of Monterey
Kathleen Lee, Sup. Potter's Office
Doug Yount, ADE
Bob Schaffer
Chuck Lande, Marina Heights
Wendy Elliott, MCP

FORA Staff:
Michael Houlemard
Steve Endsley
Jim Arnold
Crissy Maras
Jonathan Garcia
Josh Metz
Lena Spilman

*voting members

2. PLEDGE OF ALLEGIANCE

Wendy Elliott led the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Co-Chair Houlemard discussed the ongoing dispute resolution between the Department of Defense and the Environmental Protection Agency regarding the classification of Munitions and Explosives of Concern (MEC). He noted the process began in February and was supposed to take 90 days. FORA requested participation in the dispute resolution on behalf of the jurisdictions, but was denied and instead permitted to provide a letter offering FORA's position. He stated that FORA also planned to submit a letter to the state regarding the California Central Coast Veterans Cemetery environmental documents.

4. PUBLIC COMMENT PERIOD

None.

5. JULY 11, 2014 BOARD MEETING FOLLOW UP

Co-Chair Houlemard provided a summary of Board discussion and actions from the July 11th Board meeting.

6. BUSINESS ITEMS

a. Habitat Conservation Plan (HCP) Update

Senior Planner Jonathan Garcia stated that the deadline for jurisdictions to submit comments regarding the HCP Joint Powers Authority Agreement to FORA was July 31st. All jurisdictions agree to publication version of the JPA agreement by August 31st.

b. Regional Urban Design Guidelines Next Steps/Update

Associate Planner Josh Metz announced the Regional Urban Design Guidelines (RUDG) Task Force had recently conducted a consultant selection process for design of the RUDGs. The RUDG Task Force unanimously recommended Dover, Kohl & Partners, and the Board approved this recommendation. Staff hoped to obtain Board contract approval in August and agreed to schedule Administrative Committee and RUDG Task Force prior review of the scope of services and contract.

c. Review Revised Marina Coast Water District (MCWD) Policy Issues Memorandum

Assistant Executive Officer Steve Endsley led a review of the revised policy issues memorandum, which incorporated comments received from the Committee. *Layne Long entered at 8:38 am.* MCWD Interim General Manager Brian Lee provided an update on the LAFCo annexation progress. The Committee and Mr. Lee agreed that MCWD would provide a Board presentation on alternatives for the water augmentation portfolio at their September 19th Board meeting. *Layne Long left at 8:55 am.*

d. Discuss FY 2014/15 WWOC Work Program/Role

Co-Chair Houlemard explained that he had agendized the item to provide clarity on the sometimes blurred distinctions between the roles and responsibilities of the Administrative Committee and the Water and Wastewater Oversight Committee. He reviewed excerpts from the FORA Master Resolution, FORA Authority Act, and the Facilities agreement, and the Committee requested the item be brought back to the next joint meeting.

7. ITEMS FROM MEMBERS

Grants and Contracts Coordinator Crissy Maras announced that bound copies of the FY 2014/15 CIP were available for all.

8. ADJOURNMENT

Co-Chair Houlemard adjourned the meeting at 9:28 a.m.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Veterans Issues Advisory Committee	
Meeting Date: August 8, 2014	INFORMATION
Agenda Number: 10d	

RECOMMENDATION:

Receive a report from the Veterans Issues Advisory Committee (VIAC).

BACKGROUND/DISCUSSION:

The VIAC met on May 29, 2014. The approved minutes from that meeting are included as **Attachment A**. Although there was no quorum at the June 26th VIAC meeting, the VIAC met as a meeting of the whole and the notes are included as **Attachment B**.

FISCAL IMPACT:

Reviewed by FORA Controller 

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

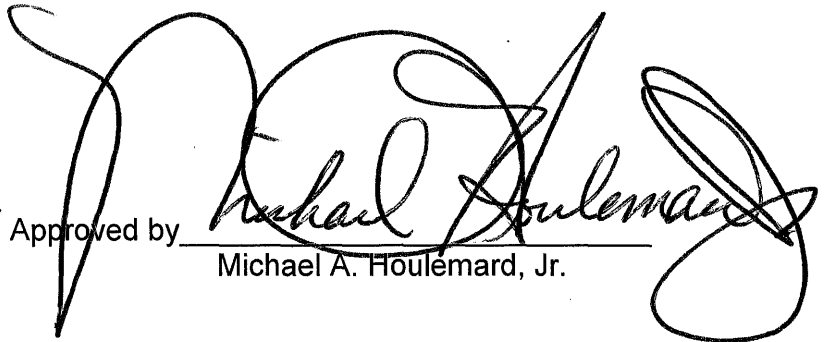
COORDINATION:

VIAC

Prepared by


Crissy Maras

Approved by


Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY VETERANS ISSUES ADVISORY COMMITTEE REGULAR MEETING MINUTES

3:00 p.m., Thursday, May 29, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER AND ROLL CALL

Acting Chair Edith Johnsen called the meeting to order at 3:05 p.m. The following were present, as indicated by signatures on the roll sheet:

VIAC Members:

Sid Williams, Mo. Co. Military/Vets
Edith Johnsen, Vets Families/Fundraising
Jack Stewart, Cemetery Advisory Comm.
CSM Wynn, POM
James Bogan, UVC
George Dixon, MVAO
Richard Garza, CCVFC

FORA Staff:

Robert Norris
Crissy Maras

Others:

Nicole Charles, Sen. Monning
Candace Ingram, CCVCF
Eric Morgan, BLM

2. PLEDGE OF ALLEGIANCE

Acting Chair Johnsen asked Sid Williams to lead the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Acting Chair Johnsen acknowledged Eric Morgan, Bureau of Land Management (BLM) representative, and Candace Ingram, Community Foundation representative, were in attendance.

4. PUBLIC COMMENT PERIOD

BLM rep Morgan provided handouts illustrating the restoration of an armored military personnel carrier and requested help in facilitating a partnership with the Fort Ord Alumni Association and the VIAC to restore additional equipment for public awareness and enjoyment at the National Monument. FORA Principal Analyst Robert Norris provided a copy of an assignment prepared by Monterey Peninsula College students focusing on their tour of former Fort Ord barracks. Acting Chair Johnsen requested that the MPC report be **attached** to the minutes from this meeting.

5. APPROVE VIAC MEETING MINUTES: April 3, 2014

MOTION: Sid Williams moved, seconded by Jack Stewart, to accept the April 3, 2014 minutes as presented.

MOTION PASSED: Unanimous

6. OLD BUSINESS

a. California Central Coast Veterans Cemetery Status Report

Mr. Norris described an out-of-the-box coordination meeting with the State and their lead consultants which led to their participation in a FORA training video and cemetery site access. A revised Department of General Services (DGS) schedule was distributed. Cemetery water approval is now awaiting signature by the Deputy Secretary, which is expected in the next several days. Senator Monning's representative Nicole Charles reported that Senator Monning was uplifted by

recent meetings with CalVet and encouraged by the conceptual designs. She added that CalVet and DGS have prioritized cemetery planning and that environmental work is underway.

b. VA/DoD Veterans Clinic Status Report

Although there is activity at the site, requests for a construction schedule from the City of Marina have not been answered. Staff anticipates including a schedule in the next meeting packet.

7. NEW BUSINESS - none

8. ITEMS FROM MEMBERS

Mr. Williams noted that he had requested FORA assistance to identify property for a museum. Mr. Norris agreed to meet separately and bring the request to a future VIAC meeting. Acting Chair Johnsen added that she had recently submitted six tapes of Fort Ord ceremonies toward that effort and encouraged others to do the same as they come across Fort Ord items that would have public benefit. Ms. Ingram added that Defense Language Institute Historian Steven Payne had prepared a presentation on the history of Fort Ord and the DLI. That presentation is being scheduled for FORA staff in the near future.

Mr. Williams noted that the Marina Foundation wants to increase awareness of the local veteran population and added that they had raised funds to install a flag pole at Martinez Hall. Mr. Williams asked that Steve Emerson be invited to the next meeting to provide an update. James Bogan announced a retirement appreciation ceremony on June 14th at Stilwell Hall; cemetery updates will be provided at a County-sponsored booth. George Dixon announced a booth at the Fort Ord PX on May 30th which would provide information regarding veterans' services. Sgt. Major Wynn invited members to the Army Soldier show on September 4th at the Presidio of Monterey. Acting Chair Johnsen announced the Heroes' Open golf tournament on November 8th and requested that upcoming events be added to the agenda.

9. ADJOURNMENT

Acting Chair Johnsen adjourned the meeting at 3:45 p.m.



FORT ORD REUSE AUTHORITY

VETERANS ISSUES ADVISORY COMMITTEE REGULAR MEETING NOTES

3:00 p.m., Thursday, June 26, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER AND ROLL CALL

With no quorum present, Acting Chair Edith Johnsen called the meeting of the whole to order at 3:05 p.m. The following were present, as indicated by signatures on the roll sheet:

VIAC Members:

Edith Johnsen, Vets Families/Fundraising
James Bogan, UVC
George Dixon, MVAO
Richard Garza, CCVFC
Jack Stewart, CAC
Wes Morrill, MCVAO

FORA Staff:

Robert Norris
Crissy Maras

Others:

Nicole Charles, Sen. Monning
Sonya Sokolow
Steve Emerson, Marina Found.
Joan Gay, MOPH

2. PLEDGE OF ALLEGIANCE

Acting Chair Johnsen asked Rich Garza to lead the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Robert Norris announced that the cemetery property transfer agreement had been signed and notarized and would be sent overnight to the Department of General Services (DGS). Escrow is scheduled to close on June 30th. The signed water agreement from the Army is expected soon. Crissy Maras announced that FORA had located the former parade field flag pole and asked if it would be installed at the cemetery or the new clinic. James Bogan responded that he would follow up on an agreement with the clinic regarding their use of the flag pole.

4. PUBLIC COMMENT PERIOD

None

5. APPROVE VIAC MEETING MINUTES: May 29, 2014

With no quorum present, the minutes will be rescheduled for consideration at the next meeting.

6. OLD BUSINESS

a. California Central Coast Veterans Cemetery Status Report

i. Groundbreaking Ceremony Planning

Senator Monning representative Nicole Charles reported that Senator Monning has been actively meeting with the public to address concerns related to the environmental assessment. She added that there appears to be a lot of misinformation about the environmental work and requested that any questions be directed to her or Senator Monning.

Regarding the groundbreaking ceremony, Jack Stewart noted that the people he had been able to contact wanted to know for what date the ceremony was planned. He added that he is still working to locate/contact others.

b. VA/DoD Veterans Clinic Status Report

This dual sited clinic will be a model in health care transitioning from active duty to retired. The City of Marina is working on an updated project schedule and it will be provided to the Committee when it becomes available.

7. NEW BUSINESS

a. Identify Property for a former Fort Ord Museum

Mr. Stewart reported that the Cemetery Advisory Committee is interested in pursuing the property to house a museum representing all service branches and the Monterey County Veterans Affairs Office. It was noted that CSUMB is renovating the Chamberlain Library, in concert with the DLI historian's office, for the Fort Ord Alumni Association. This item will be rescheduled for further discussion.

8. ITEMS FROM MEMBERS

Steve Emerson described the Marina Foundation and their mission in Marina. A recent Foundation fundraiser provided the funds to install a flag pole at Martinez Hall. They are finalizing the purchase and Monterey Peninsula Engineering will provide installation, anticipated to be complete by Veterans Day. Mr. Emerson also reported that Marina was the first to install their Purple Heart City signs.

Sonya Sokolow outlined the program at her urban ranch where she offers equine therapy to veterans. She has over 400 YouTube videos demonstrating various equine related activities as a part of the Wounded Warriors program. She is seeking to develop a 501(c)3 organization, possibly in conjunction with the Monterey Horse Park, to continue safely teaching veterans horseback riding and horse care/grooming skills.

Wes Morrill announced that the Stand Down event, scheduled for August 1-3 on Joe Lloyd Way, was behind on pre-registration. He noted that they are seeking donations and volunteers for the event.

9. ADJOURNMENT

Acting Chair Johnsen adjourned the meeting of the whole at 3:40 p.m.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject:	Post Reassessment Advisory Committee	
Meeting Date:	August 8, 2014	INFORMATION
Agenda Number:	10e	

RECOMMENDATION(S):

Receive Post Reassessment Advisory Committee activity/meeting report.

BACKGROUND/DISCUSSION:

The Post Reassessment Advisory Committee (PRAC) met on June 30. Convened as a "Meeting of the Whole" since a quorum was not be achieved. Members focused discussion on "Opportunities and Challenges to Development on the former Fort Ord" and convening a Regional Trails Symposium was also discussed. Staff recommended coordinating the trails discussion with the forthcoming Regional Urban Design Guidelines (RUDG) process and presented new information regarding highway signage for the Fort Ord National Monument and Fort Ord Dunes State Park.

Staff coordinated with PRAC member Victoria Beach to implement a speaker series as a follow-on from the 2013 Colloquium. After addressing scheduling issues, CSUMB & FORA chose September 19, 2014 to co-host speaker Richard Bernhardt (past Administrator at Baldwin Park, FL) to present "Lessons Learned in Successful Base Reuse at Baldwin Park." His presentation will precede the FORA Board meeting, which was rescheduled to that date.

In addition, the PRAC met on July 31 and heard a presentation from East Garrison Developer Jim Fletcher. All members felt it was an extremely valuable presentation and discussion. Minutes from July 31 will be distributed at the September Board meeting.

Approved minutes from the June 23rd and June 30th meetings are attached (**Attachments A & B**).

FISCAL IMPACT:

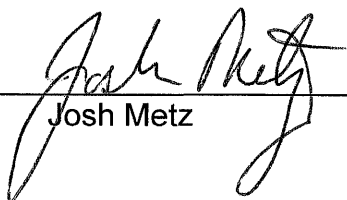
Reviewed by FORA Controller 

Staff time for this item is included in the approved FORA budget. There will be costs associated with the Colloquium follow-up speaker that are within the approved 2014/2015 budget.

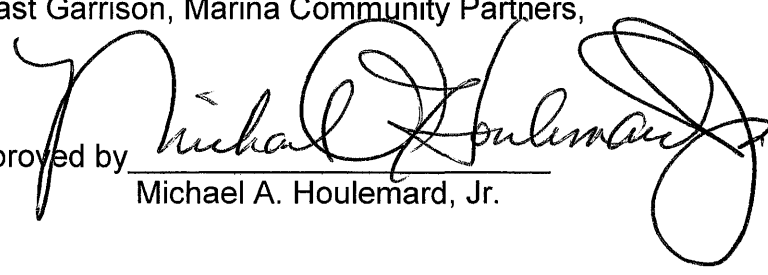
COORDINATION:

PRAC, CSUMB, Union Community Partners East Garrison, Marina Community Partners, Administrative and Executive Committees

Prepared by


Josh Metz

Approved by


Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY
BASE REUSE PLAN POST-REASSESSMENT ADVISORY COMMITTEE (PRAC)
MEETING MINUTES

9:30 a.m., Monday, June 23, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Confirming a quorum, Fort Ord Reuse Authority (FORA) PRAC Chair Jerry Edelen called the meeting to order at 9:30 am. The following people were in attendance:

Committee Members

Jerry Edelen (Chair), City of Del Rey Oaks
Tom Moore, MCWD
Jane Parker, Monterey County
Victoria Beach, City of Carmel-by-the-Sea
Gail Morton, City of Marina

Other Attendees

Steve Endsley, FORA
Josh Metz, FORA
Wendy Elliott, Dunes at Monterey Bay
Tim O'Halloran, City of Seaside
Bob Schafer, member of the public
Jane Haines, member of the public
Doug Yount, member of the public
Jim Fletcher, East Garrison Development
Kristi Markey, Supervisor Parker's Office

2. APPROVAL OF MEETING MINUTES

MOTION: Tom Moore moved, seconded by Victoria Beach, to approve the June 9, 2014 meeting minutes, as presented.

MOTION PASSED: Unanimous.

3. PUBLIC COMMENT PERIOD

None.

4. BUSINESS ITEMS

The committee received a presentation from Wendy Elliott about the history and context for the Dunes at Monterey Bay development. Members presented questions and suggestions for Wendy to consider. Members also heard a summary presentation from Jim Fletcher about his experience with the East Garrison development. He asked to continue his presentation at the next meeting of the PRAC.

5. ITEMS FROM MEMBERS

Victoria Beach presented a summary of progress scheduling a special topics speaker.

6. NEXT STEPS

FORA staff will continue work on the following projects and report back to the PRAC:

- a. Work with CSUMB contractor to finalize Youtube video content
- b. Refine the 10-minute Fort Ord Trails Update - Board presentation, using the Google Earth map
- c. Coordinate with CalTrans and Monterey County Roads department about additional highway signage for the Fort Ord National Monument
- d. Work with Victoria Beach to organize a “mini-speaker” series for the Board

Topics for next meeting:

- a. Continuation of East Garrison presentation
- b. Major barriers to economic development (i.e. housing prices, prevailing wage, etc)
- c. Regional Trail Symposium

7. ADJOURNMENT

The next meeting of the PRAC will be scheduled via Doodle poll. The meeting was adjourned at approximately 10:50 am.

Minutes prepared by Josh Metz



FORT ORD REUSE AUTHORITY
BASE REUSE PLAN POST-REASSESSMENT ADVISORY COMMITTEE (PRAC)
MEETING MINUTES

1:00 p.m., Monday, June 30, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. **CALL TO ORDER**

Confirming a Meeting of the Whole, Fort Ord Reuse Authority (FORA) PRAC Chair Jerry Edelen called the meeting to order at 1:15pm. The following people were in attendance:

Committee Members

Jerry Edelen (Chair), Del Rey Oaks
Gail Morton, City of Marina
Jane Parker, Monterey County

Staff

Michael Houlemard, FORA
Steve Endsley, FORA
Josh Metz, FORA

Other Attendees

Kristi Markey, Sup. Parker's Office
Doug Yount, member of the public
Tim O'Halloran, City of Seaside
Bob Schafer, member of the public

2. **APPROVAL OF MEETING MINUTES**

Continued to next meeting.

3. **PUBLIC COMMENT PERIOD**

None.

4. **BUSINESS ITEMS**

Members discussed continuing agenda items 1 and 2 until the next meeting. Requests were made to include background information to inform the Opportunities and Challenges to Development on the former Fort Ord discussion (Reassessment Report: 3-9 to 3-14; Colloquium videos: Jim Meadows, Jim Musbach, Bud Colligan; UC MBEST Vision Report).

Members discussed a proposed Regional Trail Symposium. Jane Parker suggested an October date might be appropriate. Staff pointed out this would coincide well with the kick-off of the Regional Urban Design Guidelines process.

Staff presented additional updates information on the Highway signage process for the Fort Ord National Monument (FONM) and Fort Ord Dunes State Park (FODSP). CalTrans can provide signs for FONM on Hwy 68 and FODSP on Hwy 1. Members suggested it might be most beneficial to attempt to get FONM signage on Hwy 1 at the same time.

5. ITEMS FROM MEMBERS

None.

6. NEXT STEPS

FORA staff will continue work on the following projects and report back to the PRAC:

- a. Work with CSUMB contractor to finalize YouTube video content
- b. Coordinate with CalTrans and Monterey County Roads department about additional highway signage for the Fort Ord National Monument
- c. Work with Victoria Beach to organize Colloquium follow-up speaker series for the Board

7. ADJOURNMENT

The next meeting of the PRAC will be scheduled via Doodle poll. The meeting was adjourned at approximately 2:15 pm.

Minutes prepared by Josh Metz

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Travel Report

Meeting Date: August 8, 2014

Agenda Number: 10f

INFORMATION

RECOMMENDATION(S):

Receive an informational travel report from the Executive Officer.

BACKGROUND/DISCUSSION:

The Executive Officer regularly submits reports to the Executive Committee on FORA staff/Board travel. The Committee reviews and approves requests, and the travel information is reported to the Board as an informational item.

Upcoming Travel

International Economic Development Council (IEDC) Annual Conference

Destination: Fort Worth, TX

Date: October 18-22, 2014

Traveler/s: Michael Houlemard, Economic Development (ED) Specialist*

Executive Officer Michael Houlemard and the ED Specialist will travel to Fort Worth, TX to attend the IEDC Annual Conference entitled "Steering Towards the Future: Convergence, Connectivity, and Creativity." The Conference will focus on best practices in incentive due diligence, drafting and enforcing performance agreements, and utilizing economic and fiscal impact analyses to deploy incentives in accordance with local needs and strategic community goals. *Assumes position will be filled prior to October.

Association of Defense Communities (ADC) Base Redevelopment Forum

Destination: San Francisco, CA

Date: November 11-14, 2014

Traveler/s: Michael Houlemard, 2 Others (Board/Staff)

Executive Officer Michael Houlemard and 2 other Board/Staff members will travel to San Francisco to attend the ADC Installation Innovation Forum, which will highlight successful redevelopment projects in the San Francisco Bay Area. The Forum is designed for current local redevelopment authorities, legacy base closure projects, and non-military reuse projects that are complex and large in scale and will focus on advancing economic opportunity through community-driven redevelopment.

FISCAL IMPACT:

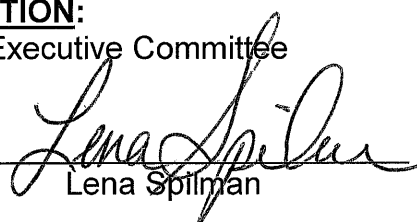
Reviewed by FORA Controller 

Staff time for this item was included in the approved annual budget. Travel expenses are reimbursed according to the FORA Travel Policy.

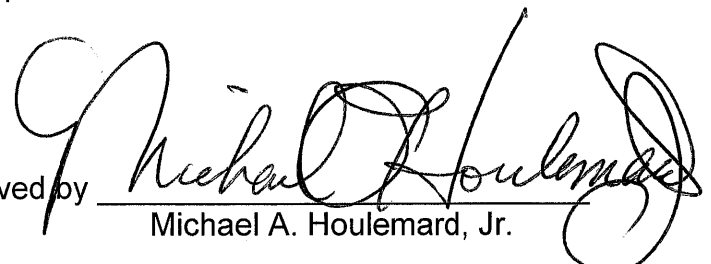
COORDINATION:

Legislative/Executive Committee

Prepared by


Lena Spilman

Approved by


Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: FY 2013/14 Annual Report

Meeting Date: August 8, 2014

Agenda Number: 10g

INFORMATION

RECOMMENDATIONS:

Receive the Fiscal Year 2013-14 Fort Ord Reuse Authority Annual Report.

BACKGROUND/DISCUSSION:

Fort Ord Reuse Authority (FORA) staff provides annual project and activity updates to the FORA Board of Directors, local and regional jurisdictions, legislative offices, community members and local business leadership regarding reuse progress. FORA produces both a full-length annual report and a brochure version for distribution to local, national, state, and/or regional entities at meetings, conventions and the public. Both documents are available on the FORA website using the links provided below:

Full Report

<http://fora.org/Reports/AR/AnnualReport2014-Full.pdf>

Brochure Report

<http://fora.org/Reports/AR/AnnualReport2014-Brochure.pdf>

FISCAL IMPACT:

Reviewed by FORA Controller 

Printing costs and staff time for this item were included in the approved FY 13-14 budget.

COORDINATION:

FORA Staff

Prepared by


Jen Simon

Approved by


Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT

EXECUTIVE OFFICER'S REPORT

Subject: Public Correspondence to the Board

Meeting Date: August 8, 2014

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