



FORT ORD REUSE AUTHORITY

REGULAR MEETING

FORT ORD REUSE AUTHORITY (FORA) ADMINISTRATIVE COMMITTEE

Wednesday, December 5, 2018 at 8:30 a.m.

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

AGENDA

1. CALL TO ORDER/ESTABLISHMENT OF QUORUM

2. PLEDGE OF ALLEGIANCE

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE

4. PUBLIC COMMENT PERIOD

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

5. APPROVAL OF MEETING MINUTES

ACTION

- a. November 14, 2018 Meeting Minutes

6. DECEMBER 14, 2018 DRAFT BOARD MEETING AGENDA REVIEW

INFORMATION/ACTION

7. BUSINESS ITEMS

INFORMATION/ACTION

- a. Request for Qualifications Update
 - i. Transition Plan Facilitation Services
 - ii. Building Removal Financial Services
- b. Habitat Management Plan Requirements
 - i. Border lands
 - ii. Habitat Management Areas
- c. November 28, 2018 Transition Planning Workshop Follow-Up
 - i. Building Removal
 - ii. Administrative Costs

8. ITEMS FROM MEMBERS

INFORMATION

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

9. ADJOURNMENT

NEXT MEETING: Wednesday, December 19, 2018 at 8:30 a.m.

Persons seeking disability related accommodations should contact the Deputy Clerk at (831) 883-3672 48 hours prior to the meeting. Agenda materials are available on the FORA website at www.fora.org.



FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:30 a.m., Wednesday, November 14, 2018 | FORA Conference Room
920nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Co-Chair City of Seaside City Manager Craig Malin called a meeting of the whole to order at 8:30 a.m.

The following members were present:

Dino Pick* (City of Del Rey Oaks)	Lisa Rheinheimer (Monterey Salinas Transit)
Melanie Beretti* (County of Monterey)	Patrick Breen (MCWD)
Hans Uslar* (City of Monterey)	Anya Spear (CSUMB)
Craig Malin* (City of Seaside)	Steve Matarazzo (UCMBEST)

*Voting Member

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Malin.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

There were no acknowledgements, announcements and correspondence.

4. PUBLIC COMMENT PERIOD

Members of the public wishing to address the Administrative Committee on matters within its jurisdiction, but not on this agenda, may do so for up to 3 minutes.

There were no public comments received.

5. APPROVAL OF MEETING MINUTES

ACTION

a. October 31, 2018 Meeting Minutes

MOTION: On motion by Committee member Pick and second by Committee member Malin and carried by the following vote, the Administrative Committee moved to approve the October 31, 2018 regular meeting minutes.

MOTION PASSED UNANIMOUSLY

6. NOVEMBER 9, 2018 BOARD MEETING FOLLOW-UP

INFORMATION

Executive Officer Michael Houlemard reviewed the action taken by the Board at the November 9, 2018 Board meeting including resolutions of acknowledgement/appreciation for departing Board members: Mayor Ralph Rubio, Mayor Jerry Edelen and Mayor Pro Tem Dennis Alexander. Mr. Houlemard also provided an overview of the presentation by Marina Coast Water District General Manager Keith Van Der Maaten regarding the annexation application status, and the Board discussion on the Transition Plan item. Staff responded to questions and comments from the Committee and the public. This item was for information only.

**7. BUSINESS ITEMS
INFORMATION/ACTION**

a. Transition Planning Update

Assistant Executive Officer Steve Endsley provided an update on Transition Planning efforts including progress consolidating the four resolution versions through jurisdictions attorneys, staff, and Board member comments. Staff responded to questions and comments from the Committee and public. The Administrative Committee directed staff to schedule a special meeting on Wednesday, November 28, 2018 from 9:00 a.m. – 3:00 p.m. to further discuss the various versions of the draft Transition Plan Resolutions.

b. Request for Qualifications (RFQ) Update

- i. Facilitation Services, Transition Plan Implementation Agreements
- ii. Building Removal Financing

Staff provided the Committee with the timeline of the facilitator RFQ that was released on November 6, 2018. Staff indicated that it was anticipated that the announcement of the selected consultant would be made on December 7, 2018 barring any unanticipated delays. Principal Planner Jonathan Brinkmann reminded the Committee of a need for a selection panel for the facilitation services RFQ and also asked for volunteers from the jurisdictions to participate on a selection panel for the Building Removal Financing RFQ.

Staff responded to questions and comments from the Committee and public.

8. ITEMS FROM MEMBERS

Mr. Houlemard and Principal Planner Jonathan Brinkmann provided an update on the Habitat Conservation Plan progress and indicated the item would be placed on the December 5, 2018 regular Administrative Committee meeting agenda.

9. ADJOURNMENT at 9:15 a.m.

Minutes Prepared By:
Dominique Davis
Deputy Clerk

- START -

**DRAFT
BOARD PACKET**



FORT ORD REUSE AUTHORITY

REGULAR MEETING

FORT ORD REUSE AUTHORITY (FORA) BOARD OF DIRECTORS

Friday, December 14, 2018 at 2:00 p.m. | 910 2nd Avenue, Marina, CA 93933 (Carpenters Union Hall)

AGENDA

ALL ARE ENCOURAGED TO SUBMIT QUESTIONS/CONCERNS BY NOON DECEMBER 13, 2018.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE *(If able, please stand)*

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE

4. CLOSED SESSION

- a. Conference with Legal Counsel – Gov. Code §54956.9(a), (d)(1): Keep Fort Ord Wild v. Fort Ord Reuse Authority. Monterey County Superior Court Case No.: 17CV004540, Pending Litigation.
- b. Conference with Legal Counsel – Gov. Code §54956.9(a), (d)(1): Marina Community Partners, LLC v. Fort Ord Reuse Authority, Monterey County Superior Court Case No.: 18CV000871, Pending Litigation.
- c. Conference with Legal Counsel - Potential Litigation – 1 Item, Gov. Code §54956.9(d)(4)

5. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

6. ROLL CALL

FORA is governed by 13 voting members: (a) 1 member appointed by the City of Carmel; (b) 1 member appointed by the City of Del Rey Oaks; (c) 2 members appointed by the City of Marina; (d) 1 member appointed by Sand City; (e) 1 member appointed by the City of Monterey; (f) 1 member appointed by the City of Pacific Grove; (g) 1 member appointed by the City of Salinas; (h) 2 members appointed by the City of Seaside; and (i) 3 members appointed by Monterey County. The Board also includes 12 ex-officio non-voting members.

7. CONSENT AGENDA

INFORMATION/ACTION

CONSENT AGENDA consists of routine information or action items accompanied by staff recommendation. Information has been provided to the FORA Board on all Consent Agenda matters. The Consent Agenda items are normally approved by one motion unless a Board member or the public request discussion or a separate vote. Prior to a motion, any member of the public or the Board may ask a question or make comment about an agenda item and staff will provide a response. If discussion is requested, that item will be removed from the Consent Agenda and be considered separately at the end of the Consent Agenda.

- a. Approve October 12, 2018 Meeting Minutes
Recommendation: Approve October 12, 2018 Meeting Minutes.
- b. Approve November 9, 2018 Meeting Minutes
Recommendation: Approve November 9, 2018 meeting minutes.
- c. Administrative Committee
Recommendation: Receive a report from the Administrative Committee.
- d. 2019 Board of Directors Meeting Calendar
Recommendation: Approve the 2019 FORA Board meeting schedule.
- e. Fiscal Year 2017-18 Audited Financial Report Audit
Recommendation: Accept the Moss, Levy & Hartzheim, Certified Public Accountants Fort Ord Reuse Authority Fiscal Year 2017-18 audited financial report as recommended by the Finance Committee.
- f. Public Correspondence to the Board
Recommendation: Receive Public Correspondence to the Board.

8. BUSINESS ITEMS

INFORMATION/ACTION

*BUSINESS ITEMS are for Board discussion, debate, direction to staff, and/or action. Comments from the public are **not to exceed 3 minutes** or as otherwise determined by the Chair.*

- a. Adopt Transition Plan Resolution

Recommendation: This information will be included in the final packet.

- b. Land Use Covenants – Fiscal Year 2017-18 Report

Recommendation: Receive a report on Department of Toxic Substances Control (“DTSC”) Land Use Covenants (“LUC”) annual reporting for FY 17-18.

9. PUBLIC COMMENT PERIOD

INFORMATION

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10. ITEMS FROM MEMBERS

INFORMATION

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

11. ADJOURNMENT

NEXT REGULAR MEETING: January 11, 2019 AT 2:00 P.M.

Placeholder for Item 7a

October 12, 2018 Meeting Minutes

This item will be included in the final Board packet.

Placeholder for Item 7b

November 9, 2018 Meeting Minutes

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

CONSENT AGENDA

Subject: Administrative Committee

Meeting Date: December 14, 2018

Agenda Number: 7c

INFORMATION/ACTION

RECOMMENDATION:

Receive a report from the Administrative Committee.

BACKGROUND/DISCUSSION:

The Administrative Committee held a meeting on October 31. The approved minutes for this meeting is provided as **Attachment A**.

FISCAL IMPACT:

Reviewed by the FORA Controller_____

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

COORDINATION:

Administrative Committee

Prepared by_____

Dominique L. Davis

Approved by_____

Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY BOARD REPORT	
CONSENT AGENDA	
Subject:	2019 FORA Board Meeting Calendar
Meeting Date:	December 14, 2018
Agenda Number:	7d
ACTION	

RECOMMENDATION:

Approve the 2019 FORA Board meeting schedule.

BACKGROUND/DISCUSSION:

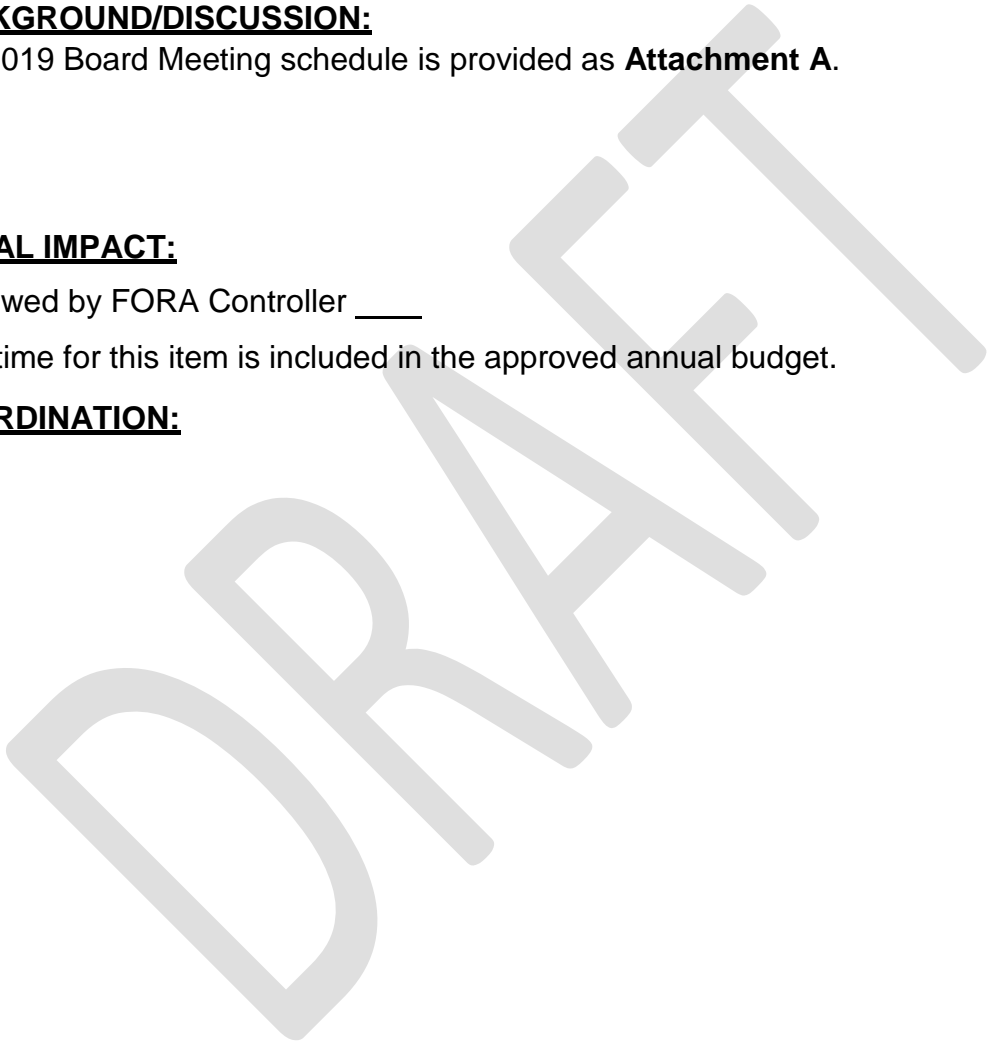
The 2019 Board Meeting schedule is provided as **Attachment A**.

FISCAL IMPACT:

Reviewed by FORA Controller _____

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

COORDINATION:



Prepared by _____
 Dominique L. Davis

Approved by _____
 Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY

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

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

Attachment A to Item 7d
FORA Board Meeting 12/14/18

2019 FORA BOARD MEETING SCHEDULE

January 11

February 8

March 8

April 12

May 10

June 14

July 12

August 9

September 13

October 11

November 8

December 13

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

Placeholder for Item 7e

Fiscal year 2017-18 Audited Financial Report Audit

This attachment will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT	
CONSENT AGENDA	
Subject:	Public Correspondence to the Board
Meeting Date:	December 14, 2018
Agenda Number:	7f
	INFORMATION/ACTION

Public correspondence submitted to the Board is posted to FORA’s website on a monthly basis and is available to view at <http://www.fora.org/board.html>

Correspondence may be submitted to the Board via email to board@fora.org or mailed to the address below:

FORA Board of Directors
 920 2nd Avenue, Suite A
 Marina, CA 93933

DRAFT

Placeholder for Item 8a

Adopt Transition Plan Resolution

This attachment will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Land Use Covenants – Fiscal Year 17-18 Report	
Meeting Date:	December 14, 2018	INFORMATION
Agenda Number:	8b	

RECOMMENDATION:

Receive a report on Department of Toxic Substances Control (“DTSC”) Land Use Covenants (“LUC”) annual reporting for FY 17-18.

BACKGROUND/DISCUSSION:

On September 14, 2007, the FORA Board approved a Memorandum of Agreement (“MOA”) among DTSC, California State University Monterey Bay (“CSUMB”), University of California Monterey Bay Education, Science, and Technology Center (“UC MBEST”), Monterey Peninsula College (“MPC”), County of Monterey, the Cities of Seaside, Marina, Del Rey Oaks, and Monterey (“eight reporting entities”). The agreement specified that FORA would compile former Fort Ord annual LUC reports from each of the eight reporting entities and forward them to DTSC on an annual basis. In the MOA, the County agreed to assume FORA’s LUC annual reporting role when FORA ceases to exist. According to the MOA, FORA would also reimburse DTSC’s oversight costs (originally estimated to be \$20,000 annually) for the first two years (FY 07-08 and FY 08-09) of annual reporting through funds designated for this purpose and, after the first two years, FORA would reimburse DTSC for its oversight costs through dues collected from the eight reporting entities and FORA would collect an additional 15% administrative cost from the eight reporting entities in order to reimburse FORA staff time associated with the activity of collecting and compiling annual reports, submitting reports to DTSC, and reimbursing DTSC for its oversight costs.

For FY 17-18, FORA has collected LUC reports from the eight reporting entities ([Attachment A](#)) and submitted them to DTSC on November 30, 2018.

FISCAL IMPACT:

Reviewed by FORA Controller _____

The fiscal impact is cost neutral. As described in the MOA, beginning in FY 09-10, FORA collected the costs associated with LUC reporting from the eight reporting entities at the same time FORA collected its annual membership dues.

COORDINATION:

Executive Committee, Administrative Committee, the eight reporting entities, and DTSC.

Prepared by _____ Reviewed by _____
Ikuyo Yoneda-Lopez Jonathan Brinkmann

Approved by _____
Michael A. Houlemard, Jr.

- END -

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BOARD PACKET**