



FORT ORD REUSE AUTHORITY

REGULAR MEETING

FORT ORD REUSE AUTHORITY (FORA) ADMINISTRATIVE COMMITTEE

Wednesday, June 5, 2019 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. May 15, 2019 Meeting Minutes

6. JUNE 14, 2019 DRAFT BOARD MEETING AGENDA REVIEW

7. BUSINESS ITEMS

INFORMATION/ACTION

- a. 2018 Transition Plan
 - i. Initial review of Draft Implementing Agreements
- b. Transportation Study Status
- c. Building Removal/Financing Update

8. ITEMS FROM MEMBERS

INFORMATION

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

9. ADJOURNMENT

NEXT MEETING: Wednesday, June 19, 2019 at 8:30 a.m.



FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:30 a.m., Wednesday, May 15, 2019 | FORA Conference Room
920nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Co-Chair Dino Pick called the meeting to order at 8:33 a.m.

The following members were present:

Dino Pick* (City of Del Rey Oaks)
Matt Morgensen * (City of Marina)
Patrick Breen (MCWD)
Hans Uslar* (City of Monterey)
Elizabeth Caraker (City of Monterey)

Lisa Rheinheimer (Monterey-Salinas Transit)
Melanie Beretti* (County of Monterey)
Steve Matarazzo (UCMBEST)
Anya Spear (CSUMB)
Craig Malin* (City of Seaside)
*Voting member

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Elizabeth Caraker.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

None.

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. May 1, 2019 Meeting Minutes

MOTION: On motion by Committee member Uslar second by Committee member Malin and carried by the following vote, the Administrative Committee moved to approve the May 1, 2019 regular meeting minutes.

MOTION PASSED UNANIMOUSLY

6. BOARD MEETING FOLLOW-UP

INFORMATION/ACTION

• **May 8, 2019 Special Workshop**

Executive Officer Michael A. Houlemard, Jr. stated that the Special Board Workshop was well engaged and a great exchange of information and communication by the Administrative Committee, the Board of Directors, and FORA staff members. He commented to the fact that the Board was very directive about having limited resources and budget that would ultimately affect the Board's decision to approve the Capital

Improvement Program (“CIP”). Mr. Houlemard also stated that Kendall Flint of Regional Government Services, who has been facilitating the 2018 Transition Plan implementation, did a good job providing a Transition Plan Implementing Agreements status.

- **May 10, 2019 Board Meeting**

Mr. Houlemard reviewed the actions taken by the Board at the May 10, 2019 Regular Board meeting, highlighting a unanimous decision by the Board to approve the 2019-2020 CIP, with requested updates to table items 2 and 4. Mr. Houlemard noted the Budget was taken up with a 1st vote receiving a majority in favor of adoption with the caveat that the impact of the retention package to the budget be looked at by staff and brought back to the Board. At the June meeting for them further review and potential adoption. Staff responded to questions and comments from the Committee.

This item was for information only.

7. BUSINESS ITEMS

INFORMATION

a. Capital Improvement Program

i. Building Removal/Financing Update

Principal Planner Jonathan Brinkman introduced the item. Mark Northcross from NHA Advisors, via conference phone line, reviewed the memo issued on the Potential Impact of the Proposed FORA Bonding for building removal. Mr. Northcross reviewed the basic assumptions with the Committee while seeking answers to questions. He also outlined several other questions which will need to be resolved in order to move forward. Mr. Northcross discussed the next steps, requesting all stakeholders provide him with a list of enforceable obligations. He noted that he intends to have a vetted model for review before the Administrative Committee in June.

**Committee member Melanie Beretti noted for the record that the County of Monterey is significantly impacted by bonding and has concerns regarding anything that significantly locks up future property tax not just for the County, but for other taxing entities as well.*

This item was for information only.

b. 2018 Transition Plan

1. Implementing Agreements Update

Mr. Houlemard updated the Committee on the draft implementing agreements status. He also advised the Committee that the Board directed a chart be created to identify, manage and monitor implementing agreements status. The Committee provided direction to add supplemental columns to capture pertinent information. Marina Coast Water District (“MCWD”) requested any comments, questions or concerns on the draft implementing agreement between MCWD and FORA be submitted by May 21, 2019 in order to provide enough time for reviewing those comments and preparing for the next steps. Staff responded to questions and comments from the Committee and public.

2. Legislation Update

Mr. Houlemard updated the Committee on Senate Bill 189 status and the proposed amendments as it is currently drafted. Mr. Brinkman added the legislation bill would help accomplish a CEQA exception for the 2018 Transition Plan allowing an additional time period of up to 2022 to sign and finalize the Transition Plan implementing agreements. Staff responded to questions and comments from the Committee and public.

This item was for information only.

8. ITEMS FROM MEMBERS

None.

9. ADJOURNMENT at: 9:49 a.m.

Minutes Prepared By:
Heidi Lizarbe
Deputy Clerk

DRAFT

- START -

**DRAFT
BOARD PACKET**



FORT ORD REUSE AUTHORITY

REGULAR MEETING

FORT ORD REUSE AUTHORITY (FORA) BOARD OF DIRECTORS

Friday, June 14, 2019 at 2:00 p.m. | 910 2nd Avenue, Marina, CA 93933 (Carpenters Union Hall)

AGENDA

ALL ARE ENCOURAGED TO SUBMIT QUESTIONS/CONCERNS BY NOON JUNE 13, 2019.

1. CALL TO ORDER

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

3. 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 – One item of Potential Litigation, Gov. Code §54956.9(d)

4. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

5. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE

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 May 10, 2019 Meeting Minutes
Recommendation: Approve May 10, 2019 meeting minutes.
- b. Administrative Committee
Recommendation: Receive a report from the Administrative Committee.
- c. Veterans Issues Advisory Committee
Recommendation: Receive a report from the Veterans Issues Advisory Committee.
- d. Special District Risk Management Authority Board of Directors Election
Recommendation: Adopt Resolution 19-XX for the election of Bob Swan, Patrick K. O'Rourke, and Sandy Seifert-Raffelson to the Special District Risk Management Authority ("SDRMA") Board of Directors.

- e. 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. Retention and Separation Package for FY 2019-2020
Recommendation: Adopt the Fort Ord Reuse Authority (“FORA”) Preliminary Recommendations on Retention and Separation for Fiscal Year 2019-2020 (FY 19-20)
- b. Consider Adoption of FORA FY 2019-2020 Annual Budget **2nd Vote**
Recommendation:
 - i. Adopt Fiscal Year 2019-2020 Annual Budget.
 - ii. Consider approval of staff proposed compensation & benefits adjustment.
- c. Building Removal Financing/Feasibility Update
Recommendation:
- d. Administrative Consistency Determination for Entitlement: Seaside Senior Living Project
Recommendation:
 - i. Receive a report from the Executive Officer regarding the Seaside Senior Living Project (“Project”) Development Entitlement Consistency Determination per Section 8.02.030 of the Fort Ord Reuse Authority (“FOR A”) Master Resolution; **OR**
 - ii. Conduct a hearing and consider the Executive Officer’s concurrence in the City of Seaside’s (“Seaside’s”) development entitlement consistency determination if:
 - a. An appeal is received within the 10-day (Master Resolution Section 8.01.050) or 15-day (Master Resolution Section 8.03.070) appeal response terms; **OR**
 - b. A Board member requests that a hearing be conducted on this Project within the 35-day response term (Master Resolution Section 8.01.040).

9. PUBLIC COMMENT PERIOD

INFORMATION

*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 or as otherwise determined by the Chair and will not receive Board action. Whenever possible, written correspondence should be submitted to the Board in advance of the meeting, to provide adequate time for its consideration.*

10. ITEMS FROM MEMBERS

INFORMATION

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

11. ADJOURNMENT

NEXT REGULAR MEETING: July 12, 2019 AT 2:00PM

Persons seeking disability related accommodations should contact FORA 48 hours 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 Channel 25. The video and meeting materials are available online at www.fora.org

Placeholder for Item 7a

Board Meeting Minutes May 10, 2019

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

CONSENT AGENDA

Subject:	Administrative Committee	
Meeting Date:	June 14, 2019	INFORMATION/ACTION
Agenda Number:	7b	

RECOMMENDATION:

Receive a report from the Administrative Committee.

BACKGROUND/DISCUSSION:

The Administrative Committee held a meeting on May 1, 2019 and May 15, 2019. The approved minutes for these meetings are provided as **Attachment A, and B.**

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 _____ Approved by _____
Heidi L. Lizarbe Michael A. Houlemard, Jr.



APPROVED

FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:30 a.m., Wednesday, May 1, 2019 | FORA Conference Room
920nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Chair Michael A. Houlemard, Jr. called the meeting to order at 8:30 a.m.

The following members were present:

Dino Pick* (City of Del Rey Oaks)
Layne Long* (City of Marina)
Patrick Breen (MCWD)
Hans Uslar* (City of Monterey)
Vicki Nakamura (MPC)

Lisa Rheinheimer (Monterey-Salinas Transit)
Melanie Beretti* (County of Monterey)
Steve Matarazzo (UCMBEST)
Anya Spear (CSUMB)
Craig Malin* (City of Seaside)
*Voting member

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Marina City Manager Layne Long.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

- Keith Van Der Maaten, Marina Coast Water District (“MCWD”) General Manager advised the Committee that the Local Agency Formation Commission of Monterey County (“LAFCO”) unanimously voted in favor of the application to annex the lands within MCWD’s Ord Community Service Area.
- Executive Officer Michael A. Houlemard, Jr. updated the Committee that Layne Long, Steve Matarazzo, and he participated in a coordination meeting with the County of Monterey and University of California Santa Cruz (“UCSC”) regarding how to move forward on the Marina Airport & UCMBEST lands.

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. April 17, 2019 Meeting Minutes

MOTION: On motion by Committee member Malin second by Committee member Uslar and carried by the following vote, the Administrative Committee moved to approve the April 17, 2019 regular meeting minutes.

MOTION PASSED UNANIMOUSLY

6. DRAFT BOARD MEETING AGENDA REVIEW

INFORMATION/ACTION

- **May 8, 2019 Special Workshop**

Executive Officer Houlemard introduced the item and gave briefing on the purpose of the upcoming Special Workshop. Mr. Houlemard stated this workshop is to bring the Board members current on what the obligations and responsibilities are pertaining to both the Capital

Improvement Program (“CIP”) and the 2018 Transition Plan. It should provide the Board members with an understanding of how the two relate and inform each other. Assistant Executive Officer Steve Endsley reviewed the layout and the proposed direction of the workshop, scheduled for May 8, 2019. Principal Planner Jonathan Brinkmann updated the Committee on the content he is intending to present at the workshop. Staff responded to questions and comments from the Committee and public.

Kendall Flint of Regional Government Services (“RGS”) provided the Committee with a preview of the presentation, structure, and content that will be provided at the May 8th workshop in relation to the 2018 Transition Plan and the implementing agreements, which are in the process of being drafted. Committee members made comments and suggestions which will be incorporated into the presentation.

- **May 10, 2019 Board Meeting**

Mr. Houlemard reviewed the items on the draft Board agenda for May 10, 2019. ESCA Program Manager Stan Cook led the committee through a brief presentation on business item Environmental Services Cooperative Agreement (“ESCA”) Long Term Obligation Support Services Resolution. There were no questions or comments from the Committee or public.

This item was for information only.

7. BUSINESS ITEMS

INFORMATION/ACTION

a. Capital Improvement Program

i. Building Removal/Financing Update

Principal Planner Jonathan Brinkmann reviewed that the direction of the Administrative Committee at their April 17, 2019 meeting, was to have the item brought back with an update from NHA Advisors, based off the input from the cities of Marina and Seaside. FORA didn't not receive the required input from the jurisdictions in order to have the consultant produce comparable scenarios. If FORA receives the information, this item will be at the next scheduled Committee meeting. Staff responded to questions and comments from the Committee.

ii. Draft Capital Improvement Plan

Mr. Brinkmann provided an overview of the FORA draft FY 2019-20 CIP. The Committee discussed the CIP and the documents recommendations. The Committee did not take a vote to recommend Board approval or disapproval of the draft FY 2019-2020 CIP.

This item was for information only.

b. 2018 Transition Plan

1. Implementing Agreements Update

i. Environmental Services Cooperative Agreement

Mrs. Flint noted the draft agreements will be prepared based on direction given at the May 10, 2019 FORA Board meeting and will be circulated by the end of May.

ii. Marina Coast Water District

Keith Van Der Maaten reviewed the draft MCWD New Ord Community Water and Sewer Services implementing agreement with the Committee. Mr. Van Der Maaten requested any comments or feedback be submitted as soon as possible to ensure

MCWD staff has time to review them and respond. Staff and Mr. Van Der Maaten responded to questions from the Committee.

- iii. Transportation Agency of Monterey County
Mrs. Flint noted the draft agreements will be prepared based on direction given at the May 10, 2019 FORA Board \ meeting and will be circulated by the end of May.
- iv. Other Items
None.

**Quorum was lost at 10:36 a.m.*

2. Legislation Status

Mr. Houlemard updated the Committee on the status of Senate Bill 533. The bill was passed out of the Senate Committee and is extended to a 2-year bill.

8. ITEMS FROM MEMBERS

None.

9. ADJOURNMENT at: 10:39 a.m.

Minutes Prepared By:
Heidi Lizarbe
Deputy Clerk

Attachment B to Item 7b

Meeting Minutes May 15, 2019

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT	
CONSENT AGENDA	
Subject:	Veterans Issues Advisory Committee
Meeting Date:	June 14, 2019
Agenda Number:	7c
INFORMATION/ACTION	

RECOMMENDATION:

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

BACKGROUND/DISCUSSION:

The Veterans Issues Advisory Committee met on May 23, 2019. The approved minutes for this meetings are provided as **Attachment A**.

FISCAL IMPACT:

Reviewed by FORA Controller _____

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

COORDINATION:

VIAC

Prepared by _____
Shawn Hall

Approved by _____
Michael A. Houlemard, Jr.



FORT ORD REUSE AUTHORITY
VETERANS ISSUES ADVISORY COMMITTEE (VIAC) MEETING MINUTES
3:00 P.M. April 25, 2019 | FORA Conference Room
920 2nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER

Chair Ian Oglesby called the meeting to order at 3:05 P.M.

Committee Members Present:

Ian Oglesby, Mayor of Seaside

Edith Johnsen, Veterans Families/Fundraising

Mary Estrada, United Veterans Council (UVC)

Jack Stewart, Monterey County California Central Coast Veterans Cemetery Advisory Committee

Sid Williams, Monterey County Military & Veterans Affairs

Richard Garza, CCVC Foundation

2. PLEDGE OF ALLEGIANCE led by Edith Johnsen.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Principal Analyst Robert Norris announced that the Heroes Open meeting just finished prior to this meeting. This past month was the Vietnam Veterans Recognition march.

4. PUBLIC COMMENT PERIOD

There were no comments from the public.

5. APPROVAL OF MEETING MINUTES

a. March 28, 2018 Regular Meeting Minutes

MOTION: On motion by Committee member Stewart and seconded by Committee member Williams, the VIAC approved the March 28, 2019 meeting minutes, subject to corrections.

6. BUSINESS ITEMS

a. **Affordable Housing**

i. *Veterans Transition Center Housing Construction*

Mr. Norris informed the committee that there was no status report on the projects mentioned at the last meeting.

b. **Employment**

i. *Ron Cheshire – Helmets to Hardhats*

Mr. Norris reported the Ron Cheshire again brought up the invitation with Helmets to Hardhats program.

c. **California Central Coast Veterans Cemetery (CCCVC) Status Report**

i. *Cemetery Administrator's Status Report*

Principal Analyst Robert Norris announced that several key project milestones have been advanced. He noted that the Environmental Impact Report (EIR) is now open for public comment. Construction drawings are at 95% and design drawings are at 50%. Except for the response to the EIR, the packet will be acceptable to the National Cemetery Administration.

ii. *Veteran's Cemetery Land Use Status*

Mr. Norris reported that, according to the project consultants, while they're not completely ready to state that all remaining mitigation issues from the first phase have been done, they feel confident that by the time the EIR is processed they will have a proposal that addresses the remaining mitigation requirements from phase one and all future phases.

iii. *Fort Ord Committee Verbal Report: Oak Woodlands Mitigation & Endowment MOU*

Reported above.

iv. *Legislative Report*

Robert Norris commented that FORA has taken a position to support, but we don't have a specific Bill that has been offered to eliminate the LAIRD requirement.

d. **Ord Military Community**

Mr. Kai Yuan announced that on June 8, 2019 from 0800 to 1230 will be the annual Retiree Appreciation Day at the Stillwell Community Center.

e. **Fundraising Status**

i. *Central Coast Veterans Cemetery Foundation Status Report*

Mr. Richard Garza reported that the Foundation will be participating in Retiree Appreciation Day. Their focus now is on the Epic Ride scheduled for July 9 to August 13, 2019. It's tied-in to the Presentation of Flags to Goldstar families. The May 27th Memorial Day Ceremony is at 8:00 A.M. at the cemetery. Jimmy Panetta is scheduled to speak at the event. Honor Our Fallen is on October 19, 2019.

Candy Ingram informed the Committee that we do not have a complete cemetery. We need an in-ground capacity. The Foundation has a couple of concerns. One is the LAIRD requirement. Another concern is that this is a cemetery owned and operated by the State. She informed the group that the Foundation is taking a very conservative approach to costs to make sure Phase two is taken care of.

The committee discussed the importance of the State assuming the responsibilities of the operations and maintenance of the cemetery, and making it a priority for the whole community to contact our legislators to adopt a Bill and move it forward.

MOTION: On motion by Committee member Stewart and seconded by Committee member Williams and carried by the following vote, the VIAC approved that we ask our State Legislators to move forward expeditiously to remove the LAIRD Bill and get a Bill passed for the Central Coast State Veterans Cemetery to be a budgeted item in the State budget.

MOTION: PASSED UNANIMOUSLY

f. **VA-DOD Clinic**

No new updates.

g. **Calendar of Events**

No new updates

7. ITEMS FROM MEMBERS

Mr. Cliff Guinn announced that the cemetery is short a person, and they need a volunteer in the office. Sid offered to distribute their Volunteer Service Agreement, so it could be placed on local webpages.

Rich Garza reported that he has been involved with incarcerated veterans at Soledad prison. Palo Alto has been refusing to go to the prison for exams.

Mary Estrada announced that the Marina Foundation has recently provided for a \$2,500 grant to the United Veteran's Council for their emergency fund. The Marina Foundation also gave a donation to The Retired Enlisted Association (TREA) for their use for helping needy veterans. They are also exploring working with the Visiting Nurses Association to address the needs of Marina veterans. Mary also noted that they provided drill rifles to the new cadet battalion that was formed at Marina High School. Lastly, the Marina Foundation made a donation to TRIA for their work with the local Jr ROTC for Monterey County.

Mr. Guinn confirmed that the final paperwork has been sent ending the Historical Preservation Project. However, he noted that the Historical Museum for Fort Ord still has interested parties.

8. ADJOURNMENT at 3:50 p.m.

Minutes Prepared by:
Shawn Hall

FORT ORD REUSE AUTHORITY BOARD REPORT

CONSENT AGENDA

Subject: Special District Risk Management Authority Board of Directors Election

Meeting Date: June 14, 2019

Agenda Number: 7d

ACTION

RECOMMENDATION:

Adopt Resolution 19-XX, directing the Executive Officer to forward the attached ballot voting for Bob Swan, Patrick K. O'Rourke, and Sandy Seifert-Raffelson to the Special District Risk Management Authority (SDRMA) Board of Directors.

BACKGROUND:

As a member of SDRMA, FORA may vote in SDRMA Board elections, which is currently seeking to fill three open seats. On May 2, 2019, SDRMA's Election Committee reviewed nomination documents submitted by the candidates in accordance with SDRMA policy No. 2017-10 Establishing Guidelines for Director Elections. The Election confirmed that five candidates met the qualification requirements, and those names were included on the Official Election Resolution Ballot distributed to SDRMA members. The Statements of Qualifications submitted by each candidate are attached for Board review (**Attachment A**).

After selecting three of the five candidates, the FORA Board of Directors must approve the Official Election Resolution and Ballot provided by SDRMA (**Attachment B**). The signed Ballot and Resolution must be received by SDRMA no later than Wednesday August 21, 2019.

DISCUSSION:

FORA staff has reviewed the candidate's Statements of Qualifications and, based upon provided qualifications and experience, recommends the following three candidates: Bob Swan, Patrick K. O'Rourke, and Sandy Seifert-Raffelson.

FISCAL IMPACT:

Reviewed by FORA Controller _____

There is no direct fiscal impact to FORA. Staff time for this is included the approved FORA budget.

COORDINATION:

Executive Officer.

ATTACHMENTS:

Attachment A: Candidate Statement of Qualifications

Attachment B: SDRMA Official Election Resolution

Prepared by _____
Heidi Lizarbe

Approved by _____
Michael A. Houlemard, Jr.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Bob Swan

District/Agency Groveland Community Services District (GCSD)

Work Address P.O. Box 350, Groveland, CA 95321

Work Phone (209) 962-7161

Home Phone (408) 398-4731

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

1. SDRMA Board Member since 2016. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

What is your overall vision for SDRMA? (Response Required)

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Robert J. Awan Date 4-24-2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

What is your overall vision for SDRMA? (Response Required)

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-26-19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Patrick K. O'Rourke, MPA/CFRM
District/Agency Redwood Region Economic Development Commission (RREDC)
Work Address 520 E Street Eureka, CA 95501
Work Phone 707-445-9651 Home Phone 707-726-6700

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____

Date

3/25/2019

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates. No statements are endorsed by SDRMA.

Candidate* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113

Work Phone (530) 827-3150 Cell Phone (530) 310-4320

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davis Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.

As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

Sandy Siefert Raffelson

Date

4/16/19

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* James (Jim) M. Hamlin
District/Agency Burney Water District
Work Address 20222 Hudson St. Burney, Ca. 96013
Work Phone (530) 335-3582 Cell Phone _____

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

Hope to serve and help with decisions being made to both strengthen SDRMA and
move into new areas. Our districts are facing new challenges constantly.

**What Board or committee experience do you have that would help you to be an effective Board Member?
(SDRMA or any other organization) (Response Required)**

See Next

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

September 1972 until January 2014, owned and operated a Insurance brokerage
Sold business and retired.

Board Member of Mayers Memorial Hospital District From 1990 until 2014
Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current
Serving on Mayers Memorial Hospital Financial Board.

What is your overall vision for SDRMA? (Response Required)

SDRMA Board must be strong and protect the concerns of their members. Need
to have a listening ear for the districts that are represented. Need to
use caution when jumping into new areas, not jepordise their strong programs
and beliefs for new programs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

James M. Hamble

Date

3-27-2019



OFFICIAL 2019 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- BOB SWAN (INCUMBENT)**
Board Member, Groveland Community Services District
- JESSE D. CLAYPOOL**
Board Chair, Honey Lake Valley Resource Conservation District
- PATRICK K. O'ROURKE, MPA/CFRM**
Board Member, Redwood Region Economic Development Commission
- SANDY SEIFERT- RAFFELSON (INCUMBENT)**
Finance Manager/Treasurer, Herlong Public Utility District
- JAMES (Jim) M. HAMLIN**
Board President, Burney Water District

ADOPTED this ____ day of _____, 2019 by the Fort Ord Reuse Authority at a public meeting by the following votes:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

RESOLUTION NO. 19-XX

A RESOLUTION OF THE GOVERNING BODY OF THE Fort Ord Reuse Authority FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS

WHEREAS, the Fort Ord Reuse Authority is a member of the Special District Risk Management Authority (“SDRMA”) participating in the SDRMA workers’ compensation coverage protection; and

WHEREAS, SDRMA is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing property, liability, and workers’ compensation coverage protection and risk management services statewide exclusively for California public agencies.

WHEREAS, SDRMA’s Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven-member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

WHEREAS, SDRMA’s Sixth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA’s Board of Directors; and

WHEREAS, SDRMA’s Board of Directors approved Policy No. 2017-10 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

WHEREAS, Policy No. 2017-10 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA’s Board of Directors must be made by resolution adopted by the member agency’s governing body.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Fort Ord Reuse Authority selects the following candidates to serve as Directors on the SDRMA Board of Directors:

FORT ORD REUSE AUTHORITY BOARD REPORT	
CONSENT AGENDA	
Subject:	Public Correspondence to the Board
Meeting Date:	June 14, 2019
Agenda Number:	7e
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

Item 8a Placeholder

Retention and Separation Package for FY 2019-2020

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject:	Consider Adoption of FORA FY 2019-2020 Annual Budget 2nd Vote	
Meeting Date:	June 14, 2019	ACTION
Agenda Number:	8b	

RECOMMENDATION:

- i. Adopt fiscal year 2019-2020 (FY 19-20) Annual Budget ACTION
- ii. Consider approval of staff proposed compensation and benefit adjustments ACTION

BACKGROUND:

The FORA Annual Budget is typically presented to the Board in May of each year. Prior to the budget being presented to the Board, the budget is first reviewed by the Finance Committee (FC). After completing their deliberations, the FC makes recommendations to the Board regarding budget matters, including the presentation format and fund availability for programmed projects, staffing, consultant support and obligations. Prior to Board consideration of those recommendations, the Executive Committee (EC), who is charged to provide Board recommendation regarding employment and personnel matters, considers staff proposed adjustments specific to staffing and/or benefit. The FC reviewed the draft budget on April 29, 2019 and the EC reviewed the compensation adjustment recommendations of April 30, 2019.

DISCUSSION:

This fiscal year budget was prepared in conjunction with the FY 19-20 CIP Budget. The CIP Budget will be presented in Business Item 8b.

The proposed budget charts with fund balance notes as directed by the FC are:

Attachment A - depicts the budget by individual funds

Attachment B - illustrates the combined funds overall budget as compared to FY 18-19 projected Budget.

Attachment C - itemizes expenditures and compares to projected FY 18-19 expenditures.

Significant budget impacts areas are discussed below:

The following summarizes the FY 19-20 (**Attachment A**) draft annual budget figures:

REVENUES

- **\$316,213 MEMBERSHIP DUES**

In addition to State law stipulated fixed membership dues of \$224,000, FORA collects dues from Marina Coast Water District (MCWD) under contract terms.

- \$461,065 FRANCHISE FEES

This amount represents MCWD's projected FY 19-20 payments to FORA from water and sewer operations on Fort Ord and associated fees.

- \$1,082,784 ENVIRONMENTAL SERVICES COOPERATIVE AGREEMENT

FORA retains funds for ESCA remediation program completion, including remaining Economic Development Conveyance (EDC) property transfers. The draft annual budget includes the FY 19-20 ESCA regulatory response and management/related expenses.

- \$6,104,257 DEVELOPMENT FEES

This reflects jurisdictional forecasts included in the CIP FY 19-20 budget.

- \$0 LAND SALE PROCEEDS

There are no land sale revenue anticipated in the FY 19-20 CIP budget.

- \$50,000 RENTAL PROCEEDS

Rental payments from leasing projects on the Former Fort Ord, including Ord Market, Las Animas Concrete, etc.

- \$3,198,185 PROPERTY TAX

Projected property tax revenue exceeding \$1.3 million is committed to funding the CIP.

- \$130,000 INVESTMENT/INTEREST INCOME

Anticipated income from FORA bank accounts and certificates of deposit (CD) including the Habitat Management CD.

EXPENDITURES

- \$2,131,332 SALARIES AND BENEFITS (Attachments C, D show breakdown)

Of the \$2.1M in salaries and benefits, \$447,812 is funded by ESCA. Proposed budget amount includes:

- 1) 2.0% COLA for eligible personnel.
Eligibility: Must be full time, employed with FORA for the past 12 months.
- 2) Retention benefit - In light of FORA's nearing sunset date, staff recommends a pool of funds to provide for employee retention, special assignments, and coverage for employee losses.
- 3) Staff Health Insurance Benefit. No change in benefit allowances from approved mid-year FY 18-19 Budget. Staff recommends maintaining at current approved allowances.
- 4) Staffing – Based on current known staffing levels anticipated for FY 19-20. Overall, there is a \$666K projected savings. This does not include any proposal from Regional Government Solutions (RGS) for any transition packages. RGS will make

a proposal to the Board and will be incorporated into the Budget as an amendment when approved by the Board.

**FC acknowledges funding availability for all items and EC recommends item 1*

- **\$538,245 SUPPLIES AND SERVICES (Attachment C)**

This expense category is increased slightly by \$2,220 from prior year. Significant increases are:

- 1) \$9,720 – IT/Computer Support – Staff has budgeted purchase of a new server as the current server requires replacement.
- 2) \$2,500 – Building maintenance – projected increase in cost of supplies and maintenance.

Significant decrease of \$10K for prevailing Wage Tech Support. With the transition of FORA Prevailing Wage/Risk Manager, FORA will not be renewing subscription.

- **\$2,838,500 IN CONTRACTUAL SERVICES (Attachment C)**

Contractual services increased \$386,150 from the previous FY. In addition to FORA's recurring consulting expenses such as the Annual Auditor, Public Information, Human Resources, and Legislative consultants, the budget includes increased and or significant costs for:

- 1) \$100,000 – FORA Sunset/Transition for Local Agency Formation Commission application and indemnification set aside fund, consultant fees (e.g. CEQA, financial, employee transition and legal).
- 2) \$280,000 – CIP related increase – Additional information will be presented with the FY 19-20 CIP Budget.
- 3) \$6,150 – It is anticipated that due to FORA transition, the auditors will be performing additional audit tests.

- **\$11,316,411 IN CAPITAL PROJECTS (Attachments B, C)**

The upcoming budget includes \$4.3M for the completion of the FORA building removal obligations at the Marina Stockade. The budget includes mandated/obligatory expenditures such as habitat management and UC Natural Reserve annual cost. Other capital projects are development fee collection dependent. The FY 19-20 CIP budget provides itemization and timing of capital projects to meet contractual Regional Urban Water Augmentation Project Recycled Water component reimbursements to MCWD, Davis Road South of Blanco Road reimbursements to County of Monterey, and South Boundary Road project funding needs.

OTHER/ACCOUNTING ENTRIES/FUND DESIGNATIONS

- 1) Release of \$4.7 million Reserve for operating funds. The Board approved a reserve only thru 6/30/2020.

- 2) Transfer of funds \$1M from General Fund and Land Sale to CFD/Tax Developer Fee Fund.

ENDING BALANCE/FORA RESERVE

It is anticipated that the combined fund balance at the end of the FY 19-20 will be more than \$27.5 million. To address the FORA sunset financial obligations, the Board has designated \$6.9 million for CalPERS pension liabilities, The set aside of \$17.8 million for Habitat Conservation reflects FORA Board policy of reserving 30.2 percent of the CFD fee collections for this purpose.

COORDINATION:

Finance Committee, Executive Committee, FORA Annual Auditor.

Prepared by _____
Helen Rodriguez, CPA

Approved by _____
Michael A. Houlemard, Jr.

FORT ORD REUSE AUTHORITY - FY 19-20 ANNUAL BUDGET - BY FUND

CATEGORY	SPECIAL REVENUE FUNDS (SRF)				TOTAL ANNUAL BUDGET
	GENERAL FUND	LEASES/ LAND SALE	CFD/Tax Developer Fees	ARMY ESCA	
REVENUES					
Membership Dues	316,213	-	-	-	316,213
Franchise Fees - MCWD	461,065	-	-	-	461,065
Federal Grants	-	-	-	1,082,784	1,082,784
Development Fees	-	-	6,104,257	-	6,104,257
Land Sale Proceeds	-	-	-	-	-
Rental/Lease Revenues	50,000	-	-	-	50,000
Property Tax Payments	1,300,000	-	1,898,185	-	3,198,185
Reimbursement Agreements	5,000	-	-	-	5,000
Investment/Interest Income	100,000	-	30,000	-	130,000
Other Income	-	-	-	-	-
Total Revenues	2,232,278	-	8,032,442	1,082,784	11,347,504
EXPENDITURES					
Salaries & Benefits	1,124,014	96,877	462,629	447,812	2,131,332
Supplies & Services	283,100	18,142	145,253	91,750	538,245
Contractual Services	1,398,129	26,238	870,911	543,222	2,838,500
Capital Projects	-	4,256,270	7,060,141	-	11,316,411
Total Expenditures	2,805,243	4,397,527	8,538,934	1,082,784	16,824,488
REVENUES OVER (UNDER) EXPENDITURES	(572,965)	(4,397,527)	(506,492)	-	(5,476,984)
OTHER FINANCING SOURCES (USES)					
Transfer In/(Out)	(1,057,600)	-	1,057,600	-	-
Total Other Financing Sources (Uses)	(1,057,600)	-	1,057,600	-	-
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES	(1,630,565)	(4,397,527)	551,108	-	(5,476,984)
FUND BALANCE-BEGINNING 7/1/19	11,375,280	4,397,527	17,271,527	-	33,044,334
FUND BALANCE-ENDING 6/30/20	9,744,715	-	17,822,635	-	27,567,350

Fund Balances

Committed/Assigned for:

CalPers Termination	\$ 6,940,000	\$ -	\$ -	\$ -	\$ 6,940,000
Operations	-	-	-	-	-
Habitat Management (HM/HCP)	-	-	17,822,635	-	17,822,635
Building Removal	-	-	-	-	-
CIP	-	-	-	-	-
Unassigned	2,804,715	-	-	-	2,804,715
Ending Fund Balance	9,744,715	-	17,822,635	-	27,567,350

FORT ORD REUSE AUTHORITY - FY 19-20 ANNUAL BUDGET - COMPARATIVE

CATEGORIES	FY 18-19 APPROVED MID-YEAR	FY 18-19 <u>Variations</u> <i>Projected thru 6/30/18</i>	FY 18-19 <u>PROJECTED</u>	FY 19-20 PRELIMINARY	NOTES
REVENUES					
Membership Dues	\$ 310,928	\$ 1,739	\$ 312,667	316,213	Based on MCWD's current projection
Franchise Fees - MCWD	721,557	(173,143)	548,414	461,065	Based on MCWD's current projection
Federal Grants	1,078,135	-	1,078,135	1,082,784	
Development Fees	10,734,756	(2,734,756)	8,000,000	6,104,257	
Land Sale Proceeds	-	-	-	-	
Rent Proceeds	50,000	-	50,000	50,000	
Property Taxes	2,974,613	-	2,974,613	3,198,185	
Reimbursement Agreements	5,000	-	5,000	5,000	
Investment/Interest Income	281,490	-	281,490	130,000	
TOTAL REVENUES	<u>16,156,479</u>	<u>(2,906,160)</u>	<u>13,250,319</u>	<u>11,347,504</u>	
EXPENDITURES					
Salaries & Benefits	2,797,745	-	2,797,745	2,131,332	
Supplies & Services	536,025	-	536,025	538,245	
Contractual Services	2,472,350	-	2,472,350	2,838,500	
Capital Projects (CIP)	26,520,871	(4,186,700)	22,334,171	11,316,411	
TOTAL EXPENDITURES	<u>32,326,991</u>	<u>(4,186,700)</u>	<u>28,140,291</u>	<u>16,824,488</u>	
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES	(16,170,512)	1,280,540	(14,889,972)	(5,476,984)	<i>Use of Fund Balance</i>
FUND BALANCES					
Beginning	47,934,306	-	47,934,306	33,044,334	
Ending	\$ 31,763,794	\$ 1,280,540	\$ 33,044,334	27,567,350	Ending Fund Balance
Fund Balances					
<i>Committed/Assigned for:</i>					
CalPers Termination	\$ 6,820,000		\$ 6,820,000	6,940,000	
Operations	4,700,000		4,700,000	-	
Habitat Management (HM/HCP)	17,113,239	(825,896)	16,287,343	17,822,635	
Building Removal	-	-	-	-	
CIP	3,103,871	-	3,103,871	-	
Unassigned	<u>26,684</u>	<u>(171,404)</u>	<u>(144,720)</u>	<u>2,804,715</u>	
Ending Fund Balance	<u>\$ 31,763,794</u>	<u>\$ (997,300)</u>	<u>\$ 30,766,494</u>	<u>27,567,350</u>	

FORT ORD REUSE AUTHORITY - FY 19-20 ANNUAL BUDGET - EXPENDITURE DETAIL

EXPENDITURE CATEGORIES	FY 18-19 Approved Mid-Year	FY 18-19 Variance Projected thru 6/30/19	Projected 6/30/19	FY 19-20 Proposed	Change from Prior Year	NOTES
						"N" indicates a new expense in FY 19-20 budget
SALARIES AND BENEFITS (S & B)	16 positions + 1 intern	16 positions + 1 intern	16 positions + 1 intern	17 positions + 1 intern		
SALARIES	1,967,512	-	1,967,512	1,377,880	(589,632)	2% COLA and Step, reclassification and staffing changes
BENEFITS/HEALTH, RETIREMENT, OTHER	680,233	-	680,233	518,693	(161,540)	CalPers increase offset by staffing changes Retention, add'l assignment resulting from attrition due to sunset
TEMP HELP/VACTION CASH OUT/STIPENDS	150,000	-	150,000	234,759	84,759	
TOTAL SALARIES , BENEFITS AND UAL	2,797,745	-	2,797,745	2,131,332	(666,413)	
SUPPLIES AND SERVICES						
PUBLIC & LEGAL NOTICES	8,000	-	8,000	8,000	-	
COMMUNICATIONS	8,000	-	8,000	8,000	-	
DUES & SUBSCRIPTIONS	25,000	-	25,000	25,000	-	
PRINTING & COPY	13,000	-	13,000	13,000	-	
SUPPLIES	16,000	-	16,000	16,000	-	
EQUIPMENT & FURNITURE	25,000	-	25,000	25,000	-	
VEHICLE AND MAINTENANCE	28,600	-	28,600	28,600	-	
TRAVEL & LODGING	35,000	-	35,000	35,000	-	
CONFERENCE, TRAINING & SEMINARS	25,000	-	25,000	25,000	-	
MEETING EXPENSES	15,750	-	15,750	15,750	-	
TELEVISED MEETINGS	7,000	-	7,000	7,000	-	
BUILDING MAINTENANCE & SECURITY	10,000	-	10,000	12,500	2,500	
FORA OFFICES RENTAL	180,000	-	180,000	180,000	-	
UTILITIES	14,175	-	14,175	14,175	-	
INSURANCE	34,000	-	34,000	34,000	-	
PAYROLL/ACCOUNTING SERVICES	7,500	-	7,500	7,500	-	
IT/COMPUTER SUPPORT	35,000	-	35,000	44,720	9,720	
RECORD ARCHIVING	11,000	-	11,000	11,000	-	
PREVAILING WAGE TECH SUPPORT/SOFTWARE	10,000	-	10,000	-	(10,000)	
Community Outreach/Marketing	25,000	-	25,000	25,000	-	
OTHER (POSTAGE, BANK FEES, MISC)	3,000	-	3,000	3,000	-	
TOTAL SUPPLIES AND SERVICES	536,025	-	536,025	538,245	2,220	
CONTRACTUAL SERVICES						
AUTHORITY COUNSEL	250,000	-	250,000	330,000	80,000	CIP related
LEGAL/LITIGATION FEES	185,000	-	185,000	285,000	100,000	CIP related
LEGAL FEES - SPECIAL PRACTICE	75,000	-	75,000	75,000	-	CIP related
AUDITORS	18,850	-	18,850	25,000	6,150	Anticipated standard 5% increase
SPECIAL COUNSEL (EDC-ESCA)	100,000	-	100,000	100,000	-	
ESCA/REGULATORY RESPONSE/ QUALITY ASSURANCE	460,000	-	460,000	460,000	-	
FINANCIAL CONSULTANT	175,000	-	175,000	225,000	50,000	CIP related
LEGISLATIVE SERVICES CONSULTANT	43,000	-	43,000	43,000	-	
PUBLIC INFORMATION/OUTREACH	20,000	-	20,000	20,000	-	
HCP CONSULTANTS	150,000	-	150,000	200,000	50,000	CIP related
FORA Sunset/Transition	650,000	-	650,000	750,000	100,000	Career Counseling, Consultants, LAFCO Indemnification Fund
REUSE PLAN IMPLEMENTATION	150,000	-	150,000	150,000	-	
ECONOMIC DEVELOPMENT	165,500	-	165,500	145,500	(20,000)	Increase CSUMB offset by Drone Grant/Symposium cost
PW WAGE CONSULTANTS	-	-	-	-	-	
OTHER CONSULTING/CONTRACTUAL EXP	30,000	-	30,000	30,000	-	
TOTAL CONTRACTUAL SERVICES	2,472,350	-	2,472,350	2,838,500	366,150	
CAPITAL PROJECTS						
TRANSPORTATION/OTHER CIP PROJECTS	17,000,000	-	17,000,000	6,910,141	(10,089,859)	CIP Budget
BUILDING REMOVAL	9,520,871	-	9,520,871	4,256,270	(5,264,601)	CIP Budget
TOTAL CAPITAL PROJECTS	26,520,871	-	26,520,871	11,166,411	(15,354,460)	
TOTAL EXPENDITURES	32,326,991	-	32,326,991	16,674,488	(15,652,503)	

Item 8c Placeholder

Building Removal Financing/Feasibility Update

This item will be included in the final Board packet.

FORT ORD REUSE AUTHORITY BOARD REPORT

BUSINESS ITEMS

Subject: Administrative Consistency Determination for Entitlement: Seaside Senior Living Project

Meeting Date: June 14, 2019

Agenda Number: 8d

INFORMATION/ACTION

RECOMMENDATION(S):

- i. Receive a report from the Executive Officer regarding the Seaside Senior Living Project ("Project") Development Entitlement Consistency Determination per Section 8.02.030 of the Fort Ord Reuse Authority ("FORA") Master Resolution; **OR**
- ii. Conduct a hearing and consider the Executive Officer's concurrence in the City of Seaside's ("Seaside's") development entitlement consistency determination if:
 - a. An appeal is received within the 10-day (Master Resolution Section 8.01.050) or 15-day (Master Resolution Section 8.03.070) appeal response terms; **OR**
 - b. A Board member requests that a hearing be conducted on this Project within the 35-day response term (Master Resolution Section 8.01.040).

BACKGROUND:

Seaside submitted the Project for consistency determination on May 9, 2019. Seaside's submittal is available through the following link:

<https://fora.org/Board/2019/ConsistencyDetermination/SeasideSeniorLiving/ConsistencyDetermination.pdf>

The Project consists of approval of a use permit application for the construction of a 144-bed Residential Care Facility. FORA staff reviewed the financial components of the Project and determined that the Project will meet FORA's fair share requirements.

Seaside requested Development Entitlement Consistency review of the Project in accordance with Section 8.02.030 of the FORA Master Resolution, which does not require Board approval. Under state law, as codified in FORA's Master Resolution, consistency determinations for legislative land use decisions (plan level documents such as General Plans, Zoning Codes, Specific Plans, Redevelopment Plans, etc.) differ from development entitlement consistency determinations for projects under approved General Plan and Zoning designations. By law, legislative land use decisions must be scheduled for FORA Board review under strict timeframes. Development entitlements are treated differently by the law; unless appealed to the FORA Board, they are reviewed by staff to determine consistency with the Fort Ord Reuse Plan (Reuse Plan). The legislative framers wrote the law this way in recognition of the volume of development entitlements expected to be processed.

DISCUSSION:

Rationale for consistency determinations: FORA staff finds that there are several defensible rationales for making an affirmative consistency determination. Sometimes additional information is provided to buttress those conclusions. The Reuse Plan is a framework for development, not a precise plan to be mirrored. However, there are thresholds set in the resource-constrained Reuse Plan that may

not be exceeded without other actions, most notably 6,160 new residential housing units and a finite water allocation. The Project's conformance to the specific consistency criteria is discussed herein.

DEVELOPMENT ENTITLEMENT CONSISTENCY (FROM SECTION 8.02.030 OF THE FORA MASTER RESOLUTION)

(a) In the review, evaluation, and determination of consistency regarding any development entitlement presented to the Authority Board pursuant to Section 8.01.030 of this Resolution, the Authority Board shall withhold a finding of consistency for any development entitlement that:

(1) Provides an intensity of land uses, which is more intense than that provided for in the applicable legislative land use decisions, which the Authority Board has found consistent with the Reuse Plan;

The Project does not provide for an intensity of land uses greater than those allowed in previous legislative land use decisions consistency determinations. The 2004 Seaside General Plan was updated on August 5, 2004 and found to be consistent with the BRP by FORA on December 10, 2004. The FORA Board report identified and discussed differences between the 2004 Seaside General Plan Land Use Map and BRP Land Use Plan Concept. Some of these differences were due to Army and Seaside property exchange negotiations. The FORA Board made findings that the differences on the City's Land Use Map did not, on balance, change the cumulative effects of the BRP, did not result in any site-specific effects, did not result in conflicts with BRP policies and programs, and did not lead to population or water demand in excess of the BRP and Development Resources Management Plan. The Project implements the 2004 Seaside General Plan and, likewise, would not allow more intense land uses than provided for in the Seaside General Plan.

(2) Is more dense than the density of development permitted in the applicable legislative land use decisions which the Authority Board has found consistent with the Reuse Plan;

The Project location, size, and operating characteristics are compatible with the character of the site, the land uses, and development intended for the surrounding area by the Seaside General Plan.

(3) Is not conditioned upon providing, performing, funding, or making an agreement guaranteeing the provision, performance, or funding of all programs applicable to the development entitlement as specified in the Reuse Plan and in Section 8.02.020 of this Master Resolution and consistent with local determinations made pursuant to Section 8.02.040 of this Resolution;

In review of Seaside's submittal, the Project will conform with applicable programs specified in the Reuse Plan and in Section 8.02.020 of the FORA Master Resolution.

(4) Provides uses which conflict or are incompatible with uses permitted or allowed in the Reuse Plan for the affected property or which conflict or are incompatible with open space, recreational, or habitat management areas within the jurisdiction of the Authority;

The Project does not conflict with, and is not incompatible with, the open space, recreational, or habitat management areas within FORA's authority.

(5) Does not require or otherwise provide for the financing and installation, construction, and maintenance of all infrastructure necessary to provide adequate public services to the property covered by the applicable legislative land use decision;

The Project is required to pay its fair share of the basewide infrastructure costs through payment of the FORA Community Facilities District ("CFD") special tax.

(6) Does not require or otherwise provide for implementation of the Fort Ord Habitat Management Plan;

The Fort Ord Habitat Management Plan (HMP) designates certain parcels for "Development," in order to allow economic recovery through development while promoting preservation, enhancement, and restoration of special status plant and animal species in designated habitats. The Project only affects lands that are located within areas designated for "Development" under the HMP. Lands designated for "Development" have no management restrictions placed upon them as a result of the HMP. The Project would not conflict with implementation of the Fort Ord HMP.

(7) Is not consistent with the Highway 1 Design Corridor Design Guidelines as such guidelines may be developed and approved by the Authority Board; and

The Project complies with Highway 1 Design Corridor Design Guidelines. Seaside staff submitted a Regional Urban Design Guidelines (RUDG) checklist, and completed the Highway 1 Design Corridor Design Guidelines section to show that the Project is in conformance with the height restrictions, signage restrictions, and other objectives of the guidelines.

(8) Is not consistent with the jobs/housing balance requirements developed and approved by the Authority Board as provided in Section 8.02.020(t) of this Master Resolution.

The Project will support implementation of jobs/housing balance requirements through maintaining employment opportunities. Construction-related and post-construction permanent service jobs will be created with the new residential care facility.

Additional Considerations:

(9) Adoption of required programs from section 8.02.040 of the FORA Master Resolution.

In review of Seaside's submittal, the Project conforms with applicable Reuse Plan programs, the Habitat Management Plan, the Reuse Plan Development and Resource Management Plan, the Reuse Plan Environmental Impact Report, and the FORA Master Resolution.

(10) Is not consistent with FORA's prevailing wage policy, section 3.03.090 of the FORA Master Resolution.

The Project does not modify prevailing wage requirements for future development entitlements within Seaside's former Fort Ord jurisdiction. Seaside has made the Project developers aware of the prevailing wage policy.

Conclusion: Based on the preceding analysis, the Executive Officer concurs with Seaside that the Project is consistent with the Reuse Plan and the FORA Master Resolution. The Project will be required to pay the FORA CFD special tax before issuance of building permits.

FISCAL IMPACT:

Reviewed by FORA Controller _____

This consistency review is regulatory in nature and should have no direct fiscal, administrative, or operational impact. Staff time for this item is included in the approved annual budget.

COORDINATION:

Authority Counsel, Administrative and Executive Committees.

Prepared by _____
Jonathan Brinkmann

Approved by _____
Michael A. Houlemard, Jr.

- END -

**DRAFT
BOARD PACKET**