



FORT ORD REUSE AUTHORITY

ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES

8:15 a.m., Wednesday, April 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 8:16 a.m. The following were present:

Dan Dawson, City of Del Rey Oaks
Carl Holm, County of Monterey
Elizabeth Caraker, City of Monterey
John Dunn, City of Seaside
Layne Long, City of Marina
Vicki Nakamura, MPC
Anya Spear, CSUMB
Lyle Shurtleff, Army BRAC Office

Diana Ingersoll, City of Seaside
Tim O'Halloran, City of Seaside
Rick Riedl, City of Seaside
Patrick Breen, MCWD
Graham Bice, UC MBEST
Mike Zeller, TAMC
Bob Schaffer
Wendy Elliot, MCP

FORA Staff:
Michael Houlemard
John Giffen
Steve Endsley
Jim Arnold
Crissy Maras
Jonathan Garcia
Lena Spilman

2. PLEDGE OF ALLEGIANCE

Carl Holm led the Pledge of Allegiance.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Co-Chair Houlemard stated that a Pollution Legal Liability Insurance Policy insurance meeting had been conducted on April 1, 2014 for carriers who responded to the Request for Qualifications solicitation. Turnout was higher than anticipated and the process was moving along on schedule.

4. APPROVAL OF MEETING MINUTES

a. **March 5, 2014 Administrative Committee Minutes**

MOTION: John Dunn moved, seconded by Carl Holm, to approve the March 5, 2014 meeting minutes, as presented.

MOTION PASSED: Ayes: Holm, Dunn, Dawson. *Absent:* Caraker, Long.

5. PUBLIC COMMENT PERIOD

None.

6. AGENDA REVIEW - APRIL 11, 2014 BOARD MEETING

Co-Chair Houlemard led a review of the April 11, 2014 Board meeting agenda.

Elizabeth Caraker entered at 8:23 am. Layne Long entered at 8:24 am.

7. OLD BUSINESS

a. **Base Reuse Plan Reassessment Follow-up**

i. **Regional Urban Design Guidelines Task Force Update**

FORA Associate Planner Josh Metz announced that the FORA Board had approved creation of the Regional Urban Design Guidelines Task Force, to which Chair Edelen had appointed Executive Officer Michael Houlemard (Chair), Carmel-by-the-Sea Councilmember Victoria Beach, Sand City Mayor David Pendergrass, Del Rey Oaks City Manager Dan Dawson, Seaside City Manager John Dunn, Marina City Manager Layne Long, Monterey County Resource Agency Deputy Director Carl Holm, and Monterey Principal Planner Elizabeth Caraker. The Task Force's first meeting was scheduled for April 22, 2014 at 12:45 pm, at

which time they would review initial responses to the Request for Qualifications and discuss next steps for development of the Request for Proposals.

ii. Status of Remaining Category 3 Items

Mr. Metz described the Category 3 items and announced upcoming individual jurisdiction staff meetings to discuss the status of each item. Once that was completed, he would present a refined work list of outstanding items for Committee review.

b. Capital Improvement Plan Follow-up

Senior Planner Jonathan Garcia distributed updated CIP tables, noting that the jurisdictions' FY 2014/15 development projections had been modified to reflect the current 20% realization of the FY 2013/14 projected development. The Committee members and developer representatives discussed their methods for developing projections. Co-Chair Houlemard suggested there was still time for the jurisdictions to conduct additional review before the item was presented to the FORA Board in May. It was generally agreed that applying methods that reflected market experience and product type expectations made sense.

8. ITEMS FROM MEMBERS

None.

9. ADJOURNMENT

Co-Chair Houlemard adjourned the meeting at 9:15 a.m.