



# FORT ORD REUSE AUTHORITY

## REGULAR MEETING

### FORT ORD REUSE AUTHORITY (FORA) ADMINISTRATIVE COMMITTEE

Wednesday, November 14, 2018 at 8:30 a.m.

920 2<sup>nd</sup> 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. October 31, 2018 Meeting Minutes

**6. NOVEMBER 9, 2018 BOARD MEETING FOLLOW-UP**

**INFORMATION/ACTION**

**7. BUSINESS ITEMS**

**INFORMATION**

- a. Transition Planning Update
- b. Request for Qualifications Update
- i. Facilitation Services, Transition Plan Implementation Agreements
  - ii. Building Removal Financing

**8. ITEMS FROM MEMBERS**

**INFORMATION**

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

**9. ADJOURNMENT**

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



**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
**8:30 a.m., Wednesday, October 31, 2018 | FORA Conference Room**  
920<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Co-Chair Executive Officer Michael Houlemard called a meeting of the whole to order at 8:36 a.m.

The following members were present:

Dino Pick* (City of Del Rey Oaks)	Bill Collins (US Army)
Melanie Beretti* (County of Monterey)	Vicki Nakamura (Monterey Peninsula College)
Elizabeth Caraker* (City of Monterey)	Anya Spear (CSUMB)
	Steve Matarazzo (UCMBEST)
	Lisa Rheinheimer (Monterey Salinas Transit)
	Mike Zeller (TAMC)

\*Voting Member

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Monterey Salinas Transit (MST) Director of Planning & Marketing Lisa Rheinheimer.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Mr. Houlemard announced there was a positive response from the America's Competitive Exchange (often referred to as "ACE") tour that visited Monterey. Several City leaders from around the County participated and over 40 country representatives were in attendance. A reception was held at the Monterey Bay Aquarium on October 23, 2018 and Mr. Houlemard served as the MC.

**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 17, 2018 Meeting Minutes

This item was held as quorum was yet to be established. This item was considered after a quorum was established at 8:53 a.m.

**MOTION:** On motion by Committee member Pick and second by Committee member Caraker and carried by the following vote, the Administrative Committee moved to approve the October 17, 2018 regular meeting minutes.

**MOTION PASSED UNANIMOUSLY**

**6. NOVEMBER 9, 2018 DRAFT BOARD MEETING AGENDAREVIEW**

**INFORMATION**

Principal Planner Jonathan Brinkmann reviewed the items on the draft Board agenda for November 9, 2018. Staff responded to questions and comments from the Committee regarding the Transition Plan item. Mr. Houlemard briefly reviewed the discussion that was held at the Board Special meeting on October 29, 2018. Assistant Executive Officer Steve Endsley reviewed the difference between two types of California Environmental Quality Act (CEQA) action as they pertain to the correspondence sent to the Board prior to

the Special meeting. The correspondence that was sent to the Board can be reviewed on the FORA website at <https://www.fora.org/board.html>.

## 7. BUSINESS ITEMS

## INFORMATION/ACTION

### a. Transition Plan Update

Mr. Endsley reported on the special meeting held by the Board on October 29, 2018 and reviewed the action taken by the Board and described the comments received from 17<sup>th</sup> State Senate District Senator Bill Monning (*the video from the special meeting can be accessed on FORA's YouTube channel at <https://www.youtube.com/user/FortOrdReuse?feature=mhee>*) The Committee was also informed of the Board's request to have the special counsel's CEQA opinion put in writing regarding the Transition Resolution and to have other elements of the resolution more clearly defined and provide direction as to how issues can be resolved.

City of Monterey Housing & Community Development Manager Elizabeth Caraker arrived at 8:53 a.m. establishing a quorum.

Staff responded to inquiries about the projected timeline for obtaining facilitation services and further revisions to the Transition Resolution would be released to the public and what staff at the different jurisdictions should expect in regards to providing support to the decision making.

Mr. Houlemard redirected the Committee to return to item 5a to consider approval of the October 17, 2018 Administrative Committee regular meeting minutes. *The motion and vote is listed under item 5a.*

The Committee provided further comments on the Transition Resolution formatting requests and the process/timeline for selecting a facilitator. Staff is seeking recommendations for a facilitator and/or firm; a selection panel would be formed to review proposals. Anya Spear, Melanie Beretti and Mike Zeller volunteered and agreed to serve as the Request for Qualifications (RFQ) selection panel. An item will be placed on the November 14, 2018 Administrative Committee agenda to provide the Committee with any further updates.

### b. Building Removal Consultant Update

Mr. Houlemard introduced the item and reviewed the RFQ for Building Removal Financing packet that was distributed to the Committee and public at the meeting. Mr. Endsley provided the background and context of the RFQ. The Committee and public was also provided with a draft copy of a RFQ for Facilitation Services, Transition Plan Implementation Agreements.

Mr. Brinkmann also provided further information on what the RFQ is seeking from consultants which included seeking a determination on FORA's legal authority and exploring the possibilities of what can happen after FORA sunsets.

Staff responded to comments and questions from the Committee.

## 8. ITEMS FROM MEMBERS

There were no items from members.

## 9. ADJOURNMENT at 9:43 a.m.

Minutes Prepared By:  
Dominique Davis  
Deputy Clerk