



FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:30 a.m., Wednesday, August 31, 2016 | FORA Conference Room
920nd Avenue, Suite A, Marina CA 93933

1. CALL TO ORDER at 8:31am

Elizabeth Caraker called the meeting to order at 8:31a.m. The following were present:

**voting members, AR = arrived after call to order*

Craig Malin, City of Seaside*

Elizabeth Caraker, City of Monterey*

Layne Long, City of Marina*

Melanie Baretta, County of Monterey*

Daniel Dawson, City of Del Rey Oaks*

Steve Matarazzo, UCSC (p)

Vicki Nakamura, MPC (p)

Patrick Breen, MCWD

Anya Spear, CSUMB (p)

Todd Muck, TAMC

Doug Yount, MCP (p)

Gage Dayton, UCSC Natural

Reserves (p)

Mike Zeller, TAMC (p)

Bill Collins, US Army

Bob Schaffer

Nick Nichols (p)

Don Hofer, MCP (p)

FORA Staff:

Michael Houlemard

Steve Endsley

Dominique Jones

Jonathan Brinkmann

Peter Said

Robert Norris

Sheri Damon

Nicole Valentino

Mary Israel

Stan Cook

2. PLEDGE OF ALLEGIANCE

Pledge of allegiance was led by Elizabeth Caraker

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Executive Officer Michael Houlemard announced the Opening Ceremony for the California Central Coast Veterans Cemetery (Seaside) will be held on October 11. Mr. Houlemard also announced that the William H. Gourley VA-DOD Outpatient Clinic “soft opening” will be held on October 14, and is being coordinated through the City of Marina, the Hamstra Group (developer) and the U.S Department of Veterans Affairs (USDVA).

4. PUBLIC COMMENT PERIOD

There were no comments from the public.

5. APPROVAL OF MEETING MINUTES

a. August 3, 2016 Administrative Committee Minutes

On motion by Craig Malin and seconded by Dan Dawson, the Administrative Committee approved the August 3, 2016 Regular Meeting Minutes.

6. BUSINESS ITEMS

a. Capital Improvement Program (CIP)

i. Transportation Agency for Monterey County (TAMC) Reallocation Study

Principal Planner Jonathan Brinkmann presented the item and provided an update on the TAMC 2016 FORA fee reallocation study. The FORA Board had previously directed staff to provide any proposed Capital Improvement Program (CIP) revisions as a result of the reallocation study. Mike Zeller (TAMC) was present at the meeting and advised the Committee that TAMC expects to present draft FORA transportation allocations by the end of September.

ii. Economic and Planning Systems (EPS) Preliminary Report

Project Specialist Peter Said provided information on the EPS Preliminary Report which, based on the discussion tables provided as Attachment B, indicated that a 1.7% increase to the FORA Communities Facilities District (CFD) special tax is recommended. Mr. Said also provided the three key expenditure areas that would affect the CIP:

1. HCP funding and contingencies
2. Estimated land value
3. Transportation allocations and contingencies.

Proposed revisions to the CIP will not be made until the TAMC study is complete and is expected to be ready to be presented to the Board at its October or November meeting.

iii. Eastside Parkway Environmental Review Contract Amendment

Jonathan Brinkmann presented the contract amendment for the Eastside Parkway Environmental Review (EIR). The FORA Board established Eastside Parkway CIP funding priority in 2009 and with the CFD special taxes that have been paid for other development projects it has been determined that it is feasible to pursue the East Parkway EIR. The contract amendment to Whitson and Associates, Inc. would authorize the Executive Officer to execute contract amendment #3 that was provided as Attachment A for the EIR for Eastside Parkway, for the amount not to exceed \$568,100 in additional funding.

b. Prevailing Wage Jurisdictional Training and Software

Prevailing Wage Coordinator Sheri Damon provided information about the training that has been setup in conjunction with the State Department of Industrial Registration on November 1. The training will be held at the FORA offices between 8:00 am and 4:30 pm. The Committee was also informed that FORA has acquired a software license that jurisdictions can use for any prevailing wage projects.

c. Regional Urban Design Guidelines – Implementation

Associate Planner Mary Israel provided information about the RUDG Implementation process which will include FORA Planning staff visiting jurisdictional planning departments to go over the RUDG checklist and also provide instruction on the interactive website (<http://designfortord.org/>)

7. SEPTEMBER 9, 2016 BOARD MEETING AGENDA REVIEW

Review of Board packet was conducted by Michael Houlemard. The Committee was provided a brief overview of the agenda items. The following changes and corrections were identified for the agenda:

- Consistency on format for the numbering for items 1-4
- Remove bold from items 4a and 4b
- Update item 7d to reflect “Action/Information”

8. ITEMS FROM MEMBERS

There were no items from members

9. ADJOURNMENT

The meeting adjourned at 9:51am