



**FORT ORD REUSE
AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING
MINUTES
8:30 a.m., Wednesday, October 26, 2016 | FORA Conference
Room
920nd Avenue, Suite A, Marina CA 93933**

1. CALL TO ORDER at 8:30 a.m.

Michael Houlemard called the meeting to order at 8:30 a.m. The following were present:

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

Craig Malin, City of Seaside*	Doug Yount, MCP (p)	FORA Staff
Elizabeth Caraker, City of Monterey*	Bob Schaffer	Steve Endsley
Layne Long, City of Marina*	Lisa Rheinheimer (p)	Dominique Jones
Nick Nichols, County of Monterey*	Anya Spear	Jonathan Brinkmann
Daniel Dawson, City of Del Rey Oaks*		Mary Israel
Steve Matarazzo, UCSC (p)		Josh Metz
Vicki Nakamura, MPC (p)		

2. PLEDGE OF ALLEGIANCE

Pledge of allegiance was led by Layne Long

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Executive Officer, Michael Houlemard advised the Committee that City of Monterey Principal Planner Elizabeth Caraker attended the American Planning Association 2016 Conference in Pasadena, CA that was themed: "Crafting Our Future: The Art of Planning". Mr. Houlemard continued announcements with the reminder of the Prevailing Wage Training taking place on November 1st hosted by FORA and the Department of Industrial Relations. Also, Mr. Houlemard provided a brief overview of his and FORA Principal Analyst Robert Norris's attendance to the Association of Defense Communities 2016 Installation Reuse conference themed: "Leveraging Defense Infrastructures to Support Local Economic Development."

4. PUBLIC COMMENT PERIOD

There were no comments from the public.

5. APPROVAL OF MEETING MINUTES

a. October 5, 2016 Administrative Committee Minutes

Correction was noted on the attendance record that Anya Spear was not present at the October 5, 2016 Administrative Committee and, in her place, Kathleen Ventimiglia attended to represent California State University Monterey Bay (CSUMB).

On motion by Craig Malin and seconded by Nick Nichols, the Administrative Committee approved the October 5, 2016 Regular Meeting Minutes.

MOTION PASSED UNANIMOUSLY

6. NOVEMBER 4, 2016 BOARD PACKET REVIEW

The Administrative Committee reviewed the November 4 Board Agenda packet. Jonathan Brinkmann, Principal Planner led the review of each item on the agenda and facilitated the discussion by providing the presenter, a brief overview of the item and the recommendation that staff prepared.

Mr. Long requested that the City of Marina be provided time to make a presentation at the Board meeting for item 8d – Transition Task Force Committee Recommendation. Mr. Houlemard informed the Committee how a request similar to Mr. Long had been addressed in the past and that the Committee had the option to recommend that the Executive Board consider this request in order for the presentation to not be limited to the 3 minutes for public comment.

It was proposed that an item for review of the 2017 Legislative Agenda be added to the November 4 Board packet as 8f. The proposed addition would also be presented to the Executive Committee for their approval.

On motion by Layne Long and seconded by Dan Dawson, the Administrative Committee moved to recommend to the Executive Committee that the approval of the November 4 Board Agenda also allow the City of Marina to be allotted time to provide a presentation related to Board agenda item 8d – Transition Task Force Committee Recommendation.

MOTION PASSED UNANIMOUSLY

7. BUSINESS ITEMS

a. Land Use Covenant Jurisdictions Annual Report Request

Mr. Brinkmann provided background to this item. He stated that FORA had requested that jurisdictions submit their Land Use Covenant (LUC) reports to FORA by September 30, 2016. Mr. Brinkmann said that he would be following up individually with the two remaining jurisdictions who had not yet submitted their LUC reports.

b. Planners Working Group

Mr. Brinkmann summarized the framework in the 1997 Fort Ord Base Reuse Plan (BRP)

for FORA's consistency determination process. As part of a legislative land use determination consistency determination process, FORA holds a FORA Planners Working Group meeting comprised of jurisdictions' planning staff representatives. The Planners Working Group reviews consistency determinations and makes a recommendation regarding consistency to the FORA Administrative Committee. The Administrative Committee then receives the Planners Working Group recommendation. The Administrative Committee reviews the consistency determination and makes a recommendation regarding consistency to the FORA Board of Directors. In the past, the Administrative Committee has referred consistency determination questions to the Planners Working Group when the Committee needed additional review or information.

c. Transportation Advisory Working Group Update

Mr. Brinkmann informed Administrative Committee members that FORA held Transportation Advisory Working Group meetings in the past to review transportation and transit related items. The working group was typically composed of Public Works staff from the local jurisdictions. They reviewed items such as design and construction of General Jim Moore Boulevard and other roadways. Mr. Brinkmann noted that FORA staff would convene this working group in the coming weeks to review transportation and transit related items.

d. Consistency Determination: Del Rey Oaks Monument RV Resort

Mr. Brinkmann provided an overview of the City of Del Rey Oaks' legislative land use determination and development entitlements referred to as the Monument RV Resort. City of Del Rey Oaks staff provided additional information concerning the project. Del Rey Oaks and FORA staff answered a number of committee members' questions concerning the item.

On motion by Dan Dawson and seconded by Layne Long, the Administrative Committee moved to recommend that the FORA Board certify the Del Rey Oaks Monument RV Resort as consistent with the BRP.

MOTION PASSED UNANIMOUSLY

8. ITEMS FROM MEMBERS

There were no items from members

9. ADJOURNMENT

The meeting adjourned at 9:23 a.m.