



APPROVED

FORT ORD REUSE AUTHORITY
ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES
8:30 a.m., Wednesday, January 2, 2019 | FORA Conference Room
920nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Co-Chair Executive Officer Michael Houlemard called the meeting to order at 8:35 a.m.

The following members were present:

Craig Malin* (City of Seaside)

Melanie Beretti* (Monterey County)

Patrick Breen (MCWD)

Hans Uslar* (City of Monterey)

Lisa Rheinheimer (Monterey Salinas Transit)

Layne Long* (City of Marina)

Steve Matarazzo

*Voting Member

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by City Manager Craig Malin.

3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

- California State University Monterey Bay (CSUMB) and the Monterey Bay Ecotourism Region initiative announce the 2nd Monterey Bay Sustainable Hospitality Summit. Sustainability Hospitality Summit January 10 & 11, 2019 at the Portola Hotel and Spa in Monterey, CA.
- Fort Ord Cleanup Community Outreach Events: Sat, Feb 2, 2019 Community Involvement Mobile Workshop: Impact Area Guided Walking Tour Sat, May 4, 2019; and Impact Area Bus Tour Sat, July 13, 2019.
- Veterans Transition Center Seeks Volunteers for the Pebble Beach Pro-Am Feb 5-10, 2019.
- Northeast-Southwest Arterial Connector Review Process, EIR Preparation Schedule:
April 2019 – Distribute Public Review Draft EIR for 45-day review period
TBD - Public Review Draft EIR Public Meeting
TBD - Final project approval and EIR certification for Board consideration
- Bay Area firm is in escrow to buy UC MBEST West Campus in Marina.

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. December 19, 2018 Meeting Minutes

MOTION: On motion by Committee member Uslar and second by Committee member Long and carried by the following vote, the Administrative Committee moved to approve the December 19, 2018 regular meeting minutes.

MOTION PASSED UNANIMOUSLY

6. JANUARY 11, 2019 DRAFT BOARD MEETING AGENDA REVIEW **INFORMATION**

Executive Officer Michael Houlemard reviewed the items on the draft Board agenda for January 11, 2019. 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 Plan
- i. Development Forecast Request
 - ii. FY 2019-2020 Capital Improvement Program Schedule

Principal Planner Jonathan Brinkmann announced the due date of January 25, 2019 for the annual request for Development Forecast which begins the FORA Capital Improvement Program planning process. Mr. Brinkmann reviewed the methodology that's used for development of the jurisdictional development forecast. Upon receiving the forecast from the individual jurisdictions FORA staff will review and bring it back to the Committee to confirm. Mr. Brinkmann presented the draft FY 2019-2020 Capital Improvement Schedule to the Committee to review. There were no questions or comments from the Committee or public.

Information item only – no vote taken.

- b. Economic Development Update
- i. Drones Automation & Robotics Technologies
 - ii. Monterey Bay Sustainable Hospitality Summit
 - iii. Opportunity Zones

Executive Officer Michael Houlemard provided a brief background on FORA's Economic Development Program. Economic Development Manager Josh Metz updated the Committee on the 2nd Monterey Bay Sustainable Hospitality Summit which will be held on January 10 & 11, 2019 at the Portola Hotel and Spa. Mr. Metz provided a presentation on the Monterey Bay Drone, Automation, Robotics, Technology ("DART"). FORA staff is working with multiple public and private partners to advance a concept to establish and grow a regional DART cluster in the Monterey Bay Area. Mr. Metz also gave overview on Opportunity Zones in the Monterey County, which falls under the new Federal Tax Code which is intended to provide a new investment incentive in these designated areas. Staff responded to questions and comments from the Committee.

Information item only – no vote taken.

c. Transition Plan update

Assistant Executive Officer Steve Endsley provided an overview of the approved Transition Plan. The approved Transition Plan and supporting documents were submitted to LACFO by the required date. The Committee had previously directed staff to add additional columns to the contract matrix to capture if there was an explicit end date, financial/contractual and the status. Mr. Brinkmann presented/reviewed a sample of the contract matrix with the requested added columns and went through several of the contracts to ensure staff has captured all the needed columns. The committee requested staff to update the contract matrix, by adding back in the columns for “status”, “link”, Assignment clause “section” and “Agreement #” that correspond to the Transition Plan Resolution, and email the document to the Committee members to review prior to the next scheduled meeting. Staff responded to questions and comments from the Committee.

Information item only – no vote taken.

d. 2019 Administrative Committee Meeting Schedule

Mr. Houlemard presented the 2019 Administrative Committee meeting calendar, noted the calendar is based on the approved 2019 Board Meeting schedule. There were no questions or comments from the Committee.

Information item only – no vote taken.

8. ITEMS FROM MEMBERS

Executive Officer Houlemard reminded the Committee Members of the tradition of requesting if a member would like to volunteer to become the Chair for the next year. If there are no volunteers the acting Chair assumes the Chair position for the next year.

9. ADJOURNMENT at: 9:59 a.m.

Minutes Prepared By:
Heidi Lizarbe
Administrative Coordinator