



## Fort Ord Reuse Authority

920 2<sup>nd</sup> Avenue, Ste. A, Marina, CA 93933

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### SPECIAL EXECUTIVE COMMITTEE MEETING

1:00 P.M. FRIDAY, FEBRUARY 15, 2013

920 2<sup>nd</sup> Avenue, Ste. A, Marina CA 93933 - FORA Conference Room

#### AGENDA

**1. CALL TO ORDER**

**2. CLOSED SESSION**

- a. Public Employee Performance Evaluation – Authority Counsel, Gov Code 54957

**3. REPORT OUT OF CLOSED SESSION**

**4. PUBLIC COMMENT PERIOD**

Members of the public wishing to address the Fort Ord Reuse Authority (FORA) Executive Committee on matters within the jurisdiction of FORA, but not on this agenda, may do so during the Public Comment Period. Public comments must be completed within three minutes. Public comments on specific agenda items will be heard at the time the matter is considered.

**5. NEW BUSINESS**

- |  |                    |
|--|--------------------|
| a. Executive Officer Travel Report   | ACTION             |
| b. March 28-29, 2013 Fort Ord Prevailing Wage Conference                                       | INFORMATION/ACTION |
| c. Consider Moving Start Time of FORA Executive Committee Meetings from 4:00 p.m. to 3:30 p.m. | ACTION             |

**6. ADJOURNMENT**

**NEXT SCHEDULED MEETING: MARCH 6, 2013**

*Persons requesting disability related modifications and/or accommodations may contact the Deputy Clerk at: 831-883-3672 \* 920 2<sup>nd</sup> Avenue, Ste. A, Marina, CA 93933 by 5:00 p.m. one business day prior to the meeting. Agenda packets can also be found on the FORA website: [www.fora.org](http://www.fora.org).*

# FORT ORD REUSE AUTHORITY EXECUTIVE COMMITTEE REPORT

## EXECUTIVE OFFICER'S REPORT

**Subject:** Executive Officer's Travel Report

**Meeting Date:** February 15, 2013

**Agenda Number:** 5a

**INFORMATION/ACTION**

### RECOMMENDATION:

- i. Consider Approval for ADC Redevelopment Working Group Policy Meeting
- ii. Consider Approval for 2013 FORA Legislative Mission to Washington, D.C./ADC National Summit

### BACKGROUND/DISCUSSION:

Executive Officer Michael Houlemard regularly submits reports to the Executive Committee providing details of his travel requests. Travel expenses may be paid or reimbursed by FORA, outside agencies/ jurisdictions/organizations, or a combination of these sources. The Executive Committee approves Executive Officer and Board member travel requests, and travel expenses are reported back to the Committee as an information item. The Executive Officer also provides an informational report to the Board at the conclusion of the trip.

#### Upcoming Travel

#### **ADC Redevelopment Working Group Policy Meeting**

**Destination:** Washington, D.C.

**Date:** February 27-March 1, 2013

**Purpose:** In anticipation of the Department of Defense request for another round of BRAC, the ADC has invited Executive Officer Houlemard and other LRA directors to participate in a special redevelopment Policy Working Group meeting in Washington, D.C. The meeting will bring together key LRA directors and experts in the field of base redevelopment for a focused discussion on how the BRAC redevelopment process can be enhanced in future rounds of BRAC. The outcome of the meeting will be a policy document that will serve as the basis for legislative recommendations.

The ADC has agreed to cover Mr. Houlemard's roundtrip airfare. Staff has obtained hotel accommodations for the required two-night stay at below the IRS rate. All travel expenses, excluding airfare, would be reimbursed by FORA according to FORA's travel policy and presented to the FORA Executive Committee upon return.

#### **2013 Annual Legislative Mission/ADC National Summit**

**Destination:** Washington D.C.

**Date:** June 10-14, 2013

The 2013 Association of Defense Communities (ADC) National Summit will be held in Washington, D.C. from June 12-14, 2013. In order to reduce travel expenses, Staff proposes to coincide FORA's Annual Legislative Mission with this event.

It is often a challenge to obtain hotel rooms in Washington, D.C. for the IRS rate, and one of the advantages of overlapping these events is that staff can utilize the ADC National Summit group discount. Due to the limited number of rooms available at this rate, staff has already reserved 6 rooms at the IRS rate, pending Executive Committee approval (no cost to FORA at this time). If the trip is approved at this time, staff will also be able to take advantage of the ADC's early registration discount, which will save FORA \$250 per National Summit registrant.