

RESOLUTION 99-3

A RESOLUTION OF THE FORT ORD REUSE AUTHORITY AMENDING ARTICLE 2.03 OF THE MASTER RESOLUTION REGARDING THE COMPOSITION AND DUTIES OF COMMITTEES.

AUTHORITY COUNSEL SUMMARY

This resolution redefines the composition of members on the Executive Committee and establishes two new committees: the Legislative Advisory Committee and the Finance Advisory Committee. This resolution also establishes the duties and obligations of the two new committees. This resolution will amend the Master Resolution.

The Board of Directors of the Fort Ord Reuse Authority resolves as follows:

Section 1. Section 2.03.020 of the Master Resolution is amended to read:

The Executive Committee shall be comprised of not more than five members of the Board. The Committee shall be comprised of the Chair, First Vice-Chair, Second Vice-Chair, Past Chair, and one representative member appointed by the Board. If the Past Chair position is vacant, the Board may appoint another representative. If any designated representative is unable to serve on the Executive Committee, the Board may fill such vacancy with another member of the Board.

Section 2. Section 2.03.021 is added to the Master Resolution to read:

2.03.21 Executive Committee Duties.

The Executive Committee shall meet on a date and time the Committee determines is convenient or necessary. The Executive Director and Authority Counsel shall attend the meetings of the Executive Committee. The duties of the Executive Committee are:

- (a) Review and approve all agendas of all regular and special meetings of the Board of Directors;
- (b) Provide initial performance evaluation of the Executive Officer and make recommendations to the Board of Directors regarding employment and personnel matters relating to the Authority staff; *and*
- (c) Perform such other duties as the Board of Directors may direct.

Section 3. Section 2.03.040 is added to the Master Resolution to read:

2.03.40 Legislative Advisory Committee.

The Legislative Advisory Committee shall not exceed a total of six (6) members. The committee members will be appointed by the Chair of the Authority, subject to confirmation by the Board of Directors, and shall be comprised of voting members and no more than three (3) ex officio members. Committee members shall serve for a period of one year.

Section 4. Section 2.03.41 is added to the Master Resolution to read:

2.03.41. Legislative Advisory Committee Duties.

The Legislative Advisory Committee shall be an advisory committee to the Authority Board and shall meet at the Authority Offices on date and time convenient or as necessary. The Executive Officer and Authority Counsel shall attend these meetings. The Legislative Advisory Committee's duties will be as follows:

- (a) Review and evaluate the impact of proposed federal or state legislation with respect to the Authority's obligations under state law to implement reuse activities on the former Fort Ord;
- (b) Advise and inform the Authority Board, when requested or on its own initiative, regarding pending legislation and noting its potential impact on the activities of the Authority. The Committee will develop recommendations to the Authority Board for actions associated with its advice and information responsibilities;
- (c) Plan, schedule, and conduct an annual Legislative Update Session with the sitting representatives of the 27th Assembly District, the 15th Senatorial District, and the 17th Congressional District (individually or collectively as schedules permit).

Section 5. Section 2.03.050 is added to the Master Resolution to read:

2.03.050. Finance Advisory Committee.

The Finance Advisory Committee (FAC) shall not exceed a total of six (6) members. The committee members will be appointed by the Chair of the Authority, subject to confirmation by the Board of Directors, and shall be comprised of voting members and no more than three (3) ex officio members. Committee members shall serve for a period of one year.

Section 6. Section 2.03.051 is added to the Master Resolution to read:

2.03.051. Finance Advisory Committee Duties.

The Finance Advisory Committee shall be an advisory committee to the Authority Board and shall meet at the Authority Offices on date and time convenient or as necessary. The Executive Officer and/or the Accounting/Finance Officer of the Authority shall attend these monthly meetings. The Finance Advisory Committee's duties will be as follows:

- (a) Review and evaluate the annual budget of the Authority as presented by the Accounting/Finance Officer.
- (b) Consult with the Authority Administrative Committee, the Executive Officer, and the Director of Planning and Redevelopment, advise and inform the Authority Board on proposed financing mechanisms to fund the obligations of the Authority. The Committee will develop recommendations to the Authority Board for actions associated with its advice and information responsibilities.
- (c) Review and evaluate the scope of services for the selection of the Authority auditor as prepared by the Accounting/Finance Officer. Comment, as appropriate on modifications to the scope of services. Serve as an advisory selection committee to the Authority Board on the selection of the auditor. Review and evaluate the annual audit of the Authority budget as presented by the selected auditor.

SECTION 7. This resolution shall take effect immediately upon final passage.

PASSED AND ADOPTED this 19th day of February, 1999, by the following vote:

AYES: 13
NOES: 0
ABSENT: 0

DATED: February 19, 1999

By: Edith Johnsen
EDITH JOHNSEN
Chair, Board of Directors
Fort Ord Reuse Authority