Fort Ord Reuse Authority

920 2nd Avenue, Suite A, Marina, CA 93933
Phone: (831) 883-3672 • Fax: (831) 883-3675 • www.fora.org

ADMINISTRATIVE COMMITTEE MEETING
8:15 A.M. WEDNESDAY, DECEMBER 19, 2012
920 2nd Avenue, Suite A, Marina CA 93933 (FORA Conference Room)
MINUTES

APPROVED

1. **CALL TO ORDER**
   Co-Chair Houlemard called the meeting to order at 8:19 a.m. The following were present, as indicated by signatures on the roll sheet:

Doug Yount, City of Marina*	Bob Rench, CSUMB	FORA Staff:
Elizabeth Caraker, County of Monterey*	Rob Robinson, BRAC	Michael Houlemard
John Dunn, City of Seaside*	Bob Schaffer, MCP	Steve Endsley
Carl Holm, County of Monterey*	Chuck Lande, Marina Heights	Jonathan Garcia
Diana Ingersoll, City of Seaside	Vicki Nakamura, MPC	Stan Cook
Tim O'Halloran, City of Seaside	Scott Hilk, MCP	Jim Arnold
Heidi Burch, City of Carmel	Beth Palmer, Monterey Downs	Crissy Maras
Graham Bice, UC MBEST	Brian Boudreau, Monterey Downs	Lena Spilman
Mike Zeller, TAMC		

   * Voting Members

2. **PLEDGE OF ALLEGIANCE**
   Carl Holm led the Pledge of Allegiance.

3. **ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**
   Co-Chair Houlemard discussed an upcoming land transfer to Monterey Peninsula College and ongoing munitions and explosives removal.

4. **PUBLIC COMMENT PERIOD**
   Beth Palmer inquired as to the upcoming December 21, 2012 Executive Committee meeting.

5. **APPROVAL OF NOVEMBER 7, 2012 MEETING MINUTES**

   MOTION: Carl Holm moved, seconded by John Dunn, to approve the December 5, 2012 Administrative Committee meeting minutes as presented.

   MOTION PASSED: unanimous

6. **DECEMBER 14, 2012 FORA BOARD MEETING – FOLLOW UP**
   Mr. Houlemard provided a summary of the December 14, 2012 Board meeting.

7. **OLD BUSINESS**
   a. **Master Resolution/Settlement Agreement Compliance – Deed Notifications Update**
      Real Property and Facilities Manager Stan Cook provided a status update regarding outstanding deed notifications required to be completed by the jurisdictions.

   b. **Capital Improvement Program Review – Phase II Study**
      i. Consider adopting Resolution 12-XX, which adds clarifying language to previously adopted resolution 12-5 under sections 1.2.1 and 2.1.2
      ii. Consider authorizing the Executive Officer to execute Amendment #1 to the FORA-jurisdictions Implementation Agreements with additional clarifying language under sections 1.2.1 and 2.1.2

Senior Planner Jonathan Garcia presented the language amendments proposed by Supervisor Parker. The Committee discussed the amendments and received comments from members of the public.

MOTION: Doug Yount moved, seconded by Carl Holm, to reaffirm the Committee's previous approval of the current language, absent the proposed amendments, as the proposed language would not add to the already adopted and recorded amendments.

MOTION PASSED: unanimous

iii. **Schedule for implementing the FORA formulaic developer fee process**
Mr. Garcia presented the item.

MOTION: Doug Yount moved, seconded by John Dunn, to recommend the FORA Board move as quickly as possible to implement the previously approved formulaic developer fee process.

MOTION PASSED: unanimous

c. **Review Jurisdictions' "Guiding Principles in Implementing Policy Options Following the Base Reuse Plan (BRP) Reassessment" Document**
Co-Chair Houlemard presented the item and communicated Board member concerns regarding the document. The Committee discussed the post BRP Reassessment process for 2013.

MOTION: Doug Yount moved, seconded by Elizabeth Caraker, to recommend that; 1) FORA staff to prepare a framework for Board review of the proposed policy issues that surfaced in the Base Reuse Plan Reassessment process, 2) FORA staff provide the Board with options for a facilitated public retreat or workshop on the range of BRP policy alternatives - emphasizing consensus building and utilizing the guiding principles reviewed at the December 14, 2012 Board meeting.
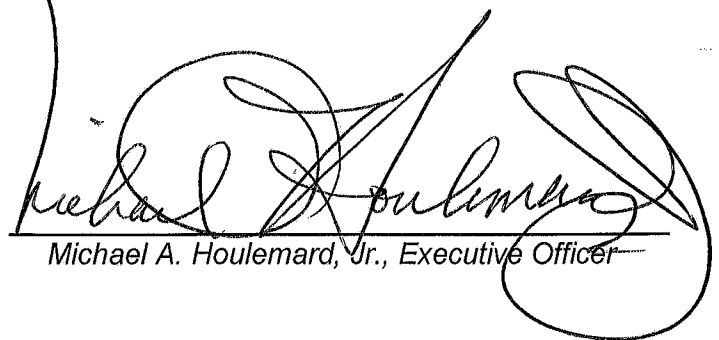
MOTION PASSED: unanimous

8. **ADJOURNMENT**
Co-Chair Houlemard adjourned the meeting at 10:00 a.m.

Minutes Prepared by:
Lena Spilman, Deputy Clerk

Approved by:

Michael A. Houlemard, Jr., Executive Officer