



**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
**8:30 a.m., Wednesday, March 16, 2016 | FORA Conference Room**  
920 2<sup>nd</sup> Avenue, Suite A, Marina CA 93933

**1. CALL TO ORDER**

Chair Dawson 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\*

Melanie Beretti, Monterey County\* AR

Elizabeth Caraker, City of Monterey\*AR

Anya Spear, CSUMB

Chris Placco, CSUMB

Steve Matarazzo, UCSC

Todd Muck, TAMC

Lisa Reinheimer, MST

Gage Dayton- UCSC Nat. Reserves

Vicki Nakamura, MPC

Lyle Shurtleff, BRAC

Wendy Elliott, MCP

Tim O'Halbran, City of Seaside

Patrick Breen, MCWD

Kathleen Lee, Sup. Potter

Andy Sterbenz, Schaat & Wheeler

Brian Boudreau, Monterey Downs

Don Hoffer, Shea Homes

Bob Shaffer

FORA Staff:

Michael Houlemard Jr.

Steve Endsley

Jonathan Brinkmann

Robert Norris

Ted Lopez

Peter Said

Maria Buell

Absent: Layne Long, City of Marina

**2. PLEDGE OF ALLEGIANCE**

Pledge of allegiance was led by Steve Matarazzo

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

None.

**4. PUBLIC COMMENT PERIOD**

There was no public comment.

**5. APPROVAL OF MEETING MINUTES**

a. March 2, 2016 Administrative Committee Minutes

MOTION: Craig Malin moved, seconded by Elizabeth Caraker to approve the March 2, 2016 Administrative Committee minutes as presented with minor revisions requested on Item 8a.

MOTION PASSED UNANIMOUSLY

There was no public comment.

**6. FOLLOW-UP MARCH 7 and MARCH 11, 2016 BOARD MEETINGS**

a. Economic & Planning Systems, Inc. (EPS) Contract Amendment #10 for Biennial Formulaic Fee Review

Mr. Houlemard stated these items are incorporated into the business items. Ms. Beretti asked for more information regarding the Trails. Mr. Endsley provided a brief summary of the Board's actions and said a lot of planning was involved and several trail ideas with specificity will be written and sent to Transportation Agency of Monterey County (TAMC). He added these types of trail projects are incremental and take a few years to finish and implement the vision. Mr. Houlemard said the Board endorsed the concept due to the fact that it adds value to properties in the surrounding areas to the

trails and the only source of \$20M for trails would originate from tax revenues. He added that it took well over a year to process and DRO led this project but it is a jurisdictional project.

## **7. BUSINESS ITEMS**

### **a. Regional Urban Design Guidelines (RUDG) Update**

Mr. Metz summarized this item and said the updated content and checklist to the RUDG will be brought back to Board. He added the Board wants the comments and involvement from Committee members and public. Mr. Metz said a second task force meeting is scheduled for April and a final draft will be available to Board sometime in late April or early May. A follow up RUDG meeting is set for March 30th after the conclusion of Administrative Committee meeting.

There was no public comment.

### **b. Implement Prevailing Wage Support Program**

Robert Norris provided an update on the prevailing wage program. He said FORA received a copy of a letter from Department of Industrial Relations (DIR) clarifying FORA projects as public works. MR. Norris said an overview will be provided at the next meeting. A copy of the letter was handed to Committee members. Mr. Houlemard added that a full time position is being created in order to implement this compliance monitoring along with purchase of a special software. Mr. Norris said purchase of this software will enable preparation of reports to comply with six new steps required in maintaining the compliance and monitoring of prevailing wages.

There was public comment.

### **c. Capital Improvement Program (CIP)**

#### **i. Schedule & ii. Draft Tables**

Jonathan Brinkmann presented this information to the Committee with a power point presentation. Peter Said elaborated on the Criteria List and information on slides. Mr. Endsley said new criteria could be added to the current list. Committee members asked questions regarding the criteria; what is a flagship project and the criteria and the list of prior Priority Projects Board had seen.

There was public comment.

### **d. Preliminary County/FORA/UCSC Memorandum of Agreement**

Mr. Houlemard provided a summary of Scott Brandt's presentation to the Board. He added University of California Monterey Bay Educational Science and Technology (UCMBEST) center is the a property that contributes to the Habitat Conservation Plan and to job creation at former Fort Ord. UCMBEST's vision is only 3% realized and the proposed Research & Development (R&D) lacks the creation of businesses because it was thwarted by recession but new R&D modes are being sought. Mr. Houlemard said three meetings were held with Chancellor's staff with purpose of creating a Memorandum of Understanding with FORA/County and UCSC. Committee members had questions about City of Marina's involvement in this process and when the MOU would return to Board. Mr. Houlemard said Frank O'Connell contacted UCSC and asked if Marina could be involved. The MOU will return to Board for approval at a later date once an agreement was reached with the parties involved. Mr. Matarazzo added in 2014 a marketing study showed retail and R&D slowing down due to lack of lot occupancy in Salinas and other areas, but currently demand for space is now emerging.

## **8. ITEMS FROM MEMBERS**

None.

## **9. ADJOURNMENT**

Meeting adjourned at 9:40 a.m.