



**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
**8:30 a.m., Wednesday, May 31, 2017 | FORA Conference Room**  
920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Co-Chair, Michael Houlemard called the meeting to order at 8:30 a.m.

The following members were present:

AR = After Roll Call; \* = voting member

Layne Long\* (City of Marina)  
Craig Malin\* (City of Seaside)  
Dino Pick\* (City of Del Rey Oaks)  
Elizabeth Caraker\* (City of Monterey)  
Matthew McCluney (CSUMB)  
Steve Matarazzo (UCMBEST)  
Michelle Overmeyer (MST)  
Mike Zeller (TAMC)

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Craig Malin.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Michael Houlemard, Executive Officer announced that the Northern California chapter of the American Planning Association would recognize FORA for its National Achievement Award on June 2, 2017 at its Awards Gala in Oakland.

Mr. Malin informed the Committee and public that the June 2017 issue of Road & Track magazine featured pictures of the former Fort Ord.

**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 comments received from the public.

**5. APPROVAL OF MEETING MINUTES**

**ACTION**

a. May 17, 2017 Regular Meeting Minutes

*MOTION: On motion by Committee member Pick and second by Committee member Caraker and carried by the following vote, the Administrative Committee moved to approve the May 17, 2017 meeting minutes.*

**MOTION PASSED UNANIMOUSLY**

**6. JUNE 9, 2017 DRAFT BOARD MEETING AGENDA**

Mr. Houlemard provided an overview of the items on the June 9, 2017 draft Board meeting agenda. There were no questions or comments received.

**7. BUSINESS ITEMS**

**INFORMATION**

a. FORA Biennial Fee Review

Peter Said, Project Manager, provided a presentation with background and key assumptions. Staff proposed the Committee recommend the Board take action to approve Resolution 17-XX to implement a Communities Facilities District (CFD) special tax and base-wide development fee adjustment. Staff responded to questions and comments from the Committee and public.

*MOTION: On motion by Committee member Long and second by Committee member Pick and carried by the following vote, the Administrative Committee moved to recommend to the Board to approve Resolution 17-XX to implement a Communities Facilities District (CFD) special tax and base-wide development fee adjustment.*

**MOTION PASSED UNANIMOUSLY**

b. Department of Toxic Substances Control Annual Land Use Covenant Reporting

Jonathan Brinkmann, Principal Planner, reviewed the memorandum to the Administrative Committee regarding the Land Use Covenant (LUC) jurisdiction annual report request to the eight (8) reporting entities. These entities must report their compliance with all recorded LUC's in their jurisdictions. The reporting entities include Monterey Peninsula College, University of California Santa Cruz, California State University Monterey Bay, County of Monterey, Cities of Del Rey Oaks, Monterey, Marina, and Seaside. The reporting period is July 1, 2016 to June 30, 2017. The memorandum also acknowledges that, in the event FORA ceases to exist on June 30, 2020, the responsibility for reporting will transfer to the County of Monterey. The survey is due September 29, 2017 to FORA. FORA compiles and provides these reports to the Department of Toxic Substance Control.

This item was information only, there was no action taken by the Committee.

c. Consider Dates for Potential Board Workshop on Building Removal and Transportation Projects

Mr. Houlemard initiated a discussion with the Committee about the Boards expressed desire to receive more information regarding building removal and transportation project priorities. The concerns were raised during the Capital Improvement Program review/approval process and the Committee was asked to consider recommending a workshop that focuses on these topics be held. Staff will poll the Board members to confirm their availability.

**8. ITEMS FROM MEMBERS**

There were no items received from members.

**9. ADJOURNMENT** at 9:08 a.m.