



APPROVED

**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE SPECIAL MEETING MINUTES**  
**8:30 a.m., Wednesday, August 1, 2018 | FORA Conference Room**  
920<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Co-Chair City of Seaside City Manager Craig Malin called the meeting to order at 8:31 a.m.

The following members were present:

Craig Malin\* (City of Seaside)

Hans Uslar\* (City of Monterey)

Dino Pick\* (City of Del Rey Oaks)

Layne Long\* (City of Marina)

Elizabeth Caraker (City of Monterey)

Melanie Beretti\* (County of Monterey)

Vicki Nakamura (Monterey Peninsula College)

Patrick Breen (Marina Coast Water District)

Steve Matarazzo (UCMBEST)

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mr. Malin.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Mr. Malin advised the Committee and public to review the revised Administrative Committee meeting calendar. The revised dates included regular meetings on October 31, November 14, December 5 and December 19 2018.

Executive Officer Michael Houlemard announced that the FORA office would be closed on Friday, August 17 for a staff retreat.

**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 public comments received.

**5. APPROVAL OF MEETING MINUTES**

**ACTION**

a. July 18, 2018 Special Meeting Minutes

MOTION: On motion by Committee member Pick and second by Committee member Beretti and carried by the following vote, the Administrative Committee moved to approve the July 18, 2018 special meeting minutes.

**MOTION PASSED UNANIMOUSLY**

Committee member Layne Long arrived at 8:34 a.m. Committee member Uslar arrived at 8:36 a.m.

**6. AUGUST 10, 2018 DRAFT BOARD MEETING AGENDA REVIEW**

**INFORMATION**

Mr. Houlemard provided an overview of the items on the draft August 10, 2018 Board meeting agenda and responded to questions and comments from the Committee and public. Assistant Executive Officer Steve Endsley provided further information on the Habitat Conservation Plan (HCP) Update item. Mr. Houlemard reviewed the options that would be reviewed in the Board discussion on the HCP item. The Committee discussed suggested changes to the agenda which included but were not limited to moving the Transition Planning Process Update to the last business item; making the Administrative Committees recommendations regarding the building removal programs clear to the Board, in regards to

the outreach that is planned for each jurisdiction; and adding a fourth option to the HCP options with a consensus from the Committee to host a HCP workshop to further discuss and explore the topic.

## 7. BUSINESS ITEMS

## INFORMATION/ACTION

### a. Building Removal Program

Principal Planner Jonathan Brinkmann provided a presentation on the Building Removal Program and responded to questions and comments from the Committee and public. The presentation reviewed the remaining buildings, financing plan, cost/benefit analysis, policy/decision maker's recommendation.

Based on the discussion, it was recommended that the Administrative Committee recommend that the Board authorize the Executive Officer to solicit and execute service contracts for a Financial Advisor and Bond Counsel to explore the feasibility of bonding FORA property tax to complete remaining base-wide building removal, not to exceed \$75,000.

### b. Consistency Determination: Marina Municipal Airport Master Plan Update

Mr. Houlemard introduced the item and advised the Committee that the Planners Working Group met and made a recommendation that found the Marina Municipal Airport Master Plan update as consistent with the Base Reuse Plan. Marina Municipal Airport Manager Jeff Crechriou provided a presentation to the Committee that reviewed the process in developing the Master Plan and the results. Marina Planning Services Manager, Christy Hopper was also available to answer any questions on the planning and CEQA process.

Questions and comments were received from the Committee and public.

**MOTION:** On motion by Committee member Pick and second by Committee member Beretti and carried by the following vote, the Administrative Committee moved that the Marina Municipal Airport Master Plan as consistent with the Base Reuse Plan.

### **MOTION PASSED UNANIMOUSLY**

### c. Consistency Determination: City of Seaside Zoning Code

Mr. Malin provided some background information regarding the City of Seaside Zoning Code consistency determination. Mr. Brinkmann provided a brief synopsis of the consistency determination analysis.

Questions and comments were received from the Committee and public.

**MOTION:** On motion by Committee member Uslar and second by Committee member Pick and carried by the following vote, the Administrative Committee moved that the City of Seaside Zoning Code was consistent with the Base Reuse Plan.

### **MOTION PASSED ABSTAIN: Malin**

## 8. ITEMS FROM MEMBERS

There were no items from members.

## 9. ADJOURNMENT at 9:55 a.m.

Minutes Prepared By:  
Dominique Jones  
Deputy Clerk