



# Fort Ord Reuse Authority

920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933  
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**ADMINISTRATIVE COMMITTEE MEETING**  
**8:15 A.M. WEDNESDAY, FEBRUARY 20, 2013**  
920 2<sup>nd</sup> Avenue, Suite A, Marina CA 93933 (FORA Conference Room)  
**MINUTES**

**APPROVED**

**1. CALL TO ORDER**

Chair Dawson called the meeting to order at 8:18 a.m. The following were present, as indicated by signatures on the roll sheet:

Daniel Dawson, City of Del Rey Oaks\*  
Carl Holm, County of Monterey\*  
John Dunn, City of Seaside\*  
Doug Yount, City of Marina\*  
Anya Spear, CSUMB  
Vicki Nakamura, MPC  
Graham Bice, UC MBEST  
Kathleen Lee, Sup. Potter's Office  
Patrick Breen, MCWD  
Brian Lee, MCWD

Mike Zeller, TAMC  
Sid Williams, UVC  
Scott Hilk, MCP  
Chuck Lande, Marina Heights  
Bob Schaffer  
Andy Sterbenz, Schaaf & Wheeler  
Brian Boudreau, Monterey Downs  
Beth Palmer, Monterey Downs  
Jane Haines

FORA Staff:  
Michael Houlemard  
Steve Endsley  
Jim Arnold  
Jonathan Garcia  
Crissy Maras  
Lena Spilman

\* Voting Members

**2. PLEDGE OF ALLEGIANCE**

Jonathan Garcia led the Pledge of Allegiance.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

The Committee discussed a February 8, 2013 letter distributed by the Monterey County District Attorney regarding Brown Act violations. The Committee answered questions from members of the public and reviewed Brown Act requirements.

**4. PUBLIC COMMENT PERIOD**

The Committee received comments from members of the public.

**5. APPROVAL OF FEBRUARY 6, 2013 MEETING MINUTES**

**MOTION:** Doug Yount moved, seconded by Carl Holm, to approve the February 6, 2013 Administrative Committee meeting minutes with the addition of Tim O'Halloran to the list of those present.

**MOTION PASSED:** Unanimous

**6. FEBRUARY 15, 2013 BOARD MEETING – FOLLOW UP**

Executive Officer Michael Houlemard reviewed Board actions taken at the February 15, 2013 Board meeting and discussed necessary follow-up items. He announced a special Board meeting had been scheduled for February 22, 2013. Staff had previously distributed the Board packet for the special meeting, but anticipated release of a revised agenda in response to several requests to postpone the election of Executive Committee Member-at-Large to the March Board meeting.

**7. NEW BUSINESS**

**a. CIP Review – Phase II Study**

**i. Implementing Formulaic Approach - Update**

David Zehnder and Ellen Martin, Economic and Planning Systems, joined the meeting via teleconference and presented the draft Phase II CIP Review FORA Fee formula calculation.

**b. Draft Habitat Conservation Plan Update**

**i. Schedule/Outstanding Policy Items**

**ii. California Department of Fish and Wildlife Conservation Easement Language**

Senior Planner Jonathan Garcia discussed the Department of Fish and Wildlife template conservation easement deed and reviewed the draft Habitat Conservation Plan schedule.

**8. NEW BUSINESS**

None

**9. ITEMS FROM MEMBERS**

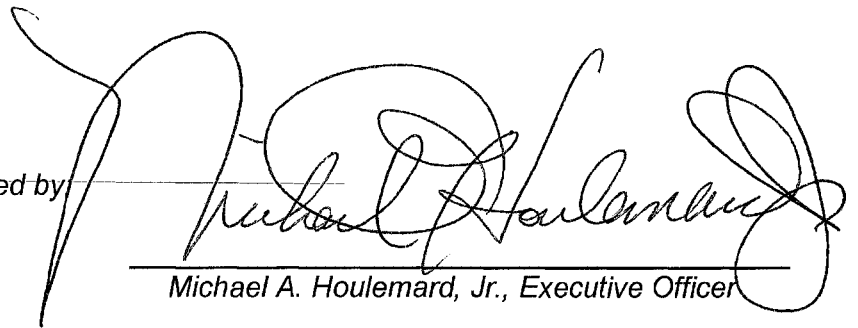
None

**10. ADJOURNMENT**

Chair Dawson adjourned the meeting at 9:36 a.m.

*Minutes Prepared by:  
Lena Spilman, Deputy Clerk*

Approved by



Michael A. Houlemard, Jr., Executive Officer