



# 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, MAY 1, 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\*  
Layne Long, City of Marina\*  
Diana Ingersoll, City of Seaside\*  
Elizabeth Caraker, City of Monterey\*  
Ray Corpuz, City of Salinas  
Debby Platt, City of Marina  
Tim O'Halloran, City of Seaside  
Patrick Breen, MCWD  
Kathleen Lee, Sup. Potter's Office

Vicki Nakamura, MPC  
Anya Spear, CSUMB  
Lyle Shurtleff, BRAC  
Graham Bice, UCSC  
Doug Yount  
Bob Schaffer  
Crisand Giles, BIA Bay Area  
Scott Hilk, MCP  
Sid Williams

FORA Staff:  
Michael Houlemard  
Steve Endsley  
Jonathan Garcia  
Crissy Maras

\* Voting Members

#### 2. PLEDGE OF ALLEGIANCE

Doug Yount led the Pledge of Allegiance.

#### 3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Executive Officer Michael Houlemard briefly discussed the May 6, 2013 FORA Legislative Committee meeting and recent community efforts to gather signatures for two proposed initiatives.

#### 4. PUBLIC COMMENT PERIOD

None

#### 5. APPROVAL OF MEETING MINUTES

##### a. April 17, 2013 Administrative Committee Minutes

**MOTION:** Layne Long moved, seconded by Carl Holm, to approve the April 17, 2013 Administrative Committee minutes as presented.

**MOTION PASSED:** unanimous.

#### 6. MAY 10, 2013 BOARD MEETING – AGENDA REVIEW

Mr. Houlemard led a review of items on the upcoming May 10, 2013 Board agenda.

#### 7. OLD BUSINESS

##### a. Capital Improvement Program Phase II Study

###### i. Formula Calculation

###### ii. Sensitivity Analysis

EPS representatives David Zehnder and Ellen Martin joined the meeting via telephone to provide an overview of the Phase II CIP Review draft tables. Members of the development community voiced concerns regarding building removal and caretaker costs, additional expenses perceived to be "new," and a perceived duplication of operational costs within the tables.

**MOTION:** Graham Bice moved, seconded by Carl Holm, to recommend Board approval of the item, as presented (note: the result of the formula calculation presented by EPS shows that an across the board 23.6% fee reduction can be implemented), with the following direction to staff;

- 1) David Zehnder, Managing Principal for EPS, should present the item to the Board on May 10, 2013;
- 2) The Staff report should be amended to explain that the formula calculation is the result of Board policies and direction; and
- 3) Time should be allowed to conduct additional sensitivity analyses in FY 13-14 within the same schedule as Post-Reassessment Category IV considerations.

**MOTION PASSED:** unanimous.

**8. NEW BUSINESS**

**a. Resource Conservation and Recovery Act (RCRA) Applicability to Former Fort Ord**

Mr. Houlemard provided an overview of the item, noting that staff could assist jurisdictions in obtaining Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) "comfort letters" from the California Department of Toxic Substances Control for all properties transferred through FORA to certify that all RCRA requirements had been met. He explained that Special counsel Barry Steinberg could provide additional information during his visit in June.

**9. ITEMS FROM MEMBERS**

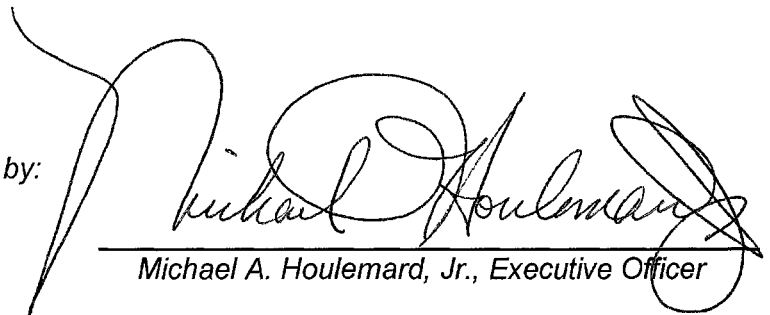
None

**10. ADJOURNMENT**

Chair Dawson adjourned the Administrative Committee meeting at 9:45 a.m.

*Minutes Prepared by:  
Lena Spilman, Deputy Clerk*

Approved by:



Michael A. Houlemard, Jr., Executive Officer