



**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
8:15 a.m., Wednesday, February 5, 2014 | FORA Conference Room  
920 2<sup>nd</sup> Avenue, Suite A, Marina CA 93933

**1. CALL TO ORDER AND ROLL CALL**

Co-Chair Dawson called the meeting to order at 8:17 a.m. The following were present:

Dan Dawson, City of Del Rey Oaks\*  
Carl Holm, County of Monterey\*  
Elizabeth Caraker, City of Monterey\*  
John Dunn, City of Seaside\*  
Layne Long, City of Marina\*  
Vicki Nakamura, MPC  
Graham Bice, UC MBEST  
Diana Ingersoll, City of Seaside

Tim O'Halloran, City of Seaside  
Anya Spear, CSUMB  
Patrick Breen, MCWD  
Lyle Shurtleff, BRAC  
Bob Schaffer  
Wendy Elliot, MCP  
Chuck Lande, Marina Heights  
Don Hofer, MCP

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

\* Voting Members

**2. PLEDGE OF ALLEGIANCE**

Diana Ingersoll led the Pledge of Allegiance.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Executive Officer Michael Houlemard stated that fundraising for Phase I of the California Central Coast Veterans Cemetery had concluded and Fort Ord Reuse Authority (FORA) staff was working with the Community Foundation of Monterey County to repay the David and Lucile Packard Foundation loan eight months ahead of schedule.

**4. APPROVAL OF MEETING MINUTES**

**a. December 4, 2013 Administrative Committee meeting minutes**

MOTION: Carl Holm moved, seconded by Elizabeth Caraker, to approve the December 4, 2014 Administrative Committee meeting minutes as presented.

MOTION PASSED: Ayes: Caraker, Dawson, Dunn, Holm, Long. Noes: None

**b. January 2, 2013 Administrative Committee meeting minutes**

MOTION: John Dunn moved, seconded by Elizabeth Caraker, to approve the January 2, 2014 Administrative Committee meeting minutes as presented.

MOTION PASSED: Ayes: Caraker, Dawson, Dunn, Long. Noes: None. *Abstentions:* Holm

**5. PUBLIC COMMENT PERIOD**

None.

**6. JANUARY 10, 2014 BOARD MEETING FOLLOW UP**

Executive Officer Michael Houlemard provided an overview of discussion and action at the January 10, 2014 FORA Board meeting.

## **7. FEBRUARY 13, 2014 BOARD MEETING - AGENDA REVIEW**

Mr. Houlemard provided an overview of items on the upcoming Board agenda, reminding the Committee that the meeting would be held on a Thursday. He stated that the City of Seaside had requested to remove item 9a from the Board agenda and to reschedule it for the March Board meeting. Co-Chair Dawson indicated that, with the City of Seaside's consent, item 9a would be withdrawn from the Administrative Committee agenda as well. John Dunn agreed. Mr. Houlemard reviewed several changes to FORA committee membership agendaized for Board consideration, particularly the proposed Master Resolution amendments altering the structure of the FORA Executive Committee. Senior Planner Jonathan Garcia discussed amendments made to the resolution for item 9b.

## **8. OLD BUSINESS**

### **a. Discuss Habitat Conservation Plan (HCP) Document Review Schedule**

Mr. Garcia reviewed the HCP document review schedule and responded to questions from the Committee and public.

## **9. NEW BUSINESS**

### **a. Provide Board Recommendation: Consider Certification, in Whole or in Part, of Seaside Zoning Code Text Amendments and Use Permit for a Youth Hostel, Located at 4420 Sixth Ave., Seaside, as Consistent with the 1997 Fort Ord Reuse Plan**

*Item was withdrawn from the agenda.*

### **b. FORA Resolution Revisions - 2010 Monterey County General Plan Consistency Determination**

Mr. Garcia stated the revisions were discussed under item 7 and he had no further report.

### **c. Fort Ord Reuse Authority Property Transaction Worksheet Update**

Mr. Houlemard provided historical context regarding the use of the Property Transaction Worksheet and an overview of the recent revisions. Associate Planner Josh Metz and ESCA Project Manager Stan Cook discussed the revisions and answered questions from the Committee and public.

## **10. ITEMS FROM MEMBERS**

Mr. Garcia requested all jurisdictions submit their Land Use Covenant Reports for the next reporting period.

## **11. ADJOURNMENT**

Co-Chair Dawson adjourned the meeting at 8:50 a.m.