



# FORT ORD REUSE AUTHORITY

## ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES

8:15 a.m., Wednesday, July 16, 2014 | FORA Conference Room  
920 2<sup>nd</sup> Avenue, Suite A, Marina CA 93933

### 1. CALL TO ORDER

Co-chair Houlemard called the meeting to order at 8:20 a.m. The following were present:

Nick Nichols, County of  
Monterey\*

Elizabeth Caraker, City of  
Monterey\*

John Dunn, City of Seaside \*

Layne Long, City of Marina\*

Vicki Nakamura, MPC

Lyle Shurtleff, BRAC

Anya Spear, CSUMB

Mike Zeller, TAMC

Tim O'Halloran, City of Seaside

Graham Bice, UC MBEST

Dirk Medema, County of

Monterey

Kathleen Lee, Sup. Potter's Office

Doug Yount, ADE

Bob Schaffer

Chuck Lande, Marina Heights

Wendy Elliott, MCP

#### FORA Staff:

Michael Houlemard

Steve Endsley

Jim Arnold

Crissy Maras

Jonathan Garcia

Josh Metz

Lena Spilman

\*voting members

### 2. PLEDGE OF ALLEGIANCE

Wendy Elliott led the Pledge of Allegiance.

### 3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

Co-Chair Houlemard discussed the ongoing dispute resolution between the Department of Defense and the Environmental Protection Agency regarding the classification of Munitions and Explosives of Concern (MEC). He noted the process began in February and was supposed to take 90 days. FORA requested participation in the dispute resolution on behalf of the jurisdictions, but was denied and instead permitted to provide a letter offering FORA's position. He stated that FORA also planned to submit a letter to the state regarding the California Central Coast Veterans Cemetery environmental documents.

### 4. PUBLIC COMMENT PERIOD

None.

### 5. JULY 11, 2014 BOARD MEETING FOLLOW UP

Co-Chair Houlemard provided a summary of Board discussion and actions from the July 11<sup>th</sup> Board meeting.

### 6. BUSINESS ITEMS

#### a. Habitat Conservation Plan (HCP) Update

Senior Planner Jonathan Garcia stated that the deadline for jurisdictions to submit comments regarding the HCP Joint Powers Authority Agreement to FORA was July 31<sup>st</sup>. All jurisdictions agree to publication version of the JPA agreement by August 31<sup>st</sup>.

#### b. Regional Urban Design Guidelines Next Steps/Update

Associate Planner Josh Metz announced the Regional Urban Design Guidelines (RUDG) Task Force had recently conducted a consultant selection process for design of the RUDGs. The RUDG Task Force unanimously recommended Dover, Kohl & Partners, and the Board approved this recommendation. Staff hoped to obtain Board contract approval in August and agreed to

schedule Administrative Committee and RUDG Task Force prior review of the scope of services and contract.

**c. Review Revised Marina Coast Water District (MCWD) Policy Issues Memorandum**

Assistant Executive Officer Steve Endsley led a review of the revised policy issues memorandum, which incorporated comments received from the Committee. *Layne Long entered at 8:38 am.* MCWD Interim General Manager Brian Lee provided an update on the LAFCo annexation progress. The Committee and Mr. Lee agreed that MCWD would provide a Board presentation on alternatives for the water augmentation portfolio at their September 19<sup>th</sup> Board meeting. *Layne Long left at 8:55 am.*

**d. Discuss FY 2014/15 WWOC Work Program/Role**

Co-Chair Houlemard explained that he had agendized the item to provide clarity on the sometimes blurred distinctions between the roles and responsibilities of the Administrative Committee and the Water and Wastewater Oversight Committee. He reviewed excerpts from the FORA Master Resolution, FORA Authority Act, and the Facilities agreement, and the Committee requested the item be brought back to the next joint meeting.

**7. ITEMS FROM MEMBERS**

Grants and Contracts Coordinator Crissy Maras announced that bound copies of the FY 2014/15 CIP were available for all.

**8. ADJOURNMENT**

Co-Chair Houlemard adjourned the meeting at 9:28 a.m.