



**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
**8:30 a.m., Wednesday, May 17, 2017 | FORA Conference Room**  
920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Co-Chair, Michael Houlemard called the meeting to order at 8:31 a.m.

The following members were present:

AR = After Roll Call; \* = voting member

Layne Long\* (City of Marina)

Craig Malin\* (City of Seaside)

Nick Nichols\* (Monterey County)

Dino Pick\* (City of Del Rey Oaks)

Elizabeth Caraker\* (City of Monterey)

Anya Spear (CSUMB)

Steve Matarazzo (UCMBEST)

Michelle Overmeyer (MST)

Todd Muck (TAMC)

Vicki Nakamura (MPC)

Patrick Breen (MCWD)

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Steve Matarazzo

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Doug Yount, Marina Community Partners, announced the anticipated opening of a locally owned Mediterranean cuisine restaurant in the fall. Anya Spear, CSUMB, announced a public meeting is scheduled for May 23, 2017 regarding Fort Ord munitions clean up. The meeting is to be held at Bayonet and Black Horse Golf Course. Details can be accessed at <https://csumb.edu/news/upcoming-fort-ord-munitions-cleanup-public-meeting-may-23-2017>.

**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 comments received from the public.

**5. APPROVAL OF MEETING MINUTES**

**ACTION**

a. May 3, 2017 Regular Meeting Minutes

***MOTION:** On motion by Committee member Pick and second by Committee member Matarazzo and carried by the following vote, the Administrative Committee moved to approve the May 3, 2017 meeting minutes.*

**MOTION PASSED UNANIMOUSLY**

**6. MAY 12, 2017 FORA BOARD MEETING FOLLOW UP**

Mr. Houlemard provided an overview of the action and discussion at the May 12, 2017 Board meeting. Staff responded to questions and comments received from the Committee and public to clarify action taken on FY 2017-18 Budget, Staff/Benefit Adjustment, CIP, Fee Reallocation Study and other agenda items.

**7. BUSINESS ITEMS**

**INFORMATION**

- a. Capital Improvement Program (CIP)
  - i. FY 17/18 CIP Budget
  - ii. Biennial Fee Calculation Review

Mr. Houlemard introduced the item and shared his observations that it may be beneficial to acquaint and re-acquaint new and existing Board members with an in-depth review of the CIP for better understanding to make decisions concerning the CIP. Also, as the Transition Task force moves forward in establishing a transition plan, a joint Administrative Committee and Board workshop regarding Building Removal and Transportation projects was proposed.

Jonathan Brinkmann, Principal Planner, reviewed the schedule and anticipated next steps for the FY 17/18 CIP Budget and the Biennial Fee Calculation Review. The contents of the tables for the Biennial Fee Calculation was reviewed. The item will return to the Committee at the May 31, 2017 Administrative Committee meeting.

Staff responded to questions and comments from the Committee and public. Staff also noted changes and/or corrections that should be made to the data as well.

This item was information only, there was no action taken by the Committee.

**8. ITEMS FROM MEMBERS**

Committee member Caraker requested an update regarding the Transition Task Force. Steve Endsley, Assistant Executive Officer responded to the inquiry.

**9. ADJOURNMENT** at 9:02 a.m.