



**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
**8:30 a.m., Wednesday, July 19, 2017 | FORA Conference Room**  
920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Co-Chair, Craig Malin called the meeting to order at 8:30 a.m.

The following members were present:

AR = After Roll Call; \* = voting member

Layne Long\* (City of Marina)  
Craig Malin\* (City of Seaside)  
Dino Pick\* (City of Del Rey Oaks)  
Anya Spear (CSUMB)  
Steve Matarazzo (UCMBEST)  
Michelle Overmeyer (MST)  
Mike Zeller (TAMC)  
Bill Collins (US Army BRAC)

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Craig Malin.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

Executive Officer, Michael Houlemard reminded the Committee of the Board Workshop on Building Removal scheduled for July 26, 2017 at 9:30 a.m. and responded to questions from the Committee and public regarding the workshop.

Other announcements included the Groundbreaking Ceremony for Marriott Springhill Suites scheduled for August 3, 2017, and the William Gourley Veteran's Clinic open house on July 29, 2017.

Bill Collins reported on the successful Community Mobile Workshop on July 15, 2017 and indicated there were over 200 participants.

**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. July 5, 2017 Regular Meeting Minutes

*MOTION: On motion by Committee member Pick and second by Committee member Long and carried by the following vote, the Administrative Committee moved to approve the July 5, 2017 meeting minutes.*

**MOTION PASSED UNANIMOUSLY**

**6. JULY 14, 2017 BOARD MEETING FOLLOW UP**

Mr. Houlemard provided an overview of the items discussed at the July 14, 2017 Board meeting, and the Groundwater Sustainability Agency second vote that would be placed on the next Board meeting agenda. Principal Planner, Jonathan Brinkmann also provided information and updates from the July 14, 2017 Board meeting.

**7. BUSINESS ITEMS**

**INFORMATION**

- a. Department of Toxic Substances Control Annual Land Use Covenant Reporting  
Mr. Brinkmann reviewed recent correspondence to the jurisdictions and highlighted the requested Land Use Covenant reporting survey due date as September 29, 2017.
- b. Caretaker Cost Reimbursement Policy  
Mr. Brinkmann also reviewed the above mentioned policy and highlighted the deadline date would be August 31, 2017 to allow jurisdictional and FORA staff more time to complete a thorough review.

**8. ITEMS FROM MEMBERS**

There were no items received from members.

**9. ADJOURNMENT** at 8:44 a.m.