



# FORT ORD REUSE AUTHORITY

## REGULAR MEETING

### FORT ORD REUSE AUTHORITY (FORA) ADMINISTRATIVE COMMITTEE

Wednesday, December 19, 2018 at 8:30 a.m.

920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933 (FORA Conference Room)

## AGENDA

**1) CALL TO ORDER/ESTABLISHMENT OF QUORUM**

**2) PLEDGE OF ALLEGIANCE**

**3) ACKNOWLEDGEMENTS, ANNOUNCEMENTS, AND CORRESPONDENCE**

**4) PUBLIC COMMENT PERIOD**

*Members of the public wishing to address the Committee on matters within its jurisdiction, but not on this agenda, may do so for up to 3 minutes and will not receive Committee action. Whenever possible, written correspondence should be submitted to the Committee in advance of the meeting, to provide adequate time for its consideration.*

**5) APPROVAL OF MEETING MINUTES**

**ACTION**

- a) December 5, 2018 Meeting Minutes

**6) DECEMBER 14, 2018 BOARD MEETING FOLLOW-UP**

**INFORMATION/ACTION**

**7) BUSINESS ITEMS**

**INFORMATION/ACTION**

- a) Report on Selection of Building Removal Consultant
- b) Transition Plan Review
  - i) Contract Matrix Overview

**8) ITEMS FROM MEMBERS**

**INFORMATION**

*Receive communication from Committee members as it pertains to future agenda items.*

**9) ADJOURNMENT**

**NEXT MEETING: Wednesday, January 2, 2019 at 8:30 a.m.**

Persons seeking disability related accommodations should contact the Deputy Clerk at (831) 883-3672 48 hours prior to the meeting. Agenda materials are available on the FORA website at [www.fora.org](http://www.fora.org).



**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
**8:30 a.m., Wednesday, December 5, 2018 | FORA Conference Room**  
920<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Co-Chair Executive Officer Michael Houlemard called the meeting to order at 8:32 a.m.

The following members were present:

Craig Malin\* (City of Seaside)  
Carl Holm\* (County of Monterey)  
Layne Long\* (City of Marina)  
Hans Uslar\* (City of Monterey)  
\*Voting Member

Lisa Rheinheimer (Monterey Salinas Transit)  
Matthew McCluney (CSUMB)

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by City of Marina City Manager Layne Long.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

- Erin Harwayne announced the Notice of Preparation for the California Central Coast Veterans Cemetery is out for public review and comments are due on December 14, 2018.
- Mr. Houlemard announced that the Monterey Bay Economic Partnership State of the Region conference, held on November 30, 2018, was successful and well attended. It covered many relevant topics including a special session on drones, and special robotics. Much positive feedback regarding technology advancements and a great deal of involvement from the region has been received.
- Lisa Rheinheimer announced that Monterey-Salinas Transit will not implement its draft Emergency Service Reduction Plan that was proposed at the threat of SB 1 being discontinued if results of Proposition 6 were not favorable.
- Layne Long announced the Marina City Council adopted a version of the Transition Plan Resolution, and also to move forward with an agreement with Lime Scooters at its December 4, 2018 meeting.

City of Monterey City Manager Hans Uslar arrived at 8:37 a.m.

**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 public comments received.

**5. APPROVAL OF MEETING MINUTES**

**ACTION**

- a. November 14, 2018 Meeting Minutes

**MOTION:** On motion by Committee member Malin and second by Committee member Uslar and carried by the following vote, the Administrative Committee moved to approve the November 14, 2018 regular meeting minutes.

**MOTION PASSED UNANIMOUSLY**

**6. DECEMBER 14, 2018 DRAFT BOARD MEETING AGENDA INFORMATION**

Mr. Houlemard reviewed the draft Board meeting agenda and advised the Committee that the Finance Committee would review and consider the "Fiscal Year 2017-18 Audited Financial Report" at its meeting scheduled for the afternoon of December 5, 2018. Mr. Houlemard also informed the Committee of the progress on the business item, "Transition Resolution", which includes a new version that was adopted by the Marina City Council. Staff responded to questions and comments from the Committee. There was no public comment received.

This item was for information only.

**7. BUSINESS ITEMS INFORMATION/ACTION**

- a. Request for Qualifications Update
  - i. Transition Plan Facilitation Services
  - ii. Building Removal Financial Services

Mr. Houlemard informed the committee of the lack of responses to the Transition Plan Facilitation Services RFQ. Staff described its plan for further promoting the RFQ by reaching out to firms. Principal Planner Jonathan Brinkmann provided an update on the Building Removal Financial Services RFQ and the three submittals that were received. The selection panel was made of up representatives from the Cities of Marina, Seaside and County of Monterey; an update will be provided at the next Administrative Committee meeting.

- b. Habitat Management Plan Requirements
  - i. Border lands
  - ii. Habitat Management Areas

Mr. Brinkmann provided a presentation regarding the 1997 Habitat Management Plan (HMP) requirements. Mr. Brinkmann described its requirements for Habitat Management areas and for borderlands, and encouraged Jurisdictions to attend the upcoming Fort Ord Coordinated Resource Management Planning team meeting scheduled for January 14, 2019 at 1:00 to 2:30 p.m.

- c. November 28, 2018 Transition Planning Workshop Follow-Up
  - i. Building Removal
  - ii. Administrative Costs

Item 7.c.i was determined to be obsolete as the RFQ process moves forward to select consultants and should address any further concerns regarding building removal. The Committee requested that FORA staff list out contract liabilities and review at the next Administrative Committee meeting on December 19, 2018.

**8. ITEMS FROM MEMBERS**

None.

**9. ADJOURNMENT** at 9:41 a.m. in memory of 41<sup>st</sup> President H.W. Bush.

Minutes Prepared By:  
Dominique L. Davis  
Deputy Clerk