



APPROVED

**FORT ORD REUSE AUTHORITY**  
**ADMINISTRATIVE COMMITTEE REGULAR MEETING MINUTES**  
**8:30 a.m., Wednesday, January 16, 2019 | FORA Conference Room**  
920<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Co-Chair Assistant Executive Officer Steve Endsley called the meeting to order at 8:35 a.m.

The following members were present:

- |                                    |   |
|------------------------------------|---|
| Craig Malin* (City of Seaside)     | Lisa Rheinheimer (Monterey Salinas Transit) |
| Melanie Beretti* (Monterey County) | Layne Long* (City of Marina)                |
| Patrick Breen (MCWD)               | Steve Matarazzo                             |
| Hans Uslar* (City of Monterey)     | Anya Spear (CSUMB)                          |
| Vicki Nakamura (MPC)               |   |

\*Voting Member

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by City Manager Craig Malin.

**3. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

None

**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 28, 2018 Meeting Minutes
- b. January 2, 2019 Meeting Minutes

**MOTION:** On motion by Committee member Uslar and second by Committee member Long and carried by the following vote, the Administrative Committee moved to approve the November 28, 2018 special meeting minutes and the January 2, 2019 regular meeting minutes.

**MOTION PASSED UNANIMOUSLY**

**6. JANUARY 11, 2019 BOARD MEETING AGENDA REVIEW**

**INFORMATION**

Assistant Executive Officer Steve Endsley reviewed the actions of the Board at the January 11, 2019, meeting including the Nominating Committee's proposed slate for Board Chair, Vice Chair, Past Chair, two members at large, and Non-Voting Ex-Officio member. Staff responded to questions and comments from the Committee.

This item was for information only.

**7. BUSINESS ITEMS**

**INFORMATION/ACTION**

- a. Capital Improvement Plan
  - i. Development Forecast Request
  - ii. Building Removal Financial Consultant – Scope of Work

Principal Planner Jonathan Brinkmann reminded the Committee of the 1-25-19 Development Forecast request due date. Mr. Brinkmann provided an update on the selection of NHA as the Consultant that will explore the feasibility and, potentially design and implement a program to generate building removal funding through potentially bonding FORA's property taxes. Mr. Brinkman reviewed the requested scope of work with the Committee which will be broken down into three tasks; Legal and Financial Feasibility Analyses, Financial Plan, and Financing and Financial Plan Implementation, and requested any comments or questions be submitted by January 25, 2019. Staff responded to questions and comments from the Committee.

**Information item only – no vote taken.**

- b. 2019 Job Survey

Economic Development Manager Josh Metz announced the Economic Development Department is conducting the 2019 Job Survey and may be reaching out for additional assistance to collect data. The survey should be completed, and the report brought back to the Committee in March 2019. There were no questions and comments from the Committee.

**Information item only – no vote taken.**

- c. Transition Plan update

Assistant Executive Officer Steve Endsley provided an overview of the next steps in reference to the approved Transition Plan that was submitted to LAFCO. LAFCO representative Joe Serrano advised the LAFCO Commission will not take action at the next LAFCO meeting, rather it will be the initial review of the Transition Plan Resolution, where they will solicit feedback from the affected or interested agencies and will provide that information to FORA. Mr. Endsley introduced Regional Governmental Services ("RGS") to the Committee and gave an overview of the services that will be provided by RGS. Mr. Brinkmann reminded the staff at the previous Administrative Committee meeting the Committee requested to possibly schedule a working lunch to review the various sections of the Contract Matrix. Kendall Flint from RGS suggested they meet with each of the effected agencies prior to scheduling the working lunch to fully flush out the issues in advance. Staff responded to questions and comments from the Committee.

**Information item only – no vote taken.**

**8. ITEMS FROM MEMBERS**

None

**9. ADJOURNMENT** at: 9:05 a.m.

Minutes Prepared By:  
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Administrative Coordinator