



# FORT ORD REUSE AUTHORITY

920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

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## REGIONAL URBAN DESIGN GUIDELINES TASK FORCE MEETING

10:00 a.m., Friday, June 27, 2014

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

### AGENDA

1. **CALL TO ORDER**
2. **ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**
3. **APPROVAL OF MEETING MINUTES**
  - a. Monday June 2, 2014
  - b. Thursday June 19, 2014
  - c. Friday June 20, 2014 (a&b)
4. **PUBLIC COMMENT PERIOD**

Individuals wishing to address this body on matters within the jurisdiction of FORA, but not on this agenda, may do so during the Public Comment Period for up to three minutes. Public comments on specific agenda items will be heard under that item.
6. **BUSINESS ITEMS**
  - a. Discuss RUDG Interviews & Make Consultant Recommendation      INFORMATION/ACTION
7. **ITEMS FROM MEMBERS**
8. **ADJOURNMENT**

**NEXT MEETING: TBD**

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**FORT ORD REUSE AUTHORITY**  
**REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE**  
**MEETING MINUTES**

2:15p.m., Friday, June 20, 2014 | Seaside City Hall  
440 Harcourt Ave, Seaside, CA 93955

**1. CALL TO ORDER**

Confirming a quorum, Task Force Chair Michael Houlemard called the meeting to order at 2:15pm. The following people were in attendance:

**Committee Members**

Anya Spear, CSUMB  
Elizabeth Caraker, City of Monterey  
John Dunn, City of Seaside  
Victoria Beach, City of Carmel-by-the-Sea  
Layne Long, City of Marina  
Carl Holm, Monterey County  
Dan Dawson, City of Del Rey Oaks

**Other Attendees**

Michael Houlemard, FORA  
Steve Endsley, FORA  
Josh Metz, FORA  
Bob Schafer, member of the public

**2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

None.

**3. APPROVAL OF MEETING MINUTES**

Continued

**4. PUBLIC COMMENT PERIOD**

None.

**5. BUSINESS ITEMS**

The task force reviewed initial responses to RUDG respondent interviews.

**6. NEXT STEPS**

FORA staff will conduct reference checks on RUDG respondents.

**7. ITEMS FROM MEMBERS**

None.

**8. ADJOURNMENT**

The next meeting of the RUDG Task Force will be Friday June 27 at 10am. The meeting was adjourned at approximately 3:45 pm.

Minutes prepared by Josh Metz



# **FORT ORD REUSE AUTHORITY**

## **REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE**

### **MEETING MINUTES**

9:00a.m., Friday, June 20, 2014 | Carpenter's Hall  
910 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

#### **1. CALL TO ORDER**

Confirming a quorum, Task Force Chair Michael Houlemard called the meeting to order at 9:00am. The following people were in attendance:

##### **Committee Members**

Anya Spear, CSUMB  
Elizabeth Caraker, City of Monterey  
John Dunn, City of Seaside  
Victoria Beach, City of Carmel-by-the-Sea  
Layne Long, City of Marina  
Carl Holm, Monterey County

##### **Other Attendees**

Michael Houlemard, FORA  
Jonathan Garcia, FORA  
Josh Metz, FORA  
Steve Endsley, FORA  
Bob Schafer, member of the public  
Doug Yount, member of the public  
Don Hofer, Dunes at Monterey Bay

#### **2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

None.

#### **3. APPROVAL OF MEETING MINUTES**

Continued

#### **4. PUBLIC COMMENT PERIOD**

None.

#### **5. BUSINESS ITEMS**

The task force held interviews of the 2 Regional Urban Design Guideline (RUDG) finalist teams: EMC Planning & Partners, Dover-Kohl & Partners.

#### **6. NEXT STEPS**

Members will meet at 2:15 in Seaside to discuss interviews.

#### **7. ITEMS FROM MEMBERS**

None.

#### **8. ADJOURNMENT**

The next meeting of the RUDG Task Force will be Friday June 20 at 2:15pm. The meeting was adjourned at approximately 11:45 am.

Minutes prepared by Josh Metz



**FORT ORD REUSE AUTHORITY**  
**REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE**  
**MEETING MINUTES**

10:00a.m., Thursday, June 19, 2014 | FORA Conference Room  
920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Confirming a quorum, Task Force Chair Michael Houlemard called the meeting to order at 10:00am. The following people were in attendance:

**Committee Members**

Anya Spear, CSUMB  
Elizabeth Caraker, City of Monterey  
John Dunn, City of Seaside  
Victoria Beach, City of Carmel-by-the-Sea  
Daniel Dawson, City of Del Rey Oaks  
Layne Long, City of Marina

**Other Attendees**

Michael Houlemard, FORA  
Jonathan Garcia, FORA  
Josh Metz, FORA  
Steve Endsley, FORA  
Bob Schafer, member of the public

**2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

None.

**3. APPROVAL OF MEETING MINUTES**

Motion: John Dunn moved, seconded by Victoria Beach.

Motion Passed: Unanimous

**4. PUBLIC COMMENT PERIOD**

None.

**5. BUSINESS ITEMS**

The task force discussed DRAFT questions for the RFP Interviews on Friday June 20. Members offered feedback and input on format.

**6. NEXT STEPS**

FORA staff will revise questions and provide them to members at the June 20 interviews.

**7. ITEMS FROM MEMBERS**

None.

**8. ADJOURNMENT**

The next meeting of the RUDG Task Force will be Friday June 20 at 9:00am. The meeting was adjourned at approximately 11:30 am.



**FORT ORD REUSE AUTHORITY**  
**REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE**  
**MEETING MINUTES**

2:00p.m., Monday, June 2, 2014 | FORA Conference Room  
920 2<sup>nd</sup> Avenue, Suite A, Marina, CA 93933

**1. CALL TO ORDER**

Confirming a quorum, Task Force Chair Michael Houlemard called the meeting to order at 2:10pm. The following people were in attendance:

**Committee Members**

Anya Spear, CSUMB  
Elizabeth Caraker, City of Monterey  
John Dunn, City of Seaside  
Victoria Beach, City of Carmel-by-the-Sea  
Daniel Dawson, City of Del Rey Oaks  
Layne Long, City of Marina

**Other Attendees**

Michael Houlemard, FORA  
Jonathan Garcia, FORA  
Josh Metz, FORA  
Steve Endsley, FORA  
Bob Schafer, member of the public  
Brad Slama, member of the public

**2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE**

None.

**3. APPROVAL OF MEETING MINUTES**

Motion: John Dunn moved, seconded by Victoria Beach.

Motion Passed: Unanimous

**4. PUBLIC COMMENT PERIOD**

None.

**5. BUSINESS ITEMS**

The task force focused discussion on reviewing the question posed by RUDG Request for Proposals (RFP) respondents. FORA staff recorded responses and prepared a formal notice to send to responding teams (Attachment A). Task force discussion then moved to scheduling meetings following the receipt of written and digital materials. The task force agreed to the following meeting schedule:

June 17-19 (specific time & date TBD via Doodle poll)  
June 20 2:15-3:45 in Seaside  
June 27 10-12 at FORA

Presentation Prep & Ranking Criteria  
Post Presentation Ranking  
Final Ranking

The June 20<sup>th</sup> and June 27<sup>th</sup> meetings will be “Closed Session” to allow ranking of the responses. Task force members agreed to a goal of bringing a recommendation to the Board for the July 11 meeting. In case of any delays, the August meeting will be the backup date.

6. **NEXT STEPS**

FORA staff will prepare a draft ranking criteria sheet and send around to members prior to the next meeting. FORA staff will also conduct background checks on personnel and projects once written and digital materials are received by Thursday June 12 at 5:00pm.

7. **ITEMS FROM MEMBERS**

None.

8. **ADJOURNMENT**

The next meeting of the RUDG Task Force was tentatively set for one day between June 17 and June 19. Final date and time to be set via Doodle poll during the week of June 2. The meeting was adjourned at approximately 11:30 am.

Minutes prepared by Josh Metz