



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

10:30a.m., Thursday, May 29, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Confirming a quorum, Seaside City Manager and Task Force Member John Dunn called the meeting to order at 10:35am. The following people were in attendance:

Committee Members

Carl Holm, Monterey County
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
Anya Spear, CSUMB
Bob Schafer, member of the public
Wendy Elliott, Dunes Development
Jane Haines, 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 received an update on the evolution of proposing teams. In particular that Applied Development Economics had withdrawn from the EMC Planning team. The committee also heard an update on plans for video conferencing at the upcoming Pre-proposal Conference.

Members reviewed the following RUDG proposal schedule:

Pre-proposal Conference	Monday June 2, 9am-12pm
Post conference Response to Questions	Monday June 2, 2-4pm
Proposal Submittal Deadline	Thursday June 12, 5pm
Proposal Presentations	Friday June 20, 9am-12pm

Members discussed the format for the upcoming Pre-proposal conference. There was general agreement on minimizing repetition of content already included in the Request for Qualifications (RFQ) and Request for Proposals (RFP). Setting a basic context for the day and the policy

direction for the current RUDG development effort was also noted as being important. It was generally agreed that FORA staff will conduct the meeting, but there will be opportunity for direct engagement between the responding teams and the task force members, as well as the public. Members also supported the idea of providing a guided tour for responding team members following the Pre-proposal conference.

Members discussed the format for the proposal presentations on June 20. It was recommended set a 20-minute maximum and allow for up to 40 minutes of engagement following the presentations. It was emphasized the intention of the presentations is to gain an understanding of how the teams operate and a sense for their compatibility with the FORA community. Two additional task force meetings were identified as being necessary: one to follow the receipt of the written proposals on June 12 (prior to the June 20 presentations) and one immediately following the presentations to complete initial ranking.

6. NEXT STEPS

FORA staff will coordinate the post-conference tour. Following the pre-proposal conference, FORA staff will draft a proposal ranking system and provide to members for comment. Dates and times for two outstanding meetings will be set via doodle polls.

7. ITEMS FROM MEMBERS

None.

8. ADJOURNMENT

The next meeting of the RUDG Task Force was not scheduled. The meeting was adjourned at approximately 12:30 pm.

Minutes prepared by Josh Metz