



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

2:00p.m., Monday, June 2, 2014 | FORA Conference Room
920 2nd 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)	Presentation Prep & Ranking Criteria
June 20 2:15-3:45 in Seaside	Post Presentation Ranking
June 27 10-12 at FORA	Final Ranking

The June 20th and June 27th 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