



FORT ORD REUSE AUTHORITY

REGIONAL URBAN DESIGN GUIDELINES (RUDG) TASK FORCE

MEETING MINUTES

12:45p.m., Tuesday, April 22, 2014 | FORA Conference Room
920 2nd Avenue, Suite A, Marina, CA 93933

1. CALL TO ORDER

Confirming a quorum, Fort Ord Reuse Authority (FORA) Executive Officer Michael Houlemard called the meeting to order at 12:48 pm. The following people were in attendance:

Committee Members

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

Other Attendees

Michael Houlemard, FORA
Steve Endsley, FORA
Jonathan Garcia, FORA
Josh Metz, FORA
Anya Spear, CSUMB
Diana Ingersoll, City of Seaside
Andrew Cook, TAMC
Wendy Elliott, Dunes Development
Jane Haines, member of the public
Doug Yount, member of the public

2. ACKNOWLEDGEMENTS, ANNOUNCEMENTS AND CORRESPONDENCE

None.

3. APPROVAL OF MEETING MINUTES

None (First meeting).

4. PUBLIC COMMENT PERIOD

None.

5. NEW BUSINESS

The task force heard an introduction from Jonathan Garcia and Josh Metz regarding task force roles & responsibilities and Brown Act implications. They received a proposal from staff to create ad hoc working groups to facilitate confidential interviews with RUDG Request for Qualifications (RFQ) respondents. After discussion, the task force unanimously supported keeping the RUDG RFQ interview process within the domain of the entire task force and not creating the ad hoc working groups.

Mayor Pendergrass requested the regulatory limitations of the RUDG be stated clearly, noting that adoption of the RUDG must be done without diminishing the legal rights and powers of the FORA

land use jurisdictions. Councilmember Beach commented that a stellar design/planning team and process would ideally yield products that have enthusiastic buy-in at the jurisdiction level.

Members discussed the (4) RFQ responses and heard a recommendation from staff to proceed with (3) based on (1) incomplete response.

MOTION: Victoria Beach moved, seconded by Layne Long, to remove Farr & Associates from further consideration, but to provide Farr & Associates contact information to continuing teams and vice versa.

MOTION PASSED: Unanimous.

Members discussed the development of the second phase Request for Proposals (RFP). Appropriate level of detail specification in the RFP was a major point of discussion. Interview process was also discussed, with general agreement about the value of holding a pre-proposal conference with responding teams following release of the RFP.

6. NEXT STEPS

FORA staff will provide a DRAFT RFP for task force review by the end of day Friday 4/25.

7. ITEMS FROM MEMBERS

None.

8. ADJOURNMENT

The next meeting of the RUDG Task Force was scheduled for Wed April 30th from 1:00 to 3:00pm. The meeting was adjourned at approximately 3:05 pm.

Minutes prepared by Josh Metz