



Community Development

919 Palm Street, San Luis Obispo, CA 93401-3218
805.781.7170
slocity.org

Downtown Concept Plan Pre-Proposal Meeting

September 3, 2015
990 Palm St, San Luis Obispo

Attendees:

Menka Sethi, Lisa Wise Consulting
Jen Daugherty, Lisa Wise Consulting
Mark Rawson, Copeland Properties
Debbie Rudd, RRM Design Group
John Leehey, Danielian Associates
Loreli Cappel, Michael Baker Int'l
Chris Manning, Michael Baker Int'l

Staff:

Kim Murry, Deputy Director Long Range Planning, Community Development
Rebecca Gershow, Associate Planner and Project Manager, Community Development
Bridget Fraser, Senior Civil Engineer, Mission Plaza Master Plan Update Manager, Public Works

PowerPoint Presentation given by Kim Murry.

Questions and Answers:

Q: Are we expecting consistency across the Mission Plaza Master Plan and Downtown Concept Plan teams?

A: No. Project teams will not necessarily be the same, but close coordination between the two efforts is required.

Q: Is the Community Vision Team (CVT) all volunteer?

A: Yes.

Q: How many meetings will there be with the CVT?

A: The draft schedule is included in the RFP. We have told volunteers to expect at least one meeting per month, and more meetings early in the process.

Q: How much meeting noticing will the consultant do?

A: Consultant is asked to provide copy for news releases and other public events, but City staff will provide noticing for meetings.

Q: Is it a conflict of interest if a consultant has a client with a development project downtown?

A: Under the Fair Political Practices Commission (FPPC) regulations, it appears that a consultant for this project would not be considered a “public official” for conflict of interest purposes. The consultant role is to help facilitate and contribute to the development of the design and planning vision for advisory body and Council consideration. The consultant is being retained for a limited scope of work and all work will be filtered through City staff, advisory bodies and ultimately City Council. However, if a consultant has concerns (e.g., the consultant is representing a Downtown property with an active project that is within an area of potential change), you may wish to contact the FPPC directly or ask that our City Attorney’s office assist you with a request for a formal advice letter.

Q: What will staff’s responsibilities be?

A: City staff will be responsible for meeting coordination, including facilitation assistance, set-up and noticing. Staff will also be responsible for overall project management, including managing the project budget, schedule, and coordinating between consultant, CVT, and advisory bodies, as well as providing the consultant with existing technical data and information.

Q: What kind of participation should consultants expect at the hearings and committee meetings?

A: Consultants should expect to play a lead role with the Planning Commission and City Council public hearings, and a secondary role, with staff taking the lead, at the other hearings and committee meetings. Consultants will be expected to work with staff to craft strategy for receiving input, and then to address the input received.