

CITY COUNCIL AGENDA REPORT

MEETING DATE: Tuesday, March 25, 2025
TO: CITY COUNCIL
WRITTEN BY: ASSOCIATE PLANNER CARMONA
RECOMMENDED BY: INTERIM COMMUNITY DEVELOPMENT DIRECTOR MEEK
APPROVED BY: TAMARA VIDES, CITY MANAGER

SUBJECT: APPROVAL OF A CONTRACT WITH MOORE IACOFANO GOLTSMAN, INC. (MIG) FOR CONSULTANT SERVICES TO ASSIST THE CITY WITH ENVIRONMENTAL REVIEW FOR A PROPOSED HOTEL PROJECT (#PP2024-8288) LOCATED AT 375 TECHNOLOGY DRIVE IN THE AMOUNT OF \$107,695

RECOMMENDATION:

Staff recommend the City Council adopt a resolution approving a contract with Moore Iacofano Goltsman, Inc. (MIG) for consultant services to assist the City with an environmental review for a proposed hotel project (#PP2024-8288) located at 375 Technology Drive in the amount of \$107,695.00.

BACKGROUND:

On January 2, 2025, the City received an application for a Special Use Permit, Design Review, and Environmental Review (#PP2024-8288) for a new, five-story, 95-room, 72,348-square-foot Holiday Inn Express located at 375 Technology Drive (APN: 015-101-67).

On January 31, 2025, City staff provided the applicant with a letter determining that the application was incomplete and outlining the completeness issues. One of the issues identified was the need for a new environmental review for the project due to substantial changes to the project, updates to multiple standards of review, and the time that had elapsed since a 2009 environmental review for a previously approved project on the site had been conducted.

On February 21, 2025, the city received a Scope of Work and Budget Estimate for the Holiday Inn Express and Suites Project located at 375 Technology Drive (Attachment 1) from MIG. The budget estimate provided by MIG is \$107,695.00.

DISCUSSION:

The current project includes construction of a 5-story Holiday Inn Express and Suites Hotel located at 375 Technology Drive, and requires a Special Use Permit with Design Review, Major Variance, and Environmental Review. This project requires an Initial Study with Mitigated Negative Declaration, services for both of which will be provided by MIG. MIG has provided a budget estimate of \$107,695, and the developer has provided a deposit in that amount. (Attachment 1).

The City has prepared a reimbursement agreement, which has been signed by the developer. The agreement allows the City to utilize the funds that were deposited (\$107,695) to pay invoices from MIG for work performed related to the environmental review (Attachment 2). MIG will bill the City, and the City will pay MIG using funds from the developer's deposit.

This MIG contract is to provide the services and draft the environmental review documents identified in the scope of work provided for the proposed 5-Story Holiday Inn Express and Suites project located at 375 Technology Drive.

STRATEGIC PLAN:

Approval of the contract supports Goal 1 (Economic Development) of the Strategic Plan by assisting City Staff in preparing an Initial Study and Mitigated Negative Declaration, which will allow the City to process the application for a Special Use Permit, Design Review Permit, Major Variance, and Environmental Review in a timely manner.

FINANCIAL IMPACT:

No City funds will be expended, so there will be no financial impact on the city.

ALTERNATIVE ACTION:

The City Council could choose not to adopt a resolution approving a contract with MIG for environmental review for the 375 Technology Drive project.

ATTACHMENTS AND/OR REFERENCES (IF ANY):

1. MIG – Scope of Work and Budget Estimate dated 2/21/25
2. Reimbursement Agreement dated 3/10/25