

**Meeting Date:** 4/28/2015

**Report Type:** Consent

**Report ID:** 2015-00364

**Title:** Establishment of a Multi-Year Operating Project for the Downtown Plaza Hotel Project (I21005200)

**Location:** 560 J Street, District 4

**Recommendation:** Pass a Resolution 1) authorizing the City Manager to establish a multi-year operating project (MYOP) for the Downtown Plaza Hotel as I21005200; and 2) authorizing the City Manager to establish revenue and expenditure budgets in the project in Development Services Fund (Fund 2016) based on the actual amount of fees received.

**Contact:** Susanne Cook, Administrative Analyst, (916) 808-5375; Winfred Deleon, Interim Chief Building Official, (916) 808-5475, Community Development Department

**Presenter:**

**Department:** Community Development Dept

**Division:**

**Dept ID:**

**Attachments:**

1-Description/Analysis

2-Resolution

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### **City Attorney Review**

Approved as to Form  
Matthew Ruyak  
4/16/2015 12:10:08 PM

### **Approvals/Acknowledgements**

Department Director or Designee: Candace Noguchi - 4/7/2015 10:16:39 AM

## Description/Analysis

**Issue Detail:** The Community Development Department (CDD) has received the building permit application for the Downtown Plaza Hotel project. As the project will cross multiple fiscal years, staff is requesting authority to establish a multi-year operating project (MYOP) for the Downtown Plaza Hotel (I21005200). The use of a MYOP will provide better accountability of fees collected and project costs incurred.

**Policy Considerations:** The recommended action requires City Council approval pursuant to City Council Resolution 2014-0179, Section 13.2; City Council approval is required for the establishment of a MYOP.

**Economic Impacts:** Not applicable.

**Environmental Considerations:** The actions in this report do not have any potential for significant effect on the environment and are exempt under the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3).

**Sustainability:** Not applicable.

**Commission/Committee Action:** On February 19, 2015, the Planning and Design Commission approved the project entitlements, environmental documents, and various agreements for the development of the Downtown Plaza Hotel project at 560 J Street.

**Rationale for Recommendation:** The project will require building plan review and inspection services that will span multiple years. City review and processing fees are based on project valuation, staff hourly rates, and flat fees adopted by resolution and are paid in accordance with established City policies and procedures. Establishing a MYOP to monitor the building's development will allow staff to administer and manage fees over the life of the project.

**Financial Considerations:** Staff recommends that the City Council authorize the establishment of the Downtown Plaza Hotel Project as I21005200 as well as revenue and expenditure budgets for the project in the Development Services Fund (Fund 2016). Budgets will be established based on the actual amount of development review fees received, approximately \$1.1 million.

**Local Business Enterprise (LBE):** Not applicable.

## RESOLUTION NO. 2015-

Adopted by the Sacramento City Council

### ESTABLISHMENT OF A MULTI-YEAR OPERATING PROJECT FOR THE DOWNTOWN PLAZA HOTEL PROJECT (I21005200)

#### BACKGROUND:

- A. On February 19, 2015, the Planning and Design Commission approved the project entitlements and environmental documents for the development of Downtown Plaza Hotel.
- B. The project will require building plan review and inspection services that will span multiple years. City review and processing fees are based on project valuation, staff hourly rates, and flat fees adopted by resolution and are paid in accordance with established City policies and procedures.
- C. The Development Services Fund was established in 1999 (Resolution 99-077) to account for major plan review and building projects and stabilize appropriations between business cycles for multi-year projects.

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. The City Manager or his designee is authorized to establish a multi-year operating project (MYOP) budget for the Downtown Plaza Hotel project as I21005200.
- Section 2. The City Manager is authorized to establish revenue and expenditure budgets in I21005200 in the Development Services Fund (Fund 2016) based on the actual amount of development review fees expected, estimated at \$1.1 million.