TOWN COUNCIL STAFF REPORT

Title: Authorize a professional services agreement with Lisa Wise Consulting Inc. for Mammoth Crossing project management support.

Meeting Date: August 19, 2026

Prepared by: Nolan Bobroff, Community & Economic Development Director

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RECOMMENDATION:

Authorize the professional services agreement with Lisa Wise Consulting Inc., subject to the Town Attorney's approval and finalization of the agreement, for Mammoth Crossing project management support.

BACKGROUND/ANALYSIS:

The Mammoth Crossing project is a significant development project within the North Village Specific Plan (NVSP) area that is proposing to develop three of the four corners at the intersection of Minaret Road and Lake Mary Road (the NW, SW, and SE corners) into a large-scale lodging and hospitality project. The proposed development includes a full-service JW Marriott Resort, Spa, and Conference Center on Site 1 (NW corner), a pedestrian-oriented retail and restaurant village and Ritz-Carlton branded residences on Site 2 (SW corner), and JW Mariott branded residences on Site 3 (SE corner). Information on the project and the proposed project plans are available on the project website here: https://www.townofmammothlakes.ca.gov/1418.

Town staff have been working with the development team for the Mammoth Crossing project over the past year, during which the Concept Review phase was completed, and the formal application was submitted. A summary of the work done to date is below.

- **September 2025 – April 2026.** Town Staff worked with the applicant team on a Concept Review application, during which Town staff met regularly with the developer's representatives and project architects on a weekly basis. These meetings focused on evaluating the project's consistency with applicable development standards and exploring solutions to address identified issues. During this phase, the applicant team provided an introductory presentation to Town Council in March 2026 to introduce the project design and answer any questions from the Town Council and public. The Concept Review phase was completed in April 2026 upon the Town issuing a Concept Review closeout letter in which detailed comments were provided on the project design.
- **June 2026.** The formal entitlement application was submitted to the Town on June 26, 2026. The application package included a District Zoning Amendment to amend the standards for the Mammoth Crossing zone of the NVSP related to building area, building height, and lot coverage, and site-specific Tentative Tract Map, Use Permit, Major Design Review, and Adjustment permit applications. The applicant has indicated that a Development Agreement application request will be submitted in the future.

- **July 2026.** Town staff reviewed the application for completeness and provided the applicant with written comments on July 24, 2026 identifying what was missing from the application. Per State law, the application is not technically accepted for processing until it has been deemed 'complete.' The applicant has indicated that they are working through the items identified in the completeness review and will be resubmitting in the near future.
- **August 2026.** Town Council provided authorization to enter into an agreement with Kosmont Companies to provide financial advisory services on behalf of the Town. This work is directly related to the potential development agreement and TOT revenue sharing that is being sought by the applicant.

Due to the scale and complexity of the Mammoth Crossing project, along with other current entitlement projects/workload, there is a need for additional project management support that is dedicated solely to the Mammoth Crossing project. Based on the Town's needs, staff reached out to Lisa Wise Consulting, Inc. (LWC) to procure the services of Jen Murillo. Ms. Murillo worked for the Town for over 10 years and is familiar with the Town's planning policies, zoning code, and permit review procedures, as well as the NVSP and associated EIR. Additionally, LWC brings 20 years of experience working in California communities on similar projects, and has experience managing projects in Mammoth Lakes, including The Parcel project (2019-2020) and provided project management support for the Mammoth Main Base Redevelopment project (2022-2025). Bringing in LWC to manage the Mammoth Crossing project will allow Town staff to focus on other current entitlement projects/workload, while still providing a high level of project management for the Mammoth Crossing project.

LWC's estimate for the initial five months of work could cost around $70,000. That estimate is based off the need for:

- Biweekly calls with Town staff and the applicant
- Preparation and monitoring of the project schedule
- Completion of the in-depth analysis of compliance with the NVSP
- Review of the Mammoth Crossing EIR and identification of areas for the CEQA consultant to assess
- One in-person open house/public meeting and regular PEDC and TC updates (virtually)
- General project management tasks (e.g., monitoring project email, updating project webpage, etc.)

As with any development project application, the applicant is responsible for covering all costs related to the project review and prior to entering into any contracts for services related to a project, the scope of work and estimated cost are shared with the applicant. The applicant has reviewed the scope of work and estimated cost for the project management services and has provided authorization to move forward with the contract.

FINANCIAL CONSIDERATIONS:

The costs will be billed on a time/materials basis, and the Mammoth Crossing project applicant is responsible for covering all costs related to this contract. The Town will track and invoice costs on a monthly basis.