

**PLEASANT VALLEY RECREATION & PARK DISTRICT  
ADMINISTRATION OFFICE – ROOM #6  
1605 E. BURNLEY ST., CAMARILLO, CALIFORNIA**

**LIAISON COMMITTEE  
AGENDA**

**THURSDAY, FEBRUARY 10, 2022  
10:00 AM**

**Please Note: Under current orders from the Ventura County Health Officer, all individuals, (whether vaccinated or unvaccinated) are required to wear a face covering at all times in indoor public settings and businesses. PVRPD thanks you for your cooperation and understanding.**

This meeting will take place both in person and remotely in accordance with Government Code section 54953(e) et seq. (AB 361). Members of the public can participate in the meeting by choosing one of the following options:

1. Attend in person or
2. Join via Zoom -

**Meeting Link:**

<https://us06web.zoom.us/j/84024794412?pwd=ZGU0ZVh6a3NobmMvK29JK0d6UT09>

**Webinar ID: 840 2479 4412**

**Phone Number: 1-669-900-6833**

- a. Cell Phone/Computer with Microphone: Click on the Zoom link included above. Enter your name so we may call on you when it is your turn to speak. The Chair will ask if anyone wishes to speak on the item. At that time, raise your hand by clicking the “Raise Hand” button. Follow the instructions below regarding speaking.
- b. Phone – If you wish to make a comment by phone during the public comment section of the meeting or on a specific agenda item, please call in to the listed phone number above and when prompted, enter the Webinar ID. You will then be admitted to the meeting and your line will be muted. The Chair will ask if anyone wishes to speak on the item. At that time, raise your hand by dialing \*9. Then, follow the speaking instructions below.

**Speaking Instructions**

When it is your turn to speak, the Chair will call your name or the last four digits of the phone number you are calling from. You will have three minutes to address the Committee. **Please ensure all background noise is muted (TV, radio, etc.)** You will be prompted to unmute your microphone/phone. Unmute your device and begin by stating your name. After three minutes has elapsed your microphone will be muted and the next speaker will be invited to speak.

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES OF THE DECEMBER 6, 2021 MEETING**
- 4. PUBLIC COMMENTS**
- 5. DISCUSSION REGARDING PROCESS AND TIMELINES**
  - a. LPA UPDATED PROJECT COSTS AND PHASED APPROACH**
  - b. VOTER OPINION/POLLING SERVICE RFP TIMING**
  - c. FINANCIAL ASSESSMENT**
- 6. ORAL COMMUNICATIONS**
- 7. ADJOURNMENT**

**Note:** Written materials related to these agenda items are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours beginning the day preceding the Committee meeting.

**Announcement:** Should you need special assistance (i.e. a disability-related modification or accommodations) to participate in the Committee meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager at 482-1996, extension 114. Please notify us 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.

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**LIAISON COMMITTEE MINUTES  
MONDAY, DECEMBER 6, 2021  
4:00 PM**

**1. CALL TO ORDER**

The Liaison Committee for the City of Camarillo and Pleasant Valley Recreation and Park District was called to order at 4:00 PM by Pleasant Valley Recreation and Park District Director Malloy.

**2. APPROVAL OF AGENDA**

Director Malloy called for a motion. A motion was made by Director Magner and seconded by City Councilmember Trembley to accept the agenda as presented.

**3. PUBLIC COMMENTS**

Art Roberts spoke with the interest of including lawn bowling.

**4. INTRODUCTIONS**

Councilmember Cravens, Councilmember Trembley, Director Malloy, Director Magner, PVRPD General Manager Mary Otten, PVRPD Administrative Analyst Dylan Gunning, PVRPD Development Analyst Katlyn Simber-Clickener, City Manager Greg Ramirez, Assistant City Manager Carmen Nichols, Director of Community Development Joe Vacca, John Courtney LPA, Arash Izadi LPA, and Jeremy Hart LPA.

**5. REVIEW CURRENT PROJECT AND STATUS**

General Manager Mary Otten presented a PowerPoint that overviewed the Senior/Community Center Project history, including the project delay due to COVID-19. Both agencies are restarting the project's planning by holding the December 6, 2021 Liaison meeting.

**6. DISCUSSION REGARDING PROCESS AND TIMELINES**

The Liaison Committee discussed the LPA process and timelines, CEQA process and timelines, and Voter option survey. It was determined that an updated cost estimate is needed before moving on to any other part of the project. LPA will contract with a 3<sup>rd</sup> party vendor to get updated project cost estimates. This process will take approximately a month after the firm is selected.

Joe Vacca explained that the CEQA process will take close to 6 months to complete after the site plan and schematics are ready.

Councilmember Trembley recommended that a financial advisor be secured to evaluate the agencies' debt in order to determine how much will be needed to ask the public to pay for this project to be completed.

The Committee discussed performing a voter survey to determine the public willingness to pay for a Bond for this project for the November 2024 election.

The Committee agreed to meet once the updated project costs were determined.

## **7. ORAL COMMUNICATIONS**

None.

## **8. ADJOURNMENT**

Director Malloy adjourned the meeting at 4:44 p.m.