

**PLEASANT VALLEY RECREATION & PARK DISTRICT  
MINUTES LIAISON COMMITTEE  
MONDAY, MARCH 2, 2020**

**1. CALL TO ORDER**

The Liaison Committee was called to order at 8:04 AM by Director Mishler.

Committee Members Present: Director Neal Dixon and Director Mike Mishler

Staff Present: General Manager Mary Otten, Recreation Services Manager Eric Storrie, and Analyst Anthony Miller.

City Representatives Present: City Councilmember Charlotte Craven, City Councilmember Tony Trembley, City Manager Dave Norman, Assistant City Manager Carmen Nichols, City of Camarillo CEQA Consultant Michael Brown, Director, Community Development Joe Vacca, and Assistant Director, Community Development John Novi.

LPA Representative Present (via Conference Call): Jeremy Hart, Wendy Dailey

**2. APPROVAL OF AGENDA**

Director Mike Mishler moved to approve the agenda which was seconded by Director Neal Dixon.

**3. APPROVAL OF MINUTES OF THE DECEMBER 2, 2019 MEETINGS.**

Director Mike Mishler moved to approve the minutes which was seconded by Director Neal Dixon.

**4. PUBLIC COMMENTS**

Public present: Art Roberts

Public Comment: None

**5. DISCUSSION REGARDING CEQA PROCESS AND TIMELINES**

Joe Vacca explained the process the project would need to go through for CEQA. Including clarifying that the CEQA process and entitlements process were not currently slated to occur at the same time. Michael Brown stated that in order to officially begin the CEQA process, a rough project timeline and project plans would be needed. Jeremy Hart explained that LPA can provide those items and had already provided rough plans and next steps would involve going to the community to begin designing the aesthetics of the project. Joe Vacca states that since the design of the project would be beginning, he would prefer that the entitlements process begin at the same time so that questions/issues that arose during the CEQA process could potentially be dealt with during the entitlements process and vice-versa. Michael Brown expected that the project would result in a Mitigated Negative Declaration, which potentially could be a shortened CEQA process.

**6. LPA PROCESS AND TIMELINES**

Jeremy Hart explained the next steps for designing the aesthetics of the facility and what approximate timelines would be followed during the process.

*City Councilmember Tony Trembley:* “What process would LPA go through to create a design?”

*Answer, Jeremy Hart, LPA:* “LPA would run through visual listing exercises to put together aesthetic ideas for the new construction. This would take two meetings, possibly three. In-lieu of a third public meeting, we may meet with the liaison committee instead. Typically, we give about three weeks in between meetings and we would prefer about four weeks of advertising prior to the first outreach meeting.”

*City Councilmember Tony Trembley:* “When can we expect construction timelines for CEQA?”

*Answer, Jeremy Hart, LPA:* “Rough timelines can be given within the week; however, LPA can’t recommend specific phase timelines. Those items would typically be left to a contractor to recommend.”

## **7. UPDATE REGARDING VOTER RFP**

General Manager Mary Otten updated the committee on the status of the Voter Polling RFP. Three proposals had been received.

*Art Roberts, Member of the Public:* “Did you receive proposals from the firms that you were hoping you would receive them from?”

*Answer, General Manager Mary Otten:* “All of the proposals are from Southern California, which is due to the fact that we required firms to have local expertise. Also, at least one firm has experience working with the City of Camarillo.”

## **8. ORAL COMMUNICATIONS**

No Oral Communications

## **9. ADJOURNMENT**

Meeting was adjourned at 8:40 AM

**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.

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