

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

**BOARD OF DIRECTORS  
SPECIAL MEETING AGENDA  
April 12, 2022**

**5:30 P.M.**

**SPECIAL MEETING**

**Please Note: In keeping in alignment with current orders from the Ventura County Health Officer, face coverings are not required but are welcomed and encouraged 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 observe and participate in the meeting as follows:**

**1. Zoom Meeting Information:**

**Meeting Link: <https://us06web.zoom.us/j/84056544394>**

**Webinar ID: 840 5654 4394**

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

- a. Cell Phone/Computer with Microphone: Click on the Zoom webinar 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 into the listed phone number above and when prompted, enter the Webinar ID and Passcode. After entering those items, you will 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. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. ADOPTION OF AGENDA**

**5. OPEN COMMUNICATIONS/PUBLIC FORUM**

In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public. Pursuant to Government Code Section 54956, no business other than what is set forth in this special meeting agenda may be considered by the Board. If you would like to speak about an item on the agenda, we would prefer you complete a Speaker Card and wait until it comes up. Speakers will be allowed three minutes to address the Board.

**6. NEW ITEMS – DISCUSSION/ACTION**

**A. Potential Financing Options for the Pleasant Valley Recreation and Park District Senior and Community Recreation Facility**

A presentation for the consideration of financing options regarding the Senior/Community Recreation Facility project.

Suggested Action: Provide staff direction.

**7. ADJOURNMENT**

**Note:** Written materials related to this agenda 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 two business days preceding the scheduled Special Board Meeting.

**Announcement:** Public Comment: Members of the public may address the Board on any agenda item before or during consideration of the item. [Government Code section 54954.3] Should you need special assistance (*i.e.* a disability-related modification or accommodations) to participate in the Board 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 (805) 482-1996, extension 24. Please notify the General Manager 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.

**PLEASANT VALLEY RECREATION AND PARK DISTRICT  
STAFF REPORT / AGENDA REPORT**

**TO: BOARD OF DIRECTORS**

**FROM: MARY OTTEN, GENERAL MANAGER**  
**By: Leonore Young, Administrative Services Manager**

**DATE: April 12, 2022**

**SUBJECT: POTENTIAL FINANCING OPTIONS FOR THE  
PLEASANT VALLEY RECREATION AND PARK  
DISTRICT SENIOR AND COMMUNITY RECREATION  
FACILITY**

**SUMMARY**

The Pleasant Valley Recreation & Park District (“District”) and City of Camarillo (“City”) jointly approved “Plan D” (Stand Alone). This 30,730 square foot addition includes a 2-court gymnasium, a large activity room, a large multi-purpose/fitness room, a medium activity room, lobby and office space, lockers, restrooms, and storage. Costs for the construction of this option are estimated at \$39.5 million. Neither organization can afford the project in its entirety so both organizations have been tasked with exploring financing options for the project.

**BACKGROUND**

The District and City partnered to request assistance in the visioning and preparation of design concepts and cost estimations for a Senior and Community Recreation Facility. The District approved the architectural firm of LPA, Inc. to conduct further cost and design refinement studies for the Senior and Community Recreation Facility Design Project. LPA worked collaboratively with the District, the City Liaison Committee, and the community to draft four concept designs. As part of the design process, they attempted to integrate the new facilities with the current facilities, performed a site analysis, cost estimations and structural assessments, as well as reviewed operations and maintenance costs.

As part of the scope of work, each of the four concepts included a preliminary site plan, rendering, cost estimation, as well as operational and maintenance cost. The Liaison Committee requested the District Board narrow the selection from four preliminary designs to two designs; one design considered to be a stand-alone facility, while the other integrated into the existing structure.

At the September 16, 2019 joint special meeting, the District Board and City Council agreed to Option D (Stand Alone). This 30,730 square foot addition includes a 2-court gymnasium, a large activity room, a large multi-purpose/fitness room, a medium activity room, lobby and office space, lockers, restrooms, and storage. Costs for the construction of this option at the time were estimated at \$34.5 million and will not require seismic retrofitting.

Both the District and City entered into a Cooperative Agreement in February of 2020 to continue moving the Senior and Community Recreation Facility project forward. On March 4, 2020, the Governor declared a State of Emergency due to COVID-19. Due to the uncertainties of COVID-19, the District and City Liaison Committee met on April 2, 2020 to discuss next steps for this

project and determined it was best to place this project on hold due to the pandemic and not knowing what economic and staffing pressures would be placed on each agency.

On October 6, 2021, the Board approved and authorized the General Manager to enter into a First Amendment to contract services agreement for the 2020 Architectural & Design Services with LPA to further refine the architectural design.

The District and City Liaison Committee held a meeting on December 6, 2021, where it was decided to get an updated cost estimate of the project. At the February 10, 2022 District and City Liaison Committee meeting, LPA presented the updated cost estimate showing an increase of \$5.5 million for a total of \$39.5 million.

With the increase in costs, LPA presented options to either build it in its entirety or to do a phased building approach. The phased building approach would split the building between the Activity/Fitness section and the Gymnasium section. In either of the phased approaches, a lobby would be built, and the location of the lobby would change based on which section was built.

This method would allow for the cost to be spread out in phases, however, the total cost would increase to between \$41 million and \$42 million, depending on the order of sections being built.

<b>Phase 1</b>	<b>Phase 2</b>	<b>Total Cost</b>
Activity & Fitness w/ Lobby \$22,329,055	Gymnasium \$19,882,672	\$42,211,727
Gymnasium w/ Lobby \$26,016,705	Activity & Fitness \$15,152,213	\$41,168,918

At the February 10, 2022 District and City Liaison Committee meeting, it was decided the next steps would be to conduct a voter survey and to work with a financial planner to evaluate funding options. Prior to conducting the voter survey, the District will need to evaluate the potential financing options.

### **ANALYSIS**

Neither organization can afford the project in its entirety so both organizations have been tasked with exploring financing options for the project. On August 28, 2019, the Camarillo City Council conducted a study session with Curt de Crinis who gave a presentation to the Council on funding options for the facility. On October 24, 2019 the Board of Directors held a special session regarding possible financing options available to both the District and the City of Camarillo. A community conversation regarding a possible revenue measure is ripe for discussion as the District and City are unable to finance the entire \$42.2 million dollar cost.

Curt de Crinis was founder and managing director of C.M. de Crinis & Co, Inc and recently joined Columbia Capital Management as Managing Director. Mr. De Crinis has been instrumental in structuring and completing underwriting for a wide range of projects, including the District's 2017 refunding of the 2008 Certificate of Participation for Pleasant Valley Fields. Curt has 33 years of experience in municipal advisement along with over seven years as a public finance investment banker with national and regional bond underwriting firms. His clients include cities, counties, state authorities, hospitals, housing authorities, park and recreation districts and joint powers authorities.

The presentation will strictly relate to financing options, such as:

- Park District General Fund Reserves
- Park District Special Capital Funds and Development Fees
- Park District Existing Assessments and Grants
- City General Fund Reserves
- New Voter Approved Special Parcel or Sales Tax
- Proceeds of Bonds

**FISCAL IMPACT**

This presentation is for information only and has no impact on the fiscal year 2021-2022 budget.

**RECOMMENDATION**

It is recommended the Board provide direction to the staff to further refine the next phases of the project and identify funding sources.