



Camarillo City Council

AGENDA REPORT

Date: August 14, 2024

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: David Sanchez, Community Development Director

Subject: Arneill Road Mixed-Use Affordable Housing Construction Documents Professional Services Agreement

BACKGROUND

The City entered into a professional services agreement in the amount of \$80,623 with RRM Design group for architectural services to design a mixed-use affordable housing project located 248, 262, 268, and 276 Arneill Road ("Property") effective March 7, 2018. An amendment in the amount of \$4,000 with a \$12,693 contingency for necessary boundary survey and mapping services was entered into June 14, 2018. After a necessary general plan amendment, change of zone, and the approval of a Negative Declaration, the 9-unit mixed-use project was entitled on June 6, 2024.

DISCUSSION

The City acquired the subject property on June 20, 2017. The property is currently vacant and is 0.36-acre (15,681.6-square-feet) in size. The property is located on the east side of Arneill Road between the Brake Masters at 238 Arneill Road and Jiffy Lube at 274 Arneill Road in the Village Commercial Mixed-Use (CMU) Zone. The entitled project consists of nine (9) multi-family residential units reserved for very-low income households and 500 square feet of commercial space in two buildings.

RRM Design Group completed the conceptual design of the project, allowing its approval by the Planning Commission and entitlement, but the project requires the creation and approval of construction plans before building permits are ready to be issued. The scope of services under the proposed second amendment to the professional services agreement would progress the Arneill Road project forward to the point of issuance of building permits, enabling actual construction. The City has submitted an Encampment Resolution Fund (ERF) grant application to the state of California for the purpose of funding the actual construction of the project. Assuming the grant is received, in order to satisfy the grant timeline, construction would need to begin in early 2025.

Given RRM's long history with this project, their creation of the existing conceptual plans, and the need to move quickly if the City receives the applied for grant, staff recommends that their existing professional services agreement be amended to include scope for the creation of the rest of the necessary construction plans and documents.

FISCAL IMPACT

An appropriation of \$375,720 is required for RRM Design Group's services in the Community Development account No. 101-1701-417.32-01 from available fund balances shown below.

Account Number	Amount
Low-Moderate Income Housing Asset Fund Balance (Fund 498)	\$169,248
General Fund Affordable Housing Programs (Fund 101)	\$11,075
CDC Housing Bonds Account (Fund 429)	\$14,100
General Fund Unassigned Fund Balance (Fund 101)	\$181,297

CEQA DETERMINATIONS

City staff has determined, in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, that the Second Amendment to the Arneill Road Mixed Use Project Professional Services agreement is not subject to CEQA review because it can be seen with certainty that there is no possibility that the amendment to the agreement may have a significant effect on the environment. The actual project was already analyzed under CEQA through Negative Declaration 2023-1.

RECOMMENDATION

1. Authorize the City Manager to execute Professional Services Agreement Amendment No. 2018-16B with RRM Design Group (RRM) to provide architectural, civil engineering, surveying, landscape architectural, and structural engineering services for the Arneill Road Mixed-Use project in the amount of \$326,720: and
2. Authorize a 15% contingency in the amount of \$49,000, for a total not to exceed agreement amount of \$473,036: and
3. Authorize the City Manager to execute future amendments, documents and Change Orders if required, up to the total not to exceed amount: and

4. Authorize an appropriation of \$375,720 in the General Fund Community Services Account No. 101-1701-417.32-01; and
5. Authorize an appropriation of \$169,248 for a Transfer Out from the Low-Moderate Income Housing Asset Account No. 498-9999-499-98-01; to the General Fund Transfer In Account No. 101-9999-399.98-48; and
6. Authorize an appropriation of \$11,075 from General Fund Affordable Housing Program Reserve Fund Balance Account No. 101-0000-271.39-00; and
7. Authorize an appropriation of \$14,100 for a Transfer Out from the Tax Exempt Bonds Account 429-9999-499.98-01; to the General Fund Transfer In Account No. 101-9999-399.98-42.

ATTACHMENTS

1. Agreement 2018-16B
2. Agreement 2018-16A
3. Agreement 2018-16
4. Arneill Road Mixed-Use Approved Entitlement Plans
5. Location Map

REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

None