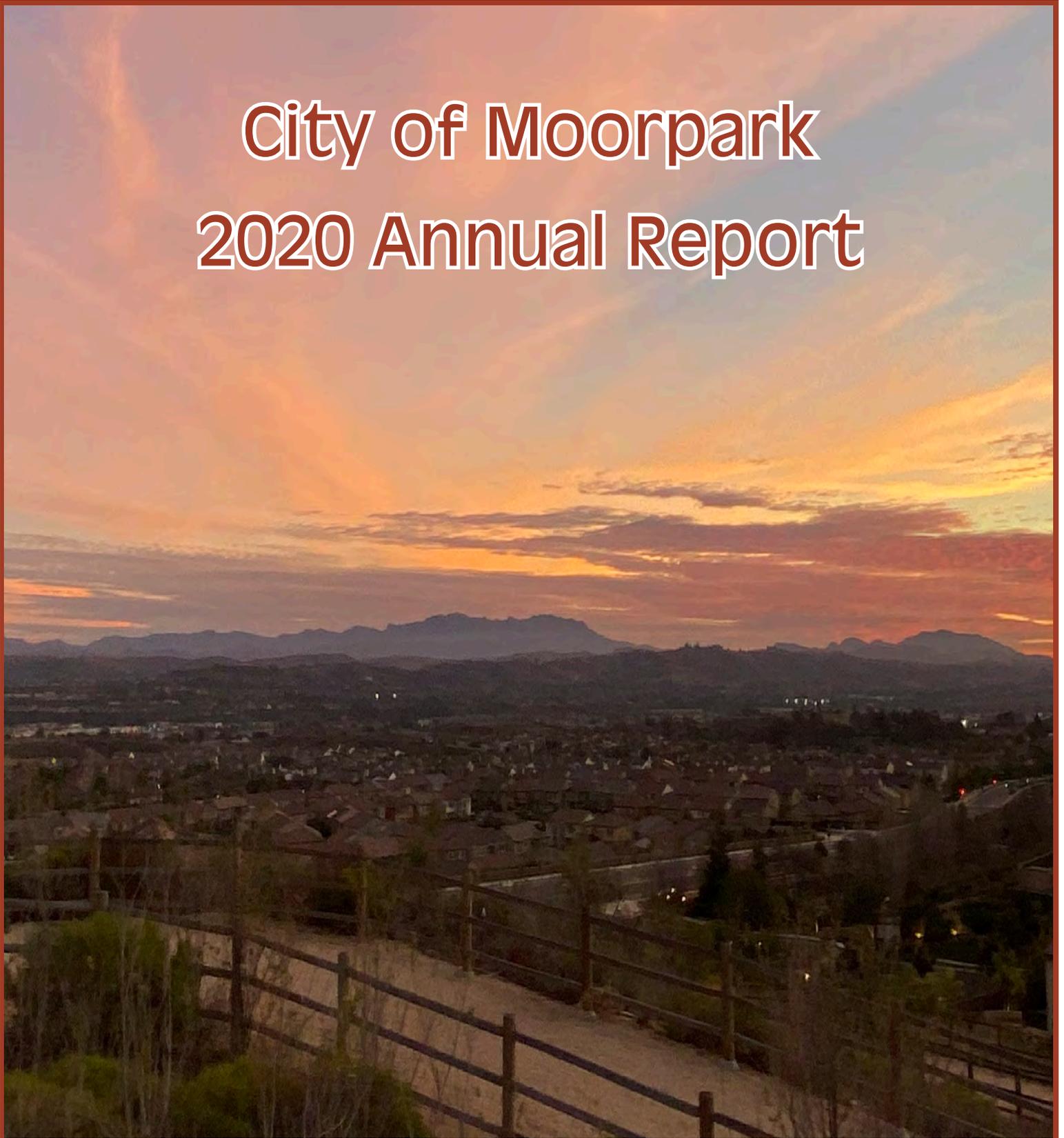


# City of Moorpark 2020 Annual Report



City of  
*Moorpark*  
*Life can be this good*



# The City of Moorpark 2020 Annual Report

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# The City of Moorpark



## CITY MANAGER SUMMARY

The City of Moorpark's Annual Report provides a brief overview of the City's accomplishments during the past year, which was extremely challenging due to the global pandemic. The City implemented various cost-containment measures to ensure financial solvency amidst a retracting economy. While many activities and operations were put on hold or moved online to ensure the health and safety of the public, City staff continued to provide essential services and found creative ways to engage and provide services to the community.

The City implemented economic recovery efforts by forming a Business Ambassador Program to assist businesses and creating new free permits for outdoor dining to support restaurants. In addition, the City offered reduced price Park Rental Permits to all Moorpark businesses to help them find a place to operate outdoors. The City's finances were impacted by the pandemic and were estimated to receive \$1.5 million dollars less in sales taxes, but the City did recoup some of these lost funds through online shopping as part of the countywide pool returned to the City.

The City reached a significant milestone in the Princeton Avenue Improvement Project by obtaining an encroachment permit from Caltrans. The Slurry Seal and Pavement Rehabilitation Project began, the Metrolink South Parking Lot Project was completed, and the conversion of all City streetlights to more efficient LED fixtures was completed. A Reserve Study for all Landscape Maintenance Districts was initiated, and more than 22,000 meals were delivered to seniors who were homebound due to the pandemic.

On November 3, 2020, the City successfully held its first district-based election and saw

## CITY MISSION STATEMENT

*Striving to preserve and improve  
the quality of life in Moorpark.*

a record turnout of voters. The City achieved an 83.5% response rate for the U.S. Census, the highest in Ventura County and one of the highest statewide, and completed its first National Community Survey to identify the community's needs and priorities. Other Goals and Objectives continued to move forward during the pandemic as the City Council adopted the Broadband Strategic Plan and Civic Center Master Plan. The City also achieved the ranking as the 3rd Safest City in California by Safewise for a second consecutive year.

Major development projects were approved by the City Council including the High Street Station and Green Island Villas. The 77-unit Oakmont Senior Living facility broke ground, preliminary design review was conducted for Hitch Ranch, and the City's first hotel in more than 100 years opened – the 108-room Fairfield Inn and Suites. The General Plan Advisory Committee was created to lead the General Plan Update, and the visioning process began. The City also saw an increase in building permit activity as residents remained home during the pandemic and focused on home improvement projects.

The accomplishments this past year have been a total team effort through the strong leadership of the Mayor and City Council, the commitment of City staff, and the efforts of the entire community to support local businesses and help one another during the most unprecedented year of our lives.

Sincerely,

Troy Brown, ICMA-CM  
City Manager

# City of Moorpark Mayor and City Council



Mayor  
JANICE PARVIN



Councilmember  
CHRIS ENEGREN



Councilmember  
ROSEANN MIKOS, PhD



Councilmember  
DAVID POLLOCK



Councilmember  
KEN SIMONS

## Boardmembers and Commissioners

### Planning Commission

Adam Haverstock  
Mark Di Cecco  
Debra Aquino  
Bruce Hamous  
Kipp Landis

### Parks & Recreation Commission

Dylan Gunning  
Steve Morgan  
Jesse Norwalt  
George Estrella  
Sandra Thompson

### Arts Commission

Michelle Barrett  
Charles Blaugrund  
Tania De Haz  
Rose Hoberg  
Carol Roullard

### Library Board

Linda Goble  
David Landry  
Candice Sunseri  
Heather McGregor  
Jose Rios  
Bernadette McDowell  
Laura Burnett

## City of Moorpark Executive Team

**Troy Brown**

City Manager

**PJ Gagajena**

Assistant City Manager

**Kambiz Borhani**

Finance Director

**Sean Corrigan**

City Engineer,  
Public Works Director

**Jeremy Laurentowski**

Parks, Recreation and  
Community Services  
Director

**Karen Vaughn**

Community Development  
Director

**Victor Fazio**

Ventura County Sheriff  
Captain/Chief of Police



Fiscal Year 2020/21

# BUDGET IN BRIEF

*The City of Moorpark strives to provide transparency and accountability to Moorpark taxpayers through prudent planning and a conservative fiscal approach. The City's Fiscal Year 2020/21 Budget is balanced and provides the necessary funds to keep our city safe, clean, and well-maintained.*

*This Budget in Brief is intended to provide Moorpark residents and businesses with an overview of the FY 2020/21 Budget.*



## DID YOU KNOW?

In 2020/21, General Fund transfers of approximately \$1.7 million will go to support parks maintenance and landscaping maintenance operations because the taxes collected for these operations are insufficient. These costs represent a significant threat to the City's long-term financial sustainability, as they have been increasing at a steady rate over past years and show no signs of decreasing.



## Where does City General Fund revenue come from?



## Where does the City spend General Fund money?





# MAJOR CAPITAL PROJECTS

## *Streets & Roads*

\$6.9M	Princeton Avenue Improvements
\$2.0M	Los Angeles Avenue Medians
\$1.8M	Downtown Moorpark Slurry Seal
\$1.7M	Los Angeles Avenue Widening (Spring to Moorpark)
\$1.0M	Arroyo Drive Bike/Pedestrian Project
\$0.9M	Los Angeles Avenue Traffic Signal Fiber Optics
\$0.8M	Spring Road Widening (Flinn to Los Angeles)
\$0.5M	Arroyo Drive Overlay

## *Buildings & Facilities*

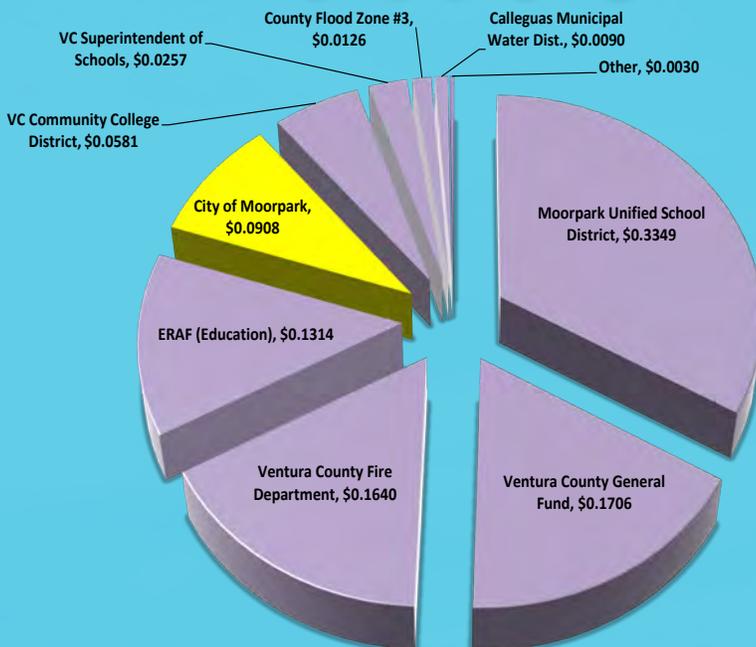
\$16.6M	New Moorpark City Library Building
\$1.4M	Metrolink City Library/Civic Center Planning
\$1.2M	Metrolink North Parking Lot Expansion
\$0.8M	Arroyo Vista Recreation Center Improvements

# UNFUNDED CAPITAL PROJECTS

The City's Five-Year Capital Improvements Plan includes projects for street widening and paving, playground equipment, landscape upgrades, railroad crossings, and building upgrades. It also includes 13 projects that are currently unfunded, with a collective cost of \$11,031,368 in the following three categories:



## *Where do my property taxes go?* *One dollar of your property tax goes to:*



## *Where do my sales taxes go?*

7.25%  
Total Sales Tax



6.00%  
State of California

1.00%  
City of Moorpark  
0.25%  
County of Ventura

View or download the City's full FY 2020/21 Annual Budget at [www.moorparkca.gov/budget](http://www.moorparkca.gov/budget)

# FY 2019-2021 Goals and Objectives



CITY COUNCIL STRATEGIC PRIORITIES 2019-2021

*Life can be this good*

## Economic Development

### STRATEGY

Enhance the City's Economic Development Program.



#### GOAL 1

Reinvigorate High Street.

#### GOAL 2

Attract and assist with retention for sustainable businesses Citywide, including Smart City and other strategies.

#### GOAL 3

Evaluate and deploy tools for adaptive reuse of vacant and existing underutilized sites with property owners.

#### GOAL 4

Enhance residential and governmental uses.

#### OBJECTIVES

- Modify the approved High Street Streetscape Plan. Develop Phasing Plan and construct selected portions of the High Street Streetscape Plan, including traffic calming devices, decorative painting, landscaping, and metal trellis (public art) in the Metrolink parking lot.

#### OBJECTIVES

- Offer mobile merchant payment services during Recreation events.
- Develop short list of potential Smart City items to assist with sustainable business retention.

#### OBJECTIVES

- Dispose of applicable former Redevelopment owned properties.
- Prepare comprehensive update of all General Plan elements, include Trails Master plan.
- Evaluate options for partial development, sale, or continued lease of Buttercreek Park.
- Develop program to encourage new multi- and single-family housing projects on under utilized residential and commercial sites within the City.

#### OBJECTIVES

- Develop policies and program guidelines for Art in Public Places and Tree and Landscape fees.
- Make recommendation for location, design, and construction of water spray feature at a City park.
- Develop conceptual design for new City Hall and Library including Civic Center Master Plan.
- Develop City "App" to connect with residents.

# FY 2019-2021 Goals and Objectives



CITY COUNCIL STRATEGIC PRIORITIES 2019-2021

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## Environmental Stewardship

### STRATEGY

Continue Environmental Protections and Stewardship Efforts.



### GOAL 1

Conserve and enhance natural resources, open space, and greenbelt areas.

### GOAL 2

Promote sustainability, environmental protection, and flood control capabilities through City efforts and strategic partnerships.

### OBJECTIVES

- Develop a policy for parkway tree maintenance on residential streets and guidelines for all tree removals administered by City.
- Develop options for use of 80-acre City-owned open space parcel in the Tierra Rejada Valley.
- Develop rules for use of Country Club Estates and Meridian Hills equestrian staging areas.

### OBJECTIVES

- Update City's 1995 Master Drainage Plan and incorporate improvements into Capital Improvement Program.
- Develop a Tree Master Plan and Maintenance Plan including tree inventory and mapping.
- Develop an Integrated Pest Management Plan for City landscape operations.

# FY 2019-2021 Goals and Objectives



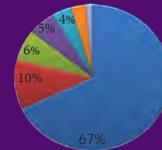
CITY COUNCIL STRATEGIC PRIORITIES 2019-2021

## Financial Sustainability

*Life can be this good*

### STRATEGY

#### Enhance Long-term Financial Stability.



#### GOAL 1

Emphasize attraction of job-rich employers and businesses with high point-of-sale figures.

#### GOAL 2

Identify and deploy feasible revenue enhancement strategies.

#### GOAL 3

Enhance long-term financial sustainability.

#### GOAL 4

Reduce costs through efficiencies.

#### OBJECTIVES

- ➔ Survey residents to determine the types of businesses and services desired by the community.
- ➔ Develop an outreach and marketing strategy to promote the City and attract point-of-sale businesses based on resident preferences.

#### OBJECTIVES

- ➔ Develop spending plan for use of former Redevelopment Agency Tax Allocation Bonds.
- ➔ Identify residents' priorities for City services and recommend feasible strategies to enhance service priorities.

#### OBJECTIVES

- ➔ Evaluate benefits and impacts of a 2-year budget and make recommendation to City Council.

#### OBJECTIVES

- ➔ Tyler Executime software to improve time/attendance processes, automate payroll data entry, and streamline job costing to developer and City CIPs.
- ➔ Update City purchasing ordinance to include procurement standards.
- ➔ Develop inventory of landscape assessment districts' facilities maintenance/replacement schedules to improve levy calculation and capital reserve funding.

# FY 2019-2021 Goals and Objectives



CITY COUNCIL STRATEGIC PRIORITIES 2019-2021

## Improve Mobility

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### STRATEGY

Improve Mobility through Transportation and Transit Improvements Citywide.



#### GOAL 1

Build and maintain strong relationships with partner agencies and state and regional legislators.

#### GOAL 2

Enhance trail, bicycle, and pedestrian facilities.

#### GOAL 3

Identify key improvements and infrastructure needed to attain desired levels of service.

#### GOAL 4

Address truck traffic/safety.

#### OBJECTIVES

- Evaluate use of protected/ permissive left turn and flashing yellow left turn traffic signals.
- Complete design and right-of-way acquisition for east side of Spring Rd. widening project.

#### OBJECTIVES

- Evaluate feasibility of connecting Moorpark Country Club equestrian staging area and Meridian Hills staging area with multi-use loop trail.
- Determine feasibility of constructing a sidewalk on Arroyo Dr. from Collins Dr. to eastern city limits with Simi Valley.
- Develop a trail linkage between City and Happy Camp Regional Park.

#### OBJECTIVES

- Commence Princeton Ave. improvement project activity.
- Complete design and right-of-way to widen LA Ave. between Spring Rd. and Moorpark Ave.
- Obtain Caltrans approval for raised median on LA Ave. from Spring Rd. to SR 23.
- Realign intersections of Poindexter Ave./First Street at Moorpark Ave. (SR 23) and High Street at Moorpark Ave. from approx. Charles Street

#### OBJECTIVES

- Work with VCTC, CHP, and County to site two replacement truck scale facilities west of the City.
- Develop plan to update traffic signal controller equipment and software.
- Conduct special enforcement of truck/vehicle safety along LA Ave. to educate commercial drivers on unsafe conditions of tractor trailers coming through the City.

# FY 2019-2021 Goals and Objectives



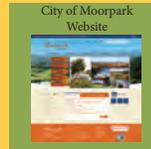
CITY COUNCIL STRATEGIC PRIORITIES 2019-2021

*Life can be this good*

## Operations and Internal Services

### STRATEGY

**Improve Governmental Operations and Internal Services.**



### GOAL 1

Evaluate and improve internal infrastructure to facilitate efficient service delivery.

#### OBJECTIVES

- ➔ Complete City website redesign with more online services, improved video archive interface, consistency with ADA requirements, and best practices for municipal websites.
- ➔ Present update of Personnel Rules to City Council.
- ➔ Conduct Organization and Management Study of Community Development Dept. to review and analyze the development process.

### GOAL 2

Implement employee development and succession planning programs.

#### OBJECTIVES

- ➔ Evaluate training and development gaps among employees and develop annual training schedules.
- ➔ Complete succession plan for organization.

### GOAL 3

Evaluate operations/ programs and buildings/ facilities to maximize operational efficiency.

#### OBJECTIVES

- ➔ Develop plan to update the Moorpark Municipal Code.
- ➔ Evaluate feasibility and develop conceptual plan to expand Arroyo Vista Recreation Center (AVRC).
- ➔ Determine feasibility of leasing SCE property adjacent to AVRC for parking and provide recreational uses.
- ➔ Evaluate options for re-use of City Hall Administration Building.

# FY 2019-2021 Goals and Objectives



CITY COUNCIL STRATEGIC PRIORITIES 2019-2021

## Quality of Life

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### STRATEGY

Enhance Quality of Life for Moorpark Residents.



#### GOAL 1

Facilitate development of housing options for all income levels.

#### GOAL 2

Implement "smart city" strategies.

#### GOAL 3

Enhance public safety resources.

#### OBJECTIVES

- ➔ Present for Council consideration General Plan Amendment of land use element and accompanying entitlements for:
  - Chiu and Kozar/Grand Moorpark/Sky Line 66.
  - Rasmussen and Sunbelt Specific Plan.
  - Specific Plan No. 1 Hitch Ranch.

#### OBJECTIVES

- ➔ Conduct a study of commercial broadband, identify current and needed infrastructure, and determine funding needs and other actions to achieve desired level of commercial broadband in the City.
- ➔ Develop a list of short-term "smart city" projects for City Council review.
- ➔ Complete purchase of and convert streetlights to be more energy efficient.

#### OBJECTIVES

- ➔ Evaluate feasibility of expanding security camera systems to additional locations.
- ➔ Evaluate current police resources and present options for increased police resources through contract with Ventura County Sheriff.
- ➔ Partner with CHP and other public safety agencies to conduct at least 4 DUI checkpoints to educate public and reduce DUI related accidents.

# FY 2019-2021 Goals and Objectives



CITY COUNCIL STRATEGIC PRIORITIES 2019-2021

## Quality of Life

*Life can be this good*

### STRATEGY

Enhance Quality of Life for Moorpark Residents.



### GOAL 4

Promote community engagement and Healthy City activities.

#### OBJECTIVES

- Update Parks, Recreation, and Community Services Master Plan.
- Develop a Youth Master Plan in collaboration with MUSD and Boys & Girls Club.
- Evaluate feasibility of constructing an improved bike path on the north bank of the Arroyo Simi, from the pedestrian bridge at Arroyo Vista Community Park to the east side of Spring Rd.

### GOAL 5

Enhance municipal service delivery through proper maintenance and improvement of City facilities and programs.

#### OBJECTIVES

- Complete south Metrolink parking lot and renovate and expand the existing north parking lot to the west.
- Prepare an updated Pavement Management System and associated projections for maintenance and improvement costs.
- Seek grant funding for installation of universally accessible play equipment.

## City Manager's Office

*The City Manager's Office includes the divisions of:*

- *Economic Development*
- *City Clerk*
- *Human Resources/Risk Management*
- *Public Information and Legislative Affairs*

*The main goal of the City Manager's Office is to manage the day-to-day administration of the City and its economic development. The City Manager's Office also assists the City Council in the development of policies, goals, and objectives.*

### **ECONOMIC DEVELOPMENT**

#### **M-Powered Economic Development E-Newsletter**

In May 2020, to facilitate rapid communication with the Moorpark business community, the City launched its “**M-Powered: Your Moorpark Economic Update**” E-Newsletter. From May to December, the City published 55 M-Powered editions with economic news and data, COVID-19 protocol information, financial assistance, dozens of free webinars, networking opportunities, and more. By the end of 2020, M-Powered drew over 1,000 subscribers and directly led to developing relationships with dozens of businesses. The City's website contains past editions and a sign-up form to subscribe to M-Powered at the following link: ([moorparkca.gov/MPowered](http://moorparkca.gov/MPowered)).

#### **Broadband Strategic Plan**

Following award of a contract in November 2019 to Magellan Advisors to develop the City's Broadband Strategic Plan, the City Council adopted the City's Broadband Strategic Plan in October 2020. The Plan identifies strategies for the City to employ to advance broadband availability in Moorpark business parks, many of which were implemented in late 2020. The City subsequently entered into a Master License Agreement with AT&T to deploy its 5G small wireless facilities in Moorpark on City-owned streetlights in December 2020, and City staff is in active discussions with a potential



**Moorpark City Hall**

broadband provider to install fiber-optic cables in the City's westerly business park. City staff is also completing a study to determine market interest in a potential “Meet Me Room” as part of the new Moorpark City Library design to help spark broadband investment in the community.

#### **Economic Development and Marketing Brochure**

To help the City attract and retain businesses and employment opportunities, the Economic Development team developed the City's first-ever Economic Development and Marketing Brochure. The Brochure can be viewed on-line at [www.moorparkca.gov/EconomicDevelopment](http://www.moorparkca.gov/EconomicDevelopment).

### **CITY CLERK**

**The City Clerk maintains the City's official public records. City Clerk responsibilities include overseeing the local election process, preparing City Council agendas and minutes, publishing ordinances adopted by the City Council, attending and taking the minutes of all City Council meetings, risk management functions, and assisting in the development of departmental policies.**

#### **2020 District Election**

In 2020, the City conducted its first municipal election based on the Council Districts established in 2019. It also represented the first primarily “vote-

## City Manager's Office Cont.

by-mail" election due to the COVID-19 pandemic. To answer the many questions associated with the unique 2020 Election, the Clerk's Division developed a webpage with information and links to assist voters with how to return vote-by-mail ballots, to provide in-person voting details, and to encourage the use of a new, secure Official Ballot Box located at City Hall. The City Clerk's Division issued nomination papers to nine potential candidates, with eight candidates completing the process to appear on the ballot. As part of the elections process, candidates were also educated on and assisted with campaign finance regulations and reporting. The November 3, 2020, election resulted in two new Councilmembers being elected for Districts 2 and 4, in addition to the re-election of the Mayor, all of whom were sworn in at the December 2, 2020 City Council meeting.

### Virtual City Council Meetings

As a result of the COVID-19 pandemic and social distancing requirements, the City Clerk's Division, in conjunction with the Information Systems Division, successfully transitioned City Council and other Commission and Board meetings to a virtual platform. Options to receive public comment through various means were developed to provide residents with opportunities to meaningfully participate in agency meetings held in a virtual environment.

### Business Function Statistics

- ★ Regular City Council/Successor Agency Meetings – 14
- ★ Special City Council Meetings – 8
- ★ City Council/Successor Agency/Disaster Council Meeting – 1
- ★ Agenda Items Processed – 250
- ★ Sets of Minutes Approved – 23
- ★ Resolutions Adopted – 114
- ★ Ordinances Adopted – 9
- ★ Executive Orders Adopted – 8
- ★ Scanning – 1,737 new documents, 18,460 pages, and 1,805 document links created
- ★ Public Records Requests – 68
- ★ Claims/Lawsuits Received – 9



Springtime view of Moorpark from the Humps hiking area in south Moorpark

### Accomplishments

- ★ Approved agreement for the development and deployment of an Agenda Management System.
- ★ Coordinated all aspects of the City's first by-district General Municipal Election.

### HUMAN RESOURCES / RISK MANAGEMENT

**The Human Resources Division is responsible for the City's benefit administration, personnel recruitment, labor relations, risk management, safety programs, and OSHA compliance.**

On December 20, 2020, the City's Hourly Salary Plan was amended to comply with the new California Minimum Wage Law increasing the minimum wage from \$13.00 per hour to \$14.00 per hour effective January 1, 2021.

### New Hires

- ★ Jovani Galindo, Maintenance Worker I (1/27/20)
- ★ Shanna Farley-Judkins, Principal Planner (3/2/20)
- ★ PJ Gagajena, Assistant City Manager (4/6/20)
- ★ Celia Wang, Senior Housing Analyst (10/12/20)

Additionally, the City hired 24 part-time and seasonal employees for the City's Little Learners preschool, Facilities Division, Recreation Division, and Camp Moorpark.

# City Manager's Office Cont.

## HUMAN RESOURCES / RISK MANAGEMENT CONT.

### Accomplishments

- ☆ Sustained 96 City employees as of July 2020 in the City's 37th year. (51 full-time and 45 part-time, including summer camp part-time employees)
- ☆ Promoted 11 full-time employees
- ☆ Implemented a COVID-19 Exposure Plan
- ☆ Provided "Protecting Yourself Against COVID-19 and Other Contagious Illnesses" training for staff
- ☆ Hosted two Employee COVID-19 Testing events
- ☆ Hosted one Employee Flu-vaccine Clinic
- ☆ Provided "Preventing Valley Fever in Outdoor Workers" training for maintenance employees.
- ☆ Incorporated the following training in the HR orientation of full-time, part-time, and seasonal employees:
  - ☞ 8 Keys to a Respectful Workplace
  - ☞ Sexual Harassment Prevention
  - ☞ Consciously Overcoming Unconscious Bias
  - ☞ Bloodborne Pathogens and Biohazards
  - ☞ Hearing Conservation
  - ☞ Heat Illness
  - ☞ Protecting Yourself Against COVID-19 and Other Contagious Illnesses

## PUBLIC INFORMATION AND LEGISLATIVE AFFAIRS

The Public Information and Legislative Affairs Division oversees the City's website, social media, outreach, and public engagement programs, as well as the City's legislative advocacy efforts and intergovernmental relations.



Website with modifications to improve COVID-related communications

### Website/Digital Outreach Metrics

Figures at the end of 2020 are shown below with the change from 2019 numbers in parenthesis:

- ☆ **Website Views:**  
34,600 per month (-13%)
- ☆ **Online Service Requests:**  
297 Requests (+19%)
- ☆ **City E-mail Subscribers:**  
1,322 (+15%)
- ☆ **City E-Newsletter Subscribers:**  
1,897 (New)

### Social Media

Figures at the end of 2020 are shown below with the change from 2019 numbers in parenthesis

-  Twitter: 1,633 Followers (+359)
-  Facebook: 1,351 Followers (+839)
-  LinkedIn: 328 Followers (+116)

## **PUBLIC INFORMATION AND LEGISLATIVE AFFAIRS CONT.**

### **Legislative Measures**

Staff aggressively pursued legislative action in accordance with the City's Legislative Platform, bolstering its legislative relationships with State Assemblymember Jacqui Irwin and State Senator Henry Stern. During the state's 2019-20 Legislative Session, staff tracked 100 bills that would affect the City if signed into law and took formal positions on 17 of them. The City also lobbied both state and federal officials for COVID-19 assistance; lobbied Ventura County officials regarding its hemp regulations; supported grant applications from multiple regional partners; supported efforts of the Regional Defense Partnership 21st Century (RDP-21); and provided feedback to state agencies on legislative implementation.

### **Accomplishments**

- ★ Conducted major public outreach to distribute COVID-19 information, including surveying Moorpark businesses to determine their COVID-19 needs.
- ★ Developed and published the City's Financial Information Hub website: ([www.moorparkca.gov/FinancialInformation](http://www.moorparkca.gov/FinancialInformation))
- ★ Modernized the City's E-mail marketing software and processes



**M-Powered, the new Economic Development E-newsletter**

**Purple Sage at Miller Park overlooking Moorpark Market Place**



## City Engineer/Public Works

*The Public Works Department is responsible for a number of maintenance and service programs, including engineering, street maintenance, public transit, storm water, and Animal/Vector Control. The Department is also responsible for the administration and implementation of the City's Capital Improvement Program.*

*The Department administers contracts for street repairs, traffic signal maintenance, street light maintenance, and other related maintenance and repairs. Department personnel perform minor street maintenance, stenciling, sign installation, roadside weed and litter abatement, graffiti abatement, and fleet maintenance. The Department is also responsible for the formation and administration of the City's Maintenance Assessment Districts.*

### CAPITAL PROJECTS

#### Princeton Avenue Widening

Staff successfully obtained an Encroachment Permit from Caltrans District 7 Office of Permits on December 10, 2020. As part of the Permit Conditions, an Asbestos-Containing Materials and Lead-Based Paint Survey Report, Aerially Deposited Lead Screening Report, and a Lead Compliance Plan were submitted and accepted by the State. The next step toward construction is to successfully obtain Temporary Construction Easements from affected properties and Right-of-Way Certification from the Federal Highway Administration and Caltrans Office of Local Assistance. Because there are federal dollars on the project, the Request for Authorization to Proceed with Construction is a federalized process. Coordination and project milestones are tracked by the State Office of Local Assistance.

#### Los Angeles Avenue Median Project

Staff successfully obtained plan approval for the Los Angeles Avenue Median Project. The Encroachment Permit from Caltrans District 7 Office of Permits was received on July 22,



**Public Works crew replacing sidewalk on Stoneyglen Court**

2019, along with subsequent permit extensions. The project was placed on hold in 2020 due to a decline in revenues caused by the economic downturn as a result of COVID-19.

#### 2020 Slurry Seal and Pavement Rehabilitation Project

The construction contract was awarded to Toro Enterprises on September 2, 2020 and the effective Notice to Proceed date was November 16, 2020. This street maintenance CIP focuses on pavement rehabilitation and construction of access ramps throughout the Walnut Acres and Moorpark Estates residential communities. Construction will be complete during Q1 2021.

#### Metrolink South Parking Lot South Entry

Construction of the project began on April 6, 2020, and the new entrance was open to the public on November 12, 2020. The project included adding a second entrance accessed off First Street. The second entrance enables commuters to access a traffic signal on Moorpark Avenue and helps commuters who want to make a turn that is prevented by the Moorpark Avenue median in front of the original entrance. One key feature of the new driveway is that storm water run-off will be captured by a bio-infiltration planter on the east side of the driveway. The planter is designed to capture up to 2,707 gallons of water during a 3/4-inch storm. The new entrance also includes a sidewalk and pedestrian crossing.

### CAPITAL PROJECTS CONT.

#### Metrolink South Parking Lot South Entry Cont.

The project was partially funded by a Federal Transit Administration grant that covered 80% (or \$267,308) of the construction costs (totaling \$317,429) and provided funding for City staff time (more than \$34,000).

#### **Accomplishments**

- ★ Began second year of Senate Bill 1 (Road Maintenance and Repair Account) pavement preservation with the 2020 Slurry Seal and Pavement Rehabilitation Project, including Dorothy Avenue, Ruth Avenue, Sarah Avenue, Susan Avenue, Roberts Avenue, Esther Avenue, Millard Street, Harry Street, Sherman Avenue, Second Street, Sierra Avenue, Shasta Avenue, Diablo Avenue, Palomar Avenue, Whitney Avenue, Lassen Avenue, Lassen Court, and Everest Avenue.
- ★ Received Caltrans encroachment permit for Princeton Avenue improvement project.
- ★ Received extension from FHWA to extend federal funding for the Princeton Avenue improvement project.
- ★ Upgraded traffic signal equipment and battery back-up units at three signalized intersections.
- ★ Completed conversion of approximately 2,382 City-owned streetlights from High Pressure Sodium to Light Emitting Diode (LED) to save over \$160,000 per year in electricity.
- ★ Completed construction of a second driveway into the Metrolink South Parking Lot.
- ★ Completed a Request for Proposal (RFP) and awarded a contract to m6 Consulting, Inc. for Municipal Engineering Services.
- ★ Processed and inspected 182 encroachment permits for work within City rights-of-way.



Metrolink South Entrance

### PUBLIC TRANSIT

The City of Moorpark's public transit programs include fixed-route (bus service), local ADA Paratransit, Senior Dial-A-Ride services, and Inter-City (travel to outside jurisdictions). The City contracts with the City of Thousand Oaks for transit services.

#### Moorpark Public Transit Ridership

- ★ Passengers – 33,913
- ★ Daily Average – 132

#### Local ADA Paratransit and Senior Dial-A-Ride Services

- ★ East County Transit Alliance Ridership – 4,913 passengers
- ★ IntraCity – 1,111 passengers

#### **Accomplishments**

- ★ Responded to COVID-19 impacts by suspending fares, implementing reduced capacity requirements to ensure adequate social distancing, and providing free masks to passengers who needed them.
- ★ Secured \$1,002,706 in Coronavirus Aid, Relief, and Economic Security (CARES) Act funding for public transit service reimbursements for expenditures in 2020 and 2021.
- ★ Completed a Request for Proposal (RFP) process and awarded a contract to RideCo Inc. for a Pilot Mobility On-Demand Rideshare Program.

## ANIMAL/VECTOR CONTROL

Animal/Vector Control is responsible for administering the City's Animal/Vector control activities and the City's contract with Ventura County Animal Services (VCAS) for animal shelter services and occasional after-hours service, particularly in support of public safety.

### Dog Licenses Issued

- ☆ Dog Licenses – 124
- ☆ Interim Dog Licenses – 29
- ☆ Total Moorpark Licenses – 4,189

### Animal Control Statistics

- ☆ Service Calls – 1,531
- ☆ Citations – 61
- ☆ Animal Impounds to Shelters/Rescues – 60
- ☆ Dogs to Moorpark Holding Shelter – 18
- ☆ Dogs to VCAS – 5
- ☆ Cats to VCAS – 6
- ☆ Wildlife/Livestock/other to shelter – 49

### Vector Control Statistics

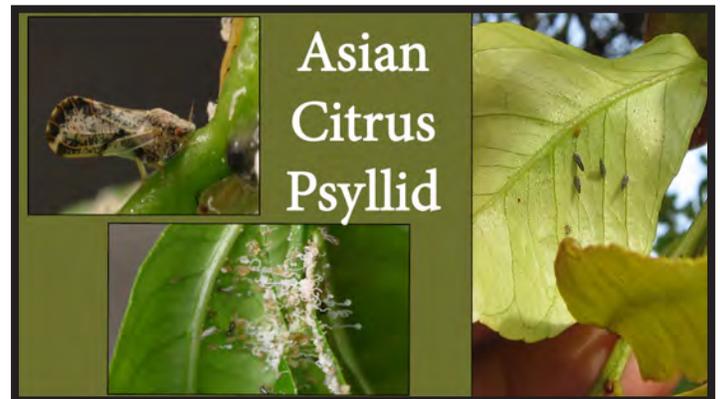
- ☆ Service Calls – 57
- ☆ Mosquito Related – 31
- ☆ Mosquito Source Inspections – > 1,000
- ☆ Pesticide Applications for Mosquitos – 632
- ☆ Square Feet Treated – 342,800

### Accomplishments

- ☆ Established a new 5-year Agreement with Ventura County Animal Services.
- ☆ Responded to a detection of new invasive *Aedes aegypti* mosquito in one small area of downtown Moorpark. City Vector Control staff worked to isolate and eradicate the mosquito introduction.



**Animal Control relocating a snake from City Hall**



**Animal/Vector Control assists with outreach for local pests such as the Asian Citrus Psyllid which can devastate orange groves**



**Animal Control teams up with Public Works to rescue a young crow**

# Community Development

The Community Development Department (CDD) is made up of Planning (Current and Advance Planning), Affordable Housing, Building & Safety, Code Compliance, and Administration. The Department has a total of nine full time staff members. Contract staffing provides Building & Safety services.

## PLANNING

### Permit Activity

#### High Street Station (The Daly Group)

The High Street Station is a downtown mixed-use development project consisting of 79 residential units and 13,656 square feet of ground floor commercial uses.

The project was approved by City Council on October 7, 2020.

#### Green Island Villas (Kozar)

Green Island Villas is an infill development project consisting of 63 residential condominium units on Los Angeles Avenue.

The project was approved by City Council on February 19, 2020.

#### 5850 Condor Drive (Minoo)

This project is an industrial development consisting of a 48,787 square-foot, single-story industrial building, and associated site improvements on an undeveloped 3.46-acre site at 5850 Condor Drive. The formal development application was submitted in November 2019. The proposed project included a Conditional Use Permit (CUP) to allow a proposed building height of 41 feet and 6 inches, an 11-foot and 6-inch increase above the maximum height permitted within the Industrial Park (M-1) zone.

The project was approved by the City Council on July 15, 2020.



Rendering of new High Street Station

#### The Fairfield Inn

The Fairfield Inn hotel project building, site construction, and inspections were completed in 2020. On June 26, 2020, the 108-room hotel opened for guests.

### Permits

#### Conditional Use Permits

- ★ 2 Conditional Use Permits (CUP) approved for the production and/or sale of alcohol
- ★ 3 CUPs pending

#### Temporary Use Permits

- ★ 5 applications submitted
- ★ 5 applications approved

#### Administrative Permits

- ★ 8 applications submitted
- ★ 7 applications approved
- ★ 1 currently pending

#### Film Permits

- ★ 11 applications submitted
- ★ 10 applications approved
- ★ 1 currently pending

#### Home Occupation Permits

- ★ 54 Home Occupation Permits issued

#### Zoning Clearances

- ★ 202 Zoning Clearances issued

#### Accessory Dwelling Unit Permits

- ★ 27 applications submitted
- ★ 21 applications approved
- ★ 6 currently under review

## Community Development Cont.

### Permits cont.

#### Permanent Sign Permits

- ☆ 11 applications submitted
- ☆ 10 applications approved
- ☆ 1 currently under review

#### Zoning Letters

- ☆ 3 Zoning Letters issued

#### Permit Adjustments

- ☆ 3 applications submitted
- ☆ 2 applications approved
- ☆ 1 currently under review

#### Business Registration Activity

- ☆ New Business Registrations – 415
- ☆ Business Registration Renewals – 1,499

#### Building and Safety Activity

- ☆ Permits Issued – 968
- ☆ Total Valuation – \$20,170,361
- ☆ Inspections – 1,645

## AFFORDABLE HOUSING

The Housing Division transitioned in summer 2020 to the Community Development Department, but already successfully processed six refinances and two resales of affordable housing units during the time of crisis and uncertainty. Because of historically low interest rates, the Housing Division saw a significant increase in refinance activity compared to the five-year average of one refinance and two resales per year between 2015-2019.

The Housing Division also strengthened its document tracking system and created several tracking tools. These tools allow for increased transparency, efficiency in finding accurate answers to provide to the public, and enhance possibilities to create improvement metrics in the future.

## CODE COMPLIANCE

Formal Cases	Cases Opened	Cases Closed	Cases Resolved %
Q1	58	55	94.83%
Q2	25	23	92.00%
Q3	30	30	100%
Q4	41	37	90.24%
<b>Total</b>	<b>154</b>	<b>145</b>	<b>94.16%</b>



General Plan Update Logo

### Accomplishments

- ☆ Developed more robust presence on the City's website, including the Virtual Counter to assist applicants and the public during the COVID-19 pandemic and physical office closures.
- ☆ Created new Outdoor Dining Permit and Outdoor Commercial Services Permit to allow businesses to conduct services outdoors during pandemic business closures.
- ☆ Worked with the City Manager's Office and Ventura County Sheriff's Office to provide on-going education and assistance to local businesses navigating the various COVID-19 protocols.
- ☆ Approved contract with Placeworks, Inc. for the preparation of a Comprehensive General Plan Update and Program Environmental Impact Report.
- ☆ Kicked-off the Comprehensive General Plan Update, formed the General Plan Advisory Committee (GPAC), published the Moorpark Existing Conditions report, held GPAC and community visioning works, and created the Moorpark general plan website at the URL of [www.moorparkgeneralplan.com](http://www.moorparkgeneralplan.com).
- ☆ Awarded \$485,346 in grant funds for use toward the General Plan Update. (Note: \$175,346 will be returned in 2021, making the net award \$310,000.)
- ☆ Construction began on the Oakmont Senior Living Facility.

## Finance

*The Finance Department provides financial management, budgeting, cash management, revenue collection, payroll, and fixed asset management. The Department includes three divisions: Information Systems, Emergency Management, and Solid Waste and Recycling.*

### FINANCE

The City Council approved a five-year contract with new auditors Lance, Soll & Lunghard (LSL) in 2018. LSL provided the Annual Comprehensive Financial Report (ACFR) and other year-end audit reports by the end of December 2020. City staff submitted the ACFR for the Government Finance Officers Association (GFOA) Award for Excellence. City Council received all the financial audit reports at the January 6, 2021 City Council meeting.

The 2000 agreement with SCI Consulting Group (SCI) was amended to implement updated rates. (The rates had not been revised since 2015.) SCI continues to prepare annual detailed engineer's reports for both Parks and Landscaping and Lighting Maintenance Districts.

### Successor Agency

On April 10, 2020, the Department of Finance, based on their review of the City of Moorpark Successor Agency's submitted Recognized Obligation Payment Schedule (ROPS) for the fiscal year (FY) 2020-21, determined that the administrative costs claimed were excessive given the number and nature of obligations listed. As a result of this letter, the Oversight Board (Board) asked that the City provide ROPS FY 2021-22 ahead of time to allow the Board ample time to review and provide guidance and direction on the administrative budget submitted. The Board also asked that we provide a detailed breakdown of all proposed costs and prior three-year history of actual costs on a template developed by the Board's staff based on the Board's input.

The Board met with nine cities on October 28th and November 18th. Although only four cities received such letter, the Board asked that all cities



Gazebo on High Street

review and reduce their costs where possible. Two cities were asked to attend a third meeting on January 13, 2021 for semi-final review of their administrative costs. Finally, on January 27, 2021, staff prepared and submitted Fiscal Year 2021-22 ROPS with an administrative costs budget totaling \$150,000 for approval. The Board voted unanimously and approved the City's ROPS.

### Pension Liabilities - CalPERS

CalPERS released the June 30, 2019 actuarial report for the City in July 2020. That report shows the employer "normal cost" rate for Fiscal Year 2021-22 has decreased 0.144% from 10.484% to 10.34% of employee pay.

The "unfunded accrued liability" as of June 30, 2019 (valuation report pulished July 2020) increased from \$866,894 to \$1,309,149, decreasing plan's funded ratio from 97.7% to 96.7% respectively.

The June 30, 2019 report shows unfunded liabilities of \$1,309,149 and \$32,512 for the classic and PEPRAs plans, respectively. The funded status is 96.7% and 90.4%. Projecting next year's report, staff estimates the unfunded liability for June 30, 2020 to be higher than these amounts due to market losses CalPERS sustained on its investment portfolio.

### Investment Activity

★ The City currently has \$13.8 million in the Local Agency Investment Fund. The December 2020 quarterly yield is 0.54%.

### FINANCE CONT.

#### Investment Activity cont.

- ☆ The balance in the Ventura County Pool of investments is \$13.6 million. At the end of November 2020, the yield rate in the Pool was 0.63%.
- ☆ The securities account portfolio balance is \$76.7 million. \$60.5 million will mature within three years while the remaining \$16.2 million mature from three to five years. The average portfolio yield is currently 1.4%.
- ☆ The City has \$13.7 million in Certificates of Deposit (CDs) with an average yield of 1.6%. Within three years \$7.8 million will mature while the remaining \$5.9 million will mature between three to five years.

### EMERGENCY MANAGEMENT

**The Emergency Management Division is responsible for the operation of the City's Emergency Operations Center (EOC). The EOC is the focal point for coordination of the City's emergency planning, training, response, and recovery efforts for emergencies and major disasters.**

#### COVID-19 Pandemic Response

Emergency Management staff worked with Code Compliance staff and the County of Ventura to implement a Business Ambassador Program to help Moorpark businesses understand and comply with frequently shifting State and County Public Health Orders designed to prevent the spread of COVID-19.

During this effort, City and County staff collaborated to inspect and approve the safe operation of 374 Moorpark businesses. In addition, staff responded to hundreds of complaints regarding activities that were not in compliance with the Public Health Orders.



Updated Logo for Moorpark CERT Program

#### Public Safety Power Shutoff Community Resource Centers

On October 21, 2020, the City Council approved a license agreement between the City of Moorpark and Southern California Edison (SCE) that enables SCE to site Community Resource Centers at City facilities in the Civic Center and the Arroyo Vista Recreation Center. In the event of a Public Safety Power Shutoff (PSPS), the Community Resource Centers can be activated to provide residents with a means to charge electronic devices, obtain food and water, and receive information about the PSPS event directly from SCE Staff.

The first Community Resource Center activation occurred on December 3, 2020. Two further activations occurred during the month of December in response to PSPS events.

#### Hybrid CERT Training

As the ongoing COVID-19 Pandemic curtailed the City's ability to coordinate and provide training to Community Emergency Response Team (CERT) volunteers, Emergency Management staff worked with County CERT Coordinators and the California Office of Emergency Services to implement a Hybrid CERT training model. In this new hybrid model, most of the training for CERT volunteers is delivered online, in an interactive and self-paced format. This online training is followed with two eight-hour, in-person sessions that will reinforce

## Finance Cont.

### Hybrid CERT Training Cont.

the online training and give CERT volunteers an opportunity to demonstrate their skills to CERT Trainers prior to receiving their CERT certificates.

Emergency Management staff anticipate that the hybrid model will be implemented in 2021 and will enable the CERT program to reach more residents by reducing the time commitments previously required of potential volunteers.

## INFORMATION SYSTEMS

**The Information Systems (IS) Division is responsible for providing information systems support to staff as well as maintaining and upgrading the City's computer systems and telephone systems, including software and hardware.**

### Virtual Meetings

The IS Division supported the continued work of the City throughout the COVID-19 Pandemic by setting up Webex, Microsoft Teams, and Zoom meeting and webinar software; procuring and installing over 70 webcams, headsets, and audio-visual presentation equipment for end users; and setting up City Council devices for remote meetings.

IS staff also accomplished the setup of equipment and moderation of Zoom sessions for multiple public meetings, including City Council, Planning Commission, General Plan Advisory Committee, and others. IS staff trained colleagues in the set up and use of teleconferencing software and equipment as well as the moderation of meetings.

### Audio-Visual Equipment Upgrades

The IS division procured and installed upgraded audio-visual equipment to support remote public meetings, including additional televisions and sound equipment in the Council Chambers, the lobby outside of Chambers, and the Active Adult Center event room to accommodate social



**Information Systems keeps the computers working across the City.**

distancing during meetings. Systems in the Council Chambers were enhanced in order to support virtual meetings and synchronization of audio and video between the Chambers and virtual platform participants.

### Remote Access

The IS Division set up remote access to end-user web portals for timekeeping and email software, virtual private network connections to facilitate remote work for staff, and configured 28 laptops to enable remote access to City systems.

### Computer Procurement and Setup

IS Division staff acquired and configured new laptop computers for the organization to support a remote work competency model. Additional equipment was also acquired to facilitate Parks, Recreation and Community Services virtual programs and activities offered to the community. In addition, equipment needed to ensure delivery of compliance and monitoring of State and County issued directives for the Stay At Home orders for businesses, programs, and events were procured. With this additional equipment, notifications were properly and securely communicated and reported to all affiliated agencies.

## INFORMATION SYSTEMS CONT.

### Servers

The IS Division completed upgrades to the City's Primary Firewall security, increased city internet bandwidth, and upgraded key internal servers to use newer and more secure operating systems. Upgrades were made to enhance and optimize the overall performance on network, servers, and all related components and files.

### Help Desk and End User Support

IS staff received and responded to 1,090 Help Desk support requests from the end users in calendar year 2020.

## SOLID WASTE AND RECYCLING

The Solid Waste and Recycling Division plans and implements solid waste collection, waste reduction, and recycling programs. It monitors compliance with the City's Solid Waste Ordinance. The City has a franchise agreement with a private solid waste hauler to provide residential and commercial collection services throughout Moorpark.

### 2020 Electronic Waste/Universal Waste and Secure Paper Shredding Events

- ☆ Offered three times per year
- ☆ Participants – Approximately 200 per event
- ☆ Electronic Waste collected – 6,252 pounds or 3.1 tons
- ☆ Fluorescent bulbs/tubes collected – 859
- ☆ Paper Shredded – 14,560 pounds or 7.2 tons
- ☆ November 14, 2020: an appointment-only service model was implemented, reducing wait times to near zero and providing an improved customer experience.

**Free E-Waste Collection**

Accepted E-Waste Items:

- Fluorescent Light Bulbs and Tubes
- Batteries (A, AA, AAA, C, D, 9V)
- Televisions
- Computers
- Monitors
- Cell Phones
- Routers
- Printers

**Free Paper Shredding**

Paper Shredding

We shred your paper on trucks right in front of you. Up to six 100 sheets or smaller pieces large of paper for free!

**Saturday, November 14, 9:00A-1:30P**

APPOINTMENTS ARE REQUIRED!

Reserve your appointment at:  
[www.moorparkCa.gov/shredding](http://www.moorparkCa.gov/shredding) (805) 517-6294

Moorpark Residents Only • Moorpark Public Services Facility • 627 Fitch Avenue



Used Battery Drop-off

### 2020 Battery Recycling

- ☆ Four permanent drop off locations
- ☆ Accepted at E-Waste/Paper shredding and Household Hazardous Waste events
- ☆ Batteries collected – 3,668 pounds or 1.8 tons

### 2020 Free Landfill Days

- ☆ Offered three times per year
- ☆ 1,819 loads taken to the Simi Valley Landfill by Moorpark residents
- ☆ 1,475 tons of waste disposed of at no cost to Moorpark residents.
- ☆ Total Value for Moorpark Residents - \$110,185

**LANDFILL DAY**

November 15<sup>th</sup>  
10am - 4pm

Simi Valley Landfill  
2801 N. Madera Rd.  
(805) 579-7267

City of Moorpark residents only. Identification Required!

### 2020 Free Mulch Days

- ☆ Offered four times per year
- ☆ Self-serve program

City of Moorpark **FREE MULCH GIVEAWAY!**  
SATURDAY, October 24  
9 AM - NOON

Wood mulch will be available to Moorpark residents in the lot adjacent to the Moorpark City Library, (699 Moorpark Avenue just north of High Street)

Remember to bring a shovel, container, and tarp if transporting in an open truck bed. You will be required to bag your own mulch. Moorpark residents only.

For more information, please call the City at 805-517-6385.

# Parks, Recreation and Community Services

*The Parks, Recreation and Community Services Department includes the following divisions:*

- *Active Adult Center*
- *Administration*
- *Arts in Public Places*
- *Facilities*
- *Lighting and Landscaping Maintenance Assessment Districts*
- *Moorpark City Library*
- *Open Space Maintenance*
- *Property Management*
- *Park/Facilities Maintenance & Improvement*
- *Recreation*

*The Department is responsible for administering the Parks and Recreation Commission, Arts Commission, and Library Board.*

*The main goals of the Parks, Recreation and Community Services Department are to:*

*(i) maintain and improve City Parks, facilities, landscape maintenance and open space areas;*

*(ii) plan and implement capital construction projects;*

*(iii) manage the City's Art in Public Places Program;*

*(iv) develop, implement, and promote various community events, activities, and fee-based programs for the community;*

*(v) operate the Moorpark City Library including implementation and promotion of various free activities and programs; and*

*(vi) provide administration and coordination of the Active Adult Center which provides programs, services, and activities to adults age 55 years and older including provision of the Senior Nutrition program.*



**Veterans' Memorial Park**

## **PARKS, RECREATION AND COMMUNITY SERVICES (PRCS)**

### **Five Year Capital Improvement Program (CIP) for the Department of Parks, Recreation and Community Services**

In 2020, the five-year CIP was redesigned by the Finance Department and formally incorporated into the Fiscal Year (FY) 2020/21 Budget. Staff updated the CIP in April and presented it to the Planning Commission in May of 2020. The CIP was found to be in conformance with the Moorpark General Plan, with the exception of the Moorpark Avenue Widening Project, which includes a second southbound lane from Casey Road to Third Street that is not identified in the General Plan Circulation Element.

The final CIP was included in the Operating and Capital Improvements Budget for FY 2020/21 when it was presented to the City Council on June 17, 2020, and the City Council adopted Resolution No. 2020-3926 approving the five-year CIP for FY 2020/21 - 2024/25.

### **New City Library**

A new City Hall/Civic Center, including the construction of a new Library, has been among the City's top ten objectives for several years. In September 2020, the City Council approved the Civic Center Master Plan, which contemplated the location for the new City Library, Civic Center,

## Parks, Recreation and Community Services Cont.

### New City Library Cont.

and opportunities for future development. A library consultant completed work on the space needs of the new library facility. Using the space needs study, the architect drafted several interior layout schemes. With the master plan process complete, work began on community outreach for the new library project. The first community outreach meeting was held in December 2020. Information about the library project was shared with the community, and input was received on the preferred interior layout schemes. Community outreach will continue into 2021, with a couple of additional community meetings and a workshop with the City Council.



### Water Rate Increases

On October 2, 2019, Joseph Pope, Director of Water and Sanitation for Ventura County Waterworks District No. 1 (District), presented to the City Council the District's 2020 water rate proposal. The District's proposal included a 3.5% commodity adjustment for M&I users and a 9.4% agricultural adjustment. As a reminder, the Ventura County Board of Supervisors (Board) approved a 33% reduction in agricultural rates in 2017. The 33% reduction was a comparison of the 2016 water rates and the water rates that are equivalent to the full cost of service required under Prop 218. The additional percent increase for agricultural customers recommended for 2020 is the District's attempt to catch up with the 33% reduction in agricultural rates approved by the Board.

Furthermore, the District proposed a six year 'glide path' for agricultural rates to catch up with the actual cost of service and noted the District will be using unrestricted revenue sources such as cell tower leases to support the agricultural glide path until 2024 to catch up with the actual cost of service.



Involving the community in the plans for the new library

### ACTIVE ADULT CENTER (AAC)

The Active Adult Center hosts a variety of regular card games, exercise classes, and educational/social classes. The exercise classes offered at the AAC include yoga, line dancing, table tennis, strength training, pickleball, tap dancing, tai chi, senior fitness, reiki, golf, and bocce ball. The card games offered include Mah Jongg, duplicate bridge, social bridge, pinochle, poker, and canasta. The educational/social classes include guitar, knit/crochet, DVD lecture series, recorders, writing group, painting, and weekly movies.

Due to COVID-19, all programs and classes, except for the Senior Nutrition Program, were suspended on March 13 for the remainder of 2020. There were approximately 3,500 event sign-ins for programs and activities from January 1, 2020 through March 12, 2020.

### Senior Nutrition Program

The Senior Nutrition Program (SNP) continued during the COVID closure; however, all SNP meals were delivered to seniors after March 13, 2020. Meal donations totaled \$2,253 in 2020 with \$1,737 coming from congregate/COVID program participants and \$516 from home delivered participants. There is a suggested donation amount of \$3.00 per meal; however, no senior was turned away because of the inability to pay. Typically, to qualify for home delivered meals, the

## Parks, Recreation and Community Services Cont.

### ACTIVE ADULT CENTER (AAC) CONT.

participants are unable to physically attend the congregate meal site. However, after March 13, due to the COVID-19 Stay at Home Order, all seniors over 60 years old qualified for meal delivery. This increased the 2020 meal deliveries by 227% when compared to 2019. The total number of meals delivered in 2020 were 22,100, and the number of Home Delivered Meal participants increased from 30 to over 100.

- ☆ Congregate Lunches Served - 923
- ☆ COVID-19 Delivered Meals - 14,297
- ☆ Home Delivered Meals - 7,803
- ☆ 70 Volunteers - 2,268 hours

### Cost Recovery Policy

Per the Recreation and Active Adult Programs and Services Cost Recovery Policy, the minimum “percentage of costs that must be recovered in order to continue offering the program without modification” for Active Adult Center classes is 50%. Due to the COVID-19 closure in March, the following numbers are for first quarter 2020. The Active Adult Center charges a fee of \$1 per class or \$25 per quarter for the strength training class. The City recouped \$852 in 2020, which was 59% of the program’s annual costs. Other classes adhering to the Cost Recovery Policy are the Gourd Art class and the Container Gardening class. The Gourd Art class recovered 76% of the class costs from registration fees. The monthly Container Gardening class recouped 58% of class expenses during the year.

### Special Events - Before COVID Closures

- ☆ Hiking Group
- ☆ AARP Tax Service
- ☆ Safe Driving Courses
- ☆ Bingo

### Special Events - During COVID Closures

- ☆ Virtual Bingo – collaboration with Moorpark City Library



Packing meals at the AAC for senior meal deliveries

- ☆ Virtual Line Dance Class (Weekly)
- ☆ Virtual Medicare class – collaboration with Health Insurance Counseling and Advocacy Program (HICAP)

### ART IN PUBLIC PLACES

#### Arts Master Plan

Arts Orange County continued outreach for the Arts Master Plan in 2020, conducting two additional visioning sessions in January, one at the United Methodist Church and one at “The Alley” located on Zachary Street between Enegren Brewery and Lucas Sellers Wine. Arts Orange County also launched an online community arts survey during the February 18, 2020 Arts Commission meeting. The survey was promoted and available in both Spanish and English versions. Hard copies of the survey were also made available and collected at City facilities.

Concerns about the COVID-19 pandemic caused the cancellation of a final planned community visioning session scheduled for March 16, 2020 at the High Street Arts Center. To continue the collection of public input, the community survey was promoted through the Spring of 2020, finally closing in mid-May. A preliminary draft of the Arts Master Plan was provided to staff in the Fall of 2020. Following staff review and comment, a revised draft was provided for review in December of 2020. This revision is currently under review. The project schedule anticipates completion of the final Arts Master Plan document in Spring 2021.

## Parks, Recreation and Community Services Cont.

### AFFORDABLE HOUSING FUNCTION - REASSIGNMENT

The Community Development Department hired a new Principal Planner in March of 2020, and staff worked together to formally transition these functions during the summer of 2020.

### LIBRARY

The Moorpark City Library has been closed to the public since Friday, March 13, 2020 after the declaration of a national emergency due to COVID-19. As part of the closure, the Library operations agreement with Library Systems & Services (LS&S) was temporarily suspended for a week until an agreement amendment could be processed to reduce staffing from 7.5 full-time equivalent employees (FTE) to 4 FTE. The Library operations agreement was amended again in June to include 40 hours of curbside service and in July to restore courier services.

During the closure, the Library transitioned to digital services, expanding our digital collection of materials so that our community had access to books and movies from the safety of their home. Downloads of ebooks and audiobooks through OverDrive grew 171 percent from 2,756 checkouts during 2019 to 7,457 in 2020.

To increase patron access to materials while the building was closed, the Moorpark City Library entered into a reciprocal lending arrangement (RLA) with the Camarillo, San Bernardino, and Beaumont Libraries through OverDrive. This program allows users with an eligible card at one library to borrow digital titles from other libraries participating in the same RLA group.

Library staff worked hard to create and deliver programs virtually. Programs were held via Zoom, Facebook Live, and as pre-recorded videos on the Library's YouTube channel. Content included simple crafts using items commonly found at home, how-to videos for accessing e-materials and databases, Storytime, and STEAM activities.



Moorpark City Library

During the first two months of virtual programming, these programs were viewed 7,687 times. The number of monthly engaged users on the Facebook page grew over 400 percent from 432 in 2019 to 2,289 in 2020. In total, 86 programs were held for 979 participants.

To meet the needs of people seeking computer and Internet access, a limited number of computers inside the Library were made available to the public from October 26 to December 4. Patrons were encouraged to call and make an appointment to use a computer ahead of time, but walk-ins were accommodated if space permitted. A total of 91 patrons used the service, primarily for completing online applications and printing. This service was stopped due to public health measures when Ventura County moved back into the purple tier of the Stay-Well-at-Home order.

### Children's Programs, Events, and Attendance

- ☆ Reading Buddies - 56
- ☆ Rock Painting Party - 35
- ☆ Preschool Learning Time - 47
- ☆ Group/Class Visits at the Library - 142
- ☆ Family Storytime - 221
- ☆ LEGO Construction Club - 67
- ☆ Slime Club - 68
- ☆ Robot Experience - 34
- ☆ Gametime - 17
- ☆ Outreach to Schools - 305

## LIBRARY CONT.

### Teen Programs, Events, and Attendance

- ☆ Wii Wednesday - 118
- ☆ Golden Grades Tutoring - 264
- ☆ Teen Advisory Group - 12
- ☆ Outreach to schools - 88
- ☆ Creation Station - 4
- ☆ 3D Printing and Virtual Reality - 15
- ☆ Teen Volunteer Training - 10

### Adult Programs, Events, and Attendance

- ☆ Book Club for Adults - 18
- ☆ Crafty Adults - 61
- ☆ Read It & Eat It - Cookbook Discussion Club - 35
- ☆ Moorpark Writes - 57  
(Program was cancelled in September due to low interest.)
- ☆ Seed Swap - 35

### Library Statistics – 2020

<b>Circulation</b>	<b>Cards Issued</b>	<b>Holds Placed</b>	<b>Overdrive Circulation</b>
43,265	507	18,864	7,457
<b>Brainfuse Sessions</b>	<b>Kanopy</b>	<b>Tours</b>	<b>Computer Log-ins</b>
1,175	2,461	0	1,626
<b>Attendees</b>	<b>Volunteers</b>	<b>Volunteer Hours</b>	<b>Unique Webpage Views</b>
0	72	305	1,626
<b>Facebook Likes</b>	<b>Facebook Follows</b>	<b>Instagram Follows</b>	
1,222	1,358	869	

### Volunteers

Moorpark City Library

- ☆ 72 volunteers
- ☆ 305 volunteer hours



Landscaping along Miller Parkway

## LIGHTING AND LANDSCAPING MAINTENANCE ASSESSMENT DISTRICTS

### Landscapes, Parkways, Medians, Slopes, and Trees

Staff has contracted with Willdan to prepare an inventory, assessment, and Reserve Study for all the Landscape Maintenance District (LMD) facilities to improve levy calculations and provide for adequate capital reserve funding. To date, a GIS layer and survey has been completed. Staff anticipates receiving the draft Reserve Study by the end of February 2021.

In addition, staff has contracted with landscape architect Architerra, Inc. to prepare plans and determine the feasibility of naturalizing landscape areas in LMD Zones 20 and 22. This project will reduce the total acreage of LMD for these two LMD zones, ultimately lowering their percentage of City cost plan charges, as well as lowering water and maintenance costs. Staff intends to meet with beneficiaries of both LMD's to review overall project costs and savings.

### Country Club Estates Landscape Maintenance District

Renovation of the multi-use trail from Rawls Road to the equestrian staging area on Grimes Canyon Road was completed in October of 2020. A total of 153 cubic yards of decomposed granite was installed to complete this project.

## OPEN SPACE / MOORPARK WATERSHED PARKS RECREATION AND CONSERVATION AUTHORITY (MWPRCA)

Staff identified potential funding for a trail project on the MWPRCA owned 80-acre open space in the Tierra Rejada Valley. Staff submitted an application for a one+ mile trail and trailhead facilities for the 80 acres on February 3, 2020. Unfortunately, the City was notified in September 2020 that the project was not selected for this year's round of funding. Staff will be monitoring for potential future grant opportunities for this project.

In March 2020, staff applied for, and was awarded, a Proposition 68 Grant from the Santa Monica Mountains Conservancy for a planning and design project to determine the feasibility of connecting the MWRPCA-owned 80 acres in the Tierra Rejada Valley to the Conejo Open Space Conservation Agency (COSCA) open space south of the Santa Rosa Valley. In December 2020, the City Council authorized a donation of \$10,000 to the project and a loan of \$41,000, which will be repaid by the grant funds. Work on the project will begin in early 2021.

## PARK MAINTENANCE / IMPROVEMENT

### Inclusive Playground at Tierra Rejada Park

Construction documents for the inclusive playground were completed in January 2020, and staff submitted an application for grant funding on February 3, 2020. As of the end of 2020, staff is finalizing grant paperwork and waiting for official notification of grant award, which will now come in 2021.

### Park Equipment Replacement

In January of 2020, two new play features were installed at **Mammoth Highlands Park**. In February of 2020, new playground equipment was installed at **Campus Canyon Park**, as well as Engineered Wood Fiber (EWF) surfacing and



Zip line at Miller Park

Americans with Disabilities Act (ADA) access improvements. In March of 2020, new playground equipment was installed at **Miller Park** (including a 50' zip line), along with EWF surfacing, a dedicated sand play area, and ADA access improvements. **Glenwood Park** also received a new play structure for children ages 2 to 5 with EWF surfacing and ADA access improvements in March of 2020. In April of 2020, **Peach Hill Park** received a new spinning feature as well as a dedicated sand play area, and **Campus Park** received a swing structure. In May of 2020, work was completed at **Country Trail Park** to install additional accessibility improvements, including ADA parking modifications, an ADA compliant path of travel from the parking lot to the play area, and a decomposed granite trail through the park's open space.

### Park Repairs and Improvements

Staff completed a project at **Poindexter Park** to install a drain and grade the existing landscape to improve drainage. This will prevent water and debris from washing into the playground. A new well pump has been installed at **Arroyo Vista Community Park**, after the well pump failure in April of 2020. New pickleball courts were approved and installed at **Miller Park**. These new courts have been marked on the existing tennis courts and feature the use of moveable nets so that the courts may be used for both tennis and pickleball. New trees have been installed at **Country Trail Park**, improving the landscape following the completion of the ADA compliant walkway.

## Parks, Recreation and Community Services Cont.

### FACILITIES MAINTENANCE/IMPROVEMENT

#### Facilities Maintenance/Improvement

In August 2020, the **High Street Theater** stage and house lighting computer system upgrade was completed.

#### TESLA Battery Wall Project

In September 2020, Tesla approached the City with a battery power solution for the Police Services Center (PSC). The Tesla system has been designed to provide enough electricity to operate the PSC under normal conditions, saving approximately \$16,223 per year in electrical costs. The system will provide 928 kWh of power, which is sufficient for the PSC to operate for up to 22 hours when the system is fully charged. This can power the PSC during certain scheduled times to take advantage of peak demand savings, as well as to allow the batteries to wind down and ultimately recharge as a required maintenance feature. There is no cost to the City for this equipment, as funding is available through the Self Generation Incentive Program (SGIP). The total SGIP incentive for the Tesla equipment is \$884,000. This project is slated for completion in late 2021.

#### LED Retrofit Program

In November 2020, the LED retrofit program was completed for **City Hall, the Library, Ruben Castro Human Services Center, Moorpark Public Services Facility, and Police Services Center**. The reduction in energy usage will save approximately \$12,500 per year. The upgrades at the Police Service Center will generate savings of approximately \$21,600 per year.

In December 2020, staff started the roofing repair project at the City Hall Community Center and the Library with an estimated completion date of January 2021.



High Street Arts Center circa 2013

#### Property Management

Negotiations with the Daly Group, Inc. for the property on the south side of High Street concluded in 2020. The Disposition and Development Agreement, Development Agreement, and project entitlements were approved in 2020. Daly Group has been working on their due diligence for the property sales and construction drawings for the project.

Negotiations continue under the Exclusive Negotiation Agreement with Grand Pacific Asset 2, for several housing properties on Charles Street for an affordable First Time Home Buyer project, as well as 467 High Street for a mixed-use development with residential and commercial components. This project negotiation will continue in to 2021.

### RECREATION

The Recreation Division is responsible for the development, implementation, and promotion of recreation activities and programs offered to the public by the City. A variety of programs and activities are offered throughout the year, including Moorpark Little Learners Academy Preschool, day camps, recreation classes and specialty camps, youth and adult sports leagues, and community events including the Moorpark Has Talent show, 3rd of July Fireworks Extravaganza, Multicultural Arts Festival, and seasonal and holiday events. The Recreation Division also oversees the Teen Council; park and facility rentals; quarterly City

# Parks, Recreation and Community Services Cont.

## RECREATION CONT.

newsletters and recreation guides; coordinates with the many youth sports organizations operating within the City of Moorpark that use City parks and facilities; and serves as the liaison for community events organized by other agencies such as Country Days and the Mammoth Run. The Recreation Division operates out of Arroyo Vista Community Park (AVCP).

### Moorpark Little Learners Academy (MLLA)

The 2019/2020 school year was cut short by the COVID-19 pandemic and associated public health orders. Prior to the temporary closure in mid-March, the program was running smoothly. The 3-year-old (22 students) and toddler time classes (12 students each in two sessions) were at maximum enrollment, and the 4-year-old class was nearly full, with 19 of 22 spaces filled.

With the closure of MLLA in mid-March, some of the teachers participated in the Recreation Division's Virtual Recreation Center by reading stories for the Book Corner videos. A modified outdoor graduation was held for the 4-year-old class, with students making appointments to individually receive their preschool diploma and have a photo taken in their cap and gown.

MLLA reopened in Fall 2020, with various modifications in accordance with public health orders and guidance. The preschool staff has been very flexible, and despite the challenges of operating during a pandemic, the program has continued to run smoothly, with no significant issues or cases of COVID-19 transmitted in the classroom. Although the program has not filled to capacity (likely due to the pandemic), enrollment has remained strong. For the fall trimester, attendance in the 4-year-old class ranged from 20 to 21 students, attendance in the 3-year-old class ranged from 16 to 18 students, and attendance in the toddler time classes ranged from 11 to 12 students per class. The maximum for the 4- and 3-year-old classes is 22 students, and the



**Creative graduation ceremonies for Moorpark Little Learners Academy students in 2020**

maximum for toddler time is 12 students. As the pandemic subsides, it is anticipated that the program will fill, as many parents who were not comfortable sending their child to school during the pandemic elected to stay on the waiting list to be eligible to enroll in the future.

### Recreation Classes

A variety of classes were offered in 2020, with subjects including arts and crafts, baking, music, dance, theater, language, Lego engineering, science, golf, tennis, pickleball, karate, basketball, t-ball, and soccer. After seeing increases in enrollment and revenue in 2019, the COVID-19 pandemic put an end to this trend. Spring 2020 classes were cancelled due to the emerging pandemic and Stay At Home orders issued by the state and Ventura County. Classes resumed in Summer 2020, with lower-than-normal enrollment due to the continuing pandemic. By Fall 2020, class enrollments began increasing again. This trend continued until mid-December, when a regional Stay At Home order issued by the State resulted in cancellation of most winter classes. Specific class enrollment and revenue figures are included in the Recreation Division's annual Cost Recovery Report.

### Camp Moorpark

2020 was a challenging year for Camp Moorpark. Spring Camp 2020 was cancelled entirely due to the COVID-19 pandemic and resulting public

## RECREATION CONT.

### Camp Moorpark Cont.

health orders. Camp resumed in summer, with various modifications in accordance with public health orders. A cap of 60 campers per day was placed on attendance due to cohort guidance and space limitations in the facility. Most days filled to capacity under these limitations.

Other modifications to Camp Moorpark included outdoor check-in, temperature screenings, and face covering requirements for staff; reduction of shared equipment and supplies; increased cleaning and sanitizing; and allowing sick day credits to encourage ill children to stay home. Additionally, Adventure Camp was cancelled for the entire summer, due to a lack of open field trip sites.

In Fall 2020, with schools starting with distance-only learning (and then proceeding to offer only partial-day in-person instruction), a new camp program was launched. B.A.S.E. Camp (Before and After School Enrichment) was offered for four hours per day Monday through Friday, in a schedule that complemented MUSD's two cohort times. In addition to typical camp activities, the program included homework help time and reading time. This program was offered in addition to regular Fall Camp days. B.A.S.E. Camp continued into December and will run until MUSD returns to normal school hours. Enrollment and revenue figures are included in the Recreation Division's annual Cost Recovery Report.

### Sports Leagues

Due to the COVID-19 pandemic, all sports leagues were canceled for Spring, Summer, and Fall 2020 seasons as well as the Winter 2020/2021 season. It is hoped that leagues will be able to resume in Spring 2021. Although leagues were cancelled, the Recreation Division was still able to offer the youth running club as well as several sports training classes.



Carrot and Easter Bunny parade through Moorpark in 2020

## Events

### Easter Egg Hunt

This event was cancelled due to the COVID-19 pandemic. Instead, the Recreation Division put on a Bunny Parade. The event took place on April 10th and April 11th. Over the two days, the parade drove through virtually all Moorpark residential streets. The parade featured four City vehicles and two police vehicles to assist with traffic control. Two of the City vehicles served as floats, with one featuring the Easter Bunny and one a carrot character. The parade was very well received by the public, with staff receiving calls and emails of gratitude for putting the event on. An estimated 10,000 residents viewed the parade.

### Moorpark Earth Festival

The 2020 Earth Festival was cancelled due to the COVID-19 pandemic.

### Moorpark Multicultural Arts Festival

This event was planned to be reinvented again in Fall 2020. However, due to the COVID-19 pandemic, this event was not held in 2020.

### 3rd of July Fireworks Extravaganza

The Fireworks Extravaganza was cancelled due to the COVID-19 pandemic. In its place, the Recreation Division promoted a Porch & Patio

## RECREATION CONT.

### Events Cont.

#### 3rd of July Fireworks Extravaganza Cont.

Party with decorating and recipe contests. A vintage plane fly-over took place on July 4th. The fly-over included five planes, which made multiple passes over the City so all residents would be able to view it.

#### Movies in the Park

In Summer 2020, there were three screenings:

- ★ Sonic the Hedgehog on July 18
- ★ Jumanji: The Next Level on August 15
- ★ Frozen II on September 19 (rescheduled from June).

All movies were held drive-in style at Arroyo Vista Community Park in accordance with public health orders and guidelines. Due to space limitations of 100 vehicles, preregistration was required. The fee was \$10 per vehicle (July participants were given a discount due to issues with the movie screen company). All three dates filled to capacity. Attendance is estimated at 300 to 400 people per movie, with total attendance for the season at 1,100. The program is supported by annual sponsor donations, with additional screen and sound costs covered by registration fees.

#### Summer Camp Out

The 2020 Summer Camp Out was held August 7-8 at AVCP. The event was modified to comply with COVID-19 guidance. It featured an individually-plated BBQ dinner and pancake breakfast, individually-packaged craft packets, and s'mores by appointment. Participants brought their own tent and gear for overnight camping in the park. A total of 56 people registered for the event. Although enrollment was much lower than prior years (most certainly due to the pandemic), those in attendance enjoyed the event and were grateful for the opportunity to participate.



**Marshmallow time at the Summer Camp Out 2020 at Arroyo Vista Community Park**

#### Concerts in the Park

Summer 2020 concerts were cancelled due to the COVID-19 pandemic, as there was little interest from the public for the concerts as drive-in style events.

#### Haunted High Street

Haunted High Street was cancelled due to the COVID-19 pandemic. Instead, the Recreation Division held a drive-through trunk-or-treat event, Spooky Avenue. The event took place on Halloween night at AVCP, Parking Lot D. Twenty-eight "trunks" participated in the event, decorated in various themes. The median in Lot D was also decorated in Halloween themed sections. The response to the event was overwhelming. Over 450 cars went through the event, with approximately 1,500 children trick-or-treating, and a total estimated attendance of 2,000. The event was scheduled to run from 3:00 to 6:00 p.m. At approximately 5:30 p.m., staff cut off the lines on Tierra Rejada Road (northbound at Mountain Trail and southbound at Harvester) to get into the park. The event remained open until nearly 6:45 p.m. to accommodate those vehicles that had gotten in line before the cut-off.

#### Holiday on High Street

This event was held on Saturday, December 5th on High Street, organized by a group of community leaders under the auspices of the Moorpark Morning Rotary Club. The City

## RECREATION CONT.

### Events Cont.

#### Holiday on High Street Cont.

co-sponsored the event, providing police services, handling the street closure, and paying \$1,500 to the Rotary toward the Christmas tree displayed on High Street. This year, Holiday on High Street was drive-thru style due to the COVID-19 pandemic and restrictions on social gatherings. The event featured several holiday displays, a lighted holiday tree and menorah, and, of course, Santa Claus. The event was well received by the community, with an estimated attendance of 4,000 to 5,000 people.

#### Holiday Movie Marathon

This event was cancelled due to the COVID-19 pandemic.

#### Breakfast with Santa

This event was cancelled due to the COVID-19 pandemic and a regional Stay at Home Order issued by the state. Instead, the Recreation Division put on a Holidays at Home Parade on December 19th and December 20th. Over the course of the two days, the parade made its way through virtually all Moorpark residential streets. The parade included five City vehicles and one police vehicle to assist with traffic. Four of the City vehicles served as floats, with one featuring the Grinch, one an elf, one Santa Claus, and one the Nightmare Before Christmas. The parade was well received, though overall viewership seemed to be lower than the Bunny Parade. An estimated at 8,500 people viewed the Holidays at Home Parade.



Recreation Staff created the Virtual Recreation Center to provide activities for people "Staying Safe at Home"

### Virtual Recreation Center

In spring 2020, the Moorpark Recreation Division launched a no-cost 'Virtual Recreation Center' (VRC) to help keep residents active and engaged while staying safe at home. Activities for the VRC were provided by Recreation staff, recreation class instructors, and third-party providers such as N.A.S.A. and the San Diego Zoo. Content was made available through the Parks & Recreation webpage and promoted through the Recreation Division's social media accounts and YouTube channel, as well as the City homepage. The VRC provided content for children, teens, and adults, and included academic, enrichment, and recreation activities.

The content most accessed and well-received were the activity videos created and led by Recreation staff. Throughout April and May, the Recreation Division created 59 videos that garnered over 4,000 views on Facebook and YouTube. These videos allowed youth to connect with a friendly face, and featured activities based on in-person class favorites such as Let's Bake, Tot Sports, and Weird & Wacky Science.

In addition, the VRC showcased City programs like the Moorpark Little Learners Academy (MLLA.) In a daily show called "Book Corner," MLLA program staff narrated preschool-aged stories, complete with text, pictures, and an occasional bloopers reel.

# Parks, Recreation and Community Services Cont.

## RECREATION CONT.

### Virtual Recreation Center Cont.

During this period, the City of Moorpark was invited to participate in a county-wide online campaign called “#PlayCatchVC.” The campaign invited residents across the county to submit videos of themselves catching and throwing a ball. The videos were then compiled into a giant game of virtual catch. Participation across Moorpark was outstanding, with over 70 public submissions, and dozens more from City staff, commissioners, and Councilmembers. In total, Moorpark’s #PlayCatchVC video included 110 submissions, more than any other participating city, and was viewed over 5,000 times through various social media outlets.

### Parks and Facilities

The Park and Facilities Rental Rules were refined to allow more flexibility in modifying fees during public health emergencies.

A Park Facility Rental Assistance program was developed to help businesses who were restricted to outdoor operations and/or struggling due to the COVID-19 pandemic.

Equestrian Staging Area rules were established. The staging areas are located on Meridian Hills Drive in Landscape Maintenance District (LMD) 20 and on Grimes Canyon Road in LMD 15. The facility on Meridian Hills Drive includes a paved parking lot, benches and tables, a drinking fountain, landscaping, trash receptacles, and hitching posts. The facility on Grimes Canyon Road is a gravel lot with a bench, hitching posts, trash receptacles, and a trough.

### Personnel

An hourly employee salary schedule was developed in 2019 to address the continuing issue of three years of minimum wage increases. The 2021 increase was approved by City Council on December 20, 2020.

## Parks, Recreation and Community Services adapts to COVID-19 restrictions and goes to the people!



Santa Parade throughout Moorpark in 2020



Spooky Avenue - Drive by Halloween celebration in 2020



Movies in the Park from the back of your car in 2020

# Moorpark Police Department

*The Moorpark Police Department, contracted with the Ventura County Sheriff's Office, provides police services to the City and has the following divisions in Moorpark:*

- ☆ **Patrol**
- ☆ **Investigations Bureau**
  - ★ **Detectives**
  - ★ **Special Enforcement Unit**
  - ★ **School Resource Officer**
- ☆ **Traffic Bureau**
- ☆ **Administration**
- ☆ **Volunteers**
  - ★ **Volunteers in Policing**
  - ★ **Explorers**
  - ★ **Student Intern**

## Accomplishments

- ☆ Safest city in Ventura County
- ☆ 3rd safest city in California
- ☆ Part 1 Crimes at historic low, down an additional 4% from last year's historic low
- ☆ Violent crime down 35%
- ☆ Several new public outreach programs started
- ☆ Victim Services Card
- ☆ Cognitive Impairment Registration program
- ☆ Nextdoor members and Twitter followers steadily increasing



**Moorpark Police Services Center with blue lighting for Police Week**

2020 was a unique year, with much of the country shut down for months due to COVID. Many residents worked from home, and our students participated in distance learning. This combination of factors led to less people out driving, shopping, and participating in outdoor activities.

On the following pages are charts of the various 2020 metrics listed below (notes on percentage up or down from 2019 in parenthesis).

- ☆ Part 1 Crimes (down 4%)
- ☆ Calls for Service (down 4%)
- ☆ Arrests (down 4%)
- ☆ Alarm Calls (down 27%)
- ☆ Traffic Collisions (down 37%)
- ☆ Citations (down 55%)
- ☆ Commercial Vehicle Tows (down 48%)
- ☆ Commercial Truck Citations (down 59%)



**Moorpark Police support Explorer Scouts**



# Moorpark Police Department Cont.



## PART 1 CRIMES (DOWN 4% TO 244)

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Homicide	1	-	-	-	-	-	-	-	-	1	-	-	2
Rape	-	-	-	-	-	-	1	-	-	-	-	-	1
Crim. Sex Assault	1	-	-	-	-	-	-	-	-	-	1	-	2
Robbery	-	-	1	-	-	-	-	-	-	-	-	-	1
Assault Aggravated	3	-	-	-	2	-	-	-	1	4	-	1	11
Burglary Residential	1	1	1	-	1	1	-	1	3	-	5	-	14
Burglary Other	2	2	2	4	-	-	1	-	-	-	1	1	13
Theft-Grand	9	6	5	3	5	5	7	4	9	10	9	7	79
Theft-Petty	2	7	4	2	13	13	15	6	16	14	7	8	107
Car Theft	-	-	-	4	1	1	2	1	-	2	1	-	12
Arson	-	-	1	-	1	-	-	-	-	-	-	-	2
<b>Total</b>	<b>19</b>	<b>16</b>	<b>14</b>	<b>13</b>	<b>23</b>	<b>20</b>	<b>26</b>	<b>12</b>	<b>29</b>	<b>31</b>	<b>24</b>	<b>17</b>	<b>244</b>

## CALLS FOR SERVICE (DOWN 4% TO 6,191)

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Calls	474	507	464	455	501	675	556	552	522	574	438	473	6,191

## ARRESTS (DOWN 4% TO 1,327)

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Arrests	124	116	111	60	80	106	102	145	135	132	113	103	1,327
DUI only	20	17	11	6	9	12	16	17	14	14	9	9	154

## ALARM CALLS (DOWN 27% TO 538)

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Total	62	63	46	38	39	38	44	48	38	37	47	38	538
Actual	-	-	2	-	-	-	-	-	-	-	-	-	2

# Moorpark Police Department Cont.



## TRAFFIC COLLISIONS (DOWN 37% TO 174)

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Non-Injury	11	21	8	3	4	4	6	5	8	8	11	5	94
Injury	7	3	1	-	2	2	4	3	1	6	3	4	36
Hit & Run	-	1	2	2	1	-	1	7	-	6	1	3	24
DUI / TC	1	4	1	3	-	2	2	-	-	3	-	2	18
Fatal	-	-	-	1	-	-	-	-	1	-	-	-	2
<b>Total</b>	<b>19</b>	<b>29</b>	<b>12</b>	<b>9</b>	<b>7</b>	<b>8</b>	<b>13</b>	<b>15</b>	<b>10</b>	<b>23</b>	<b>15</b>	<b>14</b>	<b>174</b>

## CITATIONS (DOWN 55% TO 2,534)

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Movers	205	258	70	33	57	169	151	204	179	126	107	74	1,633
Fix-it	64	40	19	2	13	7	16	43	27	29	22	29	311
Parking	165	199	70	1	4	12	8	17	13	5	72	24	590
<b>Total</b>	<b>434</b>	<b>497</b>	<b>159</b>	<b>36</b>	<b>74</b>	<b>188</b>	<b>175</b>	<b>264</b>	<b>219</b>	<b>160</b>	<b>201</b>	<b>127</b>	<b>2,534</b>

## COMMERCIAL VEHICLE TOWS (DOWN 48% TO 55)

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Tows	25	8	-	-	7	2	1	1	4	6	1	-	55

## COMMERCIAL TRUCK CITATIONS (DOWN 59% TO 321)

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Movers/ Mechanical	59	31	9	2	32	27	23	27	24	28	17	22	301
Parking	2	2	2	1	1	2	-	2	1	1	3	3	20
<b>Total</b>	<b>61</b>	<b>33</b>	<b>11</b>	<b>3</b>	<b>33</b>	<b>29</b>	<b>23</b>	<b>29</b>	<b>25</b>	<b>29</b>	<b>20</b>	<b>25</b>	<b>321</b>

