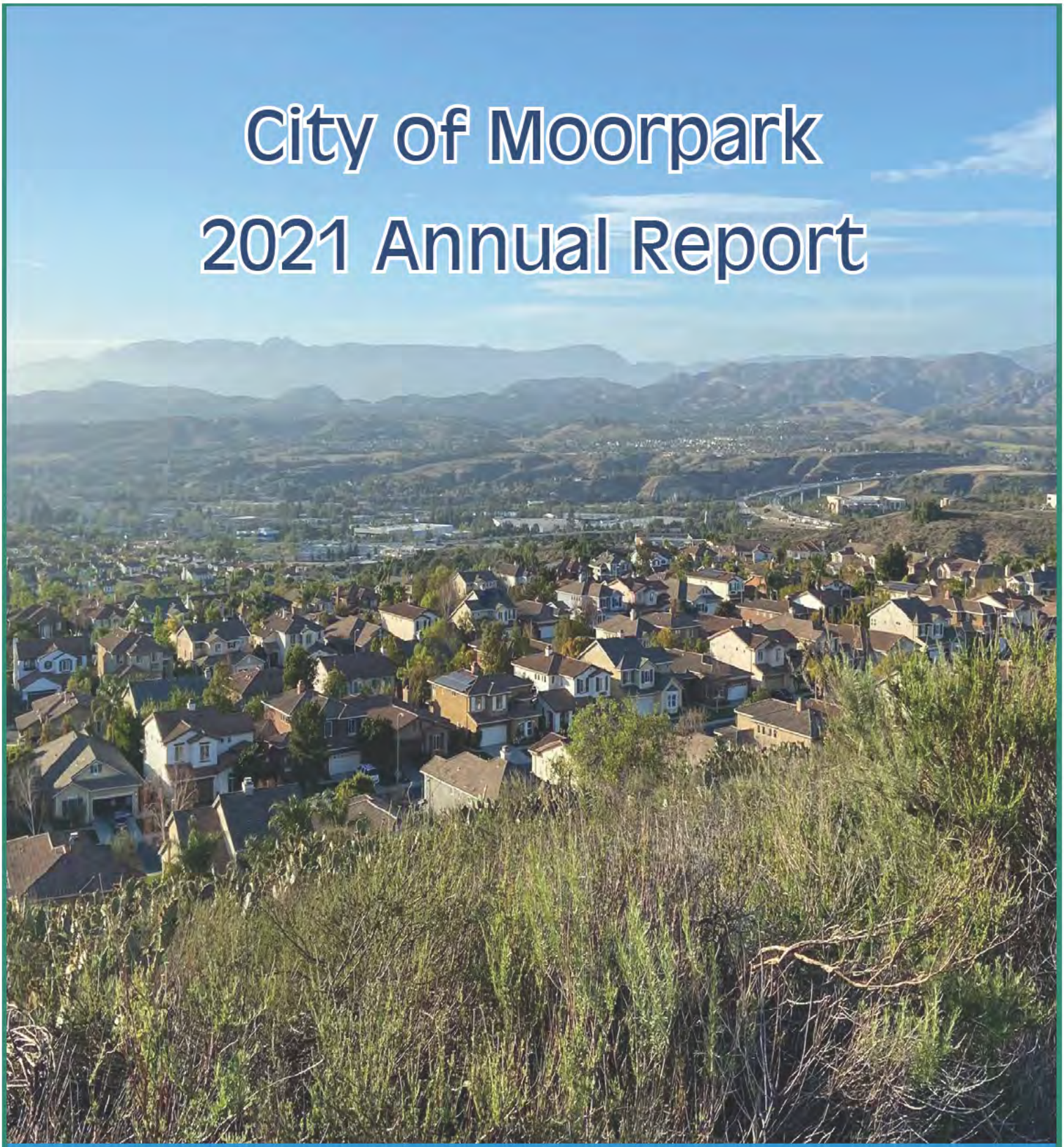
City of Moorpark
2021 Annual Report



City of Moorpark

Life can be this good

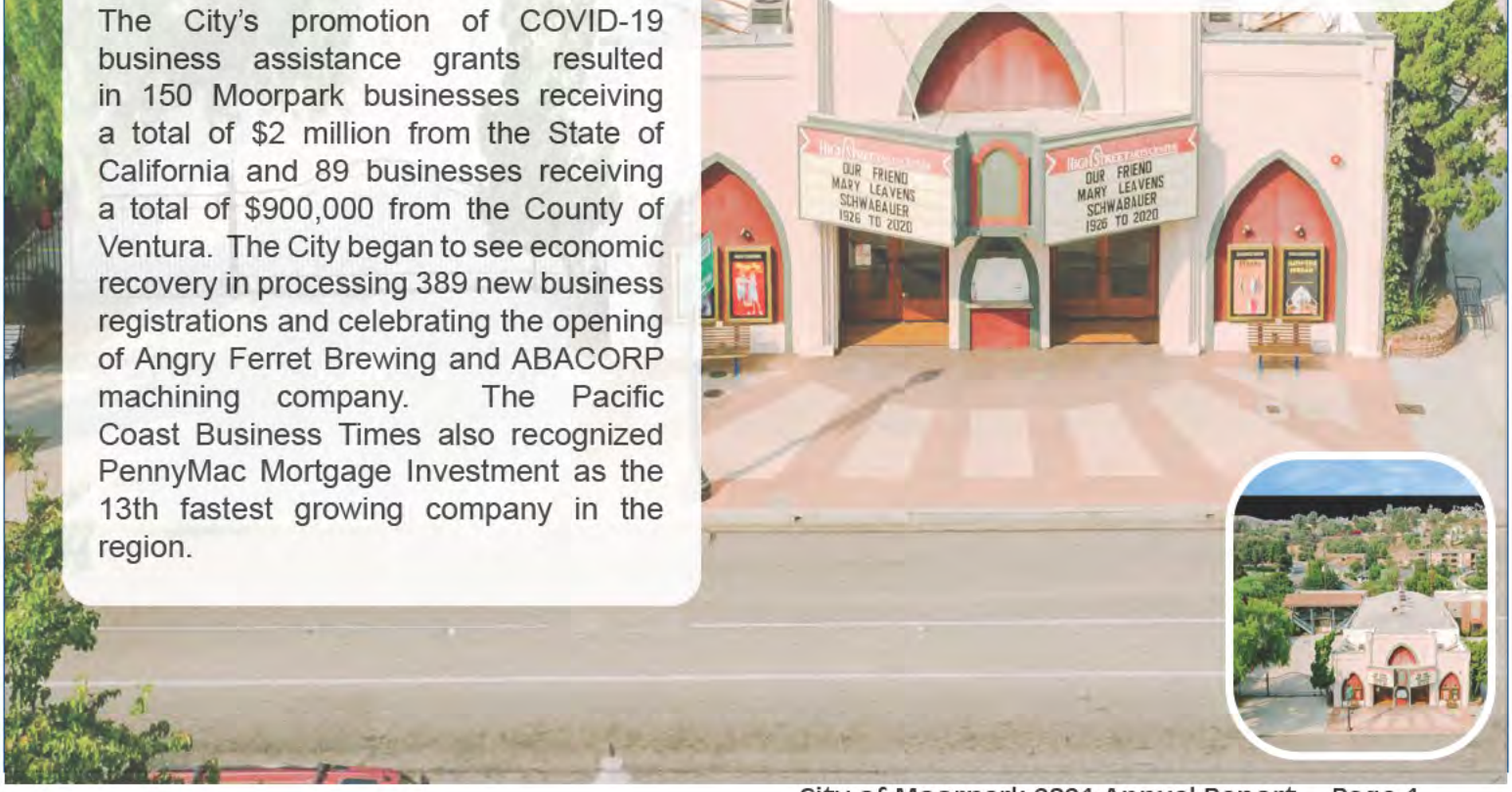
The City of Moorpark

2021 CITY MANAGER SUMMARY

The City of Moorpark's Annual Report provides a brief overview of the City's accomplishments during the past year as the impacts of the pandemic began to ease and economic recovery took effect. The City resumed many programs and services as vaccinations became more readily available and public health orders were lifted. Various cost-containment measures implemented the year before and COVID-19 relief fund assistance placed the City in solid financial ground, including receipt of half of the American Rescue Plan Act funds totaling $8,701,674.

The City's promotion of COVID-19 business assistance grants resulted in 150 Moorpark businesses receiving a total of $2 million from the State of California and 89 businesses receiving a total of $900,000 from the County of Ventura. The City began to see economic recovery in processing 389 new business registrations and celebrating the opening of Angry Ferret Brewing and ABACORP machining company. The Pacific Coast Business Times also recognized PennyMac Mortgage Investment as the 13th fastest growing company in the region.

The City achieved major milestones in receiving authorization to proceed with construction for the Princeton Avenue Improvement Project, completing the Slurry Seal and Pavement Rehabilitation Project, awarding a contract to begin construction of the Metrolink North Parking Lot Project, and entering escrow to purchase a new temporary City Hall building at 323 Science Drive. The City successfully negotiated a two-year agreement with the Service Employees International Union, enhanced dental and vision benefits for employees, completed a Class and Compensation Study, created the Moorpark Employee Engagement Team, upgraded all City computers, created a new purchasing webpage, and released an RFP for a cost allocation and fee study.



The City of Moorpark

2021 CITY MANAGER SUMMARY Cont.

The reopening of City programs resulted in record enrollments in spring and summer recreation classes. The City launched an online Community Events Calendar on the City's website, completed the Arts Master Plan, and held the 3rd of July Fireworks Extravaganza after a one-year hiatus with more than 13,000 people in attendance. The City achieved the 3rd Safest City in California ranking by Safewise.com for a second year in a row and the Moorpark Police Department received national recognition for its Anti-Theft Catalytic Converter Program. The City also began a comprehensive update of its Emergency Operations Plan.

As a result of the 2020 Census, the City initiated its redistricting process to redraw city council boundaries and successfully lobbied the County of Ventura and the State of California's Redistricting Commission to keep Moorpark within one district and remain connected to neighboring cities. The City also secured $225,000 of federal funds to support Moorpark College's Work-Based Learning Program.

The City Council approved modifications to major development projects such as Green Island Villas and Essex Moorpark. Construction continued at the 77-unit Oakmont Senior Living facility, Hitch Ranch initiated the Draft Environmental Impact Report process, and Amazon received a building permit to convert a 189,364 square-foot industrial building to a warehouse and distribution facility expected to create 500 jobs. The General Plan Advisory Committee also established a preferred Land Use Plan for the General Plan Update and began planning and policy development for the Housing Element.

The accomplishments this past year have been a total team effort through the strong leadership of the Mayor and City Council, commitment of City staff, and help of the entire community to support economic recovery efforts after experiencing the devastating impacts of the pandemic.

CITY MISSION STATEMENT

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

City of Moorpark
Mayor and City Council 2021

Mayor
JANICE PARVIN

Councilmember
DR. ANTONIO CASTRO

Councilmember
CHRIS ENEGREN

Councilmember
DANIEL GROFF

Councilmember
DAVID POLLOCK

Boardmembers and Commissioners

Planning Commission

Leann Alva
Chris Barrett
Jeff Brodsly
Kipp Landis
Bruce Rokos

Parks & Recreation Commission

George Estrella
Jason Flame
Dylan Gunning
Chuong Ho
Steve Morgan

Arts Commission

Charles Blaugrund
Tania De Haz
Rose Hoberg
Carol Roullard
Kim Simons

Library Board

Sandra Banks
Laura Burnett
Linda Goble
Michael Marshallr
Bernadette McDowell

City of Moorpark Executive Team

Troy Brown	City Manager
PJ Gagajena	Assistant City Manager
Kambiz Borhani	Finance Director
Daniel Kim	City Engineer, Public Works Director
Jeremy Laurentowski	Parks, Recreation and Community Services Director
Carlene Saxton	Community Development Director
Victor Fazio	Ventura County Sheriff Captain/Chief of Police

Fiscal Year 2021/22

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 2021/22 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 2021/22 Budget.

DID YOU KNOW?

In 2021/22, General Fund transfers of approximately $1.6 million will go to support parks maintenance and landscaping maintenance operations because the taxes collected for these operations are insufficent. 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?

$13,588,857	Sls/TOT/Prop Tax
$ 2,270,232	Intergovernmental
$ 1,338,369	Service Charges
$ 1,408,300	Franchise Fees
$ 700,910	Use of Money/Prop
$ 340,140	Miscellaneous
$ 228,000	Fines/Forfeitures
$19,874,808	TOTAL

Where does the City spend General Fund money?

$ 7,984,679	Public Safety
$ 4,407,655	General Gov't
$ 3,357,066	Parks & Recreation
$ 2,427,453	Transfers
$ 835,663	Public Works
$ 734,559	Capital Projects
$ 19,747,075	TOTAL

Fiscal Year 2021/22

MAJOR CAPITAL PROJECTS

Streets & Roads

$6.8M	Princeton Avenue Improvements
$2.9M	Los Angeles Avenue Utility Undergrounding
$1.8M	Los Angeles Avenue Widening (Spring to Moorpark)
$1.0M	Arroyo Drive Bike/Pedestrian Project
$1.0M	Princeton/Campus Park Landscape Renovation
$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

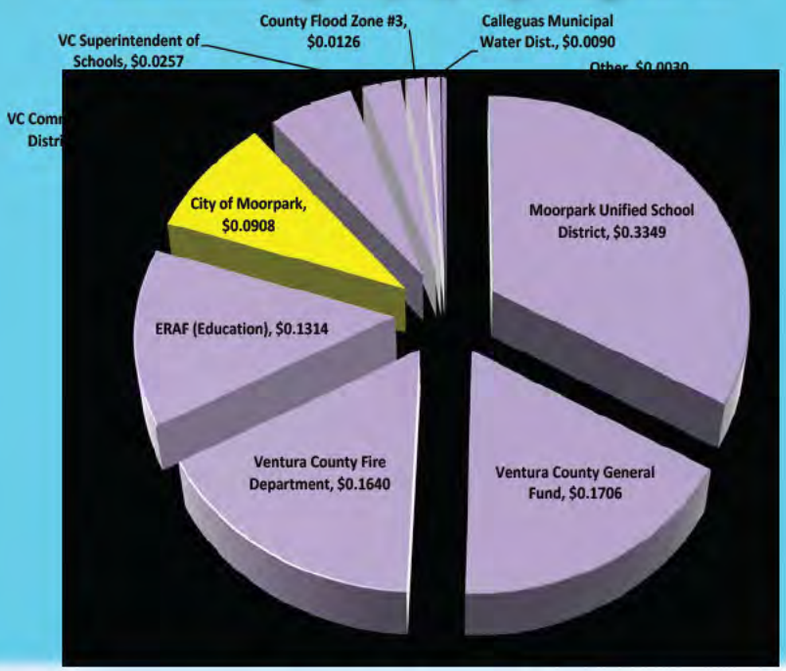
$25.0M	New Moorpark City Hall and Civic Center Complex
$16.6M	New Moorpark City Library Building
$2.5M	Arroyo Vista Community Park Ball Field Lighting
$2.5M	Arroyo Vista Recreation Center Gym Expansion

UNFUNDED CAPITAL PROJECTS

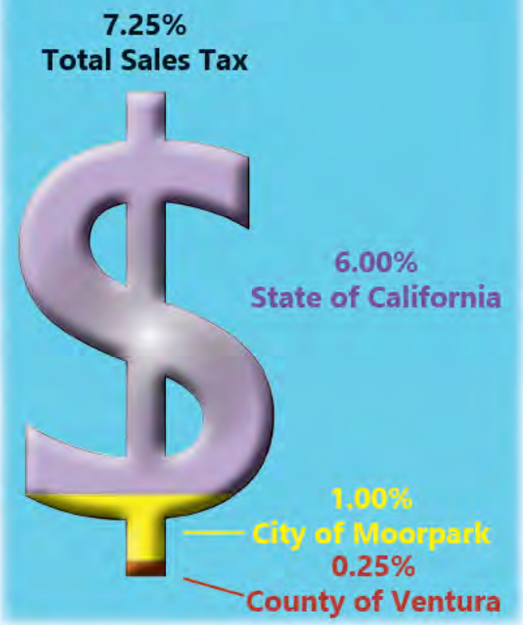
The City's Five-Year Capital Improvements Plan includes projects for street widening and paving, playground equipment, landscape upgrades, railroad crossings, and building upgrades. It also includes 8 projects that are currently unfunded, with a collective cost of $4,740,000 in the following three categories:

Where do my property taxes go?

One dollar of your property tax goes to:



Where do my sales taxes go?



View or download the City's full FY 2021/22 Annual Budget at www.moorparkca.gov/budget

FY 2021-2023 Goals and Objectives

CITY COUNCIL GOALS 2021-2023

GOAL 1: Identify Options and Solutions to Barriers for Housing for All Economic and Age Ranges

GOAL 2: Practice Respect, Equity and Inclusion Citywide

GOAL 3: Place an Emphasis on Economic Development with a Focus on Historic High Street to Enhance a Destination and Sense of Community

GOAL 4: Find Ways to Help the Community Develop, Sustain, and Enhance Arts, Culture, Entertainment, and Public Events

FY 2021-2023 Goals and Objectives

CITY COUNCIL GOALS 2021-2023
Quality of Life

GOAL 1: Identify Options and Solutions to Barriers for Housing for All Economic and Age Ranges

OBJECTIVES (estimated completion year):

1.1 Generate and maintain a mailing list for people interested in housing (2021)

1.2 Dedicate newsletter space to housing issues (2021)

1.3 Complete the 6th Cycle Housing Element, which will include housing opportunity sites, and goals and policies to support the creation of housing for all (2022)

1.4 Research Housing Trust and funding program options (2022)

1.5 Dispose of applicable former Moorpark Redevelopment Agency owned properties (2023)

FY 2021-2023 Goals and Objectives

CITY COUNCIL GOALS 2021-2023

Equity and Inclusion

GOAL 2: Practice Respect, Equity and Inclusion Citywide

OBJECTIVES (estimated c

2.1 Create a City Mobile App (20
2.2 Update City's social media p 2021)
2.3 Comprehensive website update (2
2.4 Expand E-mail marketing capabilities (202
2.5 Complete redistricting process (2022)
2.6 Implement strategies to better engage Spanis g community (2023)
2.7 Adopt a City Council Resolution on equity an (2021)
2.8 Conduct unconscious bias trainings for employees (2
2.9 Identify strategies f and allocation methodology for LMDs (2022
2.10 Add equity in purchasing policy to expand local
2.11 Establish benefits of ker of the Government Affairs Legislative Advocacy (GARE) (2021)
2.12 Upon fact finding, d nduct an inclusive playground at Tie (2023)
2.13 Develop a comprehensive Parks and Recreation Master Plan including Veterans, City Senior Center, employee and senior participation with emphasis on senior survey of residents to maximize participation
2.14 the Youth funding o e the program
2.15 Imp , including complete s walk on south side of Arroy cks to Simi Valley city limit line; complete preliminary design of pedestrian improvements between Collins Drive and train tracks (20
2.16 Determine success of Pilot Mobility Ride program to provide reliable equitable transit serv out the 2023)

FY 2021-2023 Goals and Objectives

CITY COUNCIL GOALS 2021-2023

Economic Development

GOAL 3: Emphasis on Economic Development with a Focus on Historic High Street to Enhance a Destination and Sense of Community

FY 2021-2023 Goals and Objectives

CITY COUNCIL GOALS 2021-2023

Arts, Culture, & Entertainment

GOAL 4: Find Ways to Help the Community Develop, Sustain, and Enhance Arts, Culture, Entertainment, and Public Events

OBJECTIVES (estimated completion year)**:**

4.1 Create a community calendar on the City website (2021)

4.2 Complete Arts Master Plan, prepare policy recommendations, and seek community partner(s) to develop arts and cultural events (2022)

4.3 Seek community partner(s) to reinvent and rename the 2021/2022 Multicultural Arts Festival on High Street (2022)

4.4 Prepare a feasibility study to expand the Arroyo Vista Recreation Center, including office spaces and gym, with emphasis on expanded opportunities for both City programs and private events (2023)

4.5 Develop an RFP and hire consultant to develop an Arroyo Simi Trail Master Plan and phasing plan, from the west City limits to east City limits at Arroyo Drive (2023)

4.6 Prepare feasibility study to connect the 80-acre City-owned open space parcel in the Tierra Rejada Valley to property owned by Conejo Recreation and Park District and the Conejo Open Space Conservation Authority (2023)

City Manager's Office

The City Manager's Office includes the divisions of:

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

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

M-powered outreach

CITY CLERK

The City Clerk maintains the City's official public records. City Clerk responsibilities also 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; performing certain risk management functions; and assisting in the development of departmental policies.

Redistricting

Every 10 years following the U.S. Census, jurisdictions, such as Moorpark, that hold elections by district are required to examine district boundary lines and make adjustments as necessary to ensure equal representation for its voters. The Administration, Finance, and Public Safety Standing Committee interviewed consultants who responded to a Request for Proposals, and the City Council engaged National Demographics Corporation as its demographic consultant in April.

Following the release of 2020 Census data, the City Council held public hearings to educate citizens on the redistricting process and to gather public input on proposed changes to district boundaries. Hearings were held in October and December, and additional hearings will be held in January and February 2022. The goal is to have City Council adopt new voting district boundaries for the next 10 years. The new boundaries will go into effect with the November 8, 2022 General Municipal Election.

Records Retention and Destruction

As part of an ongoing effort, the City Clerk's Division placed a special emphasis on destruction of Division records that have exceeded their retention periods pursuant to the City's adopted Records Retention Schedule. In the first half of 2021, Division staff audited hundreds of agreements in the City Clerk's vault against electronic copies in the City's Laserfiche repository; analyzed potential claims and closed claim files; and compiled chronological correspondence files of separated employees in order to identify records eligible for disposal.

In September, the City Council adopted a resolution approving the destruction of 29 boxes of records, freeing up needed storage space. Notable progress was made in reviewing development project bond files dating back to City incorporation with another significant destruction event planned in early 2022.

Business Function Statistics

- ☆ City Council/Successor Agency Meetings – 20
- ☆ Special City Council Meetings – 10
- ☆ Agenda Items Processed – 295
- ☆ Sets of Minutes Approved – 37
- ☆ Resolutions Adopted – 79
- ☆ Ordinances Adopted – 12
- ☆ Executive Orders Adopted – 1
- ☆ Scanning – 1,848 new documents created including 30,072 pages with documents viewed or opened 464,211 times
- ☆ Public Records Requests – 93
- ☆ Claims/Lawsuits Received – 12

CITY CLERK Cont.

Accomplishments

- ☆ Commenced City Council Redistricting process (to be completed February 2022).
- ☆ Destroyed more than 30 boxes of obsolete, outdated records.

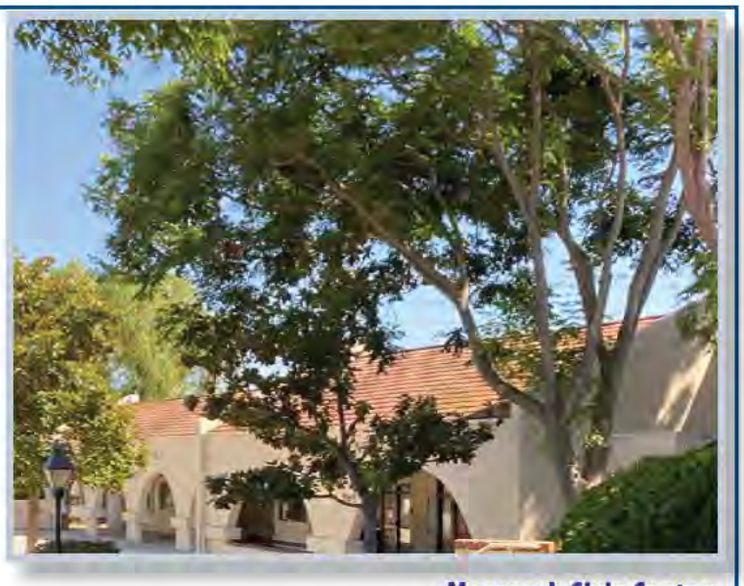
HUMAN RESOURCES/ RISK MANAGEMENT

The Human Resources department is responsible for personnel recruitment, benefit administration, labor relations, risk management, safety programs, and OSHA compliance.

On December 1, City Council adopted an amended Salary Plan Resolution for Hourly Employees increasing the minimum hourly wage from $14 to $15 per SB 3's Minimum Wage Phase In requirements for January 2022. In July, the Salary Schedule was amended to reflect a 2% Cost of Living Adjustment (COLA) negotiated with the Service Employees International Union (SEIU).

New Hires - 14

- ☆ Claudia Berumen, Recreation Program Specialist
- ☆ Lora Carrillo, Recreation Assistant II
- ☆ Tracy Corbet, Accountant II
- ☆ Tamar Gantt, Program Manager Housing
- ☆ Igor Leontiy, Office Assistant I
- ☆ Steve Matthews, Maintenance Worker II
- ☆ Andrea Moncada, Recreation Coordinator I
- ☆ Jorge Morales, Maintenance Worker I
- ☆ Andres Pena, Information Systems Technician I
- ☆ Teresa Ruiz, Account Technician II
- ☆ Carlene Saxton, Community Development Director
- ☆ Elizabeth Smith, Purchasing Analyst
- ☆ Ariane Quizon, Assistant Enginee
- ☆ Michelle Woomer, Administrative Assistant II



Moorpark Civic Center

Additionally, the City hired 21 part-time and seasonal employees for the City Manager's Office, Facilities, Recreation, and Camp Moorpark.

Accomplishments

- ☆ Total City employees in 38th year (July 2021) were 52 full-time and 45 part-time (96) total, including summer camp part-time employees.
- ☆ Conducted an on-site Employee Flu-Vaccine Clinic in October 2021.
- ☆ Promoted 6 full-time employees.
- ☆ Completed a Total Compensation Study to assess the City's salaries and benefits.
- ☆ Issued an Employee Benefits Survey and improved employee benefits by obtaining better dental (Guardian Insurance), vision (VSP Insurance), and Employee Assistance Program (Standard Life) providers while saving the City money.
- ☆ Provided employees with optional Scholar Share 529 College Savings Plan and added an ICMA Roth Retirement plan option to the City's ICMA deferred compensation benefit.
- ☆ Successfully negotiated and renewed a two-year contract with SEIU, Memorandum of Understanding (MOU) for Competitive Services Employees from 7/1/2021 through 6/30/2023.

HUMAN RESOURCES / RISK MANAGEMENT CONT.

- ☆ Incorporated the Safe Driver Awareness E-Training in the HR Orientation of full-time, part-time, and seasonal employees who are required to drive for the City.

- ☆ Created and implemented the **Apricot Award**, a Quarterly Employee Recognition program administered by the Moorpark Employee Engagement Team (MEET) and presented by the City Manager. MEET increases employee involvement by organizing employee activity programs, improving employee morale, and providing training or information on various activities or events that interest employees. The first quarterly awards were presented in August and December. Each current Apricot Award winner's picture is framed and displayed near the City Council's portraits in the Development Services lobby. All prior winners' photographs are kept in a binder for reference.

- ☆ Increased COVID-19 training and procedures. Included the e'course "Protecting Yourself Against COVID-19 and Other Contagious Illnesses" in all new employee orientations. Additionally, designated the HR Manager and the Assistant City Manager as points of contact for COVID-19 situations, exposures, questions, information, and contact tracing. An easy-to-read graphic flyer was also created to inform employees what actions to take if they become exposed to COVID or have COVID symptoms. Despite the virus being so contagious, with constant employee communication, there were no COVID-19 outbreaks in the workplace.

- ☆ Completed seven California Joint Powers Association (CJPIA) Risk Management Evaluation – Loss Control Action Plan (LossCAP) action items. The LossCAP Action Plan is a comprehensive program designed to assist the City in addressing areas in which risk exposure or loss data support the need for change in the City's operations or activities.

December 2021 Apricot Award Winner - Jorge Morales

The following were part of addressing the CJPIA LossCap action items:

- ☆ Created a Lactation Policy.
- ☆ Revised the Dress Code Policy to be gender neutral.
- ☆ Updated the Drug Free Workplace Policy to include cannabis.
- ☆ Revised the City's Injury and Illness Prevention Program.
- ☆ Created a Volunteer Manual.

Human Resources also ensured that:

- ☆ Employee performance evaluations were completed on time.
- ☆ Active Adult Center volunteers who drive for the City are enrolled in the Department of Motor Vehicles' Pull Notice Program.
- ☆ Criminal background checks on volunteers are conducted.

City Manager's Office

PUBLIC INFORMATION AND LEGISLATIVE AFFAIRS

The Public Information and Legislative Affairs (PILA) Division is responsible for public information and community outreach and the City's legislative efforts. The Division manages the City's website, social media, MPTV television channel, and media relations. Division staff also actively advocates for the City's interests in regional, state, and federal matters as identified in the City's Legislative Platform.

PILA arranged publicity at the Post Office for 9/30/21 day on September 30, 2021

Website/Digital Outreach Metrics

Figures at the end of 2021 are shown below with the change from 2020 numbers in parenthesis:

☆ **Website Views:**
34,200 per month (-1%)

☆ **Online Service Requests:**
261 Requests (-12%)

☆ **City E-mail Subscribers:**
1,336 (+14)

☆ **City E-Newsletter Subscribers:**
2,051 (+154)

Social Media

Figures at the end of 2021 are shown below (change from 2020 numbers):

Twitter:	1,820 Followers	(+187)
Facebook:	1,903 Followers	(+552)
LinkedIn:	473 Followers	(+145)

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. In the first half of the state's 2021-22 Legislative Session, staff tracked 45 bills that would affect the City if signed into law and took formal positions on 17 of them. Staff also successfully lobbied the federal government to secure passage of the American Rescue Plan Act to provide financial relief to state and local governments impacted by the COVID-19 pandemic.

Accomplishments

☆ Initiated and successfully worked with Congresswoman Julia Brownley to secure inclusion of $225,000 to support Moorpark College's Work-Based Learning Program in the draft federal FY 2022 Labor-HHS-Education bill.

☆ Successfully provided multiple comments to and lobbied the 2020 California Citizens Redistricting Commission to ensure that Moorpark's interests were completely incorporated into the state's decennial redistricting process for U.S. Congressional Districts, California State Senate Districts, and California State Assembly Districts.

PUBLIC INFORMATION AND LEGISLATIVE AFFAIRS Cont.

☆ Successfully lobbied the Ventura County Board of Supervisors to ensure that Moorpark remained entirely in one Supervisorial District during its decennial redistricting process, including launching a successful "One Moorpark" campaign that resulted in nearly 800 E-mails being sent from the public to the Board of Supervisors telling them to keep Moorpark together in one district.

☆ Launched the City's online Community Events Calendar, which was identified as a priority in the 2021-23 City Council Goals document.

☆

ECONOMIC DEVELOPMENT

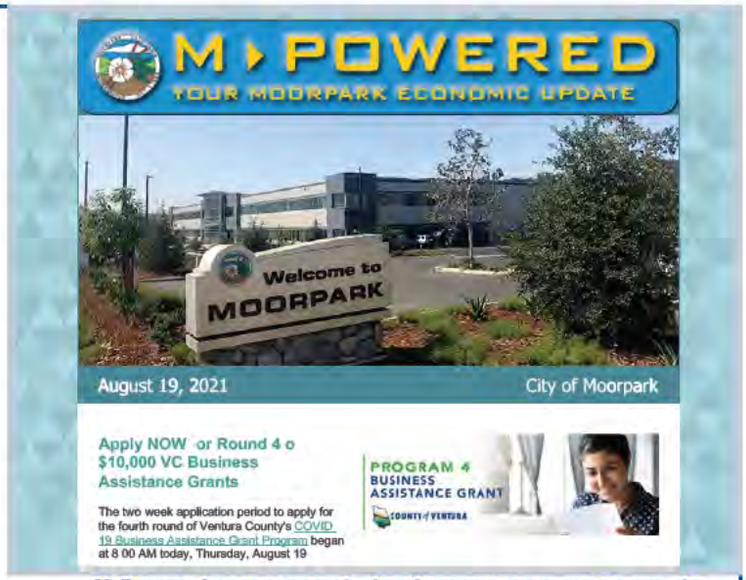
The Economic Development Division works within the Moorpark business community to improve the economic vitality of the City of Moorpark and strengthen the relationship between the City and the business community.

M-Powered Economic Development E-Newsletter

In 2021, the Economic Development Division within the City Manager's Office published 58 editions of the City's "M-Powered: Your Moorpark Economic Update" E-Newsletters to provide the Moorpark business community with economic news and data, business assistance resources, dozens of free webinar opportunities, and more. The E-Newsletter had over 1,000 subscribers at the end of 2021.

Accomplishments

☆ Launched a successful high-touch outreach and assistance effort to facilitate Moorpark businesses applying for and receiving Round 4 Ventura County COVID-19 Business Assistance Grants, resulting in 89 Moorpark businesses getting nearly $900,000 in grants and 7.5% of all grants despite Moorpark having only 4.3% of the Ventura County population.



M-Powered gets economic development news out to our city.

☆ Integrated Economic Development Division staff into the Community Development Department's Development Review Committee to provide broadband-related reviews, comments, and project conditions into the City's planning processes, as recommended in the City Council-adopted Broadband Strategic Plan.

Community Development

The Community Development Department (CDD) is made up of Planning (current and advance planning), Building & Safety, Code Compliance, Housing, and Administration.

The Department has a total of thirteen full time staff members, which includes contract staff for Building & Safety services.

PLANNING

Project Activity

Amazon Fresh Store – This highly anticipated retail grocery store with enhanced technology will be located at 742 New Los Angeles Avenue within the Village at Moorpark Shopping Center. This anchor tenant is expected to bring high density retail to the area. A Certificate of Completion for the store was issued in September 2021, since that time the operator has started marketing, hiring, and training staff. Store is expected to open by the end of February 2022.

Amazon Warehouse – The Amazon Warehouse is a twelve-acre warehouse/distribution zoned parcel located south of SR 118, east of Downtown. It is planned to be a conversion of an existing industrial building into a 189,364 square foot distribution and transportation facility. A building permit to start construction was issued in July 2021. In December 2021, it was deemed 80% complete and will be fully operational in 2022. The warehouse, once completed, will have 16 trucking docks, 24-foot ceilings, and parking for up to 405 cars. It is estimated the business will run around the clock and provide 500 job opportunities to Ventura County residents.

Rendering of Green Island Villas

Beltramo Ranch - In June 2021, a General Plan Amendment and Zone Change was submitted to allow the site to properly plan for High Density Residential. The proposed project includes 47 single- family residences on seven acres located at the southeast corner of Los Angeles Avenue and Beltramo Ranch Road. In summer 2021, the environmental review was initiated, and the Design Review Committee provided input to the development strategy.

Casey Road Senior Community – On a fifty-acre site located northwest of downtown, a 390-unit senior retirement community is planned to be constructed. In December 2021, an amendment to the Development Agreement was under consideration to propose less density and allow on-site affordable units.

Essex Moorpark (Vendra Gardens) – Vendra Gardens is anticipated to be a 200-unit apartment complex located south of Casey Road and west of Walnut Canyon Road. City Council approved an ordinance amending the project's Development Agreement to update the project's unit mix to fully affordable in September 2021. This will provide the community with 198 affordable units and 2 managers' units. Developer continues to seek additional capital to reduce the funding gap.

Green Island Villas – Originally proposed as a 69-unit development on a four-acre site on Los Angeles Avenue, City Council approved modifications to allow the development of 63 residential condominium units with 10 affordable

PLANNING Cont.

Project Activity Cont.

Green Island Villas Cont.

units in September 2021. Additional modifications to the Development Agreement addressed guest parking space requirements and the placement of in-ground utilities.

High Street Station – This downtown mixed-use development consists of 79 residential units, 13,628 sq.ft. of ground floor commercial space, and 137 on-site parking spaces. In 2021, the developer obtained cost estimates for an environmental issue related to potentially hazardous waste remediation. The City is meeting to discuss potential changes to the Disposition and Development Agreement.

Hilltop Parcel – This currently vacant 21.8-acre parcel is located south of SR 118 and west of Princeton Avenue. In July 2021, the parcel's owner recorded an amended and restated deed restriction within the Development Agreement requiring a General Plan Land Use Map Amendment and Zone Change for future commercial development of the site. In December 2021, the owner requested a second amendment to the deed restriction to consider allowing residential and commercial uses on the Hilltop property site.

Hitch Ranch Specific Plan – Hitch Ranch is a large hillside residential development on 277 acres consisting of 755 residential units including parks, open space, and various community amenities located north of Poindexter Avenue, west of Casey Road. During 2021, the project's focus and activities were geared towards updating development plans and preparing the Draft Environmental Impact Report (DEIR).

Oakmont Senior Living – A 77-unit senior living and memory care facility located on three acres adjacent to Spring Road started construction in 2020. At the end of this reporting period, project completion was estimated to be close to 90%. Construction is anticipated to be completed in spring 2022 with lease up planned shortly thereafter.

Rendering of Oakmont Senior Living and Memory Care Facility

Patriot Office Project - In September 2021, the developer applied for a Commercial Planned Development Permit and Vesting Tentative Tract Map to develop seven freestanding medical office buildings totaling 28,955 square feet with site improvements located west of SR 118/23 and south of Los Angeles Avenue at Miller Parkway. Currently, the project is under review by the Design Review Committee.

13816 Princeton Avenue – Currently operating as First Auto Sales, both a Commercial Planned Development and Conditional Use Permit were approved in 2021 to allow the site to develop a 6,186 square foot auto repair shop.

Permit Activity

Accessory Dwelling Unit Applications (Multi Year)
- 14 Applications Submitted (Plan Check)
- 17 Permits Issued (Under Construction)
- 13 Units Marked Complete in 2021

Administrative Permits
- 5 Applications Submitted
- 4 Applications Approved

Building and Safety Activity
- Inspections – 2,003
- Permits Issued –1,103
- Total Valuation - $14,187,396

Business Registration Activity
- New Business Registrations – 389
- Business Registration Renewals – 1,487

Community Development Cont.

Permit Activity cont.

Commercial Planned Development Permits
- 1 Application Submitted

Conditional Use Permits
- 9 Applications Submitted
- 5 Conditional Use Permits Approved
- 2 Pending

Film Permits
- 13 Applications Submitted
- 13 Approved with Conditions

Home Occupation Permits
- 64 Home Occupation Permits Issued

Industrial Planned Development Permits
- 1 Application Submitted

Lot Line Adjustment Permits
- 1 Application Submitted

Open House Sign Permits
- 16 Applications Approved

Outdoor Dining Permits
- 15 Applications Submitted
- 15 Applications Approved

Permanent Sign Permits
- 26 Applications Submitted
- 26 Permits Approved

Permit Adjustments
- 1 Approved with Conditions

Temporary Use Permits
- 12 Applications Submitted
- 11 Approved with Conditions

Zoning Clearances
- 220 Zoning Clearances Issued

Zoning Letters
- 6 Zoning Letters Submitted
- 6 Zoning Letters Issued

CODE COMPLIANCE

Code Compliance staff completed 13 credit hours of training with the California Association of Code Enforcement Officers towards the designation of Certified Code Enforcement Officer (CCEO). The CCEO certification demonstrates an officer's proficiency in the enforcement of codes and demonstrates their commitment to excellence in the profession.

Code Enforcement on the job

Code Compliance Staff, also as part of training, partnered in a one-day ride-a-long with City of Oxnard Code Compliance Staff.

2021 Code Compliance Cases

Formal Cases	Cases Opened	Cases Closed	% Cases Resolved
Qtr 1	37	33	89.2%
Qtr 2	55	52	94.5%
Qtr 3	49	44	89.8.%
Qtr 4	41	38	92.7%
Total	182	167	91.8%

HOUSING

The 2021-2029 Housing Element of the General Plan was drafted and opened for public comment. Formal adoption of the Housing Element is slated to occur in 2022.

The City's First Time Homebuyer Program assisted three households with the purchase of their first home and assisted another three families with the refinance of their primary residence.

ADMINISTRATION

Accomplishments

☆ Planning Department staff acquired the new development software *Bluebeam* to assist in planning activities. *Bluebeam* is considered a best-in-class collaboration tool used by

ADMINISTRATION Cont.

Accomplishments cont.

industry professionals throughout the lifecycle of a building project. The software is anticipated to lessen the amount of paper used by staff and speed up administrative processes.

☆ The Planning Department implemented the Local Early Action Planning (LEAP) Grant it received in 2020 from the California Department of Housing and Community Development (HCD) in the amount of $150,000 for the 6th Cycle Regional Housing Needs Assessment. The funds assisted in the development efforts of the General Plan Amendment and its elements.

☆ The Comprehensive General Plan Update continued to progress. In February 2021, at the recommendation of staff, City Council approved the General Plan Vision Statement. The statement encapsulates the views and feelings of the community as the City looks forward to planning a more inclusive and vibrant Moorpark. The vision statement reads as follows and is shown below:

Community Development held public meetings for the General Plan at the Community Center

"Moorpark in 2050 is a virtually and physically connected community that provides a sustainable, diverse, inclusive, equitable, and safe place to live, work, and play for all generations. Moorpark supports and values local businesses, arts and education, innovation, healthy living, and maintains its family oriented small-town feel. We are stewards of the environment and honor our agricultural and cultural heritage. We balance these values to maintain a high quality of life for our residents."

Vision Statement

Moorpark 2050 is a virtually and physically connected community that provides a sustainable, diverse, inclusive, equitable, and safe place to live, work, and play for all generations. Moorpark supports and values local businesses, arts and education, innovation, healthy living, and maintains its family-oriented small-town feel. We are stewards of the environment and honor our agricultural and cultural heritage. We balance these values to maintain a high quality of life for our residents.

www.MoorparkGeneralPlan.com

MADE BY MOORPARK General Plan 2050

Finance

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

The City's auditors, Lance, Soll & Lunghard (LSL), provided the Annual Comprehensive Financial Report (ACFR) and other year-end audit reports by the end of December 2021. They will be presented to City Council at the January 19, 2022 City Council meeting.

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its annual comprehensive financial report for the FYE June 30, 2020.

A Certificate of Achievement is valid for one year only. Finance believes that the City's current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and has submitted it to the GFOA to determine its eligibility for another certificate for 2021.

Successor Agency

The Ventura County Oversight Board (Board) voted unanimously on January 27, 2021 to adopt the City of Moorpark Successor Agency's Recognized Obligation Payment Schedule (ROPS) for Fiscal Year (FY) 2021-22. On October 27, 2021, the Board conditionally approved the proposed Successor Agency Administrative cost budgets for the Successor Agency that will be included in the ROPS for FY 2022-23.

On December 9, 2021, the Board adopted a resolution approving the sale of certain real property located at 500 Los Angeles Avenue by the Successor Agency to the Thomas H. Lindstrom and Sara K. Lindstrom Revocable Trust. The property was sold at fair market value in the amount of $710,000. Approximately $48,000 of the sale proceeds were used for closing and escrow costs. The remainder of the funds were retained by the Successor Agency to satisfy bond covenants relating to the tax-exempt bonds that were issued by the former Redevelopment Agency to finance the purchase price of the Property. Under the Treasury Regulations pertaining to tax-exempt bonds, the Retained Sales Proceeds will be used to decrease bonds to preserve the tax-exempt status of the bonds.

California buckwheat near the Happy Camp Trail in the Mammoth Highlands

Pension Liabilities - CalPERS

In July 2021, CalPERS released the June 30, 2020 actuarial report for the City. The employer "normal cost" rate for Fiscal Year 2022-23 has decreased 0.02% from 10.484% to 10.32% of employee pay. The "unfunded liability" payment has increased from $58,364 to $123,567.

The June 30, 2020 reports show unfunded liabilities of $2,457,602 and $53,130 for the classic and PEPRA plans, respectively. The funded status is 93.9.7% and 90.5%. Projecting next year's report, staff estimates the unfunded liability for June 30, 2021 to be higher than these amounts due to market losses CalPERS sustained on its investment portfolio.

Investment Activity

- ☆ The City currently has $10.8 million in Local Agency Investment Fund. The December 2021 quarterly yield is 0.21%.

Finance Cont.

Investment Activity cont.

- ☆ The balance in the Ventura County Pool is $13.6 million. At the end of December 2021, the yield rate in the Pool was 0.58%.

- ☆ The securities account portfolio balance is $81.4 million. $54.3 million matures within three years while the remaining $27.1 million matures in three to five years. The average portfolio yield is currently 0.18%.

- ☆ The City has $13 million in Certificates of Deposit (CDs) with an average yield of 0.13%. Within three years $6.9 million will mature while the remaining $6.1 million matures in 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

The Emergency Management team provided periodic updates to the City's Pandemic Response and Social Distancing Plan.

Public Safety Power Shutoff Community Resource Centers

An existing agreement with Southern California Edison to provide Community Resources Centers to support members of the public impacted by Public Safety Power Shutoffs (PSPS) was expanded to provide additional mobile community support vehicles. The initial deployment of these community support vehicles occurred over the 2021 Thanksgiving holiday.

Emergency Management staff worked closely with the City's special counsel to monitor and contribute to the California Public Utitlity Commission's (CPUC) rulemaking process with the goal of reducing the frequency and scope of PSPS events. Despite significant ongoing challenges, the number of PSPS events affecting Moorpark experienced a significant reduction in 2021.

Moorpark CERT Program goes hybrid in 2021

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 Ventura County CERT Coordinators and the California Office of Emergency Services to implement a Hybrid CERT training model.

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

With implemention of the hybrid model in 2021, Emergency Management staff anticipate that by reducing the time commitments previously required of potential volunteers, more residents will complete the CERT program. To date, more than 20 residents have completed the online portion of the training, with in-person final training to return soon.

Finance Cont.

Trauma Kits

Emergency Management staff procured and deployed a small number of individual trauma kits to employees throughout the organization. The City partnered with Ventura County Fire Department's Station 42 Tactical Medic to provide training on the use of these kits to select members of staff. In light of the success of this pilot program, the deployment of kits and training of staff is anticipated to continue City-wide in 2022.

Emergency Operations Plan Update

Staff initiated a Request For Proposals for an Emergency Operations Plan update consultant, resulting in the selection of Terra Firma Enterprises in July 2021. The Emergency Operations Plan, which has not been updated since 2014, will be completed in 2022.

Multi-Hazard Mitigation Plan

Emergency Management staff completed an update to the City's Multi-Hazard Mitigation Plan in September 2021. This plan will be included in Ventura County's multi-jurisdictional hazard mitigation plan and will also help inform the Safety Element of the General Plan Update.

California Departmenty of Housing and Community Development (CA HCD) Grant

Emergency Management staff partnered with counterparts in Simi Valley and Thousand Oaks to apply for and receive $98,977 in grant funding from CA HCD to support the creation of a regional evacuation plan and an emergency preparedness public outreach campaign focusing on underserved populations in each of the three co-applicant Cities.

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.

Information Systems keeps the computers working across the City.

New Equipment

IS staff procured and deployed 74 new Dell PCs for all city staff, migrating all user data and settings to ease the transition for staff to Windows 10. In addition, staff configured and deployed 5 PCs for the City's building and safety contractors. Staff refurbished 18 additional PCs for interns, other staff, and as additional spare PCs ready for emergency use during events such as PSPS shutdowns.

A new 65" Interactive Display Smartboard for the Police Services building was procured and installed on a mobile cart so it can be easily moved to different rooms as needed. The display includes an integrated PC, camera, and speakers to facilitate virtual meetings.

Several refurbished laptops were purchased and added to the inventory list. These newer laptops have better performance and reliability during City Council meetings.

Software Upgrades

Anti-Virus/Anti-Malware - Staff reviewed multiple demonstrations from endpoint security vendors and then procured and implemented a new AntiVirus/ Anti-Malware security software for all City and Library desktops and server systems.

Finance Cont.

INFORMATION SYSTEMS CONT.

Software Upgrades cont.

Firewall - 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.

County Resource Connections - Successfully installed CheckPoint VPN and Chameleon software for Vector and Animal Control to be able to access County resources.

BlueBeam Revu - Purchased Enterprise licensing for BlueBeam Revu plan review and management software to help Planning and Community Development streamline the permit and review process.

Energov - Currently working with Tyler staff to install the upgraded version of Energov on the City Servers. This includes the interface upgrade to HTML5 rather than the outdated IE/Silverlight interface that we have been using.

Microsoft Subscription - Converted our existing perpetual licensing to Microsoft's "Software Assurance" subscription plan. This allows us to always have licensing for the latest version of OS and Database servers available, keeping the City compliant with security and version updates.

Windows Update - Configured and deployed a new Windows Update server to manage internal updates to staff PCs and monitor status and compliance.

Network, Server, and Infrastructure Upgrades

In 2021, IS upgraded the aging email archive server to a newer unit with more storage and faster processing. This provides staff with access to emails older than 1 year and is essential for City Clerk staff to gain access to citywide email history for Public Record Act requests.

IS keeps the city communicating

Fax services were upgraded to the latest version of RightFax to simplify and centralize fax messaging from each PC. This allows each department to have better control and routing of faxes that are still required for some medical and financial correspondence. Fax lines were ported from the old server to the new one and tested to assure succesful connectivity.

IS worked with Spectrum to implement a new SIP-based telephony trunk line and install a SIP gateway unit to accommodate the lines to be ported over for the fax server upgrade. The old lines on the fax server had been connected to an antiquated and no-longer supported analog DID trunk.

Aging network switches for the Community Development building and Annex building were at the end of their useful life and did not support Power over Ethernet (PoE) to provide power to IP (aka VoIP or Voice over Internet Protocol) phones and Wi-Fi Access points. IS staff purchased a new cloud-managed switch that offers better speed and management capability.

A new upgraded phone server was installed. IS replaced all of the aging desk phones with new IP phones at the City Hall facility. This required significant re-wiring of phones and PCs at each desk, as well as network configuration updates. Obsolete phone hardware was removed from all locations.

INFORMATION SYSTEMS CONT.

Network, Server, and Infrastructure Upgrades cont.

IS implemented a new Lease with Toshiba Business Solutions and obtained new copier equipment at each facility. Toshiba staff assisted IS with user training to help orient newer staff with the functions and options available on the new copiers. IS staff also added a custom background and simplified the touchscreen menu. At the Moorpark Public Service Facility (MPSF), two data cables were run from the network closet to a space outside the conference room in order to facilitate the relocation of the MPSF copier.

An upgrade to the uninterruptible power supply (UPS) systems was completed for multiple critical network equipment locations to provide backup emergency power, as well as network interface cards to provide status alerts on power/temperature in critical locations such as City Hall server room, Police server room, Community Development building, Moorpark Public Services Facility, Arroyo Vista Recreation Center, and the Library data racks. This will help identify power outages at each of the critical city buildings and notify staff when equipment maintenance is required. Most of the new units include upgraded Lithium batteries that will provide better performance and require less maintenance than the standard UPS batteries. Lithium batteries have a typical life expectancy of 7-10+ years and the typical lifespan for standard lead-acid UPS batteries is 3-4 years.

IS staff completed an upgrade to the latest version of VMware vSphere virtualization platform for City host servers. This enables and enhances functionality and security compliance for the core network of main systems comprising the infrastructure that the City servers use.

Wi-Fi access points were replaced at each of the City buildings. The new access points provide much higher bandwidth and area coverage. This is a major improvement over the previous system, as staff and public users had a difficult time connecting to the guest network on the previous outdated equipment that didn't support current security standards. The new system supports Wi-Fi 6 (the latest standard) and improved signal coverage at all facilities. It also improved coverage at the Moorpark Police Service Center, providing coverage for the detectives' unit, which previously did not have service. This new equipment was installed at City Hall, including the Community Center, Arroyo Vista Recreation Center, Moorpark Public Services Facility, Moorpark Police Service Center, and the Ruben Castro building.

City Employees during a practice fire drill

Other IS Department Improvements

IS staff began adding new assets directly into Incode to track all recent purchases, apply asset tags, and update the City asset list.

Several outdated staff cell phones with limited battery performance were replaced.

Installation of UPS battery backups and surge protectors for the Emergency Operation Center systems took place providing protection for PCs, the Smartboard, TVs, and printers from power shutoffs and surges.

IS staff decommissioned a significant amount of hardware and transported much of the e-waste in the IT office to the yard for recycling at the City E-Waste event.

Finance Cont.

INFORMATION SYSTEMS CONT.

Cable TV

IS staff procured and installed a new vectorsope/ waveform monitor to help calibrate camera color for optimal broadcasts quality.

In addition, an upgraded SSD-based HD video recorder was procured and provides additional high quality recordings of meetings as some of the older recording equipment was failing.

After set up of a new staff table arrangement, IS staff removed and re-arranged the Kino Flo production lighting for optimal Council meeting coverage. An additional light on the podium for public speakers was also installed.

The installation of a new pan-tilt-zoom (PTZ) camera in the Apricot Room took place. This increases the camera coverage during meetings.

Library Improvements

Using grant funding, IS procured eight (8) new Chromebooks and a locking laptop storage cabinet. IS configured the administration and management interface for Library Patron use of the Chromebooks at the library.

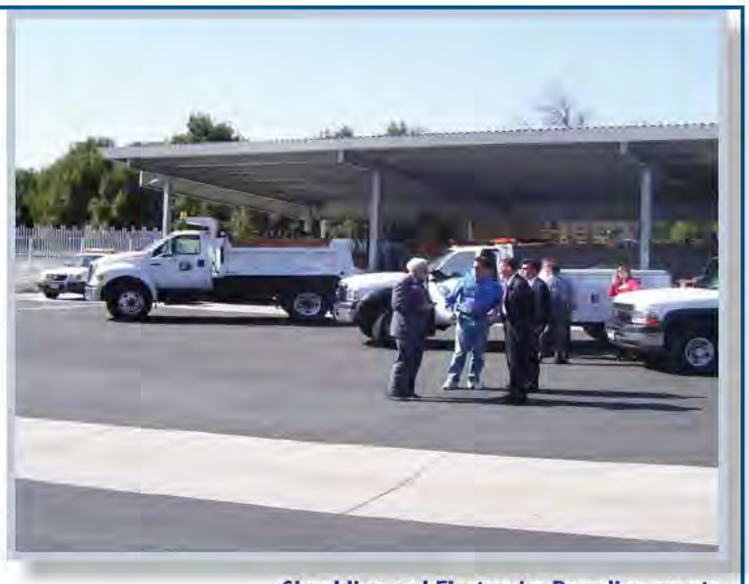
Hardware upgrades were purchased to refurbish all of the Library PCs in order to support newer software.

IS purchased updated Microsoft Office software licensing to upgrade all library staff and public PCs with the latest version of Windows and Office software.

In addition, the purchase of updated licensing for Server OS upgraded all backend systems for the Library infrastructure with new AD, DNS, File, and management servers at the latest version.

Helpdesk and End User Support

From January 1 through December 31, 2021, IS staff received over 1,093 Help Desk tickets.



Shredding and Electronics Recycling events are held at the Public Works facilities

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.

SB1383 Ordinance

Staff wrote and worked to adopt Ordinance No. 495, a comprehensive update of the City's Solid Waste Municipal Code, in order to comply with SB1383's organics diversion requirements.

2021 Electronic Waste/Universal Waste and Secure Paper Shredding Events

- ☆ Offered three times per year
- ☆ Participants – Approximately 320 per event
- ☆ Electronic Waste collected – 6.2 tons
- ☆ Fluorescent bulbs/tubes collected – 1,972
- ☆ Paper Shredded – 7.1 tons

Staff conducted a survey of recent attendees to gauge customer satisfaction with the appointment-only service model. The results of the survey indicated overwhelming support for appointment-only events.

Finance Cont.

SOLID WASTE AND RECYCLING Cont.

2021 Battery Recycling

- ☆ Four permanent drop off locations
- ☆ Accepted at E-Waste/Paper shredding and Household Hazardous Waste events
- ☆ Batteries collected – 3.2 tons

2021 Free Landfill Days

- ☆ Offered three times per year
- ☆ 1,915 loads taken to the Simi Valley Landfill by Moorpark residents
- ☆ 1,550.4 tons of waste disposed of at no cost to Moorpark residents.
- ☆ Total Value for Moorpark Residents - $115,285

2021 Free Mulch Days

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

PURCHASING

In September of 2021, a Purchasing Analyst was hired in the Finance Department. Steps began to develop the Finance team's Purchasing Division. The Purchasing Analyst performs a wide variety of responsibilities and complex administrative and analytical purchasing duties; oversees assigned administrative processes, procedures, and programs related to the procurement of goods, materials, supplies, equipment, and services; and performs a variety of tasks relative to assigned areas of responsibility. In addition, the Purchasing Analyst exercises functional and technical supervision over technical and clerical staff, administers contracts, and monitors performance.

As part of the Finance Department's mandate to offer centralized purchasing services, a new purchasing webpage was created to be the City's first point of contact for vendors. This webpage communicates the City's procurement policies, goals, and values to those who seek to do business with us.

Recycled tree clippings turned into valuable mulch are offered to Moorpark residents

Interested parties can now sign up to be notified of new Bids/RFP opportunities, view our terms and conditions, and review the documents that govern how the City does business.

Finance has been working to update the purchasing ordinance, which was a previous City Council Goal. Updates to Chapter 3.04 Purchasing Ordinance are underway to establish updated principles and practices that govern business purchasing and procurement activities for all goods, supplies, materials, equipment, and services.

Moorpark Administrative Procedure (M.A.P.) 70 "Federal Grant Funding Procurement Standards of Conduct, Uniform Guidance" required mirroring updates to reflect the changes to the U.S. Code of Federal Regulations, Title 2 Grants and Agreements, Part 200 Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards and Subpart D Post Federal Award Requirements. M.A.P. 70 was revised to include these updates on October 22, 2021.

Parks, Recreation and Community Services

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

- ***Active Adult Center***
- ***Administration***
- ***Art in Public Places***
- ***Facilities***
- ***Lighting and Landscaping Maintenance Assessment Districts***
- ***Moorpark City Library***
- ***Open Space Maintenance***
- ***Property Management***
- ***Park Maintenance and 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, and 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 offers programs, services, and activities to adults age 55 years and older including provision of the Senior Nutrition program.

Sunset from the top of Miller Park

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

Staff from the Parks, Recreation and Community Services and Public Works Departments updated the FY 2021-22 Five Year CIP and presented it to the Planning Commission in April 2021. The CIP was found to be in conformance with the Moorpark General Plan, with the exception of the Moorpark Avenue Widening Project (C0004), 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 2021/22 when it was presented to the City Council on June 16, 2021. City Council adopted Resolution No. 2021-4014 approving the five-year CIP for FY 2021/22 - 2025/26.

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 a number of years. In September 2020, the City Council approved the Civic Center Master Plan, which contemplated the location for the new City Library, Civic Center, and opportunities for future development. The 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

Parks, Recreation and Community Services Cont.

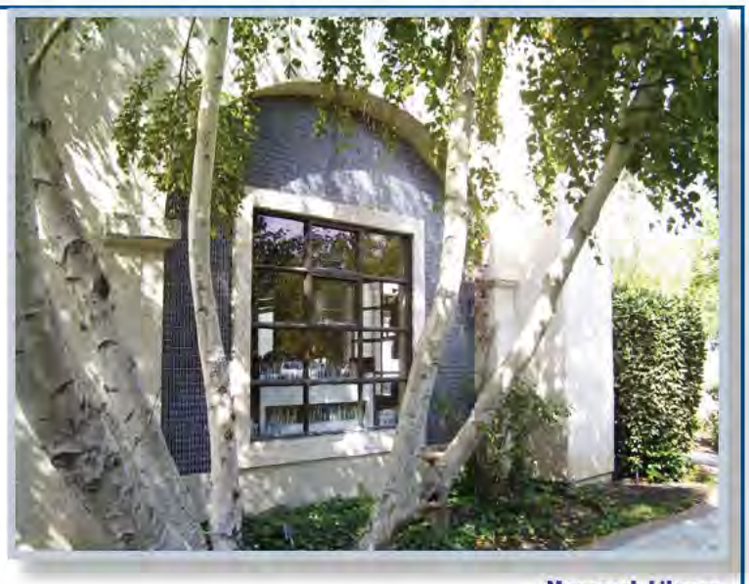
New City Library Cont.

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.

The community outreach efforts continued into 2021, culminating with a workshop involving the City Council. The City Council approved the building scheme for the new library but had concerns regarding the proposed design schemes. Staff went back to work with the architect to make modifications to the schemes consistent with City Council direction; however, it became apparent that a change was needed. A decision was made to terminate the Agreement with the architect, without fault, and release a Request for Proposal for a new architectural firm. The process commenced in October 2021, and on December 15, 2021, LPA, Inc., was selected as the new project architect.

Water Rate Increases

In November 2021, Joseph Pope, Director of Water and Sanitation for Ventura County Waterworks District No. 1 (District) presented to the City Council the District's 2022 water rate proposal. The District's proposal included a 3.5% commodity adjustment for M&I users (municipal and industrial) and a 9.8% 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 recommended for agricultural customers in 2022 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 that 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.



Moorpark Library

The new rates will go into effect starting in July 2022, instead of January as in prior years, in order to better align with the District's fiscal year budget. Additionally, the District intends to initiate a Pass-through Rate in future years starting in 2023. The Pass-through Rate is allowed per Government Code section 53756 and will directly align with the rate increases proposed by Calleguas Municipal Water District. Calleguas is the local wholesale water provider and supplies approximately 80% of the District's water.

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, 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, recorder, painting, and weekly movies.

Due to COVID-19, all programs and classes, except for the Senior Nutrition Program and two virtual classes, were suspended in 2021 until September. Classes were offered again starting September 7, 2021, however on-site congregate lunch was postponed until January 3, 2022.

ACTIVE ADULT CENTER (AAC) CONT.

Senior Nutrition Program

The Senior Nutrition Program (SNP) continued during the COVID closure; however, all SNP meals were delivered to seniors in 2021 with no onsite meals. Meal donations totaled $3,108.45 in 2021 with $2,148.45 coming from COVID program participants and $960 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 participants are unable to physically attend the congregate meal site. However, due to the AAC closure because of COVID, all seniors over 60 years old qualified for meal delivery. The total number of meals delivered in 2021 was 25,169, an increase of 12% from 2020 but an increase of over 200% from non-pandemic times. The number of home delivered meal participants increased from 30 to an average of over 110.

- ☆ Home Delivered Meals
  25,169
- ☆ SNP Volunteers
  15 Volunteers / 1,053 hours

Cost Recovery Policy

Due to the COVID-19 closure of the AAC, all in-person classes were cancelled until September 7. Two classes were offered virtually: Line Dancing and Strength Training. Line Dancing was taught virtually by volunteers and there was no charge to participants to attend virtual class. Strength Training was offered virtually as well and was taught by a contract instructor. This class was deemed a beneficial class for home-bound seniors and therefore, no fee was charged for virtually attending class. Since no fees were recovered, the Strength Training class did not meet the Cost Recovery Policy in 2021 prior to September 7. After the AAC reopened, the City offered in-person Strength Training for a fee of $1 per class or $10 per month. The City recouped $405 after

Active Adult Center

September 7, 2021, which was 29% of the program's costs in 2021. No other classes in 2021 fall under the Cost Recovery Policy.

Special Events - Virtual Classes

- ☆ Weekly Virtual Line Dance Class
- ☆ Weekly Virtual Strength Training Class

ART IN PUBLIC PLACES

Arts Master Plan

The Draft Arts Master Plan went through several rounds of administrative and Ad Hoc Committee review during the winter/spring of 2021. On June 17, the Arts Commission considered the Draft Arts Master Plan and recommended its approval to the City Council. On October 6, the City Council considered and approved the Draft Arts Master Plan, with one revision adding diversity to the commitments listed in the Plan's Mission Statement. In support of the newly adopted Arts Master Plan, on November 17, the City Council amended the Municipal Code updating the duties and responsibilities of the Arts Commission to include advising the City Council on the development, modification, and implementation of ordinances, policies, and procedures related to arts and culture in the city.

ART IN PUBLIC PLACES Cont.

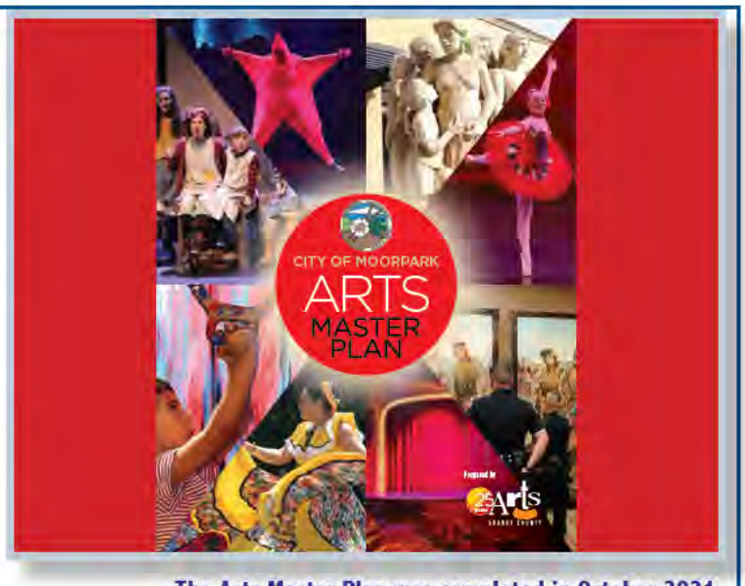
Moorpark Station North Parking Lot Public Art

On November 16, the Arts Commission considered and approved a draft Request for Qualifications (RFQ) for proposals for the design, fabrication, and installation of a new Art In Public Places project at the Moorpark train station north parking lot, located at 300 E. High Street. The goal of the project is a public art installation to serve as a welcoming gateway to the City that celebrates the history and cultural significance of the railroad for the Moorpark community and respects the small-town character of Old Town Moorpark. The RFQ will be released in January 2022, and it is envisioned that design, fabrication, and installation will parallel the scheduled train station north parking lot renovation.

LIBRARY

The Moorpark City Library is responsible for providing adult, teen, and children's library services to the residents of Moorpark. The library staff are focused on enhancing the collection and increasing community outreach to provide continued avenues of learning to residents. The City utilizes the services of a private contractor, Library Systems & Services (LS&S), to operate and staff the library.

The Moorpark City Library was closed to the public from March 13, 2020 to April 1, 2021, due to Ventura County's Stay Well at Home Order. As part of the closure, in 2020 the Library operations agreement with 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 2020 to include 40 hours of curbside service and in July 2020 to restore courier services. Staffing was restored to 7.5 FTE in March 2021.



The Arts Master Plan was completed in October 2021

While in-person services were suspended, staff focused on increasing website and social media activities to engage and connect with patrons. Staff created helpful videos and content that showed patrons how to access library resources from home, how to make crafts using simple and common materials, and offered themed reading suggestions. The Library's YouTube channel had 1,078 views in 2021 which is equivalent to 36 hours watched.

Access to digital materials and resources was more important than ever during the pandemic. In 2021, the Moorpark City Library began offering the following resources:

- ☆ JobNow & VetNow - These workforce tools help patrons gain employment, learn new skills, change careers, and prepare for certification testing in a variety of fields.
- ☆ Chromebooks - As a participant in the CARES Act Bridging the Digital Divide project with the California State Library and the Southern California Library Cooperative, the Moorpark City Library received funding for eight Chromebooks for community use. These devices are available for patrons to use in the library and for library programming.
- ☆ PressReader – This service allows patrons to get unlimited access to more than 7,000 newspapers and magazines from around the globe.

LIBRARY CONT.

- ☆ GetSetUp – GetSetUp is a social learning platform for individuals 50+, taught by peers. The classes are live and consist of digital learning, physical health, mental health, social health, and vocational health. Patrons receive a pass or code to be able to access all the classes they would like to participate in for a month at a time.
- ☆ LinkedIn Learning – LinkedIn Learning provides library patrons with unlimited, cost-effective access to great content from Lynda.com that focuses on the skills needed to land jobs that are currently in demand and in a variety of languages.

Library staff found creative ways to safely adapt Library programming for all ages without placing patrons and staff at risk. Staff presented 49 live, virtual storytimes on the Library's YouTube channel and Facebook page. Weekly storytime kits with crafts and activities were available for pick-up. Staff initially planned Zoom activities for children and teens. They quickly realized that after Zooming all day for school, students did not want another Zoom program. As a result, staff created take home kits. Each kit contained detailed instructions and a link to a pre-recorded instructional video. Popular activities included: giant bubbles, salt dough haunted houses, DIY speakers, and catapults.

Children's Programs: Events and Attendance

- ☆ School Visits to the Library - Total Attendance: 178
- ☆ Group Visits to the Library - Total Attendance: 244
- ☆ Color a Smile - Total Attendance: 10
- ☆ Fun Fridays/Gametime - Total Attendance: 126
- ☆ Mystery Club - Total Attendance: 3
- ☆ PJ Storytime - Total Attendance: 122
- ☆ PJ Storytime in the Parks - Total Attendance: 329
- ☆ Preschool Storytime - Total Attendance: 161
- ☆ Reading Buddies - Total Attendance: 17

Residents enjoy the Library (picture prior to COVID)

Teen Programs: Events and Attendance

- ☆ Comic Book Club - Total Attendance: 5
- ☆ Finals Study Night - Total Attendance: 13
- ☆ Tabletop Teens - Total Attendance: 0
- ☆ Teen Advisory Group - Total Attendance: 23
- ☆ Outreach to Schools - Total Participants: 20
- ☆ Teen Volunteer Training - Total Attendance: 41

Adult Programs: Events and Attendance

- ☆ Book Club for Adults - Total Attendance: 77
- ☆ Crafty Adults - Total Attendance: 143
- ☆ Read It & Eat It - Cookbook Discussion Club - Total Attendance: 7
- ☆ Betty Crocker and Her Cookbook That Changed America (virtual presentation) - Total Attendance: 21
- ☆ The Whys and Whens of Car Maintenance (virtual presentation) - Total Attendance: 11

Outreach Events

- ☆ Big Truck, Big Read - Total Attendance: 290
- ☆ Summer Camp Out - The Children's Librarian read scary stories and led a scavenger hunt for 40 participants
- ☆ Haunted High Street - 325 crafts completed, including pumpkins
- ☆ Holiday on High Street - 221 ornaments decorated

Parks, Recreation and Community Services Cont.

LIBRARY CONT.

Library Statistics – 2021

Circulation	Cards Issued	Holds Placed	Overdrive Circulation
83,282	835	19,175	8,160
Brainfuse Sessions	**Kanopy**	**Tours**	**Computer Log-ins**
3,488	2,140	4	1,791
Programs	**Program Attendees**	**Volunteers**	**Volunteer Hours**
201	3,006	111	202
Hours	**Facebook Follows**	**Instagram Follows**	**Unique Webpage Views**
1,213	1,413	1,051	23,868

LIGHTING AND LANDSCAPING MAINTENANCE ASSESSMENT DISTRICTS

Landscapes, Parkways, Medians, Slopes, and Trees

Staff has contracted with West Coast Arborists for the completion of a GPS-based inventory of all City-owned trees. This project began in July 2021 and is currently ongoing with a projected completion date of February 2022. Staff also identified areas of wildfire clearance concerns adjacent to homes in the area of Peach Hill Wash and worked directly with the Ventura County Fire Department (VCFD) to complete the wildfire abatement utilizing VCFD resources, saving the City approximately $50,000 in labor costs.

The City now has a Certified Arborist on staff after our Parks and Facilities Supervisor obtained their Certified Arborist Certificate from the International Society of Arboriculture. The City has been without an arborist on staff for several years.

Trees in the city

Monument Signs

In May 2021, staff released an informal bid for the procurement and installation of monument signs at locations on Tierra Rejada Road (west of Hwy 23), Grimes Canyon Road (north of Championship Drive), and Princeton Avenue (north and south of Hwy 118). In September, the project was awarded to Express Sign & Neon. This project is currently underway and although material supply chain issues have caused several delays, Express Sign & Neon continues to remain diligent in pushing the production process forward. We anticipate the final installation of these monument signs to be completed in early spring 2022.

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

Trail Feasibility Study

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

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

and a loan of $41,000 which will be repaid by the grant funds. Work on the project began in early 2021.The City's consultant has identified different trail alignments and has been meeting with various stakeholders and regulatory agencies to determine the feasibility of the different trail alignments. The feasibility study is scheduled to be finalized and presented to the MWPRCA Board in March 2022.

Fire Resiliencey Grant

As part of the fiscal year 2021/22 budget, the State of California allocated $536 million to a statewide Wildfire Prevention Early Budget Action Funding Plan to help improve California's wildfire resilience. From this funding, the Santa Monica Mountains Conservancy (SMMC) was allocated $12 million to be used for Fire Resiliency Projects within the Santa Monica Mountains and Rim of the Valley Corridor Zone which connects the SMMC to surrounding mountains.

In November 2021, MWPRCA was awarded $217,000 in funding to complete a project to remove eighty (80) California Pepper Trees (*Schinus molle*) and replace them with one hundred (100) Coast Live Oak trees (*Quercus agrifolia*) directly adjacent to the City's border along the north property line of the 80-acre property. The grant requires a minimum of 10% match funding, which will ultimately come from the city as a donation to the MWPRCA. *Schinus molle* are classified as an invasive weed and are prohibited in High Fire Severity Zones. This project will ultimately reduce future fire risk along the city's urban boundary and increase natural habitat.

Tierra Rejada Park awaits the inclusive playground

PARK MAINTENANCE / IMPROVEMENT

Inclusive Playground at Tierra Rejada Park

Construction documents for the new inclusive playground at Tierra Rejada Park were completed in January 2020, and staff submitted a grant application on February 3, 2020. As of the end of 2021, staff was still awaiting official notification of grant award from California State Parks.

Park Repairs and Improvements

Staff solicited bids from contractors to complete deferred maintenance and repairs on outdoor shade or restroom structures in various City parks. Included in this project is the replacement of deteriorated fascia and other structural components of various pavilions, gazebos, pergolas, and restroom facilities that had been deferred for several years. Staff completed the installation of noise attenuation materials on the pickleball court at Tierra Rejada Park in order to lessen the noise pollution impact for neighboring residents. Staff was also able to procure a contractor for playground repair services and complete the installation of replacement parts on various playgrounds. Staff has also renewed our agreement and continued our working relationship with the Ventura County Probation Agency to utilize probation agency work crews to provide the labor for mulching all City parks. This agreement has resulted in a substantial cost savings for the City.

Parks, Recreation and Community Services Cont.

PARK MAINTENANCE / IMPROVEMENT Cont.

Parks and Landscape Service Level Reductions

On October 1, 2020, the contractual agreements for Landscape Maintenance Services for the Parks and subsidized Landscape Maintenance Districts (LMD's) were amended to reduce certain service levels to a monthly cost savings of $12,539.10 ($150,469.20 annually) for the Parks and $4,172.62 ($50,071.44 annually) for the subsidized LMD's. This cost reduction was completed through the revision of each agreement's respective Scope of Work to reduce certain service levels from weekly to monthly, reduce the time requirement for an on-site Supervisor, reduce the requirements for an on-site Irrigation Technician, eliminate the requirement for quarterly fertilization, and transfer responsibility for the purchase of irrigation components from the contractor to the City. City staff has since assumed the responsibility for regular fertilization and turf management practices that were removed from the contracts.

Arroyo Vista Community Park (AVCP) Electric Vehicle (EV) Chargers

In January 2021, the City was awarded a Carl Moyer Memorial Air Quality Standards Attainment Program Grant (Carl Moyer Grant) by the Ventura County Air Pollution Control District in the amount of $22,904 to partially fund the installation of two dual-port EV chargers at AVCP. In July, the City Council authorized staff to apply for California Electric Vehicle Infrastructure Project (CALeVIP) grant funding which, if successful, will provide additional funding in the amount of $14,000 for the project. CalEVIP grant awards are expected to be announced in spring 2022 and are applicable to projects started after June 2, 2021. In December, the City Council approved a contract with Turnkey Energy for procurement and installation of the EV chargers and authorized staff to move forward with the project. Installation is expected to be completed in May 2022.

California Poppies blooming at County Trail Park

Mayor's Monarch Pledge

On March 31, 2021, the City of Moorpark signed the National Wildlife Federation's Mayor's Monarch Pledge, a nationwide initiative that encourages cities and municipalities to create and preserve monarch habitat and educate citizens about how they can make a difference at home. Staff subsequently engaged in various activities in support of this program including hosting a native seed swap and distributing pollinator habitat information at the City's annual Moorpark Earth Festival and Arbor Day Celebration on May 1, 2021.

On July 21, 2021, the City Council adopted Resolution 2021-4031 supporting the preservation and enhancement of pollinator habitat in Moorpark. Staff intends to add California native milkweed seed to the seed mix during the scheduled renovation of Country Trail Park in spring 2022.

FACILITIES - MAINTENANCE/ IMPROVEMENT

TESLA Battery Wall Project

In September 2020, TESLA approached the City with a battery power solution for the Police Service Center (PSC). The Tesla system has been designed to provide enough power to allow the PSC to operate during normal conditions, ultimately saving approximately $16,223 per year in electrical costs. The system will provide 928 kWh of power which is sufficient for the PSC to

FACILITIES - MAINTENANCE/ IMPROVEMENT Cont.

TESLA Battery Wall Project Cont.

operate for up to 22 hours when fully charged. This is enough power to run 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. The total Self Generation Incentive Program (SGIP) incentive for the Tesla equipment is $884,000. There is no cost to the City for this equipment, as funding is available through the SGIP. This project was completed December 13, 2021.

Roofing Project

In December 2020, staff started the roofing repair project at the City Hall Community Center and the Library. This project was completed on January 28, 2021.

Arroyo Vista Community Park Gas and HVAC Upgrade Project

In September 2021, the Arroyo Vista Community Park Gas and HVAC upgrade project went out to bid, and the project was awarded in October 2021 with a start date to be determined. This project will upgrade the gas line and HVAC systems at the recreation center and the gymnasium.

Police Service Center

The Bullet Proof Glass replacement project was completed near the end of May 2021. Twenty-three panels of glass around the perimeter of the Police Service Center were replaced.

PROPERTY MANAGEMENT

High Street

Negotiations with the Daly Group, Inc. for the property on the south side of High Street concluded

Tesla Battery unit at Moorpark's Police Services Center

PROPERTY MANAGEMENT Cont.

in 2020. The Disposition and Development Agreement (DDA), Development Agreement (DA),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.

In 2021, an amendment was approved to the DDA to allow for a later escrow closing date. This will allow the Daly Group and the City to negotiate further on some property remediation items that came up as a part of the developer's due diligence.

Grand Pacific Asset 2

Negotiations ended under the Exclusive Negotiation Agreement with Grand Pacific Asset 2 for several housing properties for an affordable First Time Home Buyer project on Charles Street, as well as for a mixed-use development with residential and commercial at 467 High Street. The developer is pursuing another course of action for the affordable component of their project.

500 Los Angeles Ave.

After many years of negotiation and after determining the appropriate post-redevelopment property disposition process, the property at 500 Los Angeles Avenue was sold to Tom Lindstrom RV, and on December 30, 2021, escrow closed. This sale keeps a top sales-tax-producing business in Moorpark.

Parks, Recreation and Community Services Cont.

RECREATION

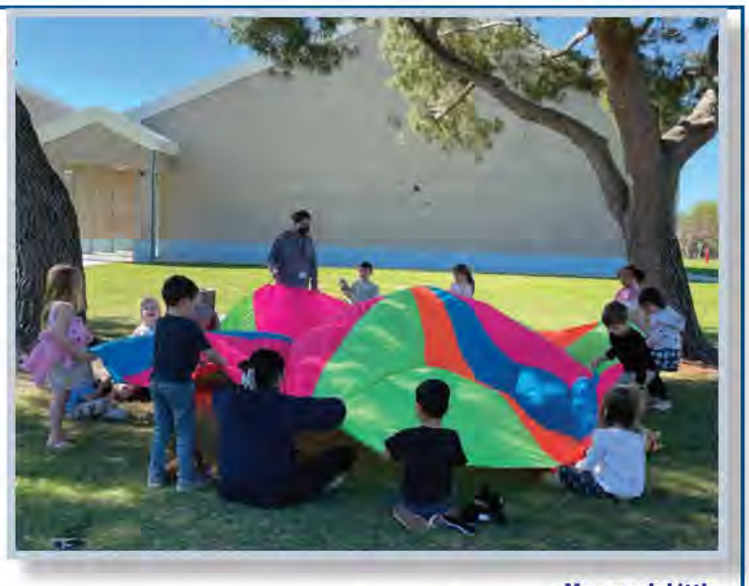
The Recreation Division is responsible for the development, implementation, and promotion of recreation activities and programs offered to the public by the City. A variety of programs and activities are offered throughout the year, including Moorpark Little Learners Academy Preschool; day camps; recreation classes; specialty camps; youth and adult sports leagues; and community events including the 3rd of July Fireworks Extravaganza, Moorpark Earth Festival, and seasonal or holiday events.

The Recreation Division also oversees the Teen Council; park and facility rentals; quarterly City newsletter and recreation guide; and coordinates with the many youth sports organizations that operate within the City of Moorpark using City parks and facilities. The Recreation Division is located in the Arroyo Vista Recreation Center (AVRC) at Arroyo Vista Community Park (AVCP) .

Moorpark Little Learners Academy

The 2020/21 school year started in September 2020, with COVID-19 protocols in place. The program was not filled to capacity, as several withdrawals took place due either to parents' concerns about the pandemic, parents working from home, or families moving out of the area. Holiday parties and special events for the program were significantly altered to comply with public health orders while still offering as much normalcy to the students as possible.

Preschool continued in winter and spring 2021 with COVID-19 protocols in place. Over the course of the school year, program enrollment was over 90% capacity. For two weeks in January, at the height of the winter 2021 COVID-19 surge, class was cancelled for two weeks due to one student and one employee testing positive for COVID-19, and several potential exposures (family members of students testing positive). This resulted in a decrease in revenue, as credits/refunds were issued for COVID-19 related cancellations.



Moorpark Little Learners Academy students in 2021

The 2021/2022 school year started in September 2021 with COVID-19 protocols still in place, including face coverings for students and staff. While the program had good enrollment for the new school year, it did not fill to capacity. In the four-year-old class, 20 of 22 spaces were filled, 19 of 20 spaces filled in the three-year-old class, and the two-year-old class had 8 spaces (M/W) and 10 spaces (Tu/Th) of 12 spaces filled. The program ran smoothly through December 2021, with parties and events modified due to the continued pandemic.

Recreation Classes

A variety of recreation classes are offered throughout the year, including sports, dance, baking, technology, art, and music. Most classes are held at the Arroyo Vista Recreation Center and Community Park. This year, an increased number of classes were taught directly by City staff rather than contract instructors. This has resulted in fewer cancellations, better customer service, and increased net revenue to the City.

After a trend of increasing enrollment in 2019, the COVID-19 pandemic temporarily ended this trend. All classes were cancelled in spring 2020, and they resumed after July 1 with lower-than-normal enrollment. By fall of 2020, class enrollments began to increase again. Going into winter 2021, class enrollments increased significantly with December enrollments very high. However, in early December, the State issued a regional stay-at-home order, which

RECREATION CONT.

Recreation Classes Cont.

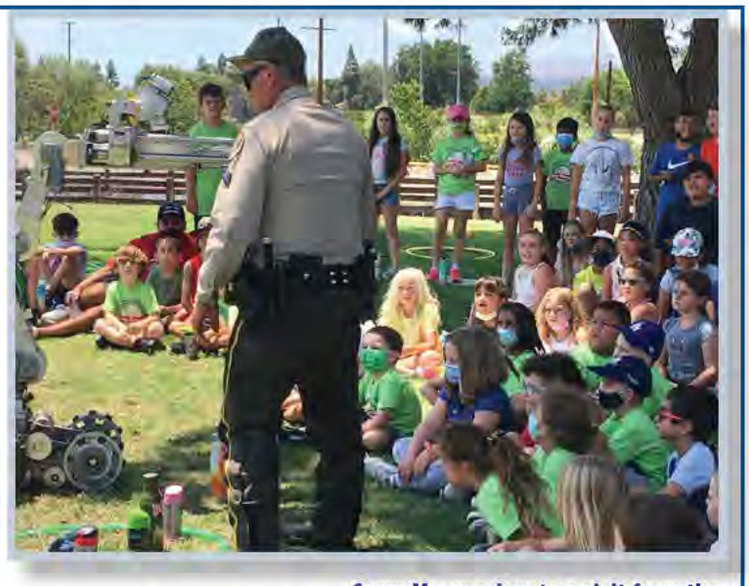
resulted in all indoor and non-sports related classes being cancelled from the 2nd week of December through January. Despite these cancellations, Winter 2021 enrollments were the highest since 2008, and were higher than 17 out of 22 previous seasons. The increased enrollment trend continued in spring 2021, with record enrollment numbers. Enrollments began to stabilize and return to more typical enrollment numbers for summer and fall 2021.

Specific class enrollment and revenue figures are included in the Recreation Division's annual Cost Recovery Report.

Camp Moorpark

In Fall 2020, when schools started with distance-only learning (and then proceeded to offer only partial-day in-person instruction), a new camp program was launched. B.A.S.E. Camp (Before and After School Enrichment). This program continued into 2021 and ended on May 28, 2021. Regular Moorpark Unified School District school-free camp sessions were also offered during winter, spring, and fall 2021.

Summer camp continued to be impacted by the COVID-19 pandemic. While not as extensive as during summer 2020, various COVID-19 protocols continued to be in place. These included the use of cohorts (with group size expanded from a maximum of 10 to a maximum of 36 campers), outdoor check-in/out, enhanced cleaning and sanitizing, and indoor masking. The program ran smoothly, and enrollment increased significantly compared to 2020. In summer 2020, average daily attendance (ADA) was 52.71 (due to the extensive COVID-19 restrictions). In summer 2021, ADA was 90.92. This is higher than both 2019 and 2018 summers, and similar to 2017 (ADA of 91.5). Enrollment and revenue figures are included in the Recreation Division's annual Cost Recovery Report.



Camp Moorpark gets a visit from the Ventura County Sheriff Bomb Squad Unit and their robot

Sports Leagues

Due to the COVID-19 pandemic, all sports leagues were canceled for the winter 2020/2021 season.

In spring 2021, softball returned, with a low participation of six teams. The Youth Basketball League also returned in spring, playing outdoor on the multiuse court. Enrollment was slightly lower than recent seasons. An adult cornhole league and a pickleball tournament were also held in the spring, both of which were very successful.

In summer 2021, the adult basketball league returned, with strong enrollment of six teams on Monday and eight teams on Thursday. Softball continued with six teams. The Youth Basketball League was also able to move back into the gym in the summer.

For fall 2021, all leagues were running. Softball saw an increase in participation, with six men's teams and four coed teams. Adult basketball saw a decline; Thursday filled with eight teams, but the Monday division was cancelled. Youth Basketball also saw lower-than-average enrollment. Another successful pickleball tournament was held in the fall.

RECREATION CONT.

Events

Events are supported by the City's annual event sponsors. 2021 sponsors included the following businesses:

- **Platinum**: ProDoc/Kytel
- **Gold**: Ventura County Credit Union, Lucky Fools Pub
- **Silver**: Moorpark Karate & Krav Maga, Level 3 Martial Arts Performance, Party Props Rentals

Easter Egg Hunt

In anticipation of continued COVID-19 public health restrictions, this event was not scheduled for 2021. In lieu of the Easter Egg Hunt, the Recreation Division planned and implemented a Breakfast with Bunny event in compliance with COVID-19 protocols for outdoor dining. The event was held on March 27 and April 3 at the Peppertree Pavilion, with three sessions available on each date (7:45 a.m., 9:00 a.m., and 10:15 a.m.). Aside from the 7:45 a.m. session on March 27, all sessions were filled to capacity. The event featured a pancake breakfast, a spring craft packet, a photo opportunity with the Easter bunny, and an individualized egg hunt (children were given a brightly colored egg carton to fill with pre-filled Easter eggs). The event ran smoothly with positive feedback from attendees.

Moorpark Earth Festival

The 2021 Moorpark Earth Festival and Arbor Day Celebration was held on Saturday, May 1 from 9:00 a.m. to 1:00 p.m. at parking lot B of the Arroyo Vista Community Park. The event featured eco-friendly vendors, gardening resources, free trees, a monarch butterfly conservation display, and the Community Yard Sale with 27 yard sale entries. Overall, the event went well. The prior year's 2020 event had been scheduled for Saturday, April 25, but was cancelled due to the COVID-19 pandemic.

Fireworks returned to Arroyo Vista Park July 3, 2021

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 or 2021.

3rd of July Fireworks Extravaganza

The Fireworks Extravaganza returned in 2021 with all of the normal activities, including food vendors, attractions, the presentation of the American flag, and live music. For the first time, presale tickets were available in an on-line format with ticket QR codes scanned at the gate. Due to the pandemic, the number of food vendors decreased significantly, and food courts were reduced from three to two. The attraction area was also modified to reduce enclosed attractions. Live music was provided by two bands, Ignition and Young Dempsey. Overall, the event ran smoothly, with about 13,000 in attendance.

Movies in the Park

The 2021 summer schedule included three screenings:

- ☆ Moana on June 19 (415 attendance)
- ☆ Galaxy Quest on July 24 (168 attendance)
- ☆ Trolls World Tour on August 21 (197 attendance)

Due to COVID-19 protocols, advance purchase tickets were required. The drive-in style program that was implemented in 2020 was no longer required, and the event returned to its typical format.

RECREATION CONT.

Events Cont.

Summer Camp Out

The 2021 Summer Camp Out was held August 13 to 14 at Arroyo Vista Community Park. The event featured an individually-plated BBQ dinner and pancake breakfast, craft activities, and s'mores making. Participants brought their own tent and gear for overnight camping in the park. A total of 186 people registered for the event, which is a record high. The event ran smoothly with positive feedback from attendees.

Concerts in the Park

The 2021 concert series featured a total of six concerts:

- ☆ Raymond Michael as Elvis on June 5 (948 attendance)
- ☆ Moorpark Symphony Orchestra on July 17 (570 attendance)
- ☆ The Blue Breeze Band on August 7 (525 attendance)
- ☆ Heathers on Fire on September 4 (532 attendance)
- ☆ Moorpark Symphony Orchestra on September 18 (700 attendance)
- ☆ Silver Lining on October 2 (250 attendance).

For the summer concerts, presale tickets were required. The ticket requirement was eliminated for the fall concerts. All concerts were held at Arroyo Vista Community Park.

Haunted High Street

Haunted High Street returned in 2021 on Sunday, October 31 from 4:00 to 7:00 p.m. The event featured Trunk-or-Treat, a carnival with games and attractions, a live disc jockey, photo opportunities, and food vendors. The haunted house attraction was not held this year, due to the condition of the Maria's restaurant building. Instead, a giant inflatable "alien invasion" laser tag attraction was offered. The event ran smoothly with about 4,500 attendees.

Moorpark Symphony Orchestra at Arroyo Vista Community Park Sept. 18, 2021

Holiday on High Street

This event was held on Saturday, December 4 on High Street, and it was organized by a group of community leaders under the auspices of the Moorpark Morning Rotary Club. The City co-sponsored the event, providing police services and handling the street closure. This year, Holiday on High Street returned to the traditional street fair with a snow play area, crafts, and food vendors. The event also featured 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 individuals.

Breakfast with Santa

Breakfast with Santa was held on December 11 and 12, with two seating times available on each date. The event featured a breakfast (pancakes, sausages, eggs, juice, and coffee bar), stories by Santa, coloring pages, and a photo opportunity with Santa. Enrollment was slightly lower than normal, with 275 attendees compared to 299 in 2019 and 311 in 2018 (the 2020 event was canceled due to COVID-19). Lucky Fools Pub was a featured sponsor, providing the eggs and sausages. Participants enjoyed the event.

RECREATION CONT.

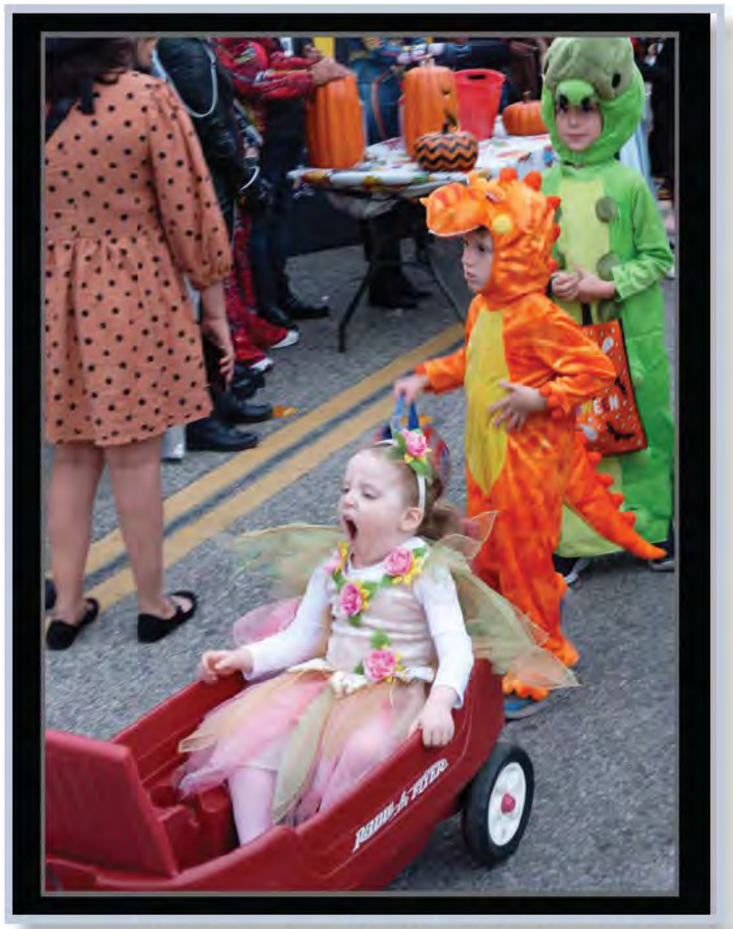
Holiday Movie Marathon

The Holiday Movie Marathon was held on Saturday, December 18 from 10:00 a.m. to 7:00 p.m. at the High Street Arts Center and featured a variety of family-friendly holiday films. The concession stand was closed due to the theater's COVID-19 protocols. Overall attendance for the event was much lower than prior years, particularly for the feature length films. The shorter children's films had the best attendance.

Parks and Facilities

New, visually engaging park rules signs were created and installed in all City parks.

Cheerleaders wow the crowd at Moorpark Country Days



All that excitement at Haunted High Street can be tiring...

Skate Night at the Multipurpose Court at AVRC - October 2021

Public Works

The Public Works Department is responsible for a number of maintenance and service programs, including engineering; street maintenance; public transit; storm water; Animal/Vector Control; management of preferential parking; and parking enforcement programs. 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 Public Works Department is also responsible for the formation and administration of the City's Maintenance Assessment Districts.

CAPITAL PROJECTS

Princeton Avenue Improvement Project

The project scope of the Princeton Avenue Improvement Project consists of reconstruction of approximately 3,600 feet of Princeton Avenue, from the east of Spring Road to Condor Drive. The proposed improvement includes retaining wall structures, screen walls, graded slopes, and storm drainage facilities to accommodate the widening of Princeton Avenue for 8-foot bike lanes, 12-foot vehicle travel lanes (one in each direction), 14-foot left turn lane, and pedestrian sidewalks.

On January 7, 2021, Caltrans Office of Permits approved the City's Encroachment Permit Rider for acceptance of the Hazardous Waste reports associated with construction within State right-of-way.

On August 5, 2021, the City obtained NEPA (National Environmental Policy Act) Re-Validation for a minor scope change to the project to include a pedestrian sidewalk along the north side of Princeton Avenue.

Princeton Avenue - Rendering of Completed Project

On August 12, 2021, a Right-of-Way Certification was granted by Caltrans.

On November 18, 2021, Project Authorization to Proceed was granted from Federal Highway Administration (FHWA) and provided clearance for the City to advertise the project for construction bids.

In 2022, bid openings will be scheduled, and subsequently, a contract for construction of the project will be awarded.

2021 Sidewalk Rehabilitation

On June 2, 2021, the City Council approved the Design Specifications for the 2021 Sidewalk Rehabilitation Project. A Public Notice inviting sealed bids was published on July 1 and 8, 2021 with a bid opening date on July 30, 2021. A total of nine construction bids were received, with the lowest responsible and responsive bidder being FS Contractors, Inc.

On September 1, 2021, the City Council awarded a construction contract in the amount of $242,001.10 to FS Construction, Inc.

The project is expected to be completed in February 2022. A total of 19,227 square feet of sidewalk and 189.5 linear feet of curb and gutter are to be replaced in the formerly designated Redevelopment Area of the City.

CAPITAL PROJECTS Cont.

Slurry Seal (Downtown-Shasta Area)

On September 2, 2020, the City Council awarded a construction contract to Toro Enterprises, Inc. for the 2020 Slurry Seal and Pavement Rehabilitation Project in the amount of $1,274,094. The completed project scope of work consists of crack-filling, placement of approximately 661,000 square feet of Type 2 slurry seal, and removal and replacement of approximately 144,000 square feet of asphaltic concrete pavement on local residential streets in the Walnut Acres and Moorpark Estates neighborhoods. Construction started on November 16, 2020 and the Notice of Completion was recorded on June 11, 2021.

After several weather and health and safety related delays, slurry seal of the Downtown and Shasta project area was finally completed on May 7, 2021.

Metrolink Station North Parking Lot Expansion

The project will convert a vacant lot in the Metrolink North Parking Lot into a formal parking lot, adding an estimated 35-40 parking stalls. It will also include improvements along High Street to the sidewalk, bus stop/shelter, and site signage.

City Council approved plans and specifications for the project on September 1, 2021. Bid advertisement began on September 5, 2021, with a mandatory pre-bid meeting on September 29, 2021, and bid opening was on October 6, 2021. City Council approved a contract to winning bid contractor, F.S. Construction, Inc., on November 17, 2021. Construction is scheduled to start in March 2022.

2021 Pavement Management Program

The public streets and roadway system is the largest capital asset that the City owns, operates, and maintains. A Pavement Management Program (PMP) is an asset management tool that cities and municipalities use to analyze and evaluate the existing pavement conditions throughout its street network and to prioritize future investments for maintenance and rehabilitation that will extend pavement life. A PMP provides an objective analysis of the existing pavement conditions and is used to develop street maintenance budgets and provide recommendations for scheduling rehabilitation and repair.

The North Metrolink Parking Lot will be renovated in 2022 after a contract was awarded in November 2021.

On November 3, 2021, a contract was awarded to IMS Management Services, LLC to provide professional services for a Pavement Management Program.

Accomplishments

- ☆ Completed conversion of 45 downtown decorative streetlights on High Street from High Pressure Sodium to Light Emitting Diode.
- ☆ Final engineering Approvals for:
  - ✶ Tract 5906 A-B Industrial Development Subdivision
  - ✶ Amazon Distribution Center
- ☆ Processed and inspected 200 encroachment permits for work within City rights-of-way.
- ☆ Upgraded parking citation processing software.
- ☆ A total of 2,133 parking citations were issued and a total 798 parking citation appeals were received and processed.
- ☆ Princeton Avenue Improvement Project federal funds obligated for:
  - ✶ State Encroachment Permits
  - ✶ Right-of-Way Certification
  - ✶ Project Authorization to Proceed with Construction from FHWA

Public Works

CAPITAL PROJECTS Cont.

Accomplishments

- ☆ Public Works Staff Promotions
  - ✶ Dan Kim promoted to City Engineer/ Public Works Director
  - ✶ Shaun Kroes promoted to Public Works Manager
- ☆ Hired three Public Works Staff
  - ✶ Michelle Woomer, Administrative Assistant II
  - ✶ Jorge Morales, Maintenance Worker I
  - ✶ Ariane Quizon, Assistant Engineer

Public Works crew keeping roads smooth in July 2021

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.

Accomplishments

- ☆ Moorpark Public Transit Ridership
  - ✶ Passengers – 15,773
  - ✶ Daily Average – 62
- ☆ Local ADA Paratransit and Senior Dial-A-Ride Services
  - ✶ East County Transit Alliance Ridership – 458 passengers
  - ✶ IntraCity – 994 passengers
- ☆ Continued to provide free fares in response to COVID-19 impacts
- ☆ Secured additional funding in the amount of $429,565 from American Rescue Plan Act (ARPA)
- ☆ Awarded contract to First Transit to provide a pilot mobility on-demand rideshare program
- ☆ Amended contract with RideCo to provide the rideshare scheduling software and support services along with marketing services for the on-demand rideshare program

Public Works crew striping bike lanes in July 2021

Moorpark City work trucks ready to keep our City streets safe and functional

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***

Moorpark Police Services Center

Accomplishments

- ☆ Safest city in the county
- ☆ #3 safest city in the state
- ☆ Part 1 Crimes at historic low, down an additional 22% from last year's record low
- ☆ New programs started
  - ✶ Catalytic converter anti-theft program
  - ✶ Trailhead signs to educate residents on thefts from vehicles, removing valuables, and locking vehicles
- ☆ Nextdoor and Twitter continue to steadily gain members

In 2021, we gradually started to resume normal activities that had been restricted due to COVID. In addition to our regular duties, the Moorpark Police Department was happy to again provide security for special events such as the 3rd of July Fireworks Extravaganza, Country Days, Haunted High Street, and Holiday on High Street.

On the following pages are charts with the various 2021 metrics listed below and notes on percentage up or down from 2020.

- ☆ Part 1 Crimes (down 22%)
- ☆ Calls for Service (down 6%)
- ☆ Arrests (down 21%)
- ☆ Alarm Calls (down 10%)
- ☆ Traffic Collisions (up 11%)
- ☆ Citations (up 15%)
- ☆ Commercial Vehicle Tows (down 12%)
- ☆ Commercial Truck Citations (up 42%)

Moorpark Police engage the public in many positive ways including showing police vehicles to our littlest residents and participating in Haunted High Street's Trunk or Treat.

Moorpark Police Department Cont.

Moorpark Police work with all our residents, including the animals

PART 1 CRIMES (Down 22% to 190)													
2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Homicide	-	-	-	-	-	-	-	-	-	-	1	-	1
Rape	1	1	2	2	-	-	-	-	-	-	-	-	6
Crim. Sex Assault	-	-	-	1	-	-	1	-	-	-	-	-	2
Robbery	-	-	1	-	-	1	-	-	-	-	1	-	3
Assault Aggravated	2	2	1	-	2	-	1	-	1	-	1	-	10
Burglary Residential	-	-	-	2	4	1	-	-	1	1	-	2	11
Burglary Other	-	1	-	-	-	-	-	-	3	-	-	1	5
Theft-Grand	1	7	7	3	1	4	8	3	9	8	6	9	66
Theft-Petty	5	7	5	2	4	4	5	2	6	10	6	12	68
Car Theft	3	-	-	-	1	-	-	-	1	2	4	-	11
Arson	-	-	-	-	-	-	1	-	1	1	4	-	7
Total	12	18	16	10	12	10	16	5	22	22	23	24	190

CALLS FOR SERVICE (Down 6% TO 5,800)													
2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Calls	494	429	474	497	477	500	581	477	468	536	417	450	5,800

ARRESTS (Down 21% TO 1,054)													
2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Arrests	119	91	107	109	85	97	92	66	82	85	58	63	1,054
DUI only	10	17	28	19	9	11	7	13	20	21	16	14	185

ALARM CALLS (Down 10% TO 482)													
2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Total	60	40	35	35	32	37	45	30	32	43	55	38	482
Actual	-	-	-	-	1	-	-	1	1	-	1	1	5

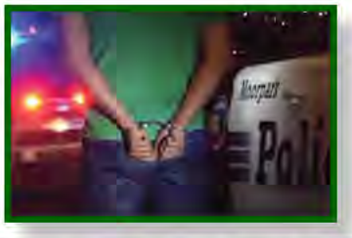
Moorpark Police Department Cont.

Moorpark Police Challenge Coin

TRAFFIC COLLISIONS (Up 11% TO 194)													
2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Non-Injury	4	17	6	7	10	6	6	6	6	6	8	9	91
Injury	5	5	6	6	6	2	4	7	3	4	9	5	62
Hit & Run	2	-	1	2	1	3	3	3	2	2	2	3	24
DUI / TC	-	-	4	1	1	-	2	4	-	2	-	3	17
Fatal	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	**11**	**22**	**17**	**16**	**18**	**11**	**15**	**20**	**11**	**14**	**19**	**20**	**194**

CITATIONS (Up 15% TO 3,008)													
2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Movers	114	230	180	161	145	158	64	126	153	116	113	79	1,639
Fix-it	34	54	87	38	31	23	17	26	21	23	15	50	419
Parking	130	119	138	37	86	98	54	93	45	30	74	46	950
Total	**278**	**403**	**405**	**236**	**262**	**279**	**135**	**245**	**219**	**169**	**202**	**175**	**3,008**

COMMERCIAL VEHICLE TOWS (Down 12% TO 48)													
2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Tows	2	8	11	-	1	7	-	4	2	4	3	6	48

COMMERCIAL TRUCK CITATIONS (Up 42% TO 456)													
2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Movers/ Mechanical	37	41	68	37	30	60	0	23	37	30	27	14	404
Parking	4	5	5	4	1	3	3	5	8	3	5	6	52
Total	**41**	**46**	**73**	**41**	**31**	**63**	**3**	**28**	**45**	**33**	**32**	**20**	**456**

Moorpark Police training and in action