

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

**FROM:** Jeremy Laurentowski, Parks and Recreation Director 

**By:** Jessica Sandifer, Management Analyst 

**DATE:** April 6, 2015 (CC Meeting of 04/15/15)

**SUBJECT:** Consider Southern California Association of Governments (SCAG) Request to Use the Community Center to Hold a Workshop and Waive the City's Facility Rental Fee

**DISCUSSION**

The City has received a written request from the SCAG for the use of the Community Center to hold a public workshop regarding the Regional Transportation Plan and Sustainable Communities Strategy (RTP-SCS) update. The RTP-SCS is a long-range transportation planning document that outlines regional transportation goals in context with broader economic, environmental and quality of life goals for the six county SCAG region. The RTP-SCS also integrates land use and transportation strategies that will achieve ARB emissions reduction targets. The document is updated every four years. The workshops are held to gain input and public comment on the update of the RTP-SCS.

SCAG has selected Moorpark to be the East County workshop location and is asking that the Council waive the City's facility rental fees. Holding the meeting in Moorpark is beneficial to the residents of Moorpark and the other East County cities because it provides them with an opportunity to participate in the update of the RTP-SCS at a convenient location. The workshop will be on June 16, 2015, from 4:00 p.m. to 8:00 p.m. and use of the Community Center for this event will include only use of the Citrus Room. Since the workshop is being held during normal staff working hours, there will be no additional staff costs associated with opening or closing the building during the workshop, however, there will be some direct costs to the City for staff set-up and takedown for the event. Staff is recommending that the City Council waive the facility rental fees and require SCAG to pay for the City's direct staff costs for event set-up and takedown.

**STAFF RECOMMENDATION**

Approve the co-sponsorship of SCAG's RTP-SCS workshop on June 16, 2015, waive

Honorable City Council  
April 15, 2015  
Page 2

the facility rental fees, and require that SCAG pay City's direct staff costs for the workshop.

Attachment: SCAG's written request

# ATTACHMENT 1

March 31, 2015

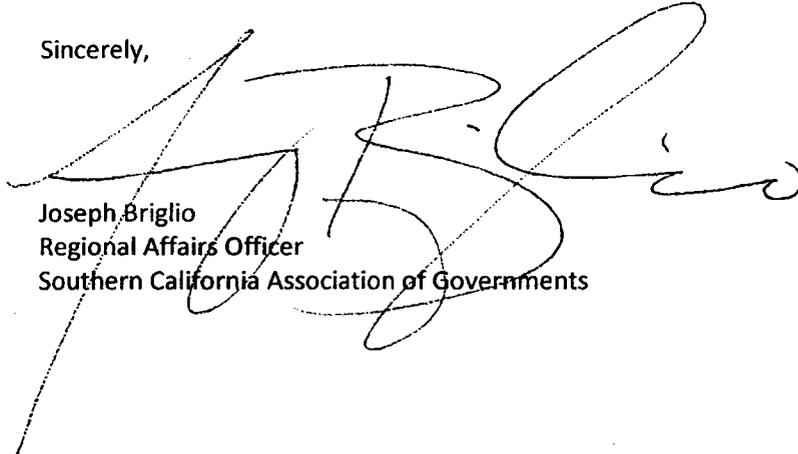
Mr. Jeremy Laurentowski  
City of Moorpark  
799 Moorpark Avenue  
Moorpark, CA 93021

Dear Mr. Laurentowski:

The Southern California Association of Governments (SCAG) is in the process of updating its Regional Transportation Plan and Sustainable Communities Strategy. In doing so, SCAG is required by State and Federal legislation to conduct several workshops within Ventura County. SCAG staff has identified the member city of Moorpark as the East Ventura County workshop location, and at this time, respectfully requests that the City of Moorpark consider waiving any fees associated with reserving a conference room. The requested reservation date and time is June 16<sup>th</sup> from 4:00PM to 8:00PM.

If you have any questions, please feel free to contact me at either [briglio@scag.ca.gov](mailto:briglio@scag.ca.gov) or (805) 642-2800.

Sincerely,



Joseph Briglio  
Regional Affairs Officer  
Southern California Association of Governments



SOUTHERN CALIFORNIA  
ASSOCIATION of  
GOVERNMENTS

#### Main Office

818 West Seventh Street  
12th Floor  
Los Angeles, California  
90017-3435

t (213) 236-1800

f (213) 236-1825

[www.scag.ca.gov](http://www.scag.ca.gov)

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