

**QUARTERLY REPORT TO CITY COUNCIL  
July to September 2017**

**ADMINISTRATIVE SERVICES DEPARTMENT**

**ADMINISTRATIVE SERVICES/PUBLIC INFORMATION**

**Administration**

**Website Traffic:** During the third quarter of 2017, projected website traffic is 38,700 page views per month, from 22,300 visits. The most popular web pages are the City's home page, the Library home page, July 3 Fireworks information, Job Opportunities, Recreation home page, Bus Ride Guide, Adult Sports Leagues, Public Meetings, and Recreation Classes, with each drawing over 1,400 page views. There are 1,319 active accounts for the website and 1,307 E-mails subscriptions across the City's various mailing list options.

**Legislative Measures:** The 2017-18 legislative session in Sacramento is nearing completion, with the Governor's deadline to sign or veto bills passed by the legislature coming on October 15. City staff is currently monitoring 29 active bills that would affect City operations. The City's accomplished one of its two top legislative priorities when AB 1250, which would have made it very difficult for public agencies to contract with private firms for services, was modified to not apply to cities. SB 649, which would grant telecommunications companies the right to locate cell sites on any public infrastructure (including streetlights and City-owned buildings) was passed by the legislature and is awaiting action by Governor Brown. The City sent a veto request letter to the Governor on September 22.

**Smoking Ordinance:** On June 7, the City Council adopted updates to the City's smoking ordinance, which now covers e-cigarette smoking, vaping, and marijuana smoking, and directed staff to research various other potential updates to the smoking ordinance. Staff presented its research findings on September 20, 2017 and the City Council directed staff to proceed with a smoking ordinance amendment to prohibit smoking inside apartment units in the City.

**iPad Grant:** Staff successfully competed for a state grant for approximately \$7,700 toward the purchase of ten iPads to enable electronic delivery of City Council agendas and staff reports to the City Council and various staff members. The grant funds have been received, the iPads were purchased, and staff is configuring the iPads and will provide demonstrations of the electronic delivery option to the City Council and City staff this fall. A changeover to an electronic delivery system will save staff time and several thousand dollars per year in direct costs.

**City Council Objectives**

**Fire Station in Campus Park Area (*Objective V.A.2., 0 to 2 Years*):**

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Description: Work with Ventura County Fire Protection District to consider sitting a fire station in the Campus Park area of the City.

Status: On July 31, 2017, Ventura County staff indicated a preference for the fire station to be constructed at College View Park, rather than at the open space located at the southeast corner of Campus Park Drive and Beragan Street, which they view as a backup location if problems arise with the College View Park location. No timetable for actual construction of the fire station has been established.

**CITY CLERK'S DIVISION**

**Administration**

**Volunteer Program:**

City Manager/Administrative Services Department for CERT  
None for this quarter.

Moorpark City Library:

July	199.75 hours	39 volunteers
August	124.75 hours	38 volunteers
September	138.00 hours	38 volunteers

Parks and Recreation Department for Active Adult Programs:

July	742 hours	59 volunteers
August	628 hours	54 volunteers
September	655 hours	52 volunteers

Parks and Recreation Department for Arroyo Vista Recreation Center:

July	402.00 hours	34 volunteers
August	99.00 hours	16 volunteers
September	80.75 hours	28 volunteers

Moorpark Police Department:

July	314.5 hours	15 volunteers
August	471.5 hours	15 volunteers
September	293.0 hours	14 volunteers

A total of 4,148.25 hours were donated by a total of 402 volunteers during the third quarter of 2017.

**Legislative:** The following took place during the third quarter of 2017:

City Council

- 5 Regular City Council/Successor Agency meetings were held
- 5 Special City Council meetings were held

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- 85 Agenda items were processed
- 9 Sets of minutes were approved
- 24 Resolutions were adopted
- 4 Ordinances were adopted

Oversight Board to the Successor Agency of the Redevelopment Agency of the City of Moorpark

- 1 Regular Oversight Board meeting was held
- 0 Special Oversight Board meeting was held
- 4 Agenda items were processed
- 2 Sets of minutes were approved
- 4 Resolutions were adopted

**Clerk's Index:** 83 items were input into the Clerk's Index database for tracking of approved agreements, City Attorney Opinions, recorded documents, and sureties.

**Scanning:** 8,505 pages of staff reports, minutes, resolutions, ordinances, recorded documents, budgets, Fair Political Practices Commission records, affordable housing records, contracts, affidavits of destruction and certificates of insurance were scanned into the digital/electronic imaging system by the City Clerk's Division during this reporting period.

**Requests for Public Records:** Twelve (12) new public records requests were received and responded to during this reporting period.

City Council Objectives

**Record Retention Schedule (*Objective IV.A.1., 0 to 2 Years*):**

Description: Complete initial phase of a unified filing system for all City files, consisting of a complete listing of all departmental files, and an updated electronic records retention schedule that conforms to federal and state law by June 30, 2018.

Status: No activity this reporting period.

**Moorpark Municipal Code (*Objective IV.A.4., 0 to 2 Years*):**

Description: Develop a plan to update portions of the Moorpark Municipal Code by June 30, 2018.

Status: No work has been initiated on this objective.

**Recognition of Contributions to the City by Individuals and Organizations (*Objective V.B.1., (0 to 2 Years)*):**

Description: Develop initial work to create an electronic inventory to recognize significant contributions to the City by individuals and organizations.

Status: No work has been initiated on this objective.

## **HUMAN RESOURCES/RISK MANAGEMENT DIVISION**

### **Administration**

**Safety Committee:** The Safety Committee met on July 26, 2017, and is scheduled to meet again in October 2017. Annual safety inspections were performed during August and September by Committee members and data will be categorized and distributed to department heads in October. Annual department evaluations were collected from all department heads in July.

**Property Damage Restitution:** 20 property damage restitution invoices were generated during reporting period.

**PARMA:** The City is a member of the Public Agency Risk Managers Association. The Program Manager is the Secretary/Treasurer of the Gold Coast Chapter for 2017. The Gold Coast Chapter meets quarterly and the Program Manager attended a meeting in September.

**LossCAP:** CJPIA met with staff to conduct the LossCAP agency analysis on June 21 and 22. Accomplishments from the last LossCAP, dated February 2014, were discussed, as were new mitigation techniques. Staff also provided a tour of parks and facilities to CJPIA staff. It is anticipated that a new LossCAP will be presented to the City in October 2017. This process is repeated every 3 years.

**Underwriting Report:** Staff coordinated efforts with Finance and Human Resources to provide the personnel and payroll portions of the Underwriting Report covering calendar year 2016 to CJPIA, as required and on time. The remaining portions of the report will probably be due to CJPIA in October 2017.

### **Employment/Recruitment**

**City Manager, City Manager's Office:** Resignation received 8/28/17; upon approval of the City Council at their meeting on 9/20/17, Ralph Andersen and Associates were hired to process a recruitment for this position.

**Administrative Assistant I or II, Parks, Recreation, and Community Services Department:** Recruitment for this full-time, Competitive Service position began 4/28/17 and closed 5/22/17; 22 applicants were tested, and eight interviewed in July; an offer of employment was made and accepted, then later declined; additional interviews for three applicants were held on 9/28/17.

**Recreation Leader IV, Parks, Recreation, and Community Services Department:** Victoria Peterson began working in this full-time, Competitive Service position on 7/18/17.

**Senior Nutrition Coordinator, Parks, Recreation, and Community Services Department:** Recruitment for this temporary, part-time position began 6/15/17 and ended 7/23/17; oral board interviews were held on 8/17/17; a conditional offer of employment was made; pre-employment processing has begun.

**Active Adult Center Supervisor or Coordinator, Parks, Recreation, and Community Services Department:** Resignation received 9/26/17; recruitment for this full-time, management position began 9/29/17 and ends 11/1/17.

### **City Council Objectives**

#### **Personnel Rules (*Objective IV.A.5., 0 to 2 Years*):**

Description: Present update of City's Personnel Rules to City Council by October 31, 2017.

Status: Work on the revised Personnel Rules is continuing.

#### **Americans with Disabilities Act (ADA) Plan (*Objective V.A.1., 0 to 2 Years*):**

Description: Develop a 2017 Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan (2017 Plan) and begin correction of unmet needs to be in compliance with Title II of the ADA, Standards for Accessible Design by October 31, 2017.

Status: Staff coordinated efforts with CJPIA to retain a licensed consultant to perform the City's 2017 ADA Self Evaluation and Transition Plan to replace the now outdated 2010 Plan. CJPIA is offering a partial reimbursement program to member agencies and the City has been identified as a 2017 recipient of the reimbursement should the City retain the consultant. City Council approved the project in September and it is anticipated that work on the revised Plan will move forward beginning in October or November and will take 20 weeks to complete.

## **INFORMATION SYSTEMS/CABLE TELEVISION DIVISION**

### **Administration**

**Network Improvements:** Information Systems Division started working on a study to identify existing City-owned conduits between the Civic Center and Moorpark Police Services Center. Staff identified and traced existing conduits along the High Street and under the railroad tracks on Spring Road. Additional conduit with approximate length of fifty feet was installed by Public Works on High Street as part of a sidewalk repair project. Information Systems staff is continuing to explore options for interconnecting all City buildings via fiber-optic cable(s) and is evaluating services provided by third-party providers.

Information Systems completed the installation of a backup wireless connection between Arroyo Vista Recreational Center (AVRC) and City Hall. Staff continued to explore options to interconnect other City buildings by using wireless connections.

New switches were installed to replace the old equipment at Moorpark Police Services Center and Moorpark Public Services Facility. All cables connecting the servers and the network equipment at City Hall and Police Services Center were replaced as well.

**New Equipment:** Ten Apple iPads were purchased with grant funding. Additional accessories were purchased to provide the users with complete mobile computing solution. Information Systems staff configured the security for each iPad and the devices will be distributed to the City Council and some of the City users in early October.

Information System Staff started a project to rebuild and repurpose existing computer and storage equipment to be used for implementing non-critical services, backup and testing environment. The project is expected to be completed during the next reporting period.

**Phone System Upgrade:** Information Systems staff completed a project to replace the old and outdated phone system in Moorpark Public Services Facility (MPSF). All existing phones at that location were replaced with new Voice over IP (VoIP) devices to provide higher quality phone service and more flexibility to the users at MPSF.

**Financial Software System:** Information Systems staff continued to provide assistance and support for the City's new financial system. Staff continued to set up users' security and to implement changes to users' profiles, when needed.

**Business Registration, Code Compliance and Permitting Software:** Implementation of the new City permitting system continued through this reporting period. Information Systems staff worked with the Administrative Services Manager to configure and adjust the system based on the current users' needs.

**Moorpark Public Access TV (MPTV):** Information Systems continued to support the MPTV equipment. Maintenance tasks were performed by staff to improve the audio quality and the lighting during all broadcasted and/or recorded public meetings.

Information Systems division implemented new Bulletin Board System with high definition capabilities to provide informational slides to City's Government TV Channel. Staff provided training to the users selected to update the information broadcasted on MPTV.

**Library:** Information System staff continued to provide support and to maintain the technology in the Library, assisted with the setup of a new grant-funded Virtual Reality (VR) system, and trained Library staff how to set up and use the system.

**Arroyo Vista Recreation Center (AVRC):** No activity during this reporting period.

**New Digital Video Security System:** Information Systems staff attended meetings with consultants to discuss and assess bids received for design of the security system. The

project will continue through the next reporting period.

**Computer and Network Security:** Information Systems staff continued to monitor and maintain the security of City's computer systems, networks and data. Staff continued to monitor the increased worldwide malware attacks during this reporting period and configuration adjustments were made to protect City's data. Emails with information and examples how to detect malicious items were sent to all City users as the ongoing education regarding current threats is a vital tool of the protection against security breaches and data loss.

**Access Control System:** Information Systems staff assisted with the extending of the existing access control system to City's Emergency Operations Center (EOC). New electronic card readers were installed at the EOC and the project was completed successfully. I.S. staff is also assisting with redesigning the keycard access forms to streamline the approval process.

### **City Council Objectives**

#### **City's GIS System (*Objective IV.A.2., 0 to 2 Years*):**

Description: Develop plan to expand City's GIS information layers, including estimated cost to create the database and layer(s) by June 30, 2019.

Status: Information Systems staff continues to search for options to expand City's GIS system and to integrate it with City's new permitting system. Staff is evaluating City's needs for GIS services and is exploring options for adding additional features and functionalities. There are currently no pending department requests for new GIS layers.

#### **Broadband Infrastructure (*Objective IV.A.6., 0 to 2 Years*):**

Description: Conduct study of Broadband in City to a) identify infrastructure currently in place; b) gaps in the current infrastructure and; c) recommend actions to improve infrastructure, determine funding needs, and evaluate options to provide funding and other actions needed to achieve desired level of Broadband services within the City with a report to the City Council by June 30, 2019.

Status: Information Systems staff started working on City Council's new objective to study and evaluate current broadband infrastructure within the City. Staff started to collect information regarding existing fiber-optic installations within the City limits from different sources as it became available. The project will continue during the next reporting period.

#### **Smart City (*Objective IV.A.3., 0 to 2 Years*):**

Description: Complete an update of the City's website design; enhance website service delivery with additional options to request and receive City services online, an improved video archive interface, consistency with ADA requirements; and develop list of potential Smart City items for City Council consideration by June 30, 2018.

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Status: Information Systems staff continued to work on City Council's new objective. A City staff Technology Committee meeting was scheduled and a presentation regarding the Smart Cities Connect Conference attended by the Information Systems Manager was provided to all attendees.

Information Systems discussed with Parks Recreation and Community Services staff the project for acquiring city's street lights and scheduled meeting with Philips Lighting. A presentation and demonstration of Smart Street Light fixtures was provided by Philips' regional public sector manager.

## **EMERGENCY MANAGEMENT DIVISION**

### **Administration**

**Earthquake Preparedness Initiative Ventura Cohorts:** The Assistant City Manager attended the first meeting of the Ventura Cohort formed at the request of and in cooperation with Dr. Lucy Jones and the Southern California Association of Governments. The first meeting was held on August 28, for the purpose of discussion of a regional approach to surveying buildings at risk of collapse from a strong earthquake and adopting stronger building standards to enhance seismic safety. Following that meeting, the Assistant City Manager and the Program Manager prepared a draft ordinance to require a 1.50 importance factor for cellular communication and broadcast towers, which ordinance is currently under review by the City Attorney, and the Building Official has completed a preliminary survey of at-risk commercial and industrial buildings in the City.

**EOC--Emergency Management Performance Grant (EMPG) and Homeland Security Grant:** Staff submitted applications for the next round of the EMPG fund program and is expected to receive \$15,500 for FY 2016/17. A reimbursement request was submitted to the County for a salary match and the County appropriated \$15,527 to the City. Staff also submitted a joint application for 2016 Homeland Security Grant funds and was awarded \$2,790 (for EOC upgrades and EOP print costs) and funding was awarded in January 2017. Staff procured all goods and services, including one new smart television to replace two analog televisions, and submitted a reimbursement request to the County in July 2017. County grant administrators will audit City records in October 2017 for completeness.

**CERT:** Staff attended a countywide CERT coordinators meeting in August to plan 2018 CERT class schedules and strategize program enhancements. The class schedule is not yet confirmed but staff expects to receive confirmation in December and will begin the process of advertising the class to the public.

**AED Replacement:** Five AEDs were replaced in September 2017. CPR/AED certification training, using the new AEDs is scheduled for October 2017.



**Mass Casualty Trailer:** Staff received additional supplies from County Public Health to be stored in the trailer.

**Annual Evacuation Drill:** All staff participated in evacuation drills held at three City facilities.

**Emergency Operations Plan and the Ventura County Multi-Hazard Mitigation Plan:** Printed and distributed both plans.

## **SOLID WASTE / RECYCLING DIVISION**

### **Administration**

**Household Hazardous Waste (HHW) Events:** The City contracts with the Cities of Camarillo and Simi Valley to allow Moorpark residents to participate in their HHW events. In the third quarter of 2017, 27 Moorpark residents participated in three Camarillo HHW events, and 31 Moorpark residents participated in two Simi Valley events, for a total of 58 participants from Moorpark.

**Electronic Waste/Universal Waste Events:** The September 16 event attracted 410 people (compared to 427 people in May). The next event is scheduled for January 20, 2018.

**Secure Paper Shredding Events:** The September 16 event attracted 333 people (compared to 372 people in May). The next event is scheduled for January 20, 2018.

**Compost Bin Sales:** Order forms are available on-line, year round for \$40.00. Once a resident orders a bin, the resident's solid waste hauler delivers a bin to the house. From July 1, 2017 to September 25, 2017, two compost bins were delivered to Moorpark residents.

### **City Council Objectives**

#### **Solid Waste Franchise Agreements (*Objective IV.A.7., 0 to 2 Years*):**

**Description:** Complete preparation of Solid Waste Franchise Agreements for presentation to the City Council by October 31, 2017.

**Status:** In June, the City Council approved extensions of the current Solid Waste Franchise Agreements through October 31, 2017. City staff has met repeatedly with the franchised haulers regarding new agreements, but another extension through December 31, 2017 will likely be required while negotiations continue.

## **CITY ENGINEER/PUBLIC WORKS DEPARTMENT**

### **Capital Projects**

**Princeton Avenue Widening [Capital Project No. 8012/C0022] (*Departmental Objective II.A.5*):**

Description: Widening of Princeton Avenue, west of Condor Drive, to provide for two travel lanes, a center paved median and an eight foot (8') wide paved shoulder for pedestrian and bicycles. The project includes acquisition of additional street right-of-way to provide eighty-eight feet (88') of right-of-way sufficient to add one more lane in each direction should the need arise in the future. The City obtained a \$206,323 Bicycle Transportation Account (BTA) State grant and a State Highway Safety Improvement Program (HSIP) grant in the amount of \$900,000.

Status: A request for a Cooperative Work Agreement from Caltrans has been approved extending the term of the BTA grant funding to June 30, 2017. The HSIP grant deadline was also extended to June 30, 2017. By this date, the City must have an E-76 and Caltrans encroachment permit. Right-of-way acquisition and final design efforts are proceeding. Additional design work is required to update the drainage study and design, extend the easterly improvements on the south side to Condor Drive and relocate gas, electric, phone and cable TV utility lines. Ventura County Waterworks District No. 1 (District) and the City signed an agreement to include design and construction costs to relocate its waterlines. The City will relocate approx. 3,300-ft of waterline for the District. Slope and drainage impacts from the project on the National Ready Mixed property have been analyzed. Staff has received 95% complete design plans for the street improvement and water line construction work for review. Public Works Maintenance staff continues to monitor the condition of the road and make repairs as necessary. Several changes to the water utility plans have been made. The real property deeds from Bennett and National Ready Mixed Concrete Co. have been recorded. Caltrans is reviewing the environmental documents. Staff is preparing a plan to remove all the trees that must be removed for the work early, so that when the work begins there will be no nests. This will be done as soon as the environmental work shows that there are not substantive issues.

**Los Angeles Avenue Widening – Moorpark Avenue to 200 Feet East of Spring Road [Capital Project No. 8013/C0021] (*Departmental Objective II.A.3*):**

Description: Design, right-of-way acquisition and construction of street widening along the south side of the street, to provide three (3) travel lanes in each direction. Additionally, a right turn pocket will be added at the northeast corner of Los Angeles Avenue and Moorpark Avenue. The project will require shifting the centerline eleven feet (11') to the south between Millard Street and Spring Road, plus a five hundred foot (500') long transition west of Millard Street and east of Spring Road. The project also includes a traffic signal at Millard Street. This project now includes the widening of Spring Road for approximately 200 feet south of Los Angeles Avenue. Right-of-way has been obtained at the southeast corner of Spring Road and Los Angeles Avenue from Chevron as part of its car wash project.

Status: The Environmental Assessment (EA) has been finalized by Caltrans and FHWA, and was approved by the City Council at the October 7, 2009, meeting. On November 5, 2014, City Council approved an Agreement with AECOM for final design plans,

specifications and cost estimates. Hamner, Jewell is proceeding with the right-of-way acquisition. AECOM is proceeding with the completion of the design including the relocation of the power poles on the north side of Los Angeles Avenue, east of Moorpark Avenue. During the February TTAC meeting, VCTC confirmed that this project will receive \$796,770 in Federal funding and is currently in the 2015 FTIP. Staff will adjust the project documents to include widening the east side of Spring Road from Los Angeles Avenue to the McDonalds driveway. AECOM met with Caltrans regarding the process to follow moving forward. On our behalf, AECOM argued that no additional requirements should be mandated to this straightforward widening project. Caltrans Permits group has still not responded so PW Director will follow-up with Permits management to try to get this moving at District 7. Permits management at District 7 finally did communicate with the City Engineer/Public Works Director but they still insist that the more formal procedure be followed. Sean Corrigan and the designer are working on an appeal to the District 7 Director. City Engineer/Public Works Director met with senior Caltrans staff on February 8<sup>th</sup>. There are three levels of review, largely based on complexity and estimated cost. Accordingly, staff is working on achieving an interim result; modifying the eastbound travel lanes to achieve three through lanes. The follow on phase will achieve the more complex work. Staff is working to coordinate Ashley-Duncan development project access design from Los Angeles Avenue with the City's future work. The design contract has expired with significant funding left over. Staff is reviewing a proposal from AECOM to continue the work.

**Spring Road Widening – Flinn Avenue to Los Angeles Avenue [Capital Project No. 8026/C0022] (*Departmental Objective II.A.9*):**

Description: Design, right-of-way acquisition and construction of street widening along the east side of Spring Road to provide additional right-of-way for landscaped medians and bike lanes.

Status: An agreement with NCM Engineering was approved by City Council on September 2, 2015 to complete the design for the road widening south of Flinn Avenue. Acquisition of required rights-of-way north of Los Angeles Avenue is complete. The portion of the project south of Los Angeles Avenue has been transferred to be a part of the Los Angeles Avenue widening project 8013/C0021. Staff has reviewed 75% design submittal and has communicated with the various utility companies regarding relocating their utilities. Time Warner, now Charter, will relocate their utility in the near future. The City Engineer/Public Works Director has met with the City's right of way consultant to bring all real estate matters current. The City's designer is finalizing utility relocations so that the design can be finalized. Public Works staff is maintaining the landscape in the area adjacent to the parkway until the widening and improvements can be bid and completed. The City's consulting engineer is finalizing utility relocation designs with AT&T and SCE. The real estate consultant is working to extend prior temporary construction easements. All permanent right-of-way has been acquired. City Council approved the professional services agreement with Hamner-Jewell to finalize the necessary temporary construction easements. Staff continues to work with AT&T and SC Edison to resolve their utility relocation designs.

**Spring Road Rail Crossing Improvements [Capital Project No. 8039/C0024]:**

Description: Reconstruction and widening of the rail crossing to provide a “standard” double gate design (with a raised center median). The project also includes right-of-way acquisition and road widening on the east side of Spring Road between Princeton Avenue and the rail crossing.

Status: The total project cost for design, construction and inspection is estimated to be \$4.5M. The City’s funding contribution is \$400K to the crossing improvements and \$1.5M to the road widening. A Construction and Maintenance agreement between the City and SCRRA has been executed. SCRRA awarded a construction contract and the majority of work was completed by December 17, 2013. Additional work by Union Pacific to upgrade the train communication/signaling system including the ongoing improvements to the Moorpark Avenue crossing is required before the new vehicle and pedestrian crossing gates are installed which is expected to occur in early 2016. Union Pacific and SCRRA are working to complete the modification of the railroad advance preemption detectors. Three additional exit gates need to be installed and the city’s traffic signals reprogrammed once the advance preemption system is functioning. Public Works is examining the traffic signal coordination between Charles/Flinn Streets and Spring Road to try to reduce congestion. Once SCRRA completes the advance preemption work (additional gates at the crossing and further traffic signal coordination), additional traffic signal timing modifications will probably be needed. SCRRA is beginning the design process for the advance preemption work. At this time, they do not know when the design and construction will be complete. Staff met with SCRRA staff and their consultant on December 2, 2016 to get the project moving forward. During the meeting SCRRA agreed with staff, that completion of the advance preemption requires less work than previously contemplated work, perhaps just months instead of years. Additionally, immediate reprogramming of the City’s signal could take place to ease the afternoon rush hour congestion at the tracks. This reprogramming now allows northbound Spring Road traffic to clear the tracks and High Street during one cycle and still keep the crossing clear. Staff is working with Metrolink and their contractor to install advance preemption electronic improvements in both the city and rail cabinets. Staff has authorized of the final invoice for the base contract work. Designs for Rail and City advance preemption controls are nearly complete. Installation work will be done in near future.

**Los Angeles Avenue Median Project [Capital Project No. 8047/C0026] (Departmental Objective II.A.1):**

Description: Construction of raised landscaped medians on Los Angeles Avenue from the 23 freeway interchange to the westerly City Limit, in a manner consistent with Caltrans’ Context Sensitive Design Standards.

Status: Caltrans has reviewed and approved the conceptual plan. Staff has advised the city’s contract design firm (Tetra Tech) to divide the project into phases to facilitate the delivery of the project. Staff has met with Caltrans and has been advised to proceed with the final design for Phase I (SR 23 to east of Spring Road). Caltrans

issued comments on the revised Fact Sheet and final plans. Tetra Tech submitted revised plans to Caltrans in March 2015. Caltrans provided comments on the plans in June 2015 and Tetra Tech is revising the plans accordingly. The plans are 90% completed. Plans were submitted to Watershed Protection District for comments. Designer has the District's comments and is preparing revisions to the design to resubmit to Caltrans. Council approved this additional design work at its meeting of September 21, 2016. The designer made changes in response to Caltrans' comments on May 26, 2017. Caltrans delivered new comments on August 10, 2017. Staff is now preparing what is hoped to be the final submittal to Caltrans. To make allowance for a safe bike refuge at the turn lane at Science Drive, the northern curb will be moved out approximately two feet for a length of 200 feet.

**Los Angeles Avenue Widening Project [Capital Project No. 8058/C0030]:**

Description: Widen Los Angeles Avenue to six travel lanes between Maureen Lane and Leta Yancy Road.

Status: Complete Project design was completed and an encroachment permit obtained from Caltrans in 2010. A traffic signal warrant study for Los Angeles Avenue at Shasta Avenue was completed and warrants were not met; therefore, a signal will not be installed as a part of this project. City Council granted staff authority to advertise for construction bids on January 16, 2013. An agreement with Calleguas Municipal Water District for the required protection and relocation of Calleguas' facilities has been executed. Bids were opened on August 26, 2013, and a contract awarded to Sully-Miller Inc. at the October 2, 2013 City Council meeting. Filippin Engineering is providing construction management and inspection services. A waterline easement from the City to Calleguas has been executed. Caltrans required additional studies and updates to the project design to conform to current standards and issued a new permit on September 17, 2014. Due to the Caltrans permit delays, City Council terminated the contract with Sully-Miller on December 17, 2014, and granted authority to re-advertise for construction bids. Bids were opened on February 9, 2015 and City Council awarded a contract to Griffith Company on February 18, 2015. Griffith obtained their duplicate permit for construction. Construction is anticipated to begin in October 2015. The City is processing a budget amendment and change orders to pay for the extra Portland Cement Concrete cap that became required when Caltrans increased the roadway's structural section. Calleguas obtained their Caltrans permit on March 8, 2016. A double permit for CMWD's contractor, Blois, has also been issued. Construction began March 21, 2016. The Portland Cement Concrete cap is complete. Lean concrete base, curb, and gutter have been poured. Paving is expected to occur on July 25 & 26, 2016. The construction work is finished. The contractor is correcting some areas with excessive cracking in October so that the project can be closed. The City Engineer/Public Works Director is asking Caltrans for modification of two of the four truck lane limitation signs so that the Police Department can issue citations if trucks are inappropriately in the number one and two lanes. All physical work is complete. Staff is completing a change order and working on dedication of right of way to Caltrans to close the project. The construction contractor has been paid for 95% of the work with

only the release of the contract retention pending. Council approved the notice of completion and retained funds will be returned to contractor mid-October 2017.

**Metrolink North Parking Lot Expansion [Capital Project No. 8063/C0032]  
(Departmental Objective I.A.1):**

Description: Convert vacant lot west of Metrolink North Parking Lot into a formal parking lot. The project also includes slurry sealing the existing North Parking Lot (owned by VCTC).

Status: On February 3, 2016, the City Council approved an Agreement with Phoenix Civil Engineering, Inc. (Phoenix) for design of the project. The scope of work includes parking lot improvements to the existing North Parking Lot, west vacant lot, and (optionally) improvements to the former Pacific Pride station, located east of the North Parking Lot. City Council approved a conceptual design layout on July 20 and approved amending Phoenix's agreement to include landscape design services and electrical/lighting design services. Final design is currently in process. On February 1, 2017, City Council approved amending Phoenix's Agreement for development of a Storm Water Pollution Prevention Plan. Final design is currently at 90% completion. There has been a delay in completion of the design while the City determines if recent concerns about liquefaction of soils along High Street could impact the stormwater infiltration design standards of the current project. Project engineer is reviewing the issue with the City's geotechnical engineer and is recommending that infiltration into southwest section of parking lot should be reduced. Engineering is determining how best to reduce infiltration (either treatment and flow into existing storm drain or adjust grading so natural flow is into center landscape area for infiltration. Staff has also submitted request to Metrolink to establish a project number and deposit dollar amount for review of plans.

**Moorpark Avenue Left Turn Lane [Capital Project No. 8087/C0011]:**

Description: Widening of the southwest and southeast corners of Moorpark Avenue and High Street to provide a dedicated northbound left turn lane, as well as dedicated northbound through and right turn lanes.

Status: This project is being included in SCRRA's project to improve the railroad crossing to Sealed Corridor standards including a raised median, new crossing arms and pedestrian gates. The major expense of relocating the existing railroad switch just west of Moorpark Avenue prohibits the widening from being sufficient to accommodate the dedicated northbound left turn lane and meet Caltrans standard lane widths. The project will include modifications to the traffic signal to provide a shared straight and left turn and dedicated right turn pocket. The City executed an agreement with SCRRA for the project and contributed \$200,000 to SCRRA for project design. On June 25, 2014, the California Transportation Commission approved SCRRA's requested allocation of \$4.8 million in Proposition 1B Highway Railroad Crossing Safety Account to fund construction. SCRRA and City staff coordinated with Caltrans to obtain a permit for construction. SCRRA has awarded a contract for construction and new track panels and asphalt paving has been installed. Construction is now complete. All parties have

developed a punch list and the contractor is addressing the items on the list. Union Pacific and SCRRA are working to complete the modification of the railroad advance preemption detectors and upgrade Caltrans' traffic signal controllers at Poindexter Avenue and High Street. SCRRA's contractor will be doing minor asphalt work at High Street to remove a slight depression, called a bird bath, which traps water. Park, Recreation and Community Services Department have done some significant landscaping improvements at the Chamber of Commerce and Post Office frontages. SCRRA's contractor fixed the asphalt bird bath where High Street connects with Moorpark Avenue. The currently authorized scope of work is complete. Future work will include further widening of Moorpark Avenue, including a dedicated left turn lane onto Westbound High Street and installation of railroad advance preemption controls that are interconnected with Caltrans' traffic signals at Poindexter Avenue and High Street. Staff will obtain proposals in November 2017 to update the schematic design prepared in November 2006 to include widening and improvement of the intersections of High Street and Poindexter Avenue/First Street with Moorpark Avenue.

**SR-23 Sound walls at Tierra Rejada Road Interchange [Capital Project No. 8079/C0034]:**

Description: Construction of two fourteen foot high masonry block sound walls on the west side of State Route 23 on both sides of the southbound off-ramp to Tierra Rejada Road. The northern wall is approximately 1,000 feet long and the southern wall is approximately 700 feet long. The project also includes drainage, lighting, landscaping and irrigation improvements.

Status: **No change since last report.** On October 17, 2012, City Council awarded a construction contract to Peterson-Chase General Engineering. Construction has been completed and accepted by the City and Caltrans. A Notice of Completion has been recorded and a maintenance agreement is being finalized with Caltrans.

**Undergrounding Utility District #2 [Capital Project No. 8051/C0027] (*Departmental Objective V.B.2*):**

Description: Formation of an Underground Utility District to facilitate a project by the Southern California Edison Company (SCE) to underground certain utilities. The project tentatively identified for this new District is the undergrounding of the transmission lines and removal of the poles along Los Angeles Avenue between Shasta Avenue and Millard Street.

Status: **No change since last report.** This project has been placed on hold until after the City Council completes efforts to evaluate and prioritize various candidate "undergrounding" projects. The City Council, at the August 16, 2006 meeting, approved the Committee recommendations and staff will be coordinating the design and construction of one of these projects.

**Metrolink South Lot Entry [Capital Project No. 8056/C0029] (*Departmental Objective IV.A.8*):**

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Description: A project to relocate the entrance to the south Metrolink Parking Lot to First Street. The project includes the acquisition and demolition of one single-family residence. This work has been completed.

Status: The conceptual design and the environmental document have been completed, and a Public Hearing was held in July 2009. The project has been approved by the City Council. The City has received approval for approximately \$220,000 in Federal Transit Administration (FTA) funding from the Ventura County Transportation Commission (VCTC) for construction of the second access. The City has also received approval for a Congestion Mitigation and Air Quality (CMAQ) grant for approximately \$449,450 from the VCTC to fund additional ROW acquisition. The Field Review Form (7-B) and Preliminary Environmental Study Form (6-A) were sent to Caltrans District No. 7 on February 7, 2011. The City received approval of the Preliminary Environmental Study on August 10, 2011. The City received authorization to proceed on January 10, 2012. The City also completed and submitted Program Supplement Agreement No. 012-N to Administering Agency-State Agreement No. 07-5436R on March 22, 2012. Relocation of tenants and demolition of 65 First Street has been completed (August 2013). City Council awarded contract to RJR Engineering Group, LLC (RJR) for final design of the project, incorporating 65 First Street only on January 20, 2016. RJR and City staff has gone back and forth several times with revisions to the design of the entrance. Staff and RJR met June 16, 2017 to continue review of the plans. City approved Amendment No. 1 to Agreement September 6, 2017, adding a landscape architect for design of infiltration area. Staff anticipates going out to bid November/December of 2017.

**Drain Number 2 Trail [Capital Project No. 8059/R0050]:**

Description: A project to construct a Class 1 trail segment to extend from the east end of Campus Park Drive southerly under the freeway to Los Angeles Avenue east of the rail crossing. The first phase will be the preparation of a feasibility study and implementation plan to identify the rights-of-way which will have to be acquired.

Status: **No change since last report.** This study is complete and will be presented to the City Council in the near future.

**Train Station Platform Pedestrian Access Improvements [Capital Project No. 8060] (Departmental Objective I.A.1):**

Description: A project to construct a ramp and walkway connecting the Train Station Platform to High Street.

Status: A walkway and street ramp design that reuses existing platform ramps is part of the design for Project No. 8063/C0032 approved by City Council on July 20, 2016. Detailed design work is underway.

**North Hills Parkway [Capital Project No. 8061/C0031] (Departmental Objective II.B.5 & II.C.4):**



Description: Prepare the preliminary engineering necessary to develop preliminary design (vertical and horizontal roadway alignment) and cost estimate for the northerly cross-town arterial related to the General Plan SR-118 corridor.

Status: **No change since last report.** Conceptual alignment plan was approved by the City Council in May 2008. Staff met with Caltrans and alignment study appears acceptable. Staff presented the revised conceptual drawing of the revised Princeton interchange to the Transportation and Public Works Committee on January 5, 2009. On October 7, 2009, City Council approved a design contract with KOA Corporation for Phase I North Hills Parkway from Los Angeles Avenue to Gabbert Road including the railroad undercrossing. The design contract with KOA was terminated on July 1, 2013 and staff is preparing a new design contract for City Council approval. The design will then proceed and be coordinated with adjacent property owners including AB Properties (Tract 5147).

**Extension of State Route 23 from Broadway to Princeton/118 Interchange [Capital Project No. 8045/C0025] (*Departmental Objective II.C.4*):**

Description: Prepare a conceptual alignment study and preliminary cost estimate for alternate State Route 23.

Status: **No change since last report.** Conceptual alignment plan was approved by the City Council in May 2008. Staff met with Caltrans and discussed the interchange modifications. Caltrans was not in agreement with staff's proposal and recommended that the entire Princeton Avenue interchange be relocated to the west. This was presented to the Transportation and Public Works Committee (Councilmembers Millhouse and Van Dam) on January 5, 2009. The City Council approved an agreement with RBF Consulting on October 7, 2009, for conceptual design services for this project on the east and west limits of Tract 5045. This was done such that Pardee can complete their grading and drainage obligations for Tract 5045. The agreement with RBF Consulting has been completed and design work has commenced. Conceptual design presented to staff. This will be reviewed and returned to the consultant for finalization.

**Millard [Fremont] Drain [Capital Project No. 8065/C003] (*Departmental Objective V.C.1*):**

Description: Construction of storm drain improvements in the vicinity of Los Angeles Avenue and Millard Street.

Status: **No change since last report.** The City requested a quote from RJR Engineering to design the new storm drain. The design cost is approximately \$40,000.

**Los Angeles Avenue Utility Undergrounding Project [Capital Project No. 8066/C0033] (*Departmental Objective V.A.2*):**

Description: A City-funded project to remove existing overhead electrical utilities located along the north side of Los Angeles Avenue west of Science Drive.

**Status:** **No change since last report** Consultant (BJ Palmer) was hired to perform coordination of design services for this project. SCE has completed the design. City approved drawings were submitted to Caltrans for an Encroachment Permit; and Caltrans required revisions to the plans. RJR has prepared traffic control plans for the City. BJ Palmer is revising the plan set for resubmittal to Caltrans. . The City Engineer/Public Works Director and B.J. Palmer met with Caltrans staff in September to resolve persistent design objections that their staff had made that were not founded in good design practice. It appears that Caltrans is now onboard with the City's design. BJ Palmer is making final revisions for Caltrans approval. On November 29, 2016 B.J. Palmer followed up with SCE to ensure the City's revised design meets SCE's revised standards. SCE has informed the consultant and the City that the SCE infrastructure that the City's design relies upon has been significantly changed. The City has asked SCE to revise their design so the project can move forward. SCE has told staff that they will be able to meet with a revised design at end of August 2017.

**Bus Shelters and Other Bus Stop Amenities [Capital Project No. 8071/P0011]**

**Description:** Bus stop adjustments, additions, and amenities. Relocate Community Center bus stop, install five additional bus shelters.

**Status:** **No change since last report.** Trash can site locations identified. Staff is presently working with LNI, a designer/manufacture, to create new bus shelter specifications for purposes of a request for proposal (RFP). Updated plans have been submitted by LNI and are under review. Public Works, Community Services, and Building and Safety met on February 18, 2009, to discuss relocation of the Civic Center bus stop. Three to four scenarios are being developed for evaluation. New draft Tentative NPDES Permit no longer requires trash cans at every bus stop in the City. The City submitted a TDA Article 3 grant request in the amount of \$100,000 for improvements to the Civic Center bus stop, including ADA sidewalk access between all City buildings. The total project is estimated to cost \$200,000. All grant requests within Ventura County were presented to the Citizen's Transportation Advisory Committee (CTAC) on March 13, 2012. Approximately \$600,000 in grant funding is available, and CTAC will be recommending to VCTC that all grant requests be funded. The City will receive formal approval of the funding from VCTC in June. On June 1, 2012, VCTC approved the City's \$100,000 TDA Article 3 grant request. On September 8, 2013, a Girl Scout Troop did a demonstration painting project on the City bus shelter located at Virginia Colony Park. The demonstration included stenciling a tree and squirrels on the shelter. If the City approves of the final plan, many of the City bus shelters would have similar stencils done as part of the Girl Scout's art project. City Council approved the Girl Scout's art project on December 18, 2013. All twenty (20) bus shelters received new aluminum siding (replacing current rusted steel siding) before the art was painted on the bus shelters. The Girl Scout artwork project commended June 20, 2015, with the painting of four bus shelters, and was completed at the end of July 2015.

**SR-118/Collins Drive Eastbound Ramps Signalization & Striping Project [Capital Project No. 8077/C0040]:**

Description: Signalizing the eastbound SR-118 On and off ramps intersection and modifying the striping to provide two left turn lanes from the off ramp to northbound Collins Drive based on Caltrans' preliminary design.

Status: Caltrans' design plans are complete. Per the City's agreement with the State, the City's contribution to the project will be limited to \$175,000. The City's funding comes from settlement with the Ventura County Community College District. Caltrans has finished their design and awarded a construction bid on December 6, 2016 to Alfaro Communications Construction (formally approved January 11, 2017).. Their design includes coordination between the eastbound and westbound signals. Staff attended Caltrans' pre construction conference on February 7. Work is supposed to begin in April and be finished by summer. Caltrans' contractor has installed conduits, foundations and signal poles and energized safety lights on top of the poles. Work on signals continues. The new signals and safety lights were energized in August in time for the beginning of the fall semester at Moorpark College. Staff has suggested to Caltrans that they may need to install signage where west bound Arroyo traffic stops at the new signal before proceeding north on Collins Drive to the College. Drivers are improperly stopping and then proceeding against a red arrow signal, causing potential safety issues with two lanes of traffic sweeping onto Collins Drive from the eastbound off ramp. A sign is not required but may be helpful until drivers understand they must stop until they get a green arrow. Caltrans has not yet billed the City for its share of this project.

**Arroyo Drive Bikeway/Pedestrian Project [Capital Project No. 8095/C0037]  
(Departmental Objective II.A.6):**

Description: Establishing sidewalks and bicycle lanes connecting Villa Del Arroyo Mobile Home Park to Collins Drive, as well as to the City of Simi Valley city limits.

Status: The City obtained \$30,000 in TDA Article 3 funding for a feasibility study to identify options available for establishing bicycle and ADA compliant pedestrian connectivity from Villa Del Arroyo Mobile Home Park to Collins Drive, north of the 118 freeway. The study also includes connectivity between Villa Del Arroyo Mobile Home Park and the Moorpark/Simi Valley city limit line. On September 17, 2014, City Council approved awarding an Agreement for the feasibility study to Penfield and Smith, in an amount not to exceed \$23,377.00. On December 5, staff met with Penfield and Smith staff to walk the project site. A conceptual study outline has been submitted by Penfield and Smith and staff is reviewing it. On May 1, 2015, VCTC approved the City's request for \$100,000 in TDA Article 3 funding for a 2,100 foot sidewalk in front of Villa Del Arroyo Mobile Home Park between the main entrance and the east end of the community. The City will contribute an additional \$100,000 in local match, using TSM Fund 2001. On June 3, 2016, VCTC approved the City's application for an additional \$100,000 to add 1,500 feet of sidewalk in front of Villa Del Arroyo Mobile Home Park between the main entrance and the west end of the community. An additional 500 feet of sidewalk is proposed, connecting the west-end sidewalk to the Simi Valley City limit line. The City will contribute an additional \$100,000 in local match, using TSM Fund 2001. (Total project budget \$400,000). Staff is proceeding with an in-house design for the funded sidewalk installation abutting the Mobile Home Park. Staff submitted a TDA

Article 3 grant application to VCTC on August 21, 2017. The application was for \$531,180, with a local match of \$68,820. The grant is to fund development of plans and estimates from schematic to design development stage for sidewalk and bikeways along Arroyo Drive and Collins Drive, between Campus Park Drive and the Arroyo Drive railroad crossing. As of the time of this report, the City's project has been recommended for funding from CTAC and TTAC. Approval from VCTC is expected on October 6. If approved, the project can begin in FY 2018/19.

### **Administrative Matters**

#### **Proposition 1B Streets and Roads Funding:**

Description: The City received \$581,448 Proposition (Prop) 1B Phase 1 on May 15, 2008. These funds were used on the 2009 Pavement Rehabilitation Project in the Campus Park area (Project 8002). The City also received \$537,418 in Prop 1B Phase II streets and roads funding on June 15, 2009.

Status: **No change since last report.** The Prop 1B Phase II funding was initially programmed for the Arroyo Drive Pavement Rehabilitation Project (Project 8084), however that project was not constructed before the funding deadline of June 30, 2013, so the funds were moved to cover a portion of the cost of the 2012/13 Pavement Rehabilitation Project (Project 8002).

#### **Evaluate Funding Sources and Priorities for Undergrounding Projects (Departmental Objective V.B.4):**

Description: To identify locations of potential future Undergrounding projects and to establish methodology for priority ranking. To estimate costs and identify potential funding sources.

Status: **No change since last report.** The City Council has approved the Committee recommendations.

#### **Floodplain Management Ordinance**

Description: Update the Floodplain Management Ordinance to incorporate the current National Flood Insurance Program (NFIP) and revised Federal Emergency Management Agency (FEMA) Digital Flood Insurance Rate Maps.

Status: **No change since last report.** Staff is reviewing the current NFIP and FEMA regulations for incorporation into the revised ordinance. Several residents have met with staff because they have received rate increase notices from the federal government. FEMA is in the process of raising flood insurance premiums per the Biggert-Waters Flood Insurance Reform Act of 2012 and the Homeowner Flood Insurance Affordability Act of 2014. After super storm Sandy they found the old rates were inadequate.

#### **Graffiti Removal:**

Description: Staff continues to be pro-active with the removal of graffiti and spent approximately 14 hours in July, 4 hours in August, and 0 hours in September on the removal of graffiti within the public right-of-way.

Status: Ongoing.

**Bicycle Transportation Account (BTA):**

Description: Application for funding to construct bike lanes on Princeton Avenue, from Spring Road to SR 118, as part of the Princeton Avenue Widening Project.

Status: The City submitted a grant application to Caltrans in November 2008 requesting \$206,323 in Bicycle Transportation Account funds. September 14, 2009, the City received approval of the grant request. The funding is reimbursement-based. To date, the City has been reimbursed \$15,532.43 for bikeway design costs. Staff submitted a request for a Cooperative Work Agreement to Caltrans to extend the grant funding deadline from April 1, 2012 to June 30, 2014. Caltrans approved the extension and staff clarified that the new expiration date is June 30, 2017. Staff is working to extend the grant, with the justification that Caltrans is already reviewing project.

**Parking Citations:**

Description: Public Works provides initial parking citation appeal review for City-issued parking citations. The majority of tickets written by the City are for vehicles parked in an area during street sweeping hours.

Status: Staff reviewed 138 citation appeals from July - September. Ninety-three (93) citations were recommended for cancellation and 45 were denied. Individuals who receive a denied appeal may have their appeal heard by a Hearing Officer.

**National Pollutant Discharge Elimination System (NPDES)**

**Calleguas Creek Integrated Watershed Protection Plan (IWPP) Phase II:**

Description: Ventura County Watershed Protection District (District) is working on a Management Strategy Study to select flood and sediment control approaches and combine them into a selected Combined Alternative.

Status: **No change since last report.** On September 22, 2009, District staff presented their final draft of the Integrated Watershed Protection Plan (IWPP) Phase II Study. The District's goal is to establish several regional basins to collect flood waters, which will be released at a slower rate and flow after storms have occurred. According to the District, the regional basins will reduce the need for channel improvements. One of the proposed regional basins is located south of Virginia Colony and extends eastward towards Villa Del Arroyo Mobile Home Park. The entire project, if approved, is expected to cost more than \$330 million over the course of several years. The District's goal is to seek state and federal grants to fund the project. City staff submitted comments on the draft study, including the importance of including the role of local municipalities and the ability of property owners to develop undeveloped property. The District is developing its Upper Calleguas Watershed Management Plan. The study area includes Simi Valley and a portion of Thousand Oaks. Staff has attended several stakeholder workshops to monitor the progress of the plan. On May 31, 2013, the City received a letter from the

District stating that based on the City's successful approval of Moorpark's Letter of Map Revision with FEMA, coupled with escalating mitigation costs, regulatory restrictions, and the District's budgetary constraints, the District will no longer pursue the Virginia Colony project as a vital project.

**Calleguas Creek Total Maximum Daily Load (TMDL) Management Committee:**

Description: The City of Moorpark is part of the Calleguas Creek Watershed Stakeholder Committee for compliance of the Calleguas Creek Watershed Total Maximum Daily Load (TMDL) Program. There are currently six TMDLs that the jurisdictions in Calleguas Creek work to meet: Nitrogen; Toxicity; Organochlorine Pesticides, PCBs, and Siltation; Metals; Salts; and Trash. It should be noted that the Trash TMDL is only applicable for a subset of the Calleguas Creek stakeholders; Moorpark is not one of the stakeholders.

Status: The TMDL Management Committee met on July 17 and September 18, 2017. The Committee reviewed a draft Agreement that updates the existing TMDL Implementation Program, adding the Ventura County Watershed Protection District (District) for the purposes of providing program management of the Calleguas Creek TMDL Stakeholder Committee. The Agreement is currently with each respective agency for formal review prior to adoption, which will need to be taken to each agency's City Council or Board for approval. The Committee also reviewed various TMDL topics, including a draft selenium work plan, optional benthic assessment and chemistry testing, bacterial policy, biostimulatory/biointegrity policy and 303(d) list comments. In addition, the Committee discussed the statewide Trash Policy Implementation and methods of compliance.

**Coastal Cleanup Day:**

Description: The City participates in California Coastal Cleanup Day, which is traditionally held on the third Saturday of September.

Status: Coastal Cleanup Day was Saturday, September 16, 2017. Moorpark's cleanup location was Villa Campesina Park. Twenty-eight (28) people attended the event and removed approximately 145 pounds of trash and 20 pounds of recyclable materials from the Arroyo.

**State NPDES Construction Permit**

Description: Construction sites that disturb one acre or greater are required to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity (Construction Permit).

Status: **No change since last report.** The new Construction Permit was adopted by the State Water Resources Control Board on September 2, 2009. The Construction Permit became effective July 1, 2010. Construction activity subject to this permit includes clearing, grading and disturbances to the ground such as stockpiling, or excavation, but does not include regular maintenance activities performed to restore the original line, grade, or capacity of the facility. Whereas the previous Construction Permit was focused on best management practices (BMPs) and the development of a Storm Water Pollution Prevention Plan (SWPPP), the new Construction Permit is more

risk-based and has progressively stricter requirements depending on the size of the construction site. The Construction Permit is required for private and public construction sites. Public Works staff received a presentation from Hall & Foreman, Inc., on June 23, 2010, for review of compliance with the new Construction Permit. Staff also participated in a California Stormwater Quality Association (CASQA) webinar that covered CASQA's updated Construction Best Management Practices (BMP) manual. The updated manual will assist in complying with the new Construction Permit's requirements.

**Stormwater Permit:**

Description: The City along with all the other cities and Ventura County are regulated with a municipal stormwater permit MS4 (Permit). The Permit has multiple requirements designed to protect stormwater that is discharged into the watershed. City staff has been working with other municipalities and the County (collectively referred to as the "Permittees" to negotiate with the Los Angeles Regional Water Quality Control Board (Regional Board) for its new Permit. The current permit expired July 8, 2015.

Status: The Stormwater Permit kickoff meeting was May 2, with a follow-up meeting on May 16. Co-permittees continue to compare the Los Angeles MS4 Permit to the current Ventura County MS4 Permit for potential program changes. It is anticipated that a new MS4 Permit will be adopted in December 2016 or possibly early 2017. Although the current MS4 permit "expired" on July 8, 2015, the MS4 Permit continues to be adhered to until a new permit is adopted and effective. The Permittees met with staff from the Regional Board on September 21 during the monthly Public Works Directors meeting to discuss the status of the Permit. At this time, the Regional Board has stated it intends on establishing a Regional Permit, which would be applicable to both LA County and Ventura County agencies, instead of the current separate Permit for LA County and Ventura County. A draft Regional Permit is expected in late spring of 2018, with adoption likely in the fall of 2018.

**Upper Calleguas Creek Watershed Management Strategy Study:**

Description: Ventura County Watershed Protection District (District) is working on a Management Strategy Study to select flood and sediment control approaches for the upper Calleguas Creek Watershed. This study primarily affects the cities of Thousand Oaks and Simi Valley.

Status: **No change since last report.** Staff attended the third stakeholder meeting of the Upper Calleguas Creek Study on April 10, 2013. The focus of the Study was proposed solutions to flooding problems along the Upper Calleguas Watershed (Simi Valley and Thousand Oaks). At the meeting, Ventura County Watershed Protection District's (District) consultant team (CDM Smith) provided the group with its current proposed projects. The group then broke into smaller work groups to discuss the proposed solutions. The majority of the proposed solutions in Simi Valley included converting areas of the Arroyo Simi from a trapezoidal cross section to a rectangular cross section for additional capacity. A number of bridges would also need to be improved to prevent blocked flow. In a few areas where space was available, detention

basins are proposed. Moorpark staff commented that the Lower Calleguas (Moorpark, etc.) should be improved first before the Upper Calleguas is improved so that the downstream area can support the increased flow. Bridge improvements should be completed before the Arroyo itself is improved. Conversion from trapezoidal to rectangular channels is not necessarily the best solution given the trend to maintain natural stream systems. The fourth stakeholder meeting occurred on September 11, 2012. During the meeting, City staff recommended that if improvements to the Upper Calleguas and its tributaries would increase the flow of water that traveled to the Lower Calleguas area (including Moorpark) then improvements to the Lower Calleguas must be made first. A fifth stakeholder meeting was held on December 11, 2012. Progress on the draft study report was presented. Further details on the proposed projects and a schedule for implementation are being prepared. Staff continues to review the documents provided by the District. The District released its Final Report in May 2013, including a response to comments. Staff is still reviewing the document to determine if the report addresses the City's concerns.

#### **Ventura Countywide Storm Water Quality Management Program – Watershed Management Committee (WMC):**

Description: The NPDES Permit mandates that Permittees (including the City of Moorpark) meet at least monthly to discuss stormwater topics. With a newly adopted Permit, the primary meeting topic is Permit implementation requirements.

Status: Staff attended the WMC on September 21, 2017. The group discussed the Public Works Directors' meeting with the Regional Board held earlier that day as well as implementation of the Trash Policy.

#### **Transit**

##### **Article 3 Funding:**

Description: The City is eligible to apply for TDA Article 3 funding (bikeways and pedestrian projects) from VCTC. The funds are available on an annual basis and are competitive applications.

Status: **No change since last report.** The City submitted its FY 2016/17 Article 3 funding request to VCTC on March 31, 2016. The request was for \$100,000 for Phase II of sidewalk construction parallel to Arroyo Drive in front of Villa Del Arroyo Mobile Home Park. Phase II includes a sidewalk between the Villa del Arroyo Mobile Home Park's main driveway and the west-end of the mobile home park as well as the east-end of the mobile home park property line and the City of Moorpark's city limit line. The grant proposal includes a local match of \$100,000. Phase I includes a sidewalk between mobile home park's main driveway and the east-end of the community's property line and is funded with \$100,000 of TDA Article 3 funding that was received for FY 2015/16 (a local match of \$100,000 is also provided). On June 3, 2016, VCTC approved the City's application.



**Moorpark City Transit:** Transit totals for the months of April through June, 2017 are provided below:

	Apr	May	Jun	YTD
Daily Average	269	265	168	222
Total Monthly Ridership	5,387	5,834	3,709	58,361
Farebox Ratio (target ratio 20%)	14.18%	13.31%	8.23%	11.55%

**Beach Bus:**

Description: The Beach Bus is a seasonal program during the summer that provides two round trips to and from Zuma Beach Tuesday through Thursday.

Status: City Council approved the 2017 Beach Bus program on March 1, 2017. On May 3, 2017, the City Council awarded an Agreement to Durham School Services for an additional three (3) years of service. The Beach Bus operated June 13 – August 10 for the 2017 summer. Approximately 873 round trips were provided this summer, compared to 767 trips in 2016 (an increase of 13.82%). The City collected \$4,341 in fares compared to \$3,762 in 2016 (an increase of 15.40%). The summer 2017 program cost \$16,924.83, essentially the same as last year (\$16,874.40).

**East County Memorandum of Agreement (MOA):**

Description: The VCTC Regional Transit Study, approved April 13, 2012, included a recommendation for the cities of Simi Valley, Moorpark, Thousand Oaks and Camarillo to join together to coordinate public transit services. The East County MOA would operate and coordinate all bus and ADA services, fares and hours of service including east county unincorporated area transit services. The MOA (transitioned back to an MOU) was finalized and executed on September 11, 2013.

Status: **No change since last report.** The four cities mentioned above as well as staff from Ventura County and Gold Coast Transit met April 27, May 25, and June 22, 2017. The ECTA members reviewed the current InterCity Dial-A-Ride service and determined not to expand service into the weekend based on concerns from Simi Valley. The members also approved revising the existing InterCity Dial-A-Ride service brochure. The changes are intended to simplify the information that is provided.

**Metrolink Station:**

Description: Moorpark’s Metrolink Train Station and two parking lots are owned by the Ventura County Transportation Commission (VCTC). The City provides landscape maintenance service and trash removal at the platform. The City also installed a security camera system to monitor the parking lots and station in 2007. City staff

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routinely communicates with Metrolink and VCTC personnel about various topics related to the station.

**Status: No change since last report.** On September 14, 2015, the City of Moorpark hosted Metrolink’s Ventura County Sealed Corridor press conference at the Moorpark Post Office. The press conference highlighted four projects in Ventura County, which are located in Simi Valley (First Street, Erringer Road, and Sycamore Drive) and in Moorpark (Moorpark Avenue). Councilmember Millhouse acted as Master of Ceremonies at the event. Councilmember Pollock also attended. Congresswoman Julie Brownley spoke at the event as did Simi Valley Councilmember Mike Judge and Metrolink CEO Art Leahy.

**Paratransit Services:**

**Description:** The City’s Senior Dial-a-Ride (DAR) program provides origin-to-destination transit services for Moorpark residents aged 65 and older. The City also offers origin-to-destination transit services for Moorpark residents with a valid ADA card (members with a mental or physical disability who are unable to use the fixed-route bus system). The ADA Paratransit program provides travel within the City limits as well as to neighboring jurisdictions.

**Status:** Twenty-two (22) residents received membership in the Senior DAR program April - June, 2017. Six (6) ADA Paratransit participants joined during the same time period.

Transit passenger totals for the months of April through June, 2017 are provided below:

	Apr	May	Jun	YTD
Senior/ADA Intra-City Trips	107	140	151	1,608
Senior/ADA Inter-City Trips (ECTA)	233	266	244	3,150

**Transit Operators Advisory Committee (Transcom):**

**Description:** Transcom meets the second Thursday of every month. During the meeting, staff meets with other transit operators to discuss multiple topics, including federal and state funding, ADA requirements, and transit improvement projects.

**Status:** Staff attended Transcom on July 13 and September 14, 2017. At the July meeting Transcom approved guidelines for a call-for-projects to program FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds and Section 5307 Jobs Access/Reverse Commute (JARC) funds and the proposed call-for-projects schedule for VCTC’s consideration. Applications are due November 15. Moorpark is eligible to submit grant applications. Transcom also approved the FY 2017/18 Federal Transit Program of Projects for FTA 5307 funds, which includes \$325,825 for Moorpark’s transit services. At the September meeting staff from VCTC discussed VCTC’s award to Syncromatic for bus tracking software. In addition to the GPS tracking service,

Syncromatics has additional services such as automated bus announcement systems, scheduling software, and automatic passenger counters. VCTC staff is negotiating pricing for these various services which may become available for other transit agencies. VCTC staff also announced that the VCTC interCity East-West Connector bus service is expected to start the week of Veterans Day. This new bus service would connect the Cities of Simi Valley and Moorpark directly to Camarillo, Oxnard, and Ventura.

**Transit Route Evaluation Study (Study):**

Description: The City has a contract with Nelson\Nygaard Consulting Associates (Nelson/Nygaard) to evaluate Moorpark City Transit's Route 1 and Route 2 bus service. The intent of the study is to identify changes to the service in an effort to reduce costs and increase ridership.

Status: On May 17, 2017, City Council approved the Moorpark City Transit Evaluation Final Report, including changes to Route 1 and Route 2. The proposed changes took effect August 7, 2017. Changes included removing Route 1 bus stops from Mountain Trail Street, Meadows Drive, Walnut Creek Road, Spring Road, Condor Drive, and eliminated service into Villa Del Arroyo Mobile Home Park (Villa Del Arroyo). Route 1 also no longer provides service into Moorpark Town Center, Mission Bell Plaza, or Moorpark Marketplace. Stops were placed on public streets adjacent to the shopping centers. Route 2 now provides 3 trips per day to Villa Del Arroyo. Route 2 no longer services Mountain Trail Street (south of Tierra Rejada Road), Countrywood Drive, Walnut Creek Road or Christian Barrett Drive. Route 2 also provides service adjacent to Moorpark Marketplace instead of inside the shopping center. Both Routes begin and end their trips at Moorpark College and each provides 11 trips per day.

**Ventura County Transportation Commission (VCTC or Commission):**

Description: The Commission meets the first Friday of every month. The Commission is a governing board that develops and implements transportation policies, projects, funding and priorities for a wide variety of projects.

Status: Staff attended VCTC on July 7 and September 8, 2017. The Commission approved the FY 2017/18 FTA Program of Projects, which includes \$325,825 for Moorpark for bus and dial-a-ride services.

**Unmet Transit Needs:**

Description: Public Utilities Code Section 99401.5(c) requires that the local transportation planning agency (VCTC) hold at least one public hearing each year to determine if there are transit needs that must be met. As part of this annual requirement, Moorpark voluntarily discusses its transit programs during a City Council meeting. Staff then forwards any comments from the public and from the Council to the VCTC.

Status: **No change since last report.** On December 2, VCTC approved the FY 2017/18 Unmet Transit Needs public hearing schedule. VCTC held a public hearing on

February 3, 2017, at 9:00 am (in conjunction with the VCTC meeting). The City of Moorpark discussed Unmet Transit Needs at its February 1, 2017 City Council meeting. Based on comments received, City staff submitted a comment to VCTC, stating that the City would like to see improvements in notification from Metrolink to transit operators prior to Metrolink adjusting the Ventura County Line schedule. On May 12, 2017, VCTC approved the FY 2017/18 Unmet Transit Needs Findings, determining that there were no unmet transit needs reasonable to meet.

## **CITY MANAGER'S OFFICE**

**Tentative Future City Council and Successor Agency Agenda Items:** Future agenda items for consideration are as follows: Solid Waste Franchise Agreement; Options for use of remaining funds from former Moorpark Redevelopment Agency Bonds; Development Agreement with Spring Road LLC/Duncan-Ashley; Development Agreement with Mansi/Aldersgate; Development Agreement with Grand Moorpark/Kozar/Skye Line 66 LLC; Development Agreement with Rasmussen/Moorpark 67 LLC; Development Agreement with Chiu/Everett Street Terraces; Update personnel rules; Annual review of the Capital Improvement Program (CIP); Approval of the initial Parks and Facilities Capital Improvement Program; Review of Los Angeles Avenue Traffic Study; City Council Social Media Policy; RFP for design of a new Library facility; and Update of the Park Improvement Fund zone boundaries.

**Solid Waste Franchise Agreements:** The current Residential and Commercial Franchise Agreements with Waste Management (G.I. Rubbish) and Moorpark Rubbish Disposal were scheduled to expire December 31, 2011. A City Council Ad Hoc Committee (Mayor Parvin and Councilmember Mikos) and City staff have been negotiating terms for extended and revised agreements with the current franchisees. The Council has approved extension of the agreements through October 31, 2017 and will be asked to extend them through December 31, 2017.

**Sustainability Fee Memorandum of Understanding (MOU) between County of Ventura and City of Moorpark:** Pursuant to the Sustainability Fee MOU, the County of Ventura (County) agreed to pay the City \$1.5 million for the acquisition of open space and conservation easements within a designated area. The "Designated Area" includes the eastern portion of the City's Area of Interest (located generally northeast of the City limits). The County has paid the \$1.5 million, and the City has until September 30, 2017, to acquire open space property and conservation easements. The City has requested the County to consider an extension of the September 30, 2017 deadline and the County approved an extension to December 31, 2017.

## **COMMUNITY DEVELOPMENT DEPARTMENT**

### **CITY COUNCIL PRIORITY OBJECTIVES**

**Creation of Mixed Use Zone (Also Objective I.A.4):**

Description: Evaluate a potential mixed use (residential/commercial) zone within the Downtown Specific Plan area with a report to City Council by February 28, 2018.

Status: Staff has begun studying and analyzing the potential for mixed use development on vacant and underutilized property along High Street and Charles Street.

**Los Angeles Avenue Traffic Study (Also Objective II.A.10.):**

Description: Prepare a Traffic Study of the Los Angeles Avenue (SR 118) corridor to determine ultimate location for traffic signals and other improvements to optimize traffic flow and minimize impacts on adjacent residential streets and provide information for use in preparation of the Circulation Element with a report to the City Council by January 31, 2018.

Status: On September 9, 2016, the City Council approved initiation of the traffic study. A Request for Proposals was distributed to four traffic consulting firms on October 9, 2016, with proposals due on November 10, 2016. One firm, Kimley-Horn and Associates, submitted a proposal. Staff reviewed this proposal and determined it to meet the needs of the City. On December 21, 2016, the City Council approved an agreement with Kimley-Horn and Associates to prepare the traffic study for a not-to-exceed amount of \$110,000.00. CDD and PWD Directors had a kickoff meeting with Caltrans Traffic and Permits staff and the City's consultant at Caltrans District 7 Headquarters on June 28, 2017. Caltrans requested a study that only addresses optimization of existing signals and does not raise other, more vexing issues like truck safety and weigh stations, which would delay straightforward signal optimization. Caltrans staff also suggested that addition of future signals in a report to them will clearly indicate a reduced capacity on Los Angeles Avenue. They recommended that future signals be analyzed individually following published "warrant" rules. City's consultant agreed with this approach and will prepare a report for Council that includes the optimization of current signals as well as these other, more complex issues. Caltrans committed to updating the City on how they may be using the traffic signal interconnect system installed on Los Angeles Avenue more than ten years ago. A draft report for staff review is expected by the end of October 2017.

Approval Authority: City Council

**General Plan Update (City Priority Objective, Also Objective VI.A.5.):**

Description: Prepare a comprehensive update of Land Use, OSCAR, and Circulation Elements including environmental documentation and insure internal consistency among all General Plan Elements. Consider creation of a Natural Open Space land use designation and the City's vision for land within the City's Area of Interest as part of the Land Use Element. Present Land Use Element to the City Council by January 31, 2018 and present Circulation Element including possible designation of Moorpark Avenue (SR 23) between Casey Road and Los Angeles Avenue (SR 118) as an arterial street by October 31, 2018. Present OSCAR Element including a Trails Master Plan to City Council by June 30, 2019. Upon adoption of any General Plan Amendments, prepare

necessary changes to the Zoning Ordinance to insure conformity and consistency with the General Plan.

**Status: No change since last report.** The City Council appointed an Ad Hoc Committee (Mayor Parvin and Councilmember Mikos) to work with staff to complete an update to the Open Space, Conservation, and Recreation Elements. Staff is finalizing a draft of the Land Use and Circulation Elements. Approximately 95% of the GIS mapping for the General Plan has been completed with the remainder to be completed by the first quarter of 2015. Staff has initiated work with J. H. Douglas and Associates to assist in the completion of the Land Use and Circulation Element updates. This update awaited completion of the commercial demand study (discussed below) so that its findings can be incorporated into the Land Use Element. The commercial demand study was completed and reviewed by the City Council at its September 7, 2016 meeting. A draft of the Land Use Element Update is under review by staff for presentation to the Planning Commission and City Council late 2017 or early 2018.

Approval Authority: City Council

### **Development Project Review**

Description: Present for City Council consideration General Plan Amendment (GPA) of Land Use Element and accompanying entitlements for GPA 2016-01 (Pacific Communities), GPA 2013-02 (Mansi/Aldersgate Investments) and GPA 2015-02 (Duncan/Ashley/Spring Road LLC) by December 31, 2017

Status: GPA 2016-01 was presented to City Council and approved on September 20, 2017. GPA 2015-02 is tentatively scheduled for Planning Commission consideration on October 24, 2017 and City Council consideration on November 15, 2017. GPA 2013-02 is tentatively scheduled for Planning Commission consideration at a special meeting in December, 2017, and City Council on January 17, 2018.

Approval Authority: City Council

### **High Street Streetscape Plan**

Description: Modify the approved High Street Streetscape Plan. Develop phasing plan and construct selected portions of the High Street Streetscape Plan, including traffic calming devices, decorative paving, landscaping and metal trellis (public art) in the Metrolink parking lot by June 30, 2019.

Status: Staff has started initial discussions on options for achieving this objective.

## **DEPARTMENTAL GOALS AND OBJECTIVES**

### **Downtown Housing Program (Objective I.A.3):**

Quarterly Report to City Council  
July to September 2017

Description: Develop program to encourage new multi and single family housing projects on underutilized residential and commercial sites within the Downtown Specific Plan area with a report to City Council by February 28, 2018.

Status: Staff has begun studying and analyzing the potential for mixed use development on vacant and underutilized property along High Street and Charles Street.

**Spending Plan for Former MRA 2006 Tax Allocation Bonds (Objective I.A.2):**

Description: Develop spending plan for use of former Moorpark Redevelopment Agency 2006 Tax Allocation Bonds for presentation to City Council.

Status: Staff has begun assessment of the needs and estimated costs of streets, curb, gutter, sidewalk, drainage, and street lighting upgrades and maintenance for the former Redevelopment Agency Project Area. A report on the spending plan will be presented to the Council by late 2017. This objective has been transferred to the City Manager's Office and will be removed from subsequent Community Development Department Reports.

**High Street Furniture:**

Description: Install new street furniture (benches, planters, and trash receptacles) on High Street.

Status: **No change since last report.** Work has not commenced. This objective has been merged with the High Street Streetscape Program. It will be removed from subsequent reports.

**State Route 23 Bypass and North Hills Parkway (Objective II.A.13.):**

Description: Determine whether or not to have developer complete grading of Alternate SR 23 and North Hills Parkway within Specific Plan No. 2 or accept cash in-lieu of grading by December 31, 2017.

Status: **No change since last report.** Staff has been working with Pardee Homes on finalizing the grading plan for the area within their project site. On October 21, 2009, the City Council approved a proposal from RBF Consultants, the engineer for Pardee Homes, to design the extension of 23 Bypass from the northern City limits to Broadway Street, so that Pardee's grading will allow for a future connection. RBF has been awarded a contract for the alignment study of the 23 Bypass to Broadway and work is proceeding. On November 19, 2010, staff signed a contract with Glenn Lukos Associates, Inc. to perform Department of Fish and Game regulatory services for this project and work has commenced. Staff is revisiting the project at this time and intends to present the City Council with a "buyout" option for consideration in 2017.

Approval Authority: City Council.

**Film Ordinance (Objective IV.A.13):**

Description: Adopt Film Ordinance by December 31, 2017.

**Status:** **No change since last report.** Staff has drafted amendments to the City's film regulations and has been reviewing these with the City Attorney's Office.

**Evaluate Projects of Other Agencies (Objective V.A.6):**

**Description:** Evaluate potential impacts of projects under jurisdiction of other public agencies including Moorpark Desalter Project and extensions of quarry operations, and make recommendations for possible City Council action.

**Conditional Use Permit No. 4571 Minor Modification (Wayne J. Sand and Gravel):**

**Description:** Extension of the operation permit to 2025, expansion of operation to allow an average of 460 truck trips per day with a peak of 600 trips per day (up from an average of 72 and a maximum of 100 permitted trips), expansion of the boundary of the mining area, and expansion of the hours of operation to allow 24 hour hauling.

**Status:** **No change since last report.** The Draft Environmental Impact Report for this project was released on June 5, 2006, with comments due on August 25, 2006. Staff prepared and submitted comments. A Final EIR was completed and submitted to the City on June 25, 2009. The County Environmental Report Review Committee (ERRC) continued consideration of the Final EIRs for the expanded operations of the Wayne J sand and gravel mines to an indefinite future meeting at the request of County staff to allow the staff to address EIR issues. City staff submitted a comment letter to Ventura County planning staff on August 19, 2009. Ventura County planning staff forwarded it to the ERRC for consideration as part of their review process of the EIR. The ERRC reviewed the Final EIR on March 3, 2010 and recommended certification. On March 13, 2015, the City received a revised Draft EIR for this project. Comments due on April 30, 2015. The City Council discussed this project and the Draft EIR on April 15, 2015, and a letter was sent to the County providing City's comments. A County Planning Commission hearing was tentatively scheduled for December 4, 2015; however, this hearing did not take place. The applicant met with the Mayor and staff twice in December 2015 to discuss City concerns with the project. On February 11, 2016, the County Planning Commission approved this project after holding a public hearing. The City Council appealed this approval to the Board of Supervisors, who approved this project on May 3, 2016. On June 2, 2016, the City filed a Petition for Writ of Mandate for Violation of the California Environmental Quality Act on this approval with the Ventura County Superior Court. The case has since been transferred to the Los Angeles Superior Court. A hearing is tentatively scheduled for October 4, 2017.

**Conditional Use Permit No. 4633-1 Modification No.1 (CEMEX):**

**Description:** CEMEX California Aggregates, operating north of Moorpark on Happy Camp Road, requested a modification of Conditional Use Permit (CUP) 4633 to replace the existing permit and authorize the continued operation of the existing aggregate mine for an additional 49 years to 2065. Existing limits on truck traffic (980 average daily trucks, 1180 maximum daily trucks) are proposed to remain the same.

**Status:** On December 16, 2016, staff sent a comment letter expressing concerns over



the impacts of truck traffic and requesting a copy of the environmental document and staff report when it is prepared. CEMEX staff reached out to the City to mitigate traffic concerns. On June 7, 2017, the City Council approved a Pre-Litigation Settlement Agreement that provides funding to mitigate the fair share of traffic from the project on Moorpark Avenue. This agreement has since been executed. This project is currently under consideration by the County Planning Director. Staff will continue to monitor this project.

**Modification of Conditional Use Permit (CUP) PL 12-0159 (PL16-0097) Mining Facility Expansion (Grimes Rock):**

Description: Modification of CUP and Amended Reclamation Plan to expand the Grimes Rock mining facility onto a 20.9-acre portion of an adjacent property and to extend the effective period of the existing CUP by five years to 2045.

Status: On December 16, 2016, staff sent a comment letter expressing concerns over the impacts of truck traffic and requesting a copy of the environmental document and staff report when it is prepared. On June 16, 2017, the County Planning Director approved this permit modification. On June 23, 2017, the City appealed this approval action. The County Planning Commission denied the appeal and approved the permit on July 13, 2017. This project was not appealed further. This item will be removed from subsequent reports.

**Butler Ranch (County VTTM No. 5837 [Case No. SD-09-0025] and Zone Change No. -09-0007), Located at 1313 Tierra Rejada Road, Simi Valley/Moorpark, Butler Ranch – APNs 513-0-050-065 9 (County), 500-0-360-185 (County), and Designated Remainder 500-0-370-275 (City of Simi Valley):**

Description: Robert Butler has hired Jensen Design and Survey to compile an application for the County, seeking approval of a Vesting Tentative Tract Map and Zone Change on the Butler Ranch property Located at 1313 Tierra Rejada Road, Simi Valley/Moorpark, Butler Ranch [APNs 513-0-050-065 (County), 500-0-360-185 (County), and Designated Remainder 500-0-370-275 (City of Simi Valley)]. The latest revised project proposes to change the zoning of the 508-acre property from the current designation of AE-40 to OS-20 and to subdivide a 508-acre property into 24 residential lots, each a minimum of 20 acres in size, with two means of access from Tierra Rejada Road. The application also indicates that an open space conservation easement of approximately 332 acres (65% of the total property) is proposed. Because the project has been revised to include minimum 20-acre lots, the City no longer has a concern with consistency with the Moorpark SOAR Initiative. Also, the proposed conservation of 332 acres, to be restricted with a biological restrictive covenant and conserved for botanical and wildlife habitat purposes, is appropriate since this property contains identified wildlife corridors.

Status: **No change since last report.** Comments were filed by staff on the proposed application on April 7, 2014, primarily requesting that the County analyze wildlife corridors and visual impacts in an EIR, as part of the environmental review on the proposed Zone Change and subdivision applications. A Notice of Preparation of an EIR

was received by the City on November 19, 2014. Staff responded by re-submitting its April 7, 2014 comments.

**Broad Beach Renourishment Project:**

Description: The Broad Beach Geologic Hazard Abatement District (BBGHAD) originally proposed to import 600,000 cubic yards of sand from east Ventura County sand and gravel mines, with the potential of transporting the material by trucks through Moorpark to replenish eroded sand on Broad Beach in Malibu. On April 3, 2015, the BBGHAD submitted a revised coastal development permit application to the California Coastal Commission to initially import 300,000 cubic yards of sand, with major sand deposition events of 300,000 cubic yards each every 5 years for a 20-year period.

Status: **No change since last report.** On May 28, 2014, the City Council authorized the sending a letter by the Mayor to the BBGHAD expressing concern over the amount of truck traffic that could impact Moorpark residents. This letter was sent on June 11, 2014. BBGHAD staff has been meeting with the City to discuss this concern. A tentative agreement was reached between the City and the BBGHAD to keep project trucks out of Moorpark with appropriate monitoring and enforcement. It is pending approval of the BBGHAD Board. The BBGHAD Board had this agreement on their December 17, 2014 agenda for consideration; however, according to BBGHAD counsel, a quorum of the Board was not available to take action. A hearing before the California Coastal Commission was held on December 11, 2014 and staff expressed the need for the agreement. The BBGHAD withdrew the application at the hearing before the Coastal Commission took action. A revised project was approved by the California Coastal Commission on October 9, 2015. Prior to this approval, the City Council approved a haul route and monitoring agreement with the BBGHAD on October 7, 2015, that would avoid streets through Moorpark as a haul route. This agreement has been executed by both parties. On March 11, 2016, County Counsel submitted a letter to the City threatening litigation if the agreement is not rescinded. On March 24, 2016, the City Attorney responded, indicating that the City will not rescind the agreement. On April 1, 2016, County Counsel filed a Petition for Writ of Mandate and Complaint for Declaratory and Injunction Relief with the Ventura County Superior Court. This case has since been transferred to the Santa Barbara Superior Court. On March 15, 2017 Santa Barbara County Superior Court Judge Thomas Anderle found no basis for injunctive relief and denied the petition. This judgment was entered on April 20, 2017. On April 28, 2017, the County appealed this judgment. On May 8, 2017, the City cross-appealed.

**Proposed Moorpark Desalter Project:**

Description: The Ventura County Waterworks District No. 1 is proposing to construct a Moorpark Desalter project to pump and treat poor quality groundwater in the South Las Posas basin immediately west of Moorpark, in order to provide higher quality water to future users. The project consists of a treatment facility and up to 22 wells on land west of Butter Creek Road, south of Los Angeles Avenue, and east of Hitch Boulevard.

Status: A Notice of Preparation of an EIR was received by the City on November 21, 2014. On December 17, 2014, the City Council authorized the sending a letter to the County requesting that the EIR address land use and planning impacts, aesthetic impacts, and consider alternative locations for the wells. Staff will continue to monitor this project. City Engineer/Public Works Director spoke briefly at the May 13 and July 20, 2016 Fox Canyon Groundwater Management Agency Board meetings to support the concept of pumping and treating local, poor quality groundwater for potable use as our City relies on imported water to meet more than 80% of needs. The County is applying to the State for Proposition 1 water grants for a feasibility study and construction.

**Specific Plan No. 1 – Hitch Ranch (Objective V.A.7.)**

Description: Present for City Council consideration General Plan Amendment of Land Use Element and accompanying entitlements for Specific Plan No. 1 (Hitch Ranch) by December 31, 2018. This Specific Plan is for the development of up to 755 dwelling units, three (3) acres of institutional use, and open space on 283 acres located north of the Union Pacific Railroad, west of Walnut Canyon Road (Highway 23), and east and west of Gabbert Road.

Entitlement Status: **No change since last report.** A Notice of Preparation (NOP) for the project Environmental Impact Report (EIR) was released on June 29, 2004, with public comments due by August 1, 2004. An EIR public scoping meeting was held on July 22, 2004. Given the length of time since the NOP was released, a new NOP was prepared and sent out for comment on May 12, 2006, with comments due June 13, 2006. The applicant has subsequently been working with staff on refining the project design. A preliminary Draft EIR was reviewed by staff and comments were given back to the EIR consultant on April 15, 2009. On June 3, 2009, the City Council, to assist in meeting state goals for affordable housing required in the City's Housing Element Update, authorized the processing of an alternative with 755 units, up from 620 units identified as the maximum in the Land Use Element of the General Plan. This would require a General Plan Amendment. Preliminary draft working documents for the Specific Plan and EIR have been submitted to staff for internal review, which is underway. An updated Notice of Preparation (NOP) for the project Environmental Impact Report (EIR) was released on May 8, 2012, with public comments due by June 11, 2012. Comments were received and are being reviewed while the Draft EIR is being completed.

Approval Authority: City Council

**General Plan Amendments 2005-02 and 2014-01 (Objective V.A.8)**

Description: Present for City Council consideration General Plan Amendment (GPA) of Land Use Element and accompanying entitlements for GPA 2005-02 (Chiu) and GPA 2014-01 (Kozar/Grand Moorpark/Sky Line 66 LLC) by June 30, 2018.

Status: Staff is continuing review and processing of these projects. More specific information on each project is provided below in this report.

**General Plan Amendments 2016-01, 2013-02, and 2015-02 (Objective V.A.9)**

Description: Present for City Council consideration General Plan Amendment (GPA) of Land Use Element and accompanying entitlements for GPA 2016-01 (Pacific Communities, GPA 2013-02 (Mansi/Aldersgate Investments), and GPA 2015-02 (Duncan/Ashley/Spring Road LLC) by December 31, 2017.

Status: GPA 2016-01 was approved on September 20, 2017. Staff is continuing review and processing of the other projects. More specific information on each project is provided below in this report.

**General Plan Amendments 2016-02 and 2015-01 (Objective V.A.10)**

Description: Present for City Council consideration General Plan Amendment (GPA) of Land Use Element and accompanying entitlements for GPA 2016-02 (Moorpark 67/Rasmussen/West Pointe Homes) and GPA 2015-01 (Sunbelt Specific Plan) by June 30, 2019.

Status: Staff is continuing review and processing of these projects. More specific information on each project is provided below in this report.

**Affordable Housing Plan**

Description: Development of an equitable basis for requiring all new development projects to provide affordable housing units and/or pay in-lieu fees. This has been eliminated from the Council objectives and it will be removed from subsequent reports.

Status: **No change since last report.** Work not yet commenced.

Approval Authority: City Council

**Civic Center Master Plan (Objective IV.A.24):**

Description: Develop conceptual design proposal and process Civic Center Master Plan including EIR for new City Hall, council chambers, and other government offices and Library.

Status: In November 2004, the City Council selected GKK Corporation, now GKK Works (GKK) as the architect for the design of the proposed Civic Center and City Hall project. During 2005 and 2006, design proposals for the Civic Center and City Hall were prepared and reviewed by a Council-formed Ad Hoc Committee. In 2007, a new City Library was added to this project. Bonterra Consulting had been retained to prepare an EIR for this project. Staff is evaluating the work performed to date and considering options for proceeding on this project to be presented to the City Council. The library project is moving forward ahead of the City Hall project. The Parks, Recreation, and Community Services Department will be taking the lead on this objective and its status will be updated in the Park's Recreation and Community Services departmental report.

**Amendment to Zoning Regulations for Definitions, Non-conforming Uses, and Overall Internal Consistency (Objective V.A.5.):**

Description: Process amendments to City Zoning Ordinance including definitions, non-conforming uses, and overall internal consistency.

Status: This work effort will follow the update to the Land Use and Circulation Elements of the General Plan. This has been eliminated from the Council objectives and it will be removed from subsequent reports.

Approval Authority: City Council

**General Plan Amendments**

**General Plan Amendment 2015-01, Zone Change 2015-02, Lot Line Adjustment 2015-02 (Sunbelt Enterprises LLC):**

Description: A General Plan Amendment, Zone Change, and Lot Line Adjustment to allow for a lot line adjustment on their campus so that individual buildings would be on their own lots and one large vacant lot would be created for future development.

Entitlement Status: The application for General Plan Amendment and Zone Change, subject to a deed restriction that requires a Specific Plan and Development Agreement for the development of the large vacant lot was recommended for approval by the Planning Commission on May 24, 2016. The City Council approved the General Plan Amendment by resolution and introduced the Zone Change Ordinance on June 1, 2016. The applicant provided a signed copy of the deed restriction and \$20,000.00 deposit toward completion of the Specific Plan. The Zone Change Ordinance had second reading and approval by the City Council on July 20, 2016, after the deed restriction recorded. The Lot Line Adjustment was approved and has been sent to the County Recorder for recordation on March 30, 2017. An error was discovered on the Lot Line Adjustment and this is being reviewed for resubmittal to the County Recorder. The four lots are currently in escrow. The developer's civil engineer corrected the errors in the survey legal description and plat.

Condition Compliance Status: No activity at this time

Building and Safety Status: No activity at this time

Engineering Status: No activity at this time

**Residential Planned Development Permits**

**Residential Planned Development Permit No. 99-02, Tentative Tract No. 5187, General Plan Amendment No. 99-01 and Development Agreement No. 2001-01 (Meridian Hills/K. Hovnanian Homes):**

Quarterly Report to City Council  
July to September 2017

Description: A three-hundred-fifty (350) acre, 248-lot subdivision and Residential Planned Development on the west side of Walnut Canyon Road, south of the proposed Spring Road extension and north of the North Hills Parkway (formerly Highway 118 Arterial Bypass). Submitted February 25, 1999.

Entitlement Status: On January 23, 2002, the City Council certified the EIR, approved the Mitigation Monitoring and Reporting Program and had the first reading of the Ordinances approving the Zone Change and Development Agreement. The General Plan Amendment, Vesting Tentative Tract Map and Residential Planned Development were approved by the City Council on February 6, 2002, at which time the second reading of the Ordinances for Zone Change and Development Agreement also occurred. The Final Map for Tract 5187 was approved by the City Council on May 17, 2006. In January of 2008, staff was informed by William Lyon Homes that the ownership of the remaining unbuilt portions of the project was transferred to Resmark, LLC. On February 20, 2008, the City Council referred this issue to an ad hoc committee of Mayor Pro Tem Parvin and Councilmember Millhouse. On April 16, the City Council continued the review of the application on the updated implementation plan and transfer of ownership of the property from William Lyon Homes to Resmark, LLC, to a date uncertain so that the ad hoc committee could further review this plan with the residents and developer. Staff met with the existing homeowners of the development on May 1, 2008 to ensure that resident's concerns were addressed in the proposed implementation plan that will be presented to the City Council for consideration. On May 21, 2008, the City Council approved the amended implementation plan. On June 18, 2008, staff provided a status update to City Council on the applicant's compliance with the amended implementation plan and the City Council requested another status update at the regularly scheduled City Council meeting on August 20, 2008. On August 20, 2008 and on October 1, 2008, the City Council reviewed a status update on the applicant's compliance with the amended implementation plan. The City Council reviewed the amended implementation plan at the regularly scheduled City Council meeting on December 17, 2008. On March 29, 2013, Pre-Application No. 2013-01 was submitted for review of proposed architectural updates for proposed development of 66 single family homes within Tract 5187, Meridian Hills' neighborhood, (Currently owned by Resmark, previously developed by William Lyon Homes). TRI-Pointe Homes submitted a Modification No. 1 application to introduce four new floor plans and revise the master plotting for construction of 66 units in Meridian Hills. The application was reviewed by City Council at a scheduled public hearing on November 6, 2013, and the applicant withdrew the application at the meeting. K. Hovnanian homes purchased the project from Resmark Homes, with escrow closing in September 2014. An updated Implementation Plan was approved by the City Council in advance of the purchase, on July 16, 2014. On October 17, 2014, the Community Development Director approved an Administrative Permit to construct a "model home complex" consisting of six model homes; two will serve as sales offices, and two adjacent parking lots on four vacant lots in the Meridian Hills. A third amendment to the Implementation Plan was scheduled for City Council consideration on July 6, 2016 to recognize a new owner and financial partner, Hearthstone, Inc., but was removed from the agenda and placed on the July 20, 2016, September 7, 2016, and September 21, 2016 City Council agendas, when it

Quarterly Report to City Council  
July to September 2017

was finally removed after Hearthstone, Inc. no longer was pursuing entering the project as a financial partner, and the request was withdrawn.

Condition Compliance Status: **No change since last report.** The 6 model homes have been constructed and are open for business. Construction of the for-sale homes is now underway. A zoning clearance for the grading permit for the construction of the multi-use trail connection across the Peters' property was issued in June 2014, and construction is underway. Landscaping and accessibility improvements are still needed for completion of this trail. The Implementation Plan calls for completion of these improvements by July 30, 2015. This date was missed and some repairs remain outstanding.

Building and Safety Status: Building Permits for two hundred sixteen (216) homes have been issued.

Engineering Status: Storm drain installation of the Ventura County Watershed Protection District (VCWPD) facilities adjacent to Walnut Canyon Road has been completed pending a letter of completion from VCWPD. A memo from Engineering to Planning dated March 13, 2008, specifies Engineering items required to be corrected or constructed for transfer of ownership from William Lyon Homes to Resmark, LLC. Construction of these items is ongoing and is being monitored. Final cap asphalt paving for Meridian Hills Drive and owner-occupied in tract streets has been installed. K. Hovnanian provided replacement bonds for those submitted by ORA Ashford, LLC and ORA Marquis 89, LLC. K Hovnanian's replacement bonds have been approved and sent to the City Clerk's office. VCWPD issued a letter dated August 25, 2011, accepting the regional flood control basin constructed with the Meridian Hills project. Staff is seeking clarification of this determination. Plans and a grading permit have been approved for the construction of the trails system and sidewalk connections at the Walnut Canyon Road and Spring Road intersection, and construction is complete. Plans have been approved and a permit for construction issued for sidewalk modifications to meet accessibility requirements on both ends of the flood control basin. An updated grading permit has been issued to K. Hovnanian. Construction is complete. Fine grading plans for the K. Hovnanian model lots have been reviewed and approved. Water Tank Access Road and Storm Drain plans submitted and approved. Bonds for the work have been accepted and the grading permit has been approved. The water tank access road is under construction. The City will need a will serve letter for TR 5187-1 Lots 1-24, as the water allocation for these lots were used elsewhere in the development. Tract 5187-2 Lot L, the Equestrian Trail, is under review. Debris wall plans nearly ready to be approved. RJR is requiring an operations and maintenance manual for the debris walls. A slope failure on a trail on Lot Q is being investigated. Repairs to the slope failure are being designed for presentation to Council for approval on July 19, 2017. Two bids were received to repair the slope on September 11, 2017. Bid award is scheduled for October 4, 2017 with a 30 working day schedule following contract formation. Offsite work as well as home construction continues south of Meridian Hills Drive.

**Residential Planned Development (RPD) Permits No. 2002-03, -04, and -05, Zoning Ordinance Amendment No. 2002-02, Tentative Tract Map No. 5045 - Minor Modification 1, Development Agreement (Pardee Construction Company, Specific Plan No. 2):**

Description: Development of 318 out of 450 single-family residential lots and one (1) multi-family lot proposed for up to 102 units on property located north of Charles Street, along the extension of Spring Road, east of Walnut Canyon Road (SR-23) and west of Happy Camp Canyon Regional Park. As part of the implementation measures for Specific Plan No. 2, this project also includes sixty-nine (69) acres of private open space, a 7-acre public park, and 101 acres of habitat conservation area.

Entitlement Status: The Tentative Map was approved by the City Council on August 2, 2000. A Permit Adjustment to allow for private streets and modification of the lot configuration was approved, reducing the number of single-family residential units to 450. A Modification for gates on private streets was approved by the City Council on January 21, 2004. On July 7, 2004 the City Council approved Residential Planned Development Permits for Planning Areas 1-4. On October 5, 2005, the City Council approved Final Tract Map Nos. 5045-1, 5045-2, and 5045-3. On March 1, 2006, the City Council approved Final Tract Map Nos. 5045-4 and 5045-5.

Condition Compliance Status: The Landscape Maintenance Assessment District formation was completed and approved by City Council on January 17, 2007. Final occupancies have been granted for all houses. Community Development and Engineering staff will be meeting with Pardee Homes in the first half of 2017 to go over final items to be completed in this project.

Building and Safety Status: Construction is complete.

Engineering Status: Home construction is complete, and all repairs and final asphalt cap was completed April 2016 within Planning Areas 2 and 3. Pardee and their contractor met with staff on April 17, 2017, to discuss outstanding issues related to exonerating surety bonds. PWD Director is preparing staff report to Council to exonerate uncontested bonds at the July 19, 2017 meeting. A number of bonds were released in July leaving survey monumentation and bypass highway sureties to be resolved. Other issues include mitigation area within the highway right of way and La Perch access at Water District offices.

**Residential Planned Development No. 2003-01, Tentative Tract Map No. 5405, General Plan Amendment No. 2003-01, Zone Change No. 2003-01 (K. Hovnanian Homes):**

Description: Seventeen (17) single-family detached affordable units and subdivision of 2.02 acres into seventeen (17) residential lots, in partial fulfillment of affordable housing requirements for the West Pointe project (Tract 5187). The remaining required affordable housing is to be met through payment of in-lieu fees by Tract No. 5187. Submitted on January 14, 2003.



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Entitlement Status: The project was approved by the City Council on August 20, 2003. A Lot Line Adjustment was approved to provide consistency with the contour grading plan.

Condition Compliance Status: **No change since last report.** The final map was approved by City Council on December 20, 2006. Zoning clearances have been issued for fine grading, construction, and occupancy of all homes.

Building and Safety Status: Construction of homes is complete.

Engineering Status: The final map has been recorded. Improvements are completed, and the site is being monitored for NPDES compliance. Fine grading plans have been approved. SCE grant of easement has been reviewed, and subordination language has been added to the deed as part of the City Council Agenda Report for easement dedication. Memo of March 13, 2008 referenced in Tract 5187 has items for Tract 5405 that are being completed. Bonds submitted by ORA Brighton 17, LLC have been exonerated, and replacement bonds from K. Hovnanian have been approved and sent to City Clerk's office. The homes and sound wall for TR5405 are complete. Sidewalk, curb and gutter repairs are complete. Pavement repairs and final cap have been completed and Developer's engineer is finalizing survey monuments and as-built drawings. Some settlement and silting have been observed in some of the hillside drains above the homes. These deficiencies will have to be repaired before final turnover.

**Residential Planned Development Permit No. 2003-04, General Plan Amendment No. 2003-04, Zone Change No. 2003-03, Tentative Map No. 5463 (Toll Brothers, Inc.):**

Description: An expansion of the Country Club Estates Project on 43.3 acres located on the north side of Championship Drive, east of Grimes Canyon Road. The development consists of 50 single-family homes.

Entitlement Status: The City Council approved the General Plan Amendment and first reading of the Zone Change and Development Agreement ordinances, and adopted the Mitigated Negative Declaration on November 15, 2006. The Tentative Tract Map and Residential Planned Development were approved by the City Council on December 6, 2006. A Permit Adjustment application was approved on March 29, 2007, to clarify certain conditions of approval. The applicant submitted an additional Permit Adjustment application and a request to modify the Development Agreement on issues related to affordable housing, open space, and improvement timing. The additional Permit Adjustment was approved by staff, and the request to amend Ordinance 346 to modify Development Agreement No. 2004-01, relating to timing of Grimes Canyon Road improvements and the timing and manner of open space and affordable housing mitigation, was approved by the City Council on June 20, 2007. The Development Agreement was signed by Toll Brothers and submitted to the City for execution.

Approval Authority: City Council

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Condition Compliance Status: **No change since last report.** An Early Grading Agreement was executed and mass grading has begun. On August 15, 2013, the applicant submitted Modification No. 1 to RPD 2003-04 for approval of two new house plans and modification of three existing house plans. This modification was approved by City Council on October 2, 2013. Two (2) model homes are complete, and construction of production homes is underway. Zoning Clearances have been issued for all 50 homes. Permits have been issued for the recreation area/tot lot. Final condition compliance is proceeding.

Building and Safety Status: Constructing is proceeding. Permits for all 50 homes have been issued.

Engineering Status: **No change since last report.** The final map has been approved by City Council and recorded with the Ventura County Recorder. Grading, street, storm drain, water and sewer improvements have been completed except for the final asphalt cap. Formation of a landscape maintenance district is complete. Fine grading plans are reviewed and approved as each lot is sold and constructed. Toll will record three documents that would allow the following: 1) construction of a home on the remainder parcel of Lot 5 of the Vallette Tract that conforms to the conditions of TR 5463; 2) relocation of the remainder parcel's street access from Grimes Canyon Road to Nicklaus Road; and 3) maintenance of the landscaped slope on the north side of Championship Drive west of Augusta Drive by the HOA. The documents have been reviewed by Engineering to ensure conformity with the project conditions.

**Residential Planned Development Permit Nos. 2004-02 and 2004-03; Zoning Ordinance Amendment No. 2004-05; and Specific Plan Amendment No. 2004-02 (Toll Brothers, Specific Plan No. 2):**

Description: Residential Planned Development Permit applications for Planning Areas 8 and 9 for 132 single-family homes, and a zoning code amendment to the Development Standards for Specific Plan No. 2. The Residential Planned Development applications were submitted on April 15, 2004. The Specific Plan Amendment was submitted July 19, 2004.

Entitlement Status: The Residential Planned Development applications and the zoning code application were approved on April 6, 2005. Final Tract Map 5045-8 (PA 8 & 9) was approved by City Council on August 2, 2006. A Permit Adjustment was approved to raise elevations in Planning Areas 8 and 9 to be consistent with a revised grading plan. A Permit Adjustment was also approved for KB Home to make slight adjustments in the architectural elevations of the approved houses in Planning Areas 8 and 9. Toll submitted a Modification No. 1 application to introduce three new floor plans and revises the master plotting of planning Areas 8 & 9; City Council reviewed and approved the application on November 17, 2010. A fourth Permit Adjustment application by Toll, submitted October 2, 2012, requesting approval to make slight adjustments to the interior floor plans and the architectural elevations of the approved houses in Planning Areas 8 and 9 is currently being considered by staff. Toll submitted a Modification No. 2 application to introduce two new one story floor plans and revise the master plotting of

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planning Areas 8 & 9; City Council reviewed and approved the application on April 17, 2013.

Condition Compliance Status: Toll Brothers purchased the project from KB Home on November 30, 2009. Toll Brothers originally indicated an intent to build the site as approved by the City Council on April 6, 2005. Toll received approval for a modification to introduce three new floor plans and revises the master plotting of planning Areas 8 & 9. Building Permit Zoning Clearances for a total of 113 houses have been approved, including the construction of a new model home. Final occupancies have been issued for a total of 102 houses.

Building and Safety Status: Construction is proceeding. Permits for 130 new home permits have been issued

Engineering Status: All grading, street, storm drain, water and sewer improvements have been completed except for the final asphalt cap. Fine grading plans are reviewed and approved as each lot is sold and constructed.

**Residential Planned Development No. 2004-05, General Plan Amendment No. 2004-03, Zone Change No. 2004-03 and Tentative Tract Map No. 5437 (Canyon Crest Partners/Birdsall Group):**

Description: General Plan Amendment to the Land Use Element Map to change forty-two (42) acres between Walnut Canyon Road and Specific Plan No. 2 from Rural Low Density Residential to Rural High Density Residential and Open Space 1, Zone Change to change the Zoning from Rural Exclusive-5 acre to Residential Planned Development (RPD-1u), and a Vesting Tentative Tract Map No. 5437 to create 22 lots and a Residential Planned Development Permit to allow the construction of 21 houses, submitted August 10, 2004; and Development Agreement No. 2006-01, submitted March 20, 2006.

Entitlement Status: The City Council approved the project May 17, 2006. On March 4, 2015, the City Council Approved Modification No. 1 to the RPD, extending the expiration date to March 4, 2018. Pursuant to the Development Agreement, Vesting Tentative Tract Map No. 5437 expired May 17, 2016, 10 years after its approval. No provisions for extension were included in the Development Agreement.

Approval Authority: City Council

Condition Compliance Status: City and Fire District staff reviewed proposed street names. On January 21, 2015, the Council approved street names of Los Palacios Drive and Vista Verde Court. The applicant is currently researching how to refile the tentative tract map in a manner consistent with the provisions of the Development Agreement.

Building and Safety Status: No activity at this time.

Engineering Status: **No change since last report.** The third review of grading/Improvement plans; hydrology report, final map and geotechnical report have been returned to the applicant.

**Residential Planned Development Permit No. 2005-02, General Plan Amendment No. 2005-02; Zone Change No. 2005-02; Development Agreement No. 2005-04; Tentative Tract Map No. 5739 (Chiu):**

Description: A Zone Change, General Plan Amendment, development agreement and residential planned development to allow construction of a fifty (50) unit apartment building with 125 under-building parking spaces on a two (2) acre site on the north side of Everett Street, east of Walnut Canyon Road.

Entitlement Status: **No change since last report.** The application was found incomplete as of February 6, 2006. A demolition permit has been issued and demolition and cleaning of the site is complete. Updated plans were resubmitted along with a Tentative Tract Map on March 9, 2007. An ad-hoc committee consisting of Councilmembers Millhouse and Van Dam has been established to develop a draft development agreement for this project. The applicant has purchased the property to the west and has incorporated this property into the design of this proposal. A draft Development Agreement has been prepared for discussions with the applicant and staff. The authorization to accept a General Plan Amendment application will expire unless a complete application is received by December 4, 2015. On December 2, 2015, the City Council approved an amendment to the GPA Pre-Screening Procedure, to extend this authorization through March 31, 2016. New application materials were submitted on March 30, 2016 and the application was determined complete.

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: No activity at this time.

**Residential Planned Development (RPD) Permit No. 2009-02, Tentative Tract Map No. 5860, Development Agreement (Pardee Construction Company, Specific Plan No. 2):**

Description: 133 single family detached homes on 22 acres.

Entitlement Status: Applications for Zoning Ordinance Amendment No. 2009-01, RPD Permit No. 2009-02, and Tentative Tract Map No. 5860 were submitted on September 18, 2009. The City Council approved these applications on July 7, 2010. On June 20, 2011, Pardee submitted a letter requesting a one year time extension on the approval of the RPD, which was granted in an approved extension letter, on June 30, 2011. On June 19, 2012, Pardee submitted Permit Adjustment No. 1 to RPD 2009-02 to adjust the architecture of the exterior elevations of the approved homes and this application was approved on July 27, 2012.

Approval Authority: City Council

Condition Compliance Status: **No change since last report.** Fine grading, building permit, and final occupancy zoning clearances for all 133 houses have been issued.

Building and Safety Status: Construction is complete.

Engineering Status: Grading, drainage and street improvements have been completed. Home construction is complete, all repairs and final asphalt cap was completed April 2016. The secondary entrance is under reconstruction to repair the inadequate base layer and to construct a paver stone cap surface.

**Residential Planned Development No. 2016-01, General Plan Amendment No. 2016-01, Zone Change No. 2016-01, Tentative Tract Map No. 5882, Development Agreement No. 2016-01 (Pacific Communities Builder, Inc.):**

Description: A request for a proposed gated residential development consisting of 153 single-family residential units and 130 detached condominium units on 38.73 acres. The project will include a swimming pool, tot lot, and associated amenities. The application was submitted on April 15, 2016.

Entitlement Status: The City Council adopted the Mitigated Negative Declaration, approved the General Plan Amendment, Vesting Tentative Tract Map, and Residential Planned Development, and had first reading of the ordinances for the Zone Change and Development Agreement on September 20, 2017. Second reading of the ordinances is scheduled for October 4, 2017.

Condition Compliance Status: No activity at this time

Building and Safety Status: No activity at this time

Engineering Status: Staff has reviewed conceptual street plans and entrances. Developer's engineer is working on incorporating bus stop and Los Angeles Avenue drainage into their plans. Staff reviewed Vesting Tentative Tract Map and identified an issue with dedications along Leta Yancy Road that will be resolved in the purchase process. Staff also initiated communication with Edison to underground electric lines on the west side of Leta Yancy Rd.

**Residential Planned Development Permit No. 2010-02, (Formerly Residential Planned Development Permit No. 2003-02), General Plan Amendment No. 2003-02, Zone Change No. 2003-02, Vesting Tentative Tract Map No. 5425 (Shea Homes):**

Description: Ninety-nine (99) duplex style and detached condominium dwellings and a recreation facility on 15.13 acres, located at the terminus of Fremont Street, south of Los Angeles Avenue (Hwy 118) and east of Majestic Court. This project is proposed to be built together with, and as an extension of, Tract No. 5133/RPD No. 98-01. The General Plan Amendment, Zone Change, Vesting Tentative Tract Map and original Residential Planned Development were submitted on March 14, 2003. Residential

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Planned Development No. 2003-02 has since expired. The applicant has subsequently submitted Residential Planned Development 2010-02, and that application is currently being processed.

Entitlement Status: The City Council originally approved this project and Development Agreement on April 6, 2005. The Vesting Tentative Tract Map remains valid, consistent with the Development Agreement approved for the project. On March 17, 2010, the City Council approved a modification to relocate the required recreation center from the southeast corner of Vesting Tentative Tract Map No. 5425 to the western edge of Vesting Tentative Tract Map No. 5425, North of Majestic Court. Residential Planned Development Permit No. 2010-02, replacing the expired Residential Planned Development Permit No. 2003-02, was approved by the City Council on June 15, 2011.

Condition Compliance Status: **No change since last report.** The final map was recorded on December 13, 2013. Permits have been issued for all 99 units. Construction of all homes is complete and all homes are occupied.

Building and Safety Status: Construction of homes is complete.

Engineering Status: Grading, street and storm drain improvements have been completed except for the final asphalt cap. The Final Map has been approved by City Council and recorded in the Ventura County Recorder's office. The Los Angeles Avenue widening improvements including the sound wall have been completed. Improvements to Fremont Street have been completed except for the final asphalt cap. Shea is preparing to repair Majestic Court and Moorpark Avenue, as well as cap Edenbridge and the interior streets. The LOMR-F for all phases are on file. Shea is completing the basin improvements and the storm drain line connecting the Tract No. 5133 and Tract No. 5425 basins. The Tract No. 5133 basin will outfall to the Arroyo Simi. Shea is also accomplishing repair work in the Arroyo at the request of the County. Improvements to the channel and basin are substantially complete and awaiting inspection by the County. The developer is completing landscaping work on the north side of the Arroyo. The developer is planning to cap the remaining streets adjacent to the new homes in mid-July. Resurfacing of Majestic Court and half of Moorpark Avenue is to be scheduled in the near future. The private streets were capped. Developer will resurface portions of Majestic Court and Moorpark Avenue in near future.

**Residential Planned Development Permit No. 2012-02 and Development Agreement No. 2012-02 (Essex Portfolio, LP):**

Description: Two-hundred (200) apartment units on 10.57 acres located at the former high school site on the south side of Casey Road, west of the City Hall/Community Center site. The applications include a request for a Residential Planned Development permit and new Development Agreement. Submitted October 1, 2012.

Entitlement Status: **No change since last report.** Development Review Committee reviewed the proposed project on October 9, 2012. Applicant has been responding to comments from staff and outside agencies and review of proposed project and

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application is underway. On February 26, 2013, Planning Commission held a public hearing, accepted testimony, closed the hearing and recommended approval of the project to the City Council. Staff has also entered into an Amendment No. 5 of the professional services agreement with KOA Corporation to have an updated traffic analysis completed for this project. The Planning Commission reviewed the proposed Development Agreement on June 4, 2013, and adopted a resolution recommending approval by City Council. The project was approved by the City Council on March 1, 2017, with second reading and approval of the Development Agreement enabling ordinance on March 15, 2017. The Development Agreement and Affordable Housing Agreement were executed and recorded on April 17, 2017.

Approval Authority: City Council

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: No activity at this time.

**Residential Planned Development No. 2013-01; General Plan Amendment No. 2013-02; Zoning Change No. 2013-02; and Development Agreement No. 2013-01 (Aldersgate Investments c/o Ernie Mansi):**

Description: A proposed 390-unit senior continuing care retirement community on 49.52 acres north of Casey Road and west of Walnut Canyon Road. The project will include independent living, assisted living, and memory care as well as associated amenities. The application was submitted on September 3, 2013.

Entitlement Status: **No change since last report.** The Application was determined complete prior to the December 4, 2015 expiration of the authorization to accept a General Plan Amendment. The application is currently undergoing environmental review. Required studies have been conducted, and reports are under review.

Condition Compliance Status: No activity at this time

Building and Safety Status: No activity at this time

Engineering Status: No activity at this time

**Residential Planned Development No. 2014-01 (formerly 98-02) and Vesting Tentative Tract No. 5130, General Plan Amendment No. 98-01, Zone Change No. 98-01 and Development Agreement No. 98-03 (City Ventures on behalf of Moorpark 150, LLC, formerly SunCal):**

Description: One-hundred-ten (110) single-family, detached homes on seventy-two (72) acres, located on the east side of Walnut Canyon Road, north of Wicks Road, with temporary access proposed from Walnut Canyon Road, and proposing primary access to North Hill Parkway and the future northerly extension of Spring Road.

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Entitlement Status: The City Council approved the project and Development Agreement on December 17, 2003. On March 29, 2006, the Community Development Director approved Permit Adjustment No. 1 to change only the timing language of condition number 20 of City Council Resolution Number 2003-2150, (which stated that: Prior to issuance of a Certificate of Occupancy for the first dwelling unit, construction of roadway improvements to Walnut Canyon Road shall be completed to the satisfaction of the City Engineer), this was changed to state that: Construction of roadway improvements to Walnut Canyon Road shall be completed to the satisfaction of the City Engineer and Public Works Director by November 8, 2008, or prior to occupancy of the fiftieth (50<sup>th</sup>) residential unit, whichever comes first. On December 22, 2006, Lone Star Opportunity Fund purchased SunCal's interest in the property; however, Moorpark 150, LLC remains the record fee owner. The second one year extension on this approval to December 17, 2008, was granted by the Planning Director at the request of the applicant. A modification to the entitlements to extend the time horizon of the Residential Planned Development Permit and to extend the time horizon for improvements was considered by the City Council on November 19, 2008, and the City Council approved the request at that meeting. On April 6, 2011, City Council approved Modification No. 2, amending Special Condition No. 20 for Vesting Tentative Tract Map No. 5130, requiring construction of roadway improvements to Walnut Canyon Road and overlaying of the pavement on Wicks Road, and that it must be completed to the satisfaction of the City Engineer and Public Works Director prior to issuance of the certificate of occupancy for the 1st dwelling unit, or April 11, 2013, whichever comes first. The RPD permit was extended by the Community Development Director for an additional year to December 17, 2012. An application for a second one year extension of the RPD was denied by the City Council on December 19, 2012. City Ventures acquired the property on December 19, 2012. The RPD expired December 17, 2012, and the applicant is working towards submitting an application to address this. On May 12, 2014, the developer submitted an application for a new RPD and Modification No. 3 to address the timing of completion of improvements to Walnut Canyon Road and Wicks Road and the application was deemed incomplete on June 10, 2014. Planning Commission reviewed this revised project in January 2015. On March 18, 2015, the City Council approved the Modification to the Tentative Tract Map and the new RPD for this project. On June 15, 2016, the City Council initiated an amendment to the Development Agreement for this project to extend the term to December 31, 2040. The Planning Commission recommended approval of this amendment on August 23, 2016. The City Council is tentatively scheduled to consider this amendment in the Fall of 2017.

Condition Compliance Status: **No change since last report.** On August 16, 2006, the City Council approved the street names with the directive to staff to work with the applicant to find an appropriate alternative street name to replace Trailhead Place. The Landscape Maintenance District manual has been reviewed by staff for completeness and is acceptable. Staff has requested the deposit to begin the formal formation of the LMD. The final map and rough grading plans are being reviewed by staff. SunCal/Moorpark 150 LLC's interest in this project have been purchased by Hudson Advisors of Dallas, who had planned to proceed with obtaining final map approval and



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rough grading permits. In the summer of 2012, Armed Forces Bank became the property owner, and has indicated to City staff their intent to sell the property. City Ventures acquired the property on December 19, 2012, and has been working with staff on condition compliance, including the submittal of a new RPD application. On March 18, 2015, the City Council approved the Modification to the Tentative Tract Map and the new RPD for this project. Staff has met several times with representatives from City Ventures to review conditions and timing. City Ventures is conducting the required studies prior to grading, obtaining the required State permits, and communicating with City Staff in regard to timing of submittals and other aspects of conditions of compliance.

Building and Safety Status: Plan check is expired.

Engineering Status: Street names have been approved. The Final Map and grading and improvement plans have been resubmitted and are in review. The geotechnical report has been approved. Developer has resubmitted material regarding offsite easements on Walnut Canyon Road improvements that have now satisfied all requirements. The Encroachment Permit for work along Walnut Canyon has expired, and the developer is working with Caltrans on reinstatement. The improvement plans and final map are ready to be signed. The developer has requested the required bonding amounts. The developer may request an early grading agreement.

**Residential Planned Development No. 2014-02; General Plan Amendment No. 2014-01; Zoning Change No. 2014-01; Tentative Tract Map No. 5869; and Development Agreement No. 2015-03 (Sky Line 66 LLC c/o Menashe Kozar):**

Description: A proposed 66-unit townhome community on 4.01 acres on the north side of Los Angeles Avenue, east of Shasta Avenue. The project will include a swimming pool, tot lot, and associated amenities. The application was submitted on October 10, 2014.

Entitlement Status: **No change since last report.** The Application is complete and is currently undergoing environmental review. Required studies have been conducted.

Condition Compliance Status: No activity at this time

Building and Safety Status: No activity at this time

Engineering Status: No activity at this time

**Residential Planned Development Permit No. 2015-01 (Area Housing Authority of the County of Ventura):**

Description: A 24-Unit Apartment Complex consisting of three buildings (five 3-bedroom townhomes in one 2-story building, one 2-bedroom manager unit above a community room in a second two-story building, and fifteen 2-bedroom flats, and three 3-bedroom flats in a 3-story building) located between Charles Street and Everett Street between Moorpark Avenue and Walnut Street. The project includes a tot-lot, two barbecue

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areas, a community garden, a community room, bicycle racks, a trash/recycling enclosure, and solar carports. Common laundry rooms are provided on each floor of the flat building, and private laundry facilities are provided in the manager unit and the townhomes.

Entitlement Status: The Planning Commission approved the project on May 26, 2015. A Disposition and Development Agreement and an Affordable Housing Agreement were approved by the City Council for this project on June 17, 2015 and amended on June 15, 2016. In December 2015, the applicant met with staff to discuss potential revisions to the project. Modification No. 1, incorporating these proposed revisions, was approved by the Planning Commission on February 23, 2016.

Approval Authority: Planning Commission

Condition Compliance Status: The project has been approved for tax credits by the California Tax Credit Allocation Committee. In response, the applicant has submitted plans for grading and construction. A lot line adjustment to merge the lots has been approved and recorded. A Zoning Clearance for construction was issued on June 23, 2017 and site work is proceeding.

Building and Safety Status: Permits have been issued and construction has begun.

Engineering Status: .Grading permit has been issued and work is underway. Demolition and rough grading work is complete. The soil improvement work is approximately 50% complete. Subcontractor Malcolm Drilling Co. is installing 334 twenty-foot deep stone columns to support the future apartment buildings. This work is necessary due to the identified risk of liquefaction in the event of a strong earthquake. Ground modification work has been successfully completed. Owner has made minor site design revisions that are being reviewed by City at this time.

**Residential Planned Development No. 2015-02; General Plan Amendment No. 2015-02; Zoning Change No. 2015-03; Vesting Tentative Tract Map 5972; and Development Agreement No. 2015-01 (Spring Road LLC c/o Scott Uhles):**

Description: A proposed 95-unit townhome community on 8.52 acres on the west side of Spring Road, south of Los Angeles Avenue. The project will include a swimming pool, tot lot, and associated amenities. The application was submitted on November 17, 2015.

Entitlement Status: **No change since last report.** The application is currently undergoing review. Required studies have been conducted. The Development Agreement Council Ad-Hoc Committee (Parvin, Van Dam) met with the developer on March 28, 2017 and September 20, 2017 to discuss the terms of the Development Agreement.

Condition Compliance Status: No activity at this time

Building and Safety Status: No activity at this time

Engineering Status: No activity at this time

**Residential Planned Development No. 2016-02; General Plan Amendment No. 2016-02; Zoning Clearance No. 2016-02; Development Agreement No. 2016-02; VTM 5847 (Moorpark 67/Rasmussen/West Pointe Homes):**

Description: A proposed Residential Planned Development comprising of 133 single-family homes and 5 estate lots. The application was submitted on October 31, 2016.

Entitlement Status: **No change since last report.** The application is currently undergoing evaluation and environmental review. Required studies have been conducted.

Condition Compliance Status: No activity at this time

Building and Safety Status: No activity at this time

Engineering Status: No activity at this time

**Commercial Planned Development Permits**

**Commercial Planned Development No. 2006-01, Conditional Use Permit No. 2006-07 (Moorpark Hospitality, Inc. / Fairfield Inn & Suites by Marriott):**

Description: Request to build a 4-story, 108-unit hotel with surface parking, and an indoor pool and spa at the southeast corner of the SR-23 freeway and White Sage Road.

Entitlement Status: The City Council approved this project with conditions on May 2, 2007. On March 16, 2009, a final extension letter was approved extending the expiration to May 2, 2010. On March 26, 2010, the applicant filed a Permit Adjustment application requesting modification of the expiration date of this application. This request was considered by the City Council on May 5, 2010. A final extension was granted, and the Commercial Planned Development permit and Conditional Use Permit expired on May 2, 2012. On January 21, 2015, the City Council approved a Modification to the permit for an amendment to the approved architecture and the permit expiration date to allow construction and operation of a previously approved 112-room (now 108-room) hotel on a 2.38 acre parcel.

Condition Compliance Status: A Zoning Clearance for Plan Check was issued on February 17, 2015. The entitlements for this project will expire on January 21, 2018 unless a building permit is issued.

Building and Safety Status: Plan check is complete for this project.

Engineering Status: Grading plans have been reviewed and returned to the project engineer for corrections. Revised engineering plans were submitted on June 28, 2017 for plan check and have been approved. The development will utilize the previously constructed detention basin to comply with the post-construction BMP requirements. Grading permit has been issued and site work began September 2017.

### **Industrial Planned Development Permits**

#### **Industrial Planned Development No. 2017-01; Tentative Parcel Map No. 2016-01**

Description: To subdivide an approximately 10-acre developed parcel into two parcels of 7.80 acres and 2.19 acre located at 200 Science Drive.

Entitlement Status: This project is currently under review.

Approval Authority: City Council

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: No activity at this time.

#### **Industrial Planned Development Permit No. 2000-01; Tentative Tract Map No. 5226 (Moorpark Carlsberg Holdings, LLC):**

Description: Industrial buildings with a total of 302,000 square feet and creation of seven (7) lots and a 143,000 square foot Home Depot on one (1) lot, located within the Carlsberg Specific Plan, bounded by SR-23 on the east, Miller Parkway on the west, and Moorpark Marketplace (Zelman) on the north. Submitted on February 27, 2000.

Entitlement Status: On April 18, 2007, the City Council approved Modification No. 1 to IPD 2000-01 to allow a reconfiguration of the project to incorporate the Home Depot store, and to allow ten (10) light industrial and office buildings on the remaining seven (7) lots, for a total of approximately 445,000 square feet of building space. On September 2, 2015, the City Council approved Modification No. 2 to the Industrial Planned Development (IPD) for a change in architecture and site planning by changing two originally approved unbuilt buildings (B and C) to three buildings of a similar style and smaller total size.

Condition Compliance Status: The Final Map has been recorded and construction is underway. Buildings D through J are complete and tenant improvements are proceeding. Buildings B1, B2, and C are approved and under construction.

Building and Safety Status: Construction is complete on five shell buildings and three more are under construction.

Engineering Status: Grading plans, hydrology report and geotechnical report have been approved for rough grading, and Phase 1 precise grading. A grading permit was issued, and rough grading and Phase 1 precise grading are completed. Fine grading plans for Phase 2 have been approved but not constructed. A new developer is proposing a new site layout for Phase 2. Addendum hydrology report for Phase 2 is approved. The final map has been recorded. Base course asphalt paving is complete on the new portion of Patriot Drive. Developer has installed the final pavement cap on Patriot Drive to satisfy agreement requirements with Home Depot. Grading bond and Street, Storm Drain and Erosion Control Improvement bond have been accepted and transmitted to City Clerk August 19, 2008. Miller Parkway paving has been completed. A grading plan for two lots is under review. Fine grading for buildings B-1 and B-2 has been completed. Grading for three industrial tilt up buildings was completed in Spring 2017, and those buildings have been erected.

**Industrial Planned Development No. 2009-01, General Plan Amendment No. 2009-01, Zone Change No. 2009-01, Conditional Use Permit No. 2009-01 (Triliad Development, Inc.):**

Description: Request to develop a motion picture studio complex (Moorpark West Studios) with 12 soundstages, support buildings, and a 4-story parking structure on a 37.53 acre site. Project requires consideration of an amendment to the General Plan Land Use Designation of 10.75 acres from General Commercial to Medium Industrial. Submitted March 23, 2009.

Entitlement Status: This project was approved by the City Council on October 5, 2011. On November 7, 2012, the City Council approved a one-year extension of the Industrial Planned Development Permit (IPD). The applicant is currently working with other agencies on obtaining approvals for this project, and construction of improvements to the flood control channel to allow road crossings is currently taking place. A second one-year extension of the IPD was approved by the City Council on October 2, 2013. A request for a third one-year extension was considered by the City Council on November 5, 2014. On February 18, 2015, the City Council approved a request for an amendment to the Planned Development Permit to allow for an additional three year extension to the entitlements. The IPD and CUP will expire November 18, 2019. Any additional extension would require an extension of the term of the Development Agreement, which must be initiated by the developer at least 180 days before its expiration on November 18, 2021.

Approval Authority: City Council

Condition Compliance Status: **No change since last report.** No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: The developer's engineer is in communications with Caltrans District 7 in regards to obtaining an encroachment permit. The developer is expecting to

receive from Caltrans one or more design exceptions to construct on Los Angeles Avenue two lanes in each direction from Gabbert Road west to the new intersection with North Hills Parkway. It appears that the City will be required to take title to the land necessary to widen State Route 118 for further transfer to Caltrans upon completion of widening work. Staff is working to understand if there are any environmental issues that have to be remediated before that first transfer takes place.

**Industrial Planned Development No. 2017-02 and Conditional Use Permit No. 2017-02 (Fence Factory):**

Description: A request to allow sales and outdoor storage of fences at 14110 Princeton Avenue (submitted on September 18, 2017).

Entitlement Status: Under review.

Approval Authority: City Council

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: No activity as this time.

**Tentative Tract Map Nos. 5147 and 5906 and Development Agreement Nos. 98-04 and 2012-01 (A-B Properties):**

Description: Seventeen (17) lot industrial subdivision of 34.5 acres, located north of the Union Pacific Railroad tracks and about one-quarter (1/4) of a mile west of Gabbert Road.

Entitlement Status: Tentative Tract Map No. 5906 would replace Tract No. 5147, which was approved by the City Council on March 15, 2000, subject to conditions, including provision of direct access from Los Angeles Avenue, and construction of a railroad underpass to allow future connection to the North Hills Parkway before permits are issued for development of more than seventy (70%) percent of the total approved lots. On July 24, 2012, the Planning Commission reviewed and recommended approval on a revised Development Agreement for this project. That item will be scheduled for City Council consideration in fall 2012. On August 17, 2012, an application for Tentative Tract Map No. 5906 was submitted to incorporate changes to TR 5147 consisting of access alternatives and internal tract circulation. On December 19, 2012, the City Council introduced an ordinance terminating Development Agreement No. 1998-04 and approving Development Agreement No. 2012-01 for this project. The second reading and adoption of the ordinance was approved on January 16, 2013. On February 26, 2013, a public hearing on the Tentative Map was held and the Planning Commission recommended approval of this application to the City Council. This Tentative Map application was approved by the City Council on May 15, 2013.

Condition Compliance Status: **No change since last report.** The developer is working with staff on meeting the requirements for the Final Map.

Building and Safety Status: No activity at this time.

Engineering Status: **No change since last report.** Grading and Improvement plans, final map and geotechnical report have been approved. Grading, drainage and NPDES corrections are required and developer has been issued a notice of these corrections. The site needs approximately 70,000 additional yards of earth import fill. The City has allowed for offsite import and import activity is being monitored by their geotechnical consultant. Revisions to the emergency access road through SCE to Gabbert Road have been reviewed and approved. A letter from Engineering summarizing the outstanding grading issues and fees owed is being drafted. The new Tentative Tract Map submitted on August 17, 2012 is under review.

### **Conditional Use Permits**

#### **Conditional Use Permit No. 2016-02 and Administrative Permit No. 2016-04:**

Description: A request to allow the remodel and conversion of a former 1,530 square-foot single family home and 495 square-foot detached accessory structure into a 2,025 square-foot residential care facility at 100 Leta Yancy Road.

Entitlement Status: On October 19, 2016, the City Council adopted Resolution No. 2016-3546 approving this project with conditions.

Approval Authority: City Council

Condition Compliance Status: Condition Compliance is underway.

Building and Safety Status: Plans have completed plan check.

Engineering Status: Staff has received the developer's plans for site and off-site improvements, which are under review. Engineering has completed two plan checks. Design is not approved, more work to be done.

#### **Conditional Use Permit No. 2003-05 (formerly Conditional Use Permit No. 706, Major Modification No. 1) (National Ready Mixed Concrete Co.):**

Description: Continuation of the existing operation of concrete manufacturing, sales delivery plant, at 13950 Los Angeles Avenue. Submitted January 23, 2002.

Entitlement Status: A public hearing before the Planning Commission was scheduled for June 23, 2009, and was continued to August 25, 2009 at the applicant's request. At the August 25, 2009 meeting, the Planning Commission continued the item to a date uncertain with the public hearing still open. The Conditional Use Permit was approved by the Planning Commission at a Special Meeting on December 6, 2016.

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Approval Authority: Planning Commission

Condition Compliance Status: Condition Compliance is underway.

Building and Safety Status: No activity at this time.

Engineering Status: Staff has met with Stantec (previously Penfield and Smith which was purchased by Stantec), the City's consultant, to review the design plans for Princeton Avenue adjacent to the project site. The right of way needs have been established and presented to National Ready Mix (NRM). Acquisition of right of way and temporary construction easements is pending resolution of issues between NRM and neighboring property, Bennett. Bennett deeds have been provided. NRM deed and Temporary Construction Easement agreement were accepted by Council on June 21, 2017.

**Conditional Use Permit No. 2016-03 (76 Gas Station):**

Description: A request for a service station renovation with a new 2,484 square-foot convenience store with beer and wine sales for off-site consumption at 13800 Princeton Avenue (76 Gas Station) (submitted on July 14, 2016).

Entitlement Status: On September 27, 2016, the Planning Commission adopted Resolution No. 2016-612 approving this permit with conditions.

Approval Authority: Planning Commission

Condition Compliance Status: Under construction.

Building and Safety Status: Building permit was issued on June 12, 2017.

Engineering Status: No activity as this time.

**Conditional Use Permit No. 2016-05; Modification No. 2 to Commercial Planned Development No. 2004-03 (Verizon Wireless) and Zoning Ordinance Amendment No. 2017-04:**

Description: A request to allow construction of a Major Wireless Communication Facility consisting of 12 panel antennas; and installation of an above ground equipment enclosure within a 48-foot high tower at 14339 White Sage Road (Warehouse Discount Center site) with signage on the tower (submitted on December 2, 2016).

Entitlement Status: The project applications originally were placed on the City Council agenda for its April 19, 2017 meeting. After opening the public hearing (there were no speakers), the City Council continued the agenda item to May 3, 2017, at the request of the property owner, who was unavailable for the meeting. One of the staff-recommended conditions was to prohibit signage on the tower, as this is not allowed by the Zoning Ordinance. The property owner expressed that the proposed signage was essential to his business and on April 26, 2017, requested a Zoning Ordinance



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Amendment to be considered as part of the applications to allow the proposed signage. On May 3, 2017, the City Council closed the public hearing and referred the applications (with the Zoning Ordinance Amendment) to the Planning Commission for recommendation. On June 27, 2017, the Planning Commission considered the applications and recommended approval with conditions. On July 19, 2017, the City Council adopted Ordinance No. 450 to amend sign regulations and allow signage on certain wireless communication facilities in certain locations, and Resolution No. 2017-3614 approving the construction and operation of a major wireless communication facility.

Approval Authority: City Council

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: No activity as this time.

**Conditional Use Permit No. 2017-01 (313 High Street):**

Description: A request to allow an approximately 1,000 square-foot restaurant with on-site beer and wine consumption at 313 High Street (submitted on August 28, 2017).

Entitlement Status: Under review.

Approval Authority: Planning Commission.

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: No activity at this time.

**Home Occupation Permits**

7 Home Occupation Permits were issued in July 2017.  
4 Home Occupation Permits were issued in August 2017.  
3 Home Occupation Permits were issued in September 2017

28 TOTAL - THROUGH SEPTEMBER 30

**Building and Safety Activity**

**June 2017**

Permits Issued	Increase From Last Year to Date	Total Valuation	Increase From Last Year to Date	Inspections	Decrease From Last Year to Date
90	6%	\$6,139,676	36%	444	-19%

**July 2017**

Permits Issued	Decrease From Last Year to Date	Total Valuation	Decrease From Last Year to Date	Inspections	Decrease From Last Year to Date
82	-11%	\$2,679,695	-62%	318	-7%

**August 2017**

Permits Issued	Increase From Last Year to Date	Total Valuation	Increase From Last Year to Date	Inspections	Decrease From Last Year to Date
127	6%	\$11,873,885	61%	402	-9%

**Land Development (Engineering Activities)**

**Retaining Wall Failures (Tract No. 4142— Buttercreek Estates HOA):**

Description: Repair of retaining walls and slopes along Mountain Meadow Drive.

Status: The wall and slope failures from the early 2000's have been repaired and were deemed acceptable to the City on June 28, 2010.

An additional section of wall along Mountain Meadows Drive failed in late March, 2011. The HOA submitted an investigative report and is preparing plans for repairs. On October 5, 2011, City Council found that the proposed wall replacement concept is consistent with the PC-3 Mountain Meadows Specific Plan. The HOA has submitted wall replacement plans along with the required plan check fees. The third plan check has been completed and returned to the engineer. The HOA submitted an alternative design in August 2015 and the plan review comments were returned to the HOA in September 2015. Plans were approved on July 5, 2016, and permits will be issued once inspection fees are submitted, the grading contractor submits their insurance information. The HOA has selected a contractor to replace the walls and the contractor's representative met with the City Engineer/Public Works Director and Building Official on January 4, 2017, to address administrative matters. Several rounds of correspondence and negotiation have subsequently taken place between City and HOA's attorney. As of June 30, 2017, the HOA has agreed with City insurance and licensure requirements and final language for the required, full value surety bond is nearly settled. This is required before the City Engineer/Public Works Department can permit the work. HOA is still working to obtain a \$100,000 surety bond as of September 28, 2017. Apparently the contractor they have selected is unable to be bonded.

**Special Events**

None are under review at this time.

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**Code Compliance Activity**

**July 2017**

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
32	26	14	14	61

**August 2017**

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
40	33	18	16	67

**September 2017**

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
23	26	20	21	61

**Business Registration Activity**

**July (New):** 43  
**July (Renewals):** 203

**August (New):** 50  
**August (Renewals):** 189

**September (New):** 45  
**September (Renewals):** 198

**Fiscal YTD (New):** 138  
**Fiscal YTD (Renewals):** 590

**FINANCE DEPARTMENT**

**Fiscal Year-end 2016/17:** Rogers, Anderson, Malody & Scott, LLP (RAMS), our independent auditor, performed the interim audit work on June 6-7, 2017. The final audit work occurred the week of September 25-29. The first draft of the Comprehensive Annual Financial Report (CAFR) is due from RAMS at the beginning of November. The goal is to publish the final CAFR by December 31, 2017.

The State Controller's Office audit was on-site September 18<sup>th</sup> compiling the Annual Street Report figures for the City. Staff is reviewing the report and will submit the final to the State within the next few weeks.

VCTC has scheduled their audit of the City's transportation development act funds for November 6-8. Their audit report's due date is December 31<sup>st</sup>.

**Budget 2017/18:** Staff utilized the newly installed financial system, Tyler InCode, for budget preparation this fiscal year. On March 3, 2017, Finance held the budget kick-off meeting. Departments' FY 2016/17 estimates and FY 2017/18 budget requests were

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created using Excel. Finance uploaded the Excel sheets into the Tyler InCode budget system by the end of March. Budget first draft completed on April 12. The City Manager's Recommended Budget presented to City Council on May 17. City Council budget study session held on May 24. City Council approved the budget on June 21. The General Fund budget is balanced and has a surplus of \$209,070 for FY 2017/18. Final budget publication and distribution occurred at the end of September.

**CalPERS Actuarial Report.** In August 2017, CalPERS released the June 30, 2016 actuarial report for the City. The employer "normal cost" rate for FY 2018-19 has increased 0.474% from 8.418% to 8.892%. The "unfunded liability" payment has increased from \$112,327 to \$181,640. The City's CalPERS payroll is approximately \$4.9 million; therefore this increases our cost by \$75,000 for FY 2018-19. The funded status of the plan using the market value of assets is 87%. Liability is \$30.5 million, market value of assets is \$26.5 million; therefore an unfunded liability of \$4 million. Ideally, the plan should be 100% funded. This includes the \$3.6 million paid January 2015 to fully fund the unfunded liability amount reported as of June 30, 2014. The 87% funded status is an improvement on the 85% funded status as of June 30, 2014. In December 2016, CalPERS voted to reduce the discount rate from 7.5% to 7.0%. This increases the unfunded liability going forward. A very rough estimate of the increase is another \$1 million; therefore \$5 million estimated unfunded liability. This increases the annual employer share of contributions an estimated \$440,000 per year to begin in FY 2018/19 and continue to increase annually until 2024/25. Staff presented a report for the City Council to consider how to mitigate the increased operational costs. At the September 20, 2017 Council meeting the City Council approved a \$4 million additional contribution to CalPERS. The City wired the funds to CalPERS on September 29, 2017.

**Accounts Receivable/Collection Agency:** Financial Credit Network (FCN) started their preliminary work on October 2006. One hundred and four (104) accounts or \$71,309 were assigned, of which, \$16,878 have been cancelled. To date, FCN has successfully collected \$19,718 or 36%; and closed two (2) account or \$153.97 due to bankruptcy. Seventy-six (76) accounts or \$34,712 remain outstanding as of September 30. Active accounts are continually being monitored so late notices will be promptly sent to any delinquent account holders.

As of September 30 the outstanding balance on active accounts is \$92,697 (false alarm - \$47,117; graffiti restitutions - \$35,397; social host fines - \$5,000 and NSF - \$5,183). The monthly lease revenue on 13 properties is \$39,519.

**Priorities, Goals and Objectives**

**Evaluate existing financial policies and procedures and consolidate them as part of City Council Policies Resolution by October 31, 2017. (Objective IV.A.14):**

Status: Project has assumed a lower priority due to financial system conversion.

**Upgrade financial software by January 31, 2016, and subsequent integration of on-line permitting and code compliance reporting by December 31, 2016:**

Status: Staff recommended and City Council approved a contract with Tyler Technologies to provide new financial software for the City as well as a new permitting, planning, business registration software. The total projected cost proposed for the project implementation is \$350,000. The City and Tyler signed the contract in September 2015. Information Systems staff purchased a new virtual server environment and installation occurred in December 2015. Tyler software was installed on the city server on March 18, 2016. On May 23, Tyler consultant staff was on-site for the security and administration set-up. From May 31 through June 23 Tyler consultant was on-site for set-up and training of other financial modules. User-end training occurred in July and August 2016. Parallel payroll and user acceptance testing (UAT) performed in September 2016, neither item completed satisfactorily. Tyler consultant returned on October 17 with the goal to finish parallel payroll and UAT. Implementation and "GO-LIVE" occurred in November 2016 for the financial system: General Ledger, purchasing, accounts payable and personnel management. Payroll, cashiering and bank reconciliation occurred in late November 2016. Pentamation payroll ran parallel through the last paycheck in December 2016 as a backup for W-2 and year-end processing. City went live with Employee Self-Service which includes electronic time entry for all full-time and certain part-time employees. Employees are currently submitting paper time sheets and electronic time entry until Finance turns off the paper submittals. Staff is looking into an electronic time clock system for parks part-time staff (they continue to submit paper time sheets). This should be implemented in the coming months. Project Accounting has been partially implemented to include only sixty-six (66) active developer projects. Staff is still working to slowly establish the remaining 273 developer accounts in the module. The second fixed asset data conversion was concluded on June 13, 2017 and reviewed by City staff on June 20. The review showed significant variances in the total original cost and value of accumulated depreciation due to duplicate items. Tyler worked with City staff and all errors are now resolved. FY2016/17 capital acquisitions, disposals and depreciation were successfully processed in the system by September 25. The CAFR module was not implemented in time for year-end. Accounts Receivable is scheduled to "GO-LIVE" in November 2017. Budget module went live in March 2017 and staff installed the City Council approved budget in late June 2017. The permitting software is planned to be implemented in the 2018.

**Administrative Citations: No change since last report.** Maintenance and monitoring of the program will be the responsibility of Community Development. Delinquent accounts will be forwarded to Finance for collection. Depending on the projected enforcement of this program, pertinent information will be tracked using a separate database in Excel or Access. Citation payments have started to come in and appropriate revenue codes have been established in the RMS and Fund Accounting applications to capture these transactions.

**Investment Activity:** The City currently has \$3.0 million in LAIF. The September 2017 quarterly yield is 1.08 percent.

The balance in the Ventura County Pool is \$13.1 million. At the end of June 2017, the yield rate in the Pool was 1.13 percent.

The securities account portfolio balance is \$78.6 million, with Union Bank as the custodian. \$50.8 million mature within three years while the remaining \$27.8 million mature from three to five years. The average portfolio yield is currently 1.6 percent.

The City has \$9.7 million in Certificates of Deposit (CDs) with an average yield of 2.07%.

## **MOORPARK POLICE DEPARTMENT**

### **Administration:**

**Staffing Changes:** During the third quarter of the year, we had the following staffing changes at the Moorpark Police Services Center:

1. Deputy Kevin Kipp transferred from Moorpark Patrol to Thousand Oaks Investigations.
2. Deputy Matt Koenig transferred from Moorpark Traffic (Motors) to Moorpark Patrol.
3. Courts Deputy James Cochran was selected as the new Traffic (Motor) Deputy and transferred to Moorpark P.D.
4. Thousand Oaks Records Technician Yessenia Meza-Ceja was promoted to Management Assistant and transferred to Moorpark P.D.

### **Volunteers in Policing (VIP's):**

**Hours Worked / Team Status:** In the third quarter, fifteen (15) Moorpark Police Volunteers worked a total 1,079 hours. In August and September, four Volunteers resigned, two for personal reasons and two for health related issues. Two new Volunteers have been interviewed and placed in the background process.

**July:** In lieu of a meeting, the VIP's worked the 3<sup>RD</sup> of July Fireworks Extravaganza. Ten (10) VIP's worked all day helping set up the Command Post, assisted at the entrances, parking, directions, and roving the park. On July 25, one (1) VIP gave a small group of children and their parents a station tour. The rest of the month VIP's tended to their usual duties of patrol, office work, taking reports, waiting on tow trucks and taking yellow boxes (intoxilizers) in for calibration.

**August:** On August 2, 2017, the VIP's said farewell to three (3) VIP's with an appreciation plaque at the meeting. Training was on Section II of the updated manual and round table included debriefing of the July 3<sup>rd</sup> event. On August 11-13, the VIP's held their 3<sup>rd</sup> annual Patrol-A-Thon where they had constant patrol for three (3)

consecutive days and dined with the deputies. On August 23, two (2) VIP's helped deputies with the first day of school traffic.

**September:** The September meeting had two (2) guest speakers, a traffic deputy spoke about truck traffic and ticketing. A sergeant from the Tactical Negotiations Unit (TNU) trained on the incident command chart, what TNU does, as well as the history and evolution of the unit. A VIP went over section I of the updated manual and round table discussion and future event sign-ups closed the meeting. On September 25, two (2) VIP's worked at the K9 Golf Tournament. One (1) VIP resigned this month due to personal issues.

### **Patrol Services:**

During the third quarter of the year, patrol officers responded to 2619 calls for service, made 2,237 traffic stops, 322 subject / pedestrian stops, and handled 130 follow-up investigations. Deputies conducted 99 planned probation & parole searches in Moorpark.

### **Detectives:**

**Investigation and Arrest of Stalking Suspect:** In early July, patrol deputies investigated and arrested an 18 year old suspect for repeatedly sending harassing text / social media messages to an 18 year old female acquaintance. A few days later, detectives reviewed the misdemeanor harassing phone calls / text message case and investigated further. During their investigation, detectives learned the suspect not only sent multiple unwanted social media messages to the victim, he also physically stalked her and made threatening statements toward her. As a result, detectives arrested the suspect on felony stalking charges. They also served several search warrants on the suspect's home, phone, and other electronic devices. During those searches, detectives collected several pieces of evidence to support the stalking charge. Detectives requested the suspect's bail be increased to \$2,000,000.00, which was granted by the presiding judge. The suspect is currently in custody awaiting trial.

**Attempted Murder Investigation and Arrest:** In mid-July, patrol deputies and detectives, along with Sheriff's Major Crimes Detectives, responded to a stabbing call involving two adult brothers. After conducting an investigation, detectives learned that one brother stabbed the other brother, several times with a large knife, after the two got into an argument involving their mother's will. The suspect remained at the scene after deputies were called and was arrested for attempted murder. The victim was transported to an area hospital. The suspect is currently in custody awaiting trial, with bail set at \$540,000.00.

**Attempted Murder Investigation and Arrest:** In mid-July, patrol deputies and detectives, along with Sheriff's Major Crimes Detectives responded to an assault call involving a female victim who was attacked by her gardener. After conducting an investigation, detectives learned the suspect, a contracted laborer, attacked the victim while he was employed to landscape her backyard. The victim suffered major injuries as a result of the attack. The suspect also attacked a fellow laborer who was able to

escape uninjured. The suspect was arrested at the scene by patrol deputies and charged with two counts of attempted murder. The suspect is currently in custody awaiting trial, with bail set at \$1,000,000.00.

**Investigation and Arrest of Major Identity Theft Suspect:** In early August, detectives initiated an investigation into a theft of a credit card scam that involved the computer hacking of FedEx shipping logs in order to obtain dates, times, and addresses of when FedEx delivery trucks would be delivering Citibank Visa cards. The cards were then stolen from the victim's porch and used to make multiple purchases before the cards were reported as lost or stolen. During the investigation, detectives positively identified the suspect from retail surveillance footage. In mid-August, detectives served a search warrant on the suspect's vehicle and residence. During the service of the warrant, detectives located a significant amount of evidence linking the suspect to over a hundred victims of identity theft and illegal proceeds totaling over \$200,000.00, including over \$50,000.00 in cash and several high-end automobiles. The suspect is currently in custody awaiting trial, with bail set at \$250,000.00.

**Investigation and Arrest of Commercial Burglary Suspect:** In early September, detectives initiated an investigation into a commercial burglary that occurred at the Raspado House restaurant. The burglary occurred during the overnight hours and was the third time the restaurant was broken into in a matter of months. As part of their investigation, detectives viewed footage from an interior surveillance camera that captured the suspect's image and immediately recognized him from numerous prior contacts and arrests for drug and theft related charges. Detectives prepared a probable cause warrant for the suspect and he was arrested a few days later by Special Enforcement Detectives. The suspect was charged with one count of commercial burglary and is awaiting trial.

**Investigation and Arrest of Identity Theft / Check Forgery Suspect:** In late August, detectives investigated a vehicle burglary that involved the theft of a wallet containing several credit cards and personal checks. During the investigation, detectives learned that a facsimile of one of the stolen checks was passed at local bank. Detectives continued their investigation and identified a suspect in the check passing and authored a search warrant requesting authority to search the suspect's vehicle and residence for evidence of identity theft and check fraud. The suspect and a female companion were arrested during the service of the warrant and several important pieces of evidence were recovered from his residence. The suspect is currently in custody awaiting trial in lieu of \$50,000.00 bail.

**SED:**

**Assault with a Deadly Weapon (ADW) Investigation and Arrest:** In mid-July, patrol deputies, SED Detectives and Sheriff's Major Crimes Detectives responded to a residence on Second Street for a disturbance / ADW call. After conducting an investigation, detectives determined that the suspect assaulted the victim with a knife. The suspect fled the scene immediately after the assault. After speaking with several



witnesses, detectives learned that the suspect lived a few blocks away. Detectives contacted him at his home and arrested him for ADW. The motive for the attack was over a minor personal disagreement.

**Investigation and Arrest of Second Commercial Burglary Suspect:** From late August through mid-September, detectives investigated two successive burglaries that occurred at the maintenance building of the Rustic Canyon Golf Course. As part of their investigation, Special Enforcement Detectives installed several motion activated cameras in and around the maintenance building in anticipation of another burglary. In late September, after a third burglary occurred, detectives reviewed footage from the cameras and noted that a suspect's image was captured, whom they recognized from numerous prior contacts and arrests. Detectives contacted the suspect at his residence and conducted a probation search of his property. During the search, detectives located property stolen from the maintenance shed during a prior burglary, as well as other evidence. The suspect was arrested and charged with three counts of commercial burglary and is awaiting trial.

**Arrest of Felony Wanted Suspect:** During an evening shift in mid-September, patrol units from the Moorpark Station assisted patrol units from the Simi Valley Police Department and California Highway Patrol with the search for a wanted suspect. The search occurred at the termination of a police pursuit of a stolen vehicle in the area of Miller Parkway and Tierra Rejada Road. During the search, deputies learned the stolen vehicle the suspect had driven was associated with a commercial burglary that occurred earlier that day in the City of Camarillo. An extensive search for the suspect was conducted and involved multiple assets, including an Air Unit and a K-9 unit. However, the suspect was not located and the search was called off. The following morning, residents in that neighborhood called 911 when they saw the suspect loitering and running through their backyards. Deputies and detectives responded to the neighborhood and conducted another extensive search, but were unable to locate the suspect and the search was called off a second time. That afternoon, neighbors again called 911 when the suspect appeared on the porch and knocked on a door to one of the residences in the neighborhood. As responding deputies arrived in the area, they were directed by other neighbors who indicated that the suspect had unlawfully entered a different residence in an attempt to evade capture. Deputies immediately entered the residence under exigent circumstances and took the suspect into custody without incident. The suspect is currently awaiting trial in the Ventura County Jail on several felony charges, in lieu of \$200,000.00 bail.

**SRO:**

**Major Crimes / Sex crimes Follow-up:** The Moorpark Station SRO spent a majority of the summer months assisting the East County Major Crimes / Sex Crimes Unit with several Child Protective Services follow ups and interviews of child victims. The SRO also assisted SED detectives with several operations, including all of the major cases identified above.

**Child Annoying / Indecent Exposure Investigation and Arrest:** The SRO conducted an investigation into a child annoying / indecent exposure incident after it was brought to his attention by one of his students. As a result of his investigation, SRO Hernandez identified a suspect and obtained a warrant for his arrest after the suspect was not initially located. Patrol Units located and arrested the suspect on the outstanding warrant the following morning. The suspect was charged with one count of Child Annoying and one count of Indecent Exposure and is awaiting trial.

**Beat Coordinator:**

**Nextdoor (Virtual Neighborhood Watch):** The number of households signed up on Nextdoor has increased to over 6500 households since Moorpark PD joined Nextdoor. Several informative posts were made ranging from safety tips to community information.

**Twitter:** Moorpark PD's number of Twitter followers have continued to increase to over 1570 followers, and MPD made numerous posts to Twitter.

**Code Enforcement:** The Beat Coordinator received information from patrol and from the public regarding a variety of issues and worked with code enforcement to resolve the issues. Some of the issues included: narcotics activity at the gazebo at Poindexter Park, an illegal tattoo shop at 165-A Poindexter, ongoing loud party calls and someone living in the garage on Varsity St, illegal dumping in the open space northwest of Princeton, an illegal marijuana dispensary business being run out of a garage on Wildflower, alcohol being served to clients at Rick's Barber Shop on High St, a large outdoor marijuana grow on Casey Road, and an abandoned water tower in the open space at the west end of Casey Road.

**Requests from the Public:** The Beat Coordinator received numerous requests from the public for a variety of topics including: information regarding laws pertaining to solicitors, laws pertaining to curfew, how to have their address changed to add a ½ address for a guest house, request for a ride along to auction for charity, information regarding the IRS scam, several request for calls for service checks, requests for MPD staff to attend 9/11 events at Moorpark College. In each instance, the BC provided the resident with the requested information.

**Information from Public:** The Beat Coordinator received information from the public via Nextdoor regarding suspicious vehicles, suspicious subjects, missing persons, and narcotics activity at various locations throughout the city. The BC forwarded the information to patrol and SED.

**Crime Prevention/Scam Presentations:** The Beat Coordinator conducted presentations, or arranged for a deputy to conduct a presentation, for the following: Mesa Verde PTA, Mammoth Highlands HOA, Interface, First 5, Moorpark Rotary, and the Explorer Academy.

**Partnering with Interface:** The Beat Coordinator recently partnered with Interface to donate toys to kids affected by domestic violence. This led to Interface bringing several kids to MPD for a tour, where the kids were given new bicycles donated by Iceoplex, and to Interface setting up their “Project Hope” display in the PD lobby. The BC also arranged for Interface to come to patrol briefings to conduct training regarding Interface’s services and Human Trafficking, and the BC conducted crime prevention training for Interface and First 5 employees.

**Assist Patrol:** The Beat Coordinator responded to assist patrol with the incident on Peach Hill where a gardener attacked a resident, causing major head trauma. The BC also assisted patrol with a search for a stolen vehicle suspect. The suspect was located hiding in the Tractor Supply store. Also, the BC assisted patrol with the search for a stolen vehicle suspect in the open space behind the homes off of Crabapple. The BC kept the residents updated on the search via Twitter, Nixle, and Nextdoor.

**Meeting with Loss Prevention:** The Beat Coordinator scheduled and attended monthly meetings with Detectives from Moorpark and Camarillo, along with Loss Prevention from Kohl’s and Target to discuss the drastic increase in shoplifting calls and possible ways to prevent theft.

**Neighbor Disputes:** The Beat Coordinator was contacted by residents at the following locations regarding neighbor disputes: Auburn Cir, Harte Ln, Darlene Ln, Avenida Colonia, Terraceridge, Amherst, and Stanford. The BC continues working with all parties involved to try to resolve the situations, and has assigned patrol to assist with resolving some of the issues.

**Loud Party Cost Recovery Forms:** The Beat Coordinator submitted cost recovery forms to City Finance for reimbursement on patrol’s multiple responses to loud parties at 4759 S. Moorpark #38 and 6405 Cornell Cir.

**TRAFFIC COLLISIONS**

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>Non-Injury</b>	12	13	10	15	13	14	11	11	15	14	6	11	<b>145</b>
<b>Injury</b>	7	3	10	13	15	12	6	7	15	11	5	8	<b>112</b>
<b>Hit &amp; Run</b>	1	1	6	2	1	1	4	0	1	1	6	8	<b>32</b>
<b>DUI / TC</b>	3	3	2	1	2	3	1	0	0	2	0	1	<b>18</b>
<b>Fatal</b>	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
<b>Total</b>	<b>23</b>	<b>20</b>	<b>28</b>	<b>31</b>	<b>31</b>	<b>30</b>	<b>22</b>	<b>18</b>	<b>31</b>	<b>28</b>	<b>17</b>	<b>28</b>	<b>307</b>

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>Non-Injury</b>	4	7	18	11	16	13	16	17	15				<b>117</b>
<b>Injury</b>	5	6	5	10	4	11	8	7	7				<b>63</b>

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<b>Hit &amp; Run</b>	5	2	7	2	1	2	3	1	0				<b>23</b>
<b>DUI / TC</b>	2	0	1	4	0	0	1	3	2				<b>13</b>
<b>Fatal</b>	0	0	0	0	1	0	0	0	0				<b>1</b>
<b>Total</b>	16	15	31	27	22	26	28	28	24				<b>217</b>

**CITATIONS**

<b>2016</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total YTD</b>
<b>Movers</b>	274	427	573	464	370	433	375	350	272	243	362	222	4365
<b>Fix-it</b>	43	75	93	66	74	62	68	72	69	62	80	71	835
<b>Parking</b>	138	192	276	374	270	128	223	341	207	237	205	354	2945
<b>Total</b>	455	694	942	904	714	623	666	763	548	542	647	647	8145

<b>2017</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total YTD</b>
<b>Movers</b>	209	275	465	374	262	341	313	364	310				2913
<b>Fix-it</b>	56	60	84	60	44	54	66	53	58				535
<b>Parking</b>	236	203	150	171	228	239	131	294	143				1795
<b>Total</b>	501	538	699	605	534	634	510	711	511				5243

**CELLPHONE / DISTRACTED DRIVING VIOLATIONS**

<b>2016</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total YTD</b>
<b>Cell Phone</b>	83	131	131	204	72	51	92	92	49	46	58	18	1027

<b>2017</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total YTD</b>
<b>Cell Phone</b>	55	51	115	105	69	97	59	80	56				687

**COMMERCIAL TRUCK VIOLATIONS ON SR 118**

<b>2016</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total YTD</b>
<b>Wrong Lane</b>	11	30	53	15	24	25	35	30	9	15	39	30	316
<b>Other Moving</b>	5	13	35	10	15	7	26	14	9	14	25	18	191
<b>Parking</b>	6	12	21	16	24	14	10	16	12	10	23	17	181
<b>Total</b>	22	55	109	41	63	46	71	60	30	39	87	65	688

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2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Wrong Lane	30	28	84	70	50	55	51	62	46				476
Other Moving	16	46	47	37	40	45	24	29	16				300
Parking	16	7	15	6	12	21	21	13	13				124
<b>Total</b>	62	81	146	113	102	121	96	104	75				900

**ALARMS**

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>Total</b>	56	65	53	56	56	61	68	76	54	61	70	78	754
<b>Actual</b>	0	0	0	0	0	0	0	0	0	0	0	1	1

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
<b>Total</b>	59	35	61	60	60	47	52	79	56				509
<b>Actual</b>	0	0	0	0	0	0	0	0	0				0

**PART I CRIMES 2016**

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	1	1	0	1	0	1	0	0	0	2	6
Crim.Sex Assault	0	0	1	1	0	1	1	0	0	0	1	1	6
Robbery	1	0	0	1	0	1	1	0	0	0	0	0	4
Assault Aggravated	1	2	0	0	1	2	1	0	0	2	0	0	9
Burglary Residential	1	3	3	10	3	1	4	5	2	2	2	1	37
Burglary Other	1	1	1	3	3	3	2	0	5	2	0	1	22
Theft-Grand	8	5	5	3	9	8	9	5	6	6	5	11	80
Theft-Petty	14	7	5	12	6	10	18	10	13	10	7	21	133
Car Theft	2	1	4	2	1	3	0	1	4	2	0	4	24
Arson	0	0	1	1	1	1	0	0	1	0	0	2	7
<b>Total</b>	28	19	21	34	24	31	36	22	31	24	15	43	328

**PART I CRIMES 2017**

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Homicide	0	0	0	0	0	0	0	0	0				0
Rape	1	0	1	0	1	1	0	1	0				5
Crim.Sex Assault	0	0	0	0	0	0	0	0	0				0
Robbery	1	0	1	0	1	1	0	1	1				6
Assault Aggravated	2	3	3	6	2	4	4	1	1				26
Burglary Residential	3	6	3	4	2	1	1	3	2				25
Burglary Other	2	1	2	1	8	3	2	2	0				21
Theft-Grand	3	3	7	6	4	11	8	8	6				56
Theft-Petty	13	8	19	13	11	17	18	19	11				129
Car Theft	1	2	0	1	2	1	3	2	0				12
Arson	0	0	1	0	1	1	1	0	0				4
<b>Total</b>	26	23	37	31	32	40	37	37	21				284

**PARKS, RECREATION, AND COMMUNITY SERVICES DEPARTMENT**

**Administration**

**Parks, Open Space, Trails, Facilities and Landscaping Capital Improvement Program (POSTFL) (Objective IV.A.15):** Staff continues to work on the draft POSTFL document, with the intention of presenting a final version to Council in the fall for consideration. The program is an evaluation of the City's parks, open space areas, trails, building facilities, landscaping and streetscapes. The program assesses all amenities and structures and provides recommendations for replacement and future improvements. Once finalized, the plan will provide recommendations for future capital improvement projects.

**Water Spray Attraction Location and Design (Objective V.A.12): No change since last report.** Staff prepared an agenda report on August 26, 2013, for the Parks and Recreation Commission to consider future location(s) for a splash pad. Staff recommended to the Parks Commission several options, which included Arroyo Vista Community Park (AVCP), Tierra Rejada Park, Peach Hill Park, and College View Park. During the special Parks and Recreation Commission meeting of September 28, 2013, staff reviewed the proposed locations with the Commission, and on March 3, 2014, the Commission recommended AVCP as the preferred future location for the splash pad. At their February 2, 2015, meeting, the Commission made a recommendation to the City Council to consider the location of the splash pad at the east end of AVCP.

**Construct a Wood Ball Wall at a Selected City Park: (Objective IV.A.25): No change since last report.** On September 19, 2016, staff prepared an agenda report for the Parks and Recreation Commission (Commission) to consider the location of a ball wall at a local City park. Mountain Meadows Park was recommended by the Commission. On February 15, 2017, this project was presented to the City Council for consideration. The City Council approved staff's recommendation to hire a landscape architecture firm to prepare the plans and specifications and construct a ball wall at Mountain Meadows Park. The City Council approved funding in the amount of \$9,600 for the landscape architecture fees. Staff estimated that the cost to construct the wall would be approximately \$25,000 and will return to the City Council to appropriate funding once the bids have been received.

**New City Library (Objective IV.A.24.):** 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. On December 7, 2016, the City Council approved a location for the new Library. The new Library will be located on the north side of High Street, across from the Post Office. In response to some concerns regarding liquefaction potential at adjacent sites, staff commissioned a geotechnical firm to conduct soil studies at the Civic Center site, to determine the extent of liquefaction on site and the cost of recommended mitigation measures. The report was presented to City Council in July and confirmed the presence of liquefaction potential in the soil. The report determined that the site could still be used, but that an estimated additional cost of \$725,000 to \$955,000 would be needed to mitigate the liquefaction potential of the soil. Staff is currently interviewing potential library consultants who would draft a library building program and then assist staff with preparation of an RFQ/RFP for an architect. The architect would prepare a conceptual plan and start the process to move this project forward. Staff will return to the City Council in by the end of 2017 to select the members of an Ad Hoc Committee. Staff anticipates that the new Library will cost approximately \$12 million dollars to construct with the required soil mitigation measures.

**Ruben Castro Human Services Center Courtyard Gates:** The fabrication of the two courtyard gates and a patio gate adjacent to the First Five leased space was completed. The security gates were repainted and the City's locksmith to install auto-closers on the gates to insure that the gates close and latch.

**Water Rate Increases: No change since last report.** In order to comply with Proposition 218 (Prop 218), Ventura County Waterworks No. 1 (District) hired a consultant (Raftelis Financial Consultants, Inc.) to prepare a study and make a recommendation regarding new water rates. As required under Prop 218, the proposed water rate structure must proportionally allocate the costs of providing the service. However, the District provided an alternative analysis regarding the supply of groundwater to certain agricultural customers. The District's analysis ultimately lowered the cost of water for agricultural customers and increased the costs to all other M&I users. In November 2016, the District prepared a Notice of Public Hearing regarding the water rate increases for its customers. On December 21, 2016, staff presented a report to the City Council and discussed the need to prepare a written protest regarding

the rate increases. Staff believed that the study prepared by Raftelis was fair and equitable, but did not believe that the study prepared by the District was defensible under Prop 218 because the cost of groundwater should be equally distributed to all customers, not just agricultural customers. The rate increase will result in an additional cost increase of 2% to 4% for M&I users, which is equivalent to approximately \$407,000. The direct cost increase to City operations is approximately \$32,000. On February 28, 2017, this item was presented to the Ventura County Board of Supervisors (Board) by District staff. The City submitted a Letter of Protest to the Board based on the fact that the proposal was not defensible under Prop 218. The Board did not take action on this item and it was continued to an undetermined date. District staff brought this item back to the Board on March 14, 2017. The new proposal provided an approximate \$800,000 subsidy to agricultural customers in an effort to reduce agricultural rates and recommended the rate structure proposed by Raftelis for all other M&I users. City staff presented another Letter of Protest during the March 14, 2017, Board meeting. The City's protest was based on the fact that the \$800,000 subsidy was not defensible under Prop 218 and would ultimately increase M&I rates. The \$800,000 subsidy was based on use of approximately \$500,000 to agricultural customers from unallocated revenue accounts, and a \$300,000 subsidy related to the concept of 'interruptability' and cost savings to agriculture due to the fact that agricultural users do not need treated water. Neither of these concepts support real cost savings, as there are not discount water rates available from whole sellers based on interruptability and water costs can't be reduced due to treated water because all customers receive treated water. However, the Board unanimously approved the District's recommendation. The District has informed staff that they will develop a revised rate study and present it to the City by the end of 2017. According to the District, the revised study will address the City's concerns regarding agricultural water rates and the subsidy to agricultural customers. Staff will continue to monitor this issue.

### **Recreation**

**Contract Classes:** Summer classes started in June and ran through August. Registrations for summer totaled 501 with a gross income of \$42,267. Fall classes started in September. Enrollments to date total 338 with a gross income of \$45,546.

**Camp Moorpark:** Camp Moorpark ran June 12 through August 22. Average daily attendance for Camp Moorpark was 73, with a total income of \$146,330. Average daily attendance for Adventure Camp was 18, with a total income of \$34,753.

**Social Media and Promotion:** During the reporting period, the number of persons "liking" the Moorpark Recreation page reached 1,098, which is an increase of 107 over last reporting period. There were a total of 20 posts made to the page reaching approximately 16,400 people. In addition, the daily number of "clicks" on our content (posts, photos, videos, links) was approximately 78 per day during the reporting period.



### **Special Events**

**Fireworks Extravaganza:** The **annual** Fireworks Extravaganza was held on Monday, July 3 beginning at 4:00 p.m. at Arroyo Vista Community Park. Admission to the event was \$5 per person, with children under 5 free. Attendance is estimated at 12,000. Total income for the event was \$64,225 and direct expenses, not including staff costs, were \$45,230. Overall, the event ran smoothly.

**Movies in the Park:** Movies in the Park events were held on June 17 (Rogue One at Tierra Rejada Park), July 15 (The Good Dinosaur at Mammoth Highlands Park), and August 19 (The Lego Batman Movie at Arroyo Vista Community Park). Family activities started at 7:00 p.m. and the movies began at approximately 8:00 p.m. Admission was free. Attendance for the three films is estimated at 1,000 total. Nearly \$1,500 in sponsorships were received for the event.

### **Sports**

**Adult Basketball:** The summer adult basketball league concluded on August 31, 2017. The summer season had six teams registered for the Monday night league and eight teams registered for the Thursday night league. The gross income for summer was \$5,250. The fall season started on September 21 and has eight teams registered for the Monday night league and eight teams registered for the Thursday night league. The gross income for the fall season is \$6,000.

**Adult Softball:** The summer adult softball league concluded on September 1, 2017. The summer season had thirteen teams registered for the men's Thursday night league with six teams in the C-2 division and seven teams in the C-3 division. Seven teams registered for the Friday night coed division. The gross income for summer was \$8,500. The fall season started on September 14 and has thirteen teams registered for the men's Thursday night league with six teams in the C-2 division and seven teams in the C-3 division. Six teams registered for the Friday night coed division. The gross income for summer is \$8,075.

**Junior Basketball League (JBL):** The summer season concluded on August 19, 2017. There were a total of forty participants in the Rookie division, forty participants in the junior division and forty-two participants in the Teen division. The gross income for the summer season was \$10,918. The fall season began on September 23, 2017 and has forty participants enrolled in the Rookie division, fifty-five participants enrolled in the junior division, and forty enrolled in the Teen division. The gross income for the fall season is \$12,295.

### **Teens**

**Teen Volunteer Days:** No teen volunteer days were scheduled during this quarter.

**Teen Council:** The 2017-2018 Teen Council had its first meeting on Wednesday, September 6, 2017. Twelve of fifteen members were in attendance and discussion centered around meeting rules and procedures, the Brown Act, and teen council member expectations. The council also discussed upcoming events, including Country Days and Haunted High Street, as well as a newly proposed “lip sync battle” event. .

**Open Mic Nite:** Open Mic Nite was scheduled for Friday, July 21, 2017. Pizza Man Dan’s sponsored the event, offering to provide pizza for all event attendees. Open Mic Nite was designed to offer local teens the opportunity to showcase their talents in front of a group of their peers. Dancers, poets, singers, bands, rappers and comedians were all invited. Due to low enrollment the event was postponed to Saturday, September 16, 2017. Five teens attended the September event, along with several Teen Council Members. However, none of the attendees chose to perform at the event.

**Summer Cupcake Challenge:** The Teen Cupcake Challenge took place on Friday, August 11 from 6:30 to 9:30 p.m. The event attracted three teams with a total of 8 participants. Registration for the event was \$10 per team. Total gross revenue for the event was \$30. Two past teen council members volunteered a combined total of 7.25 hours at the event, helping with registration, distribution of ingredients and supplies, and serving as judges. The Cupcake Challenge is a fun contest that brings together youth ages 10 to 18 to test their baking and cupcake decorating skills. Basic supplies to make vanilla or chocolate cupcakes and frosting were provided to each team. In addition, teams were challenged to include a secret ingredient, maraschino cherries. A panel of judges viewed each team’s cupcakes and rated them based on four categories: Decorating, Texture/Fillings, Taste, and Use of Secret Ingredient. Many parents and friends of the competitors were present. The winning team received entry to the Cupcake Challenge Finals to be held later in the year.

### **Library Services**

**Library - Library Drop Boxes:** In June the outside library drop boxes were damaged. City Staff replaced the outside drop boxes on August 22. The two damaged boxes were replaced with a single box that has a split bin for media and print materials.

**System Maintenance:** The library’s Integrated Library System, (ILS) Polaris, was down from September 18-21 as the Palmdale Library was integrated into the Inland Library Network. During this time, patrons were unable to check their accounts, renew books, search the catalog, and check in items. In preparation for the system downtime, September 18-21 were added as closed dates to the system so no items were due during this period.

**Automatic Renewals:** Beginning September 22, if a patron has items out that are eligible for auto-renewal, the items are renewed three days before the items are overdue. The new due (renewal) date for an automatically renewed item is calculated by taking the current due date and adding the full loan period. For example, if a book with a one week loan period is due back on the 10th, then it will be auto-renewed on the

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7th and its new due date will be the 17th. An item is not eligible for automatic renewal if there is a hold request.

**Ready to Code Grant:** In August, the American Library Association (ALA) had a grant opportunity (funded by Google) for participation in a group of libraries that will develop a “ready to code” toolkit. Libraries would use the kits to develop coding programs for youth. The grant provides: financial support (up to \$25,000), operational support, community of practice and national visibility. If selected, the Moorpark City Library will offer two, six week sessions of Moorpark Codes; one for children in grades 3-5 and one for tweens in grades 6-8. Sessions will take place once a week and last one and a half hours. Participants will work together to identify goals, use decomposition to breakdown each person’s role in completing the goal, use pattern recognition to make predictions and anticipate problems, and use abstraction and algorithmic design to complete their tasks.

**Library Board:** The Library Board met on July 11. Heather McGregor was nominated and selected as President and David Landry was nominated and selected as President Pro Tem. Agenda items included the presentation and discussion of the Quarterly Report for the fourth quarter of fiscal year 2016-2017, Cerritos Library Tour recap by Board members Rios and Landry, and a recap of the Serving with a Purpose Conference by Board member Rios. The Library Board also met on September 12 to consider the Library Allocation for fiscal year 2017-2018. Board member Landry asked the City Librarian, Christine Conwell, whether or not circulation trends point to increased use of online resources such as streaming. Ms. Conwell responded the library does not have the internet connection to support streaming and that DVDs continue to be one of the highest circulating collections in the library. The Board also approved the Summer Reading Club report.

**Friends of the Library:** The Moorpark Friends of the Library held their 5<sup>th</sup> annual Clean Comedy Night at the High Streets Arts Center on Sunday, September 24. The event was their most successful yet, with the High Street Arts Center nearly full. The Friends of the Library met on September 19 to discuss the upcoming Harry Potter Festival, Haunted High Street, and the Holiday PJ party. The Friends approved to purchase a Halloween inflatable not to exceed \$200 for the Library to use at Haunted High Street.

**All Ages Special Events:**

1. What If? Inventors. Performer with 4 learning stations: Monday, July 10 from 3-4pm. Attendance: 50
2. Dinosaur Safari – Summer Reading Finale: Monday, July 31 from 3-4pm. Attendance: 65

**Children’s Monthly Programs and Events:**

1. Family Storytime: Wednesdays, 10:30-11:15am. Total Attendance: 105

**Children's Summer Reading Programs:**

1. Design Club for Grades 3-5: Mondays, July 17 & 24 from 3-4pm. Total attendance: 43
2. Construction Club: Every Tuesday from 10:30am-12pm. Total Attendance: 159
3. Preschool Learning Time: Every Wednesday from 10:30 – 11:15am. Total Attendance: 235
4. PJ Storytime in the Parks: Thursdays, 6:30-7:15pm. Total Attendance: 270
5. Game Day: Fridays, all day. Total attendance: 132
6. Total Children's SRC Sign-ups for July: 103

**Teen Monthly Programs and Events:**

1. Teen Book Club: Monday, July 3 at 4:30pm. Total Attendance: 2
2. Teen Wii U Wednesday: Wednesdays from 4-6pm. Total Attendance: 18
3. Golden Grades Tutoring: Mondays and Tuesdays from 4-6pm. Attendance: 10
4. Teen Makerspace: Tuesday, September 12 at 4pm. Attendance: 10
5. Teen Volunteer Training, Grades 7-12: Twice a month. Total Attendance: 10
6. Teen Advisory Group: 1-2 Wednesdays a month at 5pm. Total Attendance: 37
7. 3D Printing Thursday: One Thursday a month at 4pm. Total Attendance: 27
8. Virtual Reality, ages 13+: Twice a month. Total Attendance: 31

**Teen Summer Reading Programs:**

1. Teen Tuesday. Three Tuesday in July at 3pm. Total Attendance: 21
2. Teen Game Day: Wednesdays from 3-5pm. Total Attendance: 26
3. Teen Zine: Two Thursdays in July at 3pm. Total Attendance: 19. Total submissions: 37
4. Summer Reading Club Finale: Tuesday, August 1 from 3-5pm. Total Attendance: 10
5. Back to School Beauty: Tuesday, August 15 from 4-6pm. Attendance: 25
6. Total Teen SRC Sign-ups for July: 24

**Adult Monthly Programs and Events:**

1. Pop! Trivia Night: Thursday July 13 at 6pm. Attendance: 7
2. Walking Tour of High Street with Mike Winters: Saturday, July 22 from 10am-12pm. Attendance: 93
3. Book Club for Adults: Second Monday of each month at 6pm. Total Attendance: 27
4. Crafty Adults: Thursday, September 7 at 2pm. Attendance: 10
5. Adult 3D Printing: Monday, September 11 at 6pm. Attendance: 5

**Outreach & Collaborations:**

1. The Youth Services Librarian and a staff member participated in Flory Elementary Kindergarten Round Up on Friday, August 4.
2. The City Librarian attended the Chamber Breakfast on July 21.
3. The Moorpark City Library had a booth at this year's July 3<sup>rd</sup> celebration. Over 200 DIY necklace kits were given out to children.
4. In August, the Library applied for ALA's "Ready to Code" grant. Winners will be announced in October.

5. The Young Adult Librarian attended a summer reading workshop on September 18 in preparation for next year's summer reading club.

### **Active Adult Center**

**Active Adults Congregate and Home Delivered Meals:** In July, August, and September a total of 943 congregate lunches were served, with 7 volunteers donating 140 hours of service. During the last three month period, a total of 1,245 hot and frozen lunches were delivered to seniors, with 13 volunteers donating 145 hours.

**Senior Nutrition Program (SNP):** Meal donations totaled \$1,447.04 in July, August, and September, with \$877.04 coming from congregate program participants and \$570.00 from home delivered participants. The average donation for this three month period was \$.93 per meal for the congregate program and \$0.45 for the home delivered program.

**Bingo:** Weekly Bingo game participation has declined slightly over the last few months. The program has seen an average weekly attendance go from about 20 participants each week to 19 weekly attendees over the last quarter. We had eight volunteers donate over 400 hours of service during that same period. In partnership with the American Legion Post 502, the AAC is scheduled to host another Bingo Bash fundraiser on October 14.

**Information and Referral:** During the last three month period, over 2,219 requests for information were received by phone and in person, with a large amount of the information requests being about Active Adult Center programs. The remaining requests as follows: 385 for the Senior Nutrition Program, 47 Other Information and Assistance (I&A), 108 housing and assisted living, and 62 transportation. A total of 29 information guides were distributed over the last reporting period, with the majority of interest in the area of senior housing and in-home care. A total of 42 newsletters were printed and mailed over the three month period. Furthermore, the AAC now has close to 1,039 people registered to receive the newsletter via email on a monthly basis

**Cost Recovery Policy:** In accordance with the Cost Recovery Policy, the Active Adult Center began charging for the strength training exercise class in an effort to offset partial costs associated with the class. The fee being charged is \$1.00 per class, or \$25.00 if participants paid for an entire quarter in advance, which provides them a substantial discount. During the last quarter, over 40% (21 of 54) of class participants opted to purchase the quarterly memberships at \$25 for this exercise class. The City recouped \$806 during this quarter, which is about 55% of the quarterly costs of the program. Other classes adhering to the Cost Recovery Policy are the Gourd Art class and the Container Gardening class. Gourd art class was on break in July and August; however a new class did start in September. At the start of the new session, the Gourd class has recouped over 100% of expenses, whereas the container gardening class has recouped close to 98% of class expenses, which meets the goals set by the policy.

**Programs and Special Events:** Some of the activities offered during July, August and September were birthday celebrations that included various musical themes, including a tribute to folk music, country bluegrass, and the Big Band era. The AAC also hosted a special summer BBQ luncheon, in addition to the regularly scheduled birthday celebrations. Other activities offered during this reporting period included AARP Driver Safety classes, a Will You Pass Your Next Driving Test and Medicare presentations. The recently added beginners Tai Chi class has new popularity with participation steadily increasing weekly. Several hiking club outings were offered over the last quarter, including local walking paths and trails in Moorpark and surrounding communities. On July 26, twenty members of the hiking group visited the Ventura Marina to beat the heat and toured the National Park Service Visitor Center and took a stroll along the beach. On August 30<sup>th</sup>, a group of 15 hikers also boarded a boat destined for Santa Cruz Island and spent the day exploring the island. The container gardening class also continues maintain consistent attendance with changing monthly themes. On September 8<sup>th</sup>, the AAC hosted the start of our opening ceremony, which marked the start of our Senior Games. The event was host to over 65 participants, which included senior games athletes, sponsors, diplomats and city staff. Thus far, over 120 people have signed up to play in 15 different games. The games are scheduled to conclude on Friday, October 6<sup>th</sup> with our closing ceremony where medals will be distributed. August also saw the end of the long standing Senior Share Program (formerly Brown Bag) at the AAC. Food Share Inc. ended its agreement with the City of Moorpark in an effort to centralize its services and minimize its operating costs. The Senior Share program offered low-income seniors with a bi-weekly bag of groceries, which they would pick up from the AAC. Food Share decided to operate this service from a different location, therefore eliminating the AAC as a distribution site. All eligible seniors remained on the program and any new applicants can still apply for services through Food Share.

**October, November, and December Programs:** Upcoming programs for the next quarter include the conclusion of our Senior Games, a Bingo Bash fundraiser, an AARP Driver Safety class, a new DVD lecture series and a new gourd art class. The Center will also host a special Thanksgiving luncheon in November and the always popular, Holiday Showcase in December. Staff is currently working on securing an instructor who will facilitate Pickle Ball class to the senior community as part of our ongoing programming. The Center will continue to offer fitness classes, educational seminars, social services, art classes including gourd art and container gardening classes, hiking outings, as well as Home Energy Assistance Program, Grey Law and Health Insurance Counseling and Advocacy Program appointments.

**Program Totals for the Active Adult Center:** In July, August and September there were close to 5,000 event sign-ins to programs and activities at the Active Adult Center, while 63 volunteers donated over 2,000 hours.

### Facilities

**Apricot Room Glue Laminated Beam Repair:** The plans for the repair of the failed

glue laminated beam in the Apricot Room have been approved by Building and Safety. A kick off meeting with the Joint Powers Insurance Authority's (JPIA) selected contractor is scheduled for October 13, 2017, at which time a schedule for the repair will be determined. In an effort to avoid future beam failures, staff will be contracting with a structural engineer to complete plans for the replacement or reinforcement of the remaining glue laminated beams in the Community Center.

**New LifePak CR Plus, Defibrillators Installed:** Five (5) new LifePak CR Plus, Automated External Defibrillators (AED) were installed, replacing the City's existing AEDs located at the Moorpark Public Services Facility, the Moorpark Administration Building, the Active Adult Center, and the City Library.

**Arroyo Vista Recreation Center AVRC) Gymnasium:** The gymnasium floor at AVRC required refinishing after winter rains warped several wood floor boards. The Contractor was able to sand the floor and recover a flat floor surface and update the court lines. New colors were also selected. The cost for the repairs was \$26,800.

**Civic Center Large Conference Room Rain Leak:** During the rainy season, a leak developed at the left side of the entry door at the top of the wall. Staff located the source of the leak and temporarily repaired. Staff has determined that the roof needs to be replaced and has contracted with a Roofing Contractor. The cost for the repair is \$8,950 and was included in the FY17/18 budget.

**Emergency Stand-by Generators: No change since last report.** An early warning device was installed on the Community Center Emergency stand-by generator. The early warning device alerts staff of a generator problem. The early warning device system alerts via cell phone and computer of generator operations or problems. The alert system will be added to Ruben Castro Human Services Center and the Police Services Center emergency stand-by generators next.

## Parks

**Graffiti Abatement:** Parks staff spent approximately 60 hours removing graffiti during July, August, and September.

**Widening Access Road at Arroyo Vista Community Park (AVCP) to Accommodate Bike Lanes/Paths and Sidewalks and Formal Walking Path at Arroyo Vista Community Park:** The trail project got underway at AVCP on October 10. As the project has progressed, staff has identified certain areas of the project that either needed to be redesigned due to field conditions or were changed to ensure a better project and provide some cost savings. There have been some unforeseen circumstances such as the need to relocate a 6" irrigation and 2' potable water line that have added cost to the project and offset the savings. There have also been some delays due to rainy weather. Overall, these changes have caused the project to start off slowly. Despite the various delays, the project was completed on June 30, 2017, and is open to the public. A dedication ceremony is scheduled for September 30.

**Arroyo Vista Community Park (AVCP) Retaining Wall: No change since last report.** The Notice of Completion for the project was filed in February. The project removed a significant amount of plant material from the hillside. Jute netting and straw wattle have been placed on the bare slope to reduce erosion and help expedite compaction of the disturbed soil. Staff is preparing plans to install plant material and irrigation, which will further reduce erosion and improve aesthetic value.

**Parks Landscape Maintenance Services Agreement:** The contract for park landscape maintenance services expired on September 30, 2017. On July 26, 2017, the City Council approved the Park Landscape Maintenance Bid Documents and Specifications for the City's eighteen park sites and natural walking trails, and directed staff to solicit bid proposals from qualified contractors. Staff advertised the notice inviting bids for Park Landscape Maintenance Services twice in August. The City received five bid proposals on August 28, 2017. The lowest responsive and responsible bidder was Stay Green, Inc. from Santa Clarita, CA. The term of the agreement is for nine months, October 1, 2017 to June 30, 2018, with an option to extend the agreement for three additional one year terms.

**Arroyo Vista Community Park Sport Court:** Staff prepared informal bid solicitations to resurface the multipurpose court at Arroyo Vista Community Park. Improvements include new surfacing that will accommodate both roller hockey and basketball. Two basketball courts will overlay the roller hockey court and four basketball goals will be installed just outside of the playing area. Bid responses were received January 23, 2017; Taylor Tennis Courts, Inc. was determined to be the respective low bidder. Taylor Tennis Courts, Inc. was awarded the construction agreement at the April 5, 2017 City Council Meeting. Construction began June 21, 2017 and was completed on August 11, 2017.

**Tierra Rejada Park Pickleball Court:** On September 19, 2016, the Parks and Recreation Commission made a recommendation to install pickleball courts at Tierra Rejada Park. On February 15, 2017, the City Council approved the Commission's recommendation and adopted resolution 2017-3557, amending the FY 16/17 budget for the construction of the courts. On May 11, 2017, staff solicited for bids and three responses were received on May 25, 2017. Taylor Tennis Courts, Inc. was the lowest responsive and responsible bidder. On June 21, 2017, Taylor Tennis Courts, Inc. was awarded the construction agreement. Construction began August 14, and was completed on September 1, 2017.

**Park Rules Signs:** In April 2017, staff began working on design and layouts for new park rules signs for all City parks. The goal was to provide those rules, regulations, and ordinances that are necessary in our parks while providing a more pleasing and aesthetically appealing sign that would be "easy on the eyes". Design and production was completed in June 2017. Staff completed the new sign installations at all City parks and trails during the months of July and August.



**Poindexter Park Horseshoe Pits:** New chain link fencing was installed around the horseshoe pits to provide a safer arena for park patrons to play in. The fencing provides a visual and physical barrier which will advise patrons of the play area and help prevent injuries to children and adults that may inadvertently walk into the play area. Additionally, Parks Maintenance staff removed the backboards at the horseshoe pits and reinstalled new, naturally finished redwood backboards. The existing backboards had reached the end of useful life and were in need of attention. Some of the lumber used to frame the backboards came from Sequoia trees that were removed last year from various locations along Tierra Rejada Rd. These new backboards provide a robust barrier to protect players from errant horseshoes, protect the recently installed fencing, and are aesthetically pleasing which compliments the natural ambiance of the park. These new features were a great addition to the 2017 Senior Games horseshoe event which took place on Thursday, September 28, 2017

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

**New Landscape Maintenance District (LMD) Landscape Maintenance Services Contractors:** On July 26, 2017, the City Council approved the Landscape Maintenance Contract Documents and Specifications. The bid documents approved by the City Council were structured to solicit three separate cost proposals for three separate areas of similar acreage. On August 16, 2017, five Landscape Contractors attended a mandatory pre-bid meeting, required to bid on the LMD Landscape Maintenance Services. The bids were received on August 28, 2017 and on September 20, 2017, the City Council awarded a nine (9) month agreement (October 1, 2017, through June 30, 2018) with an option to extend the agreement for three (3) additional one (1) year periods to each of the lowest responsive bidders; Stay-Green Inc., for the Citywide LMD Zones, LMD Zones 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14, 16, 18, 21, and miscellaneous City properties, with an annual cost of \$217,848. Stay-Green Inc. was also awarded the landscape maintenance services in LMD Zone 22, with an annual cost of \$180,212. Oakridge Landscape, Inc. was awarded the bid for LMD Zones 12, 15, and 20 with an annual cost of \$218,496. Staff is hopeful the separation of the LMD into three separate areas of similar acreage will provide better oversight and management of the LMD areas of responsibility.

**Zone 10 Mountain Meadows PC3; Wall Cap Replacement Project:** Staff has contacted the wall cap fabricator Armorcast to fabricate 100 new wall caps and the City's contractor, Hahn Construction, for an installation cost. Fabrication cost is \$8,800 (\$82 each), and installation cost is \$4,500 (\$45 per cap). Staff requested \$15,000 in the FY17/18 budget to fund the project. Staff will install the new wall cap when received, replacing the missing and decayed caps on the wall from Brookhurst Street to Mountain Trail Drive

**Zone 10 Mountain Meadows PC3; Tierra Rejada Streetscape:** Construction on Tierra Rejada Streetscape Revitalization – Phase 1 was completed on March 30, 2017. Since installation, the plant material performed well, with flowering plants presenting a variety of colors and textures along the renovation area in May and June. The project was

highlighted in the summer edition of the City Newsletter, and updates and photos posted on the project webpage ([moorparkca.gov/tierrarejada](http://moorparkca.gov/tierrarejada)). Feedback has been generally positive, with eight written comments received as of 6/30/17. Of these comments, four were positive, two negative, and two requested additional information. Staff also received a number of informal comments in support of the new Tierra Rejada landscaping over the phone and in person while interacting with the public.

**Zone 12 Carlsberg; Replanting Projects:** Oakridge Landscape the City's Landscape Maintenance Contractor planted 408 shrubs on Miller Parkway from Spring Road to Los Angeles Ave in the parkways and medians and mulched. The replanting project cost \$8,800.

**Zone 15 Country Club Estates; Reclaimed Water Conversion in Progress:** Ventura County Waterworks completed the reclaimed water project on Championship Drive. The reclaimed water replaced the domestic water supply irrigation on the Southside of Championship from Trevino Street to Nelson Drive. Staff installed reclaimed water notification signs and marked all irrigation that supplies the reclaimed water in the area.

**Zone 20 -Meridian Hills/Brighton Development: No change since last report.** Staff reviewed the landscape at the Brighton Homes Development on Walnut Canyon Road on November 30 and provided a "punch list" which was completed on December 11, 2015. The punch list for the remainder of Meridian Hills LMD, Zone 20, has not been completed and turn-over of this LMD has not been accepted by the City.

**Zone 21 Shea Homes: No change since last report.** The Shea Homes developer has requested the City accept the LMD areas in the project. However, after inspecting the LMD areas, staff determined one of the proposed areas on Los Angeles Avenue and Millard Street still had the irrigation (controllers, water meters, and backflows) connected to the HOA area of responsibility. The developer has prepared an easement over this area and has submitted the easement for the City's review. Upon approval of the easement, staff believes that the LMD area should be turned over for acceptance by the City.

**Zone 22 Moorpark Highlands; Replanting Projects:** The City's Contractor installed 222 5-gallon shrubs and wood mulch in the planter on the east side of Spring Road from Elk Run Loop to Ridgecrest. The cost for the replanting was \$8,790. The City's Landscape Maintenance Contractor planted 50 Oaks tree, 100 toyon and 1000 acacia shrubs on the slope located on Ridgecrest Drive and High Top Street. The Cost for this project was \$6,150. Oakridge also modified the irrigation and planted 20 Oak trees and 320 acacias on the Spring Road slope south of Walnut Canyon at a Cost of \$2,560.

### **City Urban Forest**

**ZONE 2-5-10 Redwood Tree Removal and Replacement Project: No change since last report** to date the City's tree services contractor, Mariposa, has removed 292 dead Redwood trees. Approximately 293 remain, some still have green growth but several

have succumbed to the canker disease and will be removed under funding from the FY 2017-18 budget. West Coast Arborist to date has planted 123 replacement trees on Tierra Rejada Road, in Zones 2, 5 and 10. An Additional 150 replacement trees are being scheduled for planting on Tierra Rejada Road.

**Tree City USA and Growth Award:** Staff received the 11<sup>th</sup> year Tree City USA and 7<sup>th</sup> year Tree City Growth awards from the National Arbor Day Foundation.

**Free Wood Mulch Program:** The City's free wood mulch giveaway was held on held on Saturday, July 8, 2017, between 9:00 am and 12:00 pm at the vacant lot located next to the Library. Approximately 14 residents attended. The next Free wood mulch day is scheduled for October 14, 2017.

**New Tree Pest Control Program:** Staff is contracting with West Coast Arborists (WCA) for certified Arborist services and for the control of the Phoyphagous Shot Hole Borer (PSHB) and other invasive tree pests found in the City. The program will have the Contractor build and install 8-funnel Lindgren traps at designated City locations to trap tree pests within the City's urban forest. The Contractor will monitor the traps monthly and report pests found in the traps that endanger the health of the City's urban forest and recommend a treatment plan to protect the tree(s).

### **Affordable Housing**

**Walnut Street Apartments: No change since last report.** Escrow closed with the Area Housing Authority on the Walnut Street Apartments project on March 27, 2017. The Area Housing Authority began demolition of the site in April, and a ground breaking ceremony was held on May 25, 2017. The construction timeline is expected to take twenty four months. The City assisted the project by providing a land loan of \$3,444,000, a construction to permanent loan of \$1,250,000, and fee waivers of \$750,000. The land loan would be paid back in 32 years and the construction to permanent loan would be paid back in 17 years. The project will provide 23 two and three bedroom low and very-low income apartments and townhomes.

**First Time Home Buyer Program (FTHB):** In July a FTHB Program homeowner in the Waverly Place community notified staff of their intent to sell the property. The property is designated for a low-income first-time homebuyer. Public workshops were held the evenings of August 29<sup>th</sup> and 31<sup>st</sup> to inform the public about opportunity to purchase the property and distribute applications to interested participants. These applications are required, and used to qualify potential low-income purchasers. A total of 118 people attended the workshops and 18 applications were submitted by the September 15<sup>th</sup> deadline. Staff is currently reviewing the applications to create an eligibility list for the purchase of the home currently available, and any low income homes that may come available over the coming months. The eligibility list will remain active until the State Department of Housing and Community Development updates median income values for 2018 (expected to occur in June).

**First Time Home Buyer (FTHB) Program Monitoring: No Change since Last Report.** A self-certification form is under development by staff for use in monitoring property owner compliance with FTHB program guides, and anticipates distribution in the fall of 2017.

**Affordable Rental Housing Compliance Monitoring: No Change Since Last Report.** Waterstone Moorpark continues to phase in water/sewer/trash utility billing to affordable units during 2017, as allowed for in the Affordable Housing Agreement. Staff continues to work on updating the Monitoring Agreements to match updated business entity information for Urban Futures Bond Administration, Inc.

### **Property Management**

**General Property Maintenance:** Staff completed additional weed abatement at various vacant City property sites as required by the Ventura County Fire Protection District "Notice to Abate Fire Hazard". The second abatement was required after late spring rains brought new weed growth.

#### **Disposal of former MRA Properties (Objective II.A.14):**

Description: Dispose of applicable former Moorpark Redevelopment Agency owned properties by June 30, 2019.

Status: **No change since last report.** Work has commenced. The City now owns the property on the south side of High Street. The City also owns the properties at 347 Moorpark Avenue and 467 High Street. The Oversight Board also approved the purchase of 500 Los Angeles Avenue, however, that purchase from the Successor Agency has not been finalized.

In May, the City Council approved the Disposition and Development Agreement (DDA) with Apricot Lane Farms. However, before the DDA was signed the Developer notified the City in June that they would no longer be moving forward. Staff is performing some additional due diligence on the site before marketing it again.

#### **Long Range Property Management Plan (LRPMP): No change since last report.**

The Department of Finance (DOF) has requested certain changes be made to the LRPMP. Staff processed some of the changes and the Oversight Board approved the revised LRPMP, but the LRPMP was submitted without changes to the civic center properties and the properties utilized by the High Street Arts Foundation from governmental purpose properties. Moorpark Unified School District has submitted a letter of support to DOF stating that the government use properties identified in the LRPMP should remain under City ownership and not be sold. DOF has received the revised LRPMP and now has additional questions. Staff answered all of DOF's questions. Senator Pavley submitted a letter in support of the City to DOF. The City has received a letter of approval from DOF for the LRPMP. Staff is preparing a contract amendment with Riggs and Riggs for appraisal services on the former redevelopment

property. Properties are on the July 5 Successor Agency agenda for approval of the transfer to the City.

**Redevelopment of East High Street: No change since last report.** The Successor Agency officially transferred the property at 450 High Street to the City of Moorpark on June 15, 2016. The property has been opened and signed to allow additional Metrolink parking, which will be needed when the improvement and expansion of the existing Metrolink station gets underway later this year.

**347 Moorpark Avenue: No change since last report.** The Agency dedicated twenty feet to the City for expanding the Moorpark Avenue right-of-way. Staff is still considering redevelopment ideas for this site.

**31 Poindexter Avenue:** Escrow closed on the property at 31 Poindexter Avenue in early April. A portion of the property will be used for widening of Moorpark Avenue. The Moorpark Foundation for the Arts (MFA) has moved their theater storage from the old fire station site to a portion of the building and staff is preparing an Amendment to the Operating Agreement to include the usage of 31 Poindexter. Staff will also be contracting with an Architect or Structural Engineer to evaluate how to remove a portion of the building to accommodate the road widening and maintain the building for the MFA and other City storage needs. Staff is in the planning stages of various exterior maintenance improvements to the building and parking areas.

### **Sustainability**

**Climate Action Plan: No change since last report.** Staff is going to meet with the Community Development Department staff to discuss preparation of a Climate Action Plan (CAP) to help drive the City's sustainability policies and procedures. Staff is collecting other Agency CAP's and searching for available grants to assist in the preparation of the document.

**Community Choice Energy Study:** The Community Choice Energy Feasibility Study was completed in August and released to the public in September. The feasibility study and subsequent peer review suggest that a newly created regional CCE program spanning San Luis Obispo, Santa Barbara, and Ventura Counties is likely not a viable venture in terms of the CCE program's ability to provide competitive rates and remain a solvent organization. The results of the peer review, however, indicate that it may be possible for a local or regional CCE program operating within Pacific Gas and Electric Company (PG&E) territory, i.e., in San Luis Obispo and/or northern Santa Barbara County, to offer competitive rates while covering its costs. Advisory Working Group members are looking at alternatives way to offer CCE such as joining other programs, however, at this point, without additional feasibility studies to determine if those CCE programs would be successful with our load, bringing CCE to Ventura County is on hold.

**Streetlight Purchase (Objective VI.A.7):** In May, the City Council authorized staff to move forward with the negotiating the purchase of the streetlight system from Southern California Edison (SCE). Staff’s analysis indicated that the savings from the purchase of the system would offset the additional costs for maintenance of the system and still provide approximately \$156,000 in savings annually. In July, staff brought the Agreements to City Council for approval, subject to the City Manager’s final language approval, while final deal points were worked out. Staff is still working with Southern California Edison on the final version of the documents. Staff is also working on contracting with a consultant who will provide a more robust analysis of the savings and provide additional information on financing feasibility. Staff will be returning to City Council in late 2017 or early 2018 for allocation for funding for the project.

**Vector/Animal Control**

**Animal Statistics**

<b>Animal Service and Compliance</b>						
<b>FY 2016-2017</b>	<b>Service Calls</b>	<b>Citations</b>	<b>Nuisance Hearings</b>	<b>Animals to Shelters/Rescues</b>	<b>Dogs to Mpk Holding Shelter</b>	<b>Dogs to VCAS</b>
<b>July</b>	110	1	0	9	8	4
<b>Aug</b>	128	0	1	6	4	1
<b>Sept</b>	119	0	0	6	3	2
<b>Oct</b>	121	1	0	0	4	0
<b>Nov</b>	81	1	0	3	4	3
<b>Dec</b>	113	2	0	1	1	0
<b>Jan</b>	191	1	0	1	0	1
<b>Feb</b>	166	2	0	2	1	0
<b>March</b>	135	4	0	0	2	0
<b>April</b>	158	4	0	0	1	0
<b>May</b>	139	2	0	11	2	0
<b>June</b>	119	0	0	0	3	1
<b>YTD Total</b>	<b>1,580</b>	<b>18</b>	<b>1</b>	<b>39</b>	<b>33</b>	<b>12</b>

Quarterly Report to City Council  
July to September 2017

<b>Animal Service and Compliance</b>						
<b>FY 2017-2018</b>	<b>Service Calls</b>	<b>Citations</b>	<b>Nuisance Hearings</b>	<b>Animals to Shelters/Rescues</b>	<b>Dogs to Mpk Holding Shelter</b>	<b>Dogs to VCAS</b>
<b>July</b>	109	0	0	1	3	0
<b>Aug</b>	124	0	0	4	4	1
<b>Sept</b>	80	0	0	1	1	1
<b>YTD Total</b>	<b>313</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>8</b>	<b>2</b>
* Data for Sept. to 9/25/17						

<b>Animal Licenses FY 2016-17</b>							
<b>FY 2016-2017</b>	<b>Dog Licenses (City)</b>	<b>Interim Dog Licenses (City)</b>	<b>Cat Licenses (City)</b>	<b>Interim Cat Licenses (City)</b>	<b>VCAS &amp; Vet Licenses</b>	<b>Total Licenses Sold</b>	<b>Last Year</b>
<b>July</b>	14	2	0	1	467	484	615
<b>Aug</b>	15	8	2	0	427	452	567
<b>Sept</b>	14	3	0	0	677	694	665
<b>Oct</b>	22	11	0	0	413	446	422
<b>Nov</b>	7	3	0	0	369	379	297
<b>Dec</b>	30	5	0	0	349	384	426
<b>Jan</b>	26	3	2	0	473	504	654
<b>Feb</b>	24	12	1	0	531	568	391
<b>March</b>	19	3	0	0	617	639	430
<b>April</b>	39	7	0	0	493	539	664
<b>May</b>	24	7	0	0	583	614	721
<b>June</b>	13	6	0	0	569	588	819
<b>YTD Total</b>	<b>247</b>	<b>70</b>	<b>5</b>	<b>1</b>	<b>5968</b>	<b>6291</b>	<b>6,671</b>

<b>Animal Licenses Sold FY 17-18</b>							
<b>FY 2017-2018</b>	<b>Dog Licenses (City)</b>	<b>Interim Dog Licenses (City)</b>	<b>Cat Licenses (City)</b>	<b>Interim Cat Licenses (City)</b>	<b>VCAS &amp; Vet Licenses</b>	<b>Total Licenses Sold</b>	<b>Last Year</b>
<b>July</b>	15	5	0	0	432	452	484
<b>Aug</b>	18	5	0	0	470	493	452
<b>Sept</b>	10	8	0	0	369	387	694
<b>YTD Total</b>	<b>43</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>1271</b>	<b>1,332</b>	<b>1,630</b>
*September totals are preliminary received 9/22/17							

**Activity Summary:** The majority of animal control activity for the 2016/17 fiscal year is summarized in the two tables listed above along with two additional tables listing animal control activity for the first quarter of 2017/18. Total animal licenses sold for fiscal year 2016/17 was 6,291 slightly less than fiscal year 2015/16 which was 6,671. This was the second highest number of licenses sold in a fiscal year for Moorpark. There were a total of 109 service calls in July, 124 in August, and 80 service calls in September to date. Only two dogs and no cats were taken to VCAS shelters during the past three months. In addition, five injured/orphaned wild animals were taken to a local wildlife rescue by Moorpark staff during the past three months. Six dogs were temporarily held at the Moorpark temporary shelter facility until owners came in and picked them up. There were no confirmed reports of large wildlife such as mountain lions or bears. There was one rabies positive bat found in Moorpark in July 2017.

**VCAS Contract, Animal Services Commission, and City Staff Meetings:** The last VCAS Commission meeting was held on June 8, 2017. The next meeting scheduled for September 14, 2017 was cancelled. There were no City/VCAS staff meetings during the last quarter. VCAS license canvassing staff canvassed in Moorpark on weekends during the past quarter as contracted.

**Vector Control Activity:** As of 9/25/17 West Nile Virus (WNV) activity was detected both in dead birds and mosquitoes in Simi Valley with no virus detected yet in other areas of Ventura County including Moorpark. Mosquito surveillance and control is at peak levels with the warm summer weather. The majority of control activity time is continues to be dedicated to the Arroyo Simi and the drains leading to Arroyo. The charts below summarize vector control field activity for the current and past fiscal year.

### VECTOR CONTROL STATISTICS

Vector Control Statistics							
<b>FY 2016-2017</b>	<b>Service Calls</b>	<b>Mosquito Related</b>	<b>Bees &amp; Wasps</b>	<b>Rodents</b>	<b>Other</b>	<b>Pesticide Applications</b>	<b>Square Ft Treated</b>
<b>July</b>	4	4	0	0	0	62	23,030
<b>Aug</b>	8	5	2	0	1	66	30,090
<b>Sept</b>	11	9	2	0	0	35	7,240
<b>Oct</b>	4	0	2	0	2	23	3,900
<b>Nov</b>	8	8	0	0	0	19	4,600
<b>Dec</b>	5	5	0	0	0	7	850
<b>Jan</b>	0	0	0	0	0	1	400
<b>Feb</b>	1	1	0	0	0	5	1,700
<b>March</b>	6	5	1	0	0	19	5,200
<b>April</b>	18	8	7	0	3	54	24,940
<b>May</b>	10	10	0	0	0	70	76,860
<b>June</b>	13	11	1	0	1	81	127,360
<b>YTD Total</b>	<b>88</b>	<b>66</b>	<b>15</b>	<b>0</b>	<b>7</b>	<b>442</b>	<b>306,170</b>



Quarterly Report to City Council  
July to September 2017

Vector Control Statistics							
FY 2017-2018	Service Calls	Mosquito Related	Bees & Wasps	Rodents	Other	Pesticide Applications	Square Ft Treated
July	8	8	0	0	0	115	561,300
Aug	11	7	1	1	2	91	142,370
Sept*	5	4	0	1	0	60	34,850
<b>YTD Total</b>	<b>24</b>	<b>19</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>266</b>	<b>738,520</b>
September totals to 9/22/17							

**Business Registration (BR) Inspections:** Field staff continues to devote some time out in the field and office towards business registrations. Staff has summarized past and current BR field data in the tables below:

**FIELD BUSINESS REGISTRATION ACTIVITY – CURRENT FISCAL YEAR**

Business Registration Field Activity				Business Registration Field Activity			
FY 2016-2017	Field Contacts	BR Violations	Hours	FY 2015-2016	Field Contacts	BR Violations	Hours
July	48	33	21	July	47	21	22
Aug	64	35	30	Aug	113	61	39
Sep	76	43	38	Sep	77	41	39
Oct	52	29	28	Oct	97	48	42
Nov	42	23	20	Nov	56	40	26
Dec	74	39	35	Dec	50	25	24
Jan	55	30	30	Jan	52	19	28
Feb	71	53	34	Feb	51	31	25
March	46	26	25	March	64	40	35
April	58	35	31	April	56	41	60
May	50	32	27	May	41	21	22
June	47	29	27	June	71	30	33
<b>YTD Total</b>	<b>683</b>	<b>407</b>	<b>346</b>	<b>YTD Total</b>	<b>775</b>	<b>418</b>	<b>395</b>

Business Registration Field Activity				Business Registration Field Activity			
FY 2017-2018	Field Contacts	BR Violations	Hours	FY 2016-2017	Field Contacts	BR Violations	Hours
July	19	12	11	July	48	33	21
Aug	43	18	21	Aug	64	35	30
Sept*	50	23	24	Sep	76	43	38
<b>YTD Total</b>	<b>112</b>	<b>53</b>	<b>56</b>	<b>YTD Total</b>	<b>188</b>	<b>111</b>	<b>89</b>
September totals to 9/22/17							