

**CITY MANAGER
QUARTERLY REPORT TO CITY COUNCIL
October – December 2017**

ADMINISTRATIVE SERVICES DEPARTMENT

ADMINISTRATIVE SERVICES/PUBLIC INFORMATION

Administration

Public Information during the Thomas Fire Incident: On Monday, December 4, the Thomas Fire broke out in Santa Paula, and Moorpark was the first city in Ventura County to switch over its social media to emergency information and, in this instance, direct people to official Ventura County Office of Emergency Services information. Staff continued to provide updates on the City's social media for the next week and established the City as a credible source of fire-related information, with City Tweets being viewed approximately 68,000 times over four days. The City also added nearly 200 Twitter followers in a week, representing a 40% increase in the number of Twitter followers. All of these followers will now receive other non-emergency information from the City as well.

Website Traffic: During the fourth quarter of 2017, projected website traffic is 30,500 page views per month, from 17,000 visits per month. The most popular web pages are the City's home page, the Library home page, Job Opportunities, Recreation home page, Bus Ride Guide, Haunted High Street, and Adult Sports Leagues, with each drawing over 1,400 page views. There are 589 active accounts for the website and 1,394 E-mails subscriptions across the City's various mailing list options.

Legislative Measures: The 2017 legislative session in Sacramento concluded in October, with staff monitoring 37 bills. The City accomplished its two top legislative priorities, with the defeat of SB 649 (telecommunications facilities on local government infrastructure) and the modification of AB 1250 (hurdles to government contracting) to not apply to cities. Staff will continue monitoring proposed state legislation during 2018, when the legislature reconvenes. On December 7, staff internally distributed a summary of legislation that passed in 2017 that would potentially affect City operations, along with resources to get more detailed information as needed.

Smoking Ordinance: On September 20, 2017, the City Council directed staff to proceed with a smoking ordinance amendment to prohibit smoking inside apartment units in the City. The City Council adopted the ordinance on December 20, 2017. Staff will conduct outreach to the apartment complex owners/managers to assist with implementation of the ordinance.

City Council Objectives

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

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. As part of a Memorandum of Understanding with Waste Management approved in December 2017, Waste Management agreed to give the City the one-acre site at no cost, which could serve as the location of a fire station. 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

October	2.5 hours	1 volunteer
November	0 hours	0 volunteers
December	0 hours	0 volunteers

Moorpark City Library:

October	231.5 hours	52 volunteers
November	127.25 hours	41 volunteers
December	140.50 hours	48 volunteers

Parks and Recreation Department for Active Adult Programs:

October	673 hours	57 volunteers
November	587 hours	52 volunteers
December	597 hours	52 volunteers

Parks and Recreation Department for Arroyo Vista Recreation Center:

October	319 hours	60 volunteers
November	137 hours	28 volunteers
December	111.5 hours	26 volunteers

Moorpark Police Department:

October	466.5 hours	14 volunteers
November	337.5 hours	13 volunteers
December	354.5 hours	14 volunteers

A total of 4,084.75 hours were donated by a total of 458 volunteers during the fourth quarter of 2017.

Legislative: The following took place during the fourth quarter of 2017:

Quarterly Report to City Council
October to December 2017

City Council

- 6 Regular City Council/Successor Agency meetings were held
- 5 Special City Council meetings were held
- 117 Agenda items were processed
- 7 Sets of minutes were approved
- 28 Resolutions were adopted
- 5 Ordinances were adopted

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

- 0 Regular Oversight Board meetings were held
- 0 Special Oversight Board meetings were held
- 0 Agenda items were processed
- 0 Sets of minutes were approved
- 0 Resolutions were adopted

Clerk's Index: 78 items were input into the Clerk's Index database for tracking of approved agreements, City Attorney Opinions, recorded documents, and sureties.

Scanning: 13,154 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 November 1, 2017 to discuss safety training opportunities and the status of new evacuation signs. The Safety Committee is scheduled to meet again in January 2018.

Property Damage Restitution: The City received payments on 3 property damage restitution invoices during the reporting period.

LossCAP: The California Joint Powers Insurance Authority (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 January 2018. 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 annual Underwriting Report covering calendar year 2016 to CJPIA, as required and on time.

Employment/Recruitment

City Manager, City Manager's Office: On 8/28/17, City Manager, Steven Kueny, announced that he would be retiring, with a last day of work on 3/2/18. Upon approval of the City Council at their meeting on 9/20/17, Ralph Andersen and Associates were hired to conduct a recruitment for this position; and on 12/18/17, initial oral board interviews were held, and second interviews are scheduled for 1/8/18.

Active Adult Center Supervisor or Coordinator, Parks, Recreation, and Community Services Department: Recruitment for this full-time, management position began 9/29/17 and ended 11/1/17; oral board interviews were held on 11/29/17; a hiring decision is pending.

Administrative Assistant II, Parks, Recreation, and Community Services Department: Kimberly E. Sexton began working in this full-time, Competitive Service position on 12/11/17.

Parks and Facilities Attendant I, II, or III, Parks, Recreation, and Community Services Department: Recruitment for this temporary, part-time position began 9/18/17 and ended 10/15/17; oral board interviews were held on 11/9/17; a conditional job offer was made to one applicant who declined it. A second recruitment for this temporary, part-time position began 12/14/17 and ends 1/15/18.

Quarterly Report to City Council
October to December 2017

Senior Maintenance Worker, Parks, Recreation, and Community Services Department: Recruitment for this full-time, Competitive Service position began 11/22/17 and ends 1/1/18.

Senior Nutrition Coordinator, Parks, Recreation, and Community Services Department: Janet Harter began working in this temporary, part-time position on 10/24/17.

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: No work was done on the Personnel Rules during the time period covered by this report.

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 the CJPIA to retain a licensed consultant to perform the City's 2017 ADA Self Evaluation and Transition Plan to replace the 2010 Plan. CJPIA is offering a partial reimbursement program to member agencies and the City has been identified as a 2017 recipient of the CJPIA. The City Council approved the project in September, the agreement with the contractor was executed, and it is anticipated that work on the revised Plan will move forward beginning in January 2018 and will take 20 weeks to complete.

INFORMATION SYSTEMS/CABLE TELEVISION DIVISION

Administration

Network Improvements: The Information Systems Division is continuing to explore options for interconnecting all City buildings via fiber-optic cable(s) and is evaluating services provided by third-party providers. One price proposal was received from a potential vendor and staff is evaluating other options and solutions, including wireless means of communications.

Information Systems expanded the City's existing network cabling infrastructure by installing multiple additional data ports. Staff started working on a project for redesigning City's Local Area Network (LAN) and a Draft Request for Proposals (RFP) was created. The project will continue throughout the next reporting period.

Staff Support: Information Systems responded to over 100 Help Desk ticket requests to support city staff in various needs and capacities during this reporting period. I.S. staff assisted with workspace improvements and staff relocations, needed to provide better service to the public.

New Equipment: Information Systems continued to work on the City Council iPads, which were configured and distributed. City employee users' devices were configured as well and will be distributed during the next reporting period.

Information System Staff completed the first phase of the project to rebuild existing computer and storage equipment to be used for implementing non-critical services, backup and testing environment. A new virtual environment was built and staff installed multiple virtual servers.

Phone System Upgrade: A new conference phone was installed in City's Emergency Operations Center (EOC) by Information Systems staff as an addition to the new phone system in Moorpark Public Services Facility (MPSF) to provide more reliable and higher quality phone service during emergencies.

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. A new server was deployed, tested and assessment results were sent to system's vendor. The project will continue throughout the next reporting period.

Moorpark Public Access TV (MPTV): Information Systems continued to support the MPTV equipment. Staff evaluated all devices' power needs and reconfigured the system to receive power based on industry's best practices. Redundant power sources were provided as well.

Library: Information System continued to provide support and to maintain the technology in the Library. Staff reconfigured all Brainfuse and Catalog stations to provide higher reliability and better experience to the public.

A new circuit and Internet data service to be used for Library' e-Rate program was installed by a vendor during this reporting period. Information Systems staff obtained a proposal for expanding Library' cable infrastructure, needed for the e-Rate program, and the project will continue during the next reporting period.

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

New Digital Video Security System: No activity. The project will continue through the next reporting period.

Computer and Network Security: Information Systems staff continued to monitor and maintain the security of the City's computer systems, networks and data. Staff continued to send emails with information and examples how to detect malicious items.

Access Control System: Information Systems staff continued to maintain and assist with any changes to the existing access control system. Electronic card readers in City's EOC were reconfigured to accommodate desired access to City and Police Services

staff members. I.S. staff completed redesigning of the keycard access forms needed to streamline the approval process and continues to adjust access to all City' facilities as needed and approved.

Document Management System: Information Systems staff started a project to implement a web module addition to City's Document Management System. The new module will allow better user experience, extended connectivity and options to provide web-based access to official City documents to the public. Staff held a conference call with the system's vendor and established a plan and schedule for deployment. The project is expected to be completed during the next reporting period.

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 continues to search for options to expand and improve City's GIS system and to integrate it with the City's new permitting system. Staff worked with the City's GIS vendor and a new user system interface was implemented for better performance and data reliability. A training session for all City GIS users was scheduled by I.S. and training was provided by the vendor. Transitioning from the old to the new interface is expected to be completed during the next reporting period.

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

Description: Conduct study of Broadband in the 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 continued to work on City Council's objective to study and evaluate current broadband infrastructure within the City. Staff attended a EDC-VC/Ventura County Broadband Consortium's "Ventura County Public Leadership Discussion" workshop in Camarillo and Ventura County Broadband Consortium (VCBC) meeting in Ventura. On December 6, the City Council created the Broadband Ad Hoc Committee and appointed Councilmembers Mikos and Simons to serve on the Committee. The Committee will focus on the development of a request for proposal to conduct a study to determine existing infrastructure with a goal of expanding broadband services within the City. 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.

Status: Information Systems staff continued to work on City Council's new objective. Staff held conversations with multiple departments to obtain information regarding future projects and to discuss options for selecting/implementing smart technologies. The project will continue throughout the next reporting period.

EMERGENCY MANAGEMENT DIVISION

Administration

Earthquake Preparedness Initiative Ventura Cohorts: The Assistant City Manager continued to participate as a member 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, 2017, 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 was adopted by City Council, and became effective in December 2017. The Building Official has completed a preliminary survey of at-risk commercial and industrial buildings in the City, and staff will be requesting a budget amendment to fund a field survey to develop a more accurate list of at-risk structures. The Ventura Cohort continues to hold monthly conference calls to share information on progress and ideas for achieving improved building standards and enhance seismic safety.

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. 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 audit City records in October 2017 for completeness and appropriated a reimbursement to the City.

CERT: A 6-week CERT class is scheduled to begin on March 1, 2018 and staff is currently advertising the class to the public.

AED Replacement: Five AEDs were replaced in September 2017 and staff was provided with the opportunity to attend CPR/AED certification training, using the new AEDs in October 2017.

Great California Shakeout: Staff and residents were advised of the Shakeout event in October 2017, and provided with earthquake preparation information. Participation in the Shakeout was voluntary.

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, 33 Moorpark residents participated in three Camarillo HHW events, and 13 Moorpark residents participated in one Simi Valley event, for a total of 46 participants from Moorpark. Staff has also begun discussions with the City of Thousand Oaks to allow Moorpark residents to participate in its HHW events. Thousand Oaks offers weekly service, whereas the City's current partners host events monthly (Camarillo) and bimonthly (Simi Valley).

Electronic Waste/Universal Waste Events: The next event is scheduled for January 20, 2018.

Secure Paper Shredding Events: 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 September 1, 2017 to December 22, 2017, three compost bins were delivered to Moorpark residents.

Used Cooking Oil Collection Event: The City hosted its second annual Used Cooking Oil Collection Event on December 2. The event attracted 48 people (up from 39 last year) and collected over 200 gallons of cooking oil, which will be recycled into biodiesel, with the fats being burned off and used to generate electricity at the sewage treatment plant operated by the City of Thousand Oaks.

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: City staff met repeatedly with the franchised haulers regarding new agreements. One of the haulers, G.I. Industries, is in the process of acquiring the other hauler, Moorpark Rubbish Disposal, and the City Council approved the transfer of the Franchise Agreement on December 6. Negotiations moving forward will therefore be solely with G.I. Industries. Also on December 6, the City Council approved a Memorandum of Understanding (MOU) with G.I. Industries containing the key points of a new Franchise Agreement. Staff expects to bring the new agreement to the City Council for review in February 2018.

CITY ENGINEER/PUBLIC WORKS DEPARTMENT

Capital Projects

2017 Overlay Project [Capital Project No. 8093/M0021]

Description: This project resurfaces: Spring Road from Monte Vista Nature Park to Tierra Rejada Road; Princeton Avenue from Condor Drive to Campus Park Drive (excluding area within state right of way); Poindexter Avenue from N. Commerce Avenue to Gabbert Road; and Gabbert Road from Poindexter Avenue to a point approximately 200 feet south of Poindexter Avenue.

Status: Staff completed design in-house. Since grant funding and a portion of Princeton Avenue within Caltrans' right of way was contemplated, Caltrans had to approve the design. After three plan checks where the comments were increasing at every step, staff decided to remove the section within the state right of way from this project. The paving work is complete and striping and punchlist work is scheduled to be completed in January 2018,

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, 2017. 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 Duncan-Ashley 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. City's contractor, Hamner-Jewell is working with affected property owners to obtain right of way clearance.

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. Staff has relayed to Metrolink management the frequent driver complaints of rail gates going up and down despite a train not being present and other issues, asking Metrolink to make sure their controls and gates are properly set.

**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 (Fwy. 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. Tetra Tech is finalizing that design change for submission to Caltrans. Staff is working with the engineer for the 400 Science Drive project to obtain an irrevocable offer to dedicate property at the NE corner of Science Drive and Los Angeles Avenue for a future widening. While this work is not programmed at this time the eventual improvement at the intersection will improve traffic flow into and out of the industrial park.

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. The Contractor has been paid. Council has approved the Pacific Communities project, which includes a future payment to the City for the \$2 million project. Remaining work includes turning over the additional right of way granted by Pacific Communities to Caltrans.

**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. There had been a delay in completion of the design while the City determined if recent concerns about liquefaction of soils along High Street could impact the stormwater infiltration design standards of the current project. Project engineer reviewed the issue with the City's geotechnical engineer and recommended that infiltration into southwest section of parking lot be reduced. Final design was submitted December 6, 2017. Staff established a project number and deposited funds to Metrolink for review of the design plans as well. Metrolink returned comments on December 14, 2017. Staff is preparing a response to Metrolink's comments.

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 has 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. Staff has obtained two Statements of Qualifications from design firms with local, rail and Caltrans experience. Staff is evaluating the submittals and will recommend a firm to Council to prepare the Project Study Report and schematic design.

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.1*):

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.1*):

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 have 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. Landscape architect submitted design on December 1, 2017. Staff provided comments on December 4 and 18. Staff anticipates going to City Council with request to bid on January 17, 2018.

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

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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: **No change since last report.** 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.1*):

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 commenced 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. Caltrans submitted an invoice for the signal installation (in the amount of \$175,000) that was processed for payment in December 2017. Caltrans has agreed to provide a "No Right Turn" sign for the red arrow signal.

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. The City's project was recommended for funding from CTAC and TTAC. Approval from VCTC occurred October 6, 2017. 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.3):

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.** Review of 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 7.5 hours in October, .75 hours in November, and 0 hours in December 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 113 citation appeals from October - December. Seventy-six (76) citations were recommended for cancellation and 37 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 November 20, 2017. Discussions continue on the revised 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 Committee is also attempting to figure out a way to allow additional agencies (such as California State Channel Islands) to join as they become subject to TMDL requirements. The Agreement is currently with Ventura County legal counsel for review. Each respective agency will need to take the Agreement to each agency's City Council or Board for approval. The Committee discussed the upcoming annual report. Overall, monitoring results are showing improving water quality trends. Various TMDL topics were also discussed, including approval of comments on Groundwater Sustainability Plans, Sediment quality objectives, San Joaquin Ag Order, LARWQCB Triennial Review, Recycled Water Policy, Bacteria objectives, and Toxicity objectives.

Coastal Cleanup Day:

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

Status: **No change since last report.** 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: **No change since last report.** 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 October 19 and November 16, 2017. The group discussed Senate Bill 231, which has the potential to enable Cities/the County to establish new taxes for stormwater programs without the need for two-thirds voter approval. Most agencies are taking a "wait and see" approach as it is anticipated that the first agency to implement such a tax will be sued. The group approved the FY 2016/17 Annual Report, which was submitted to the LARWQCB on December 15, 2017,

Transit

Article 3 Funding:

Description: The City is eligible to apply for TDA Article 3 funding (bikeways and pedestrian projects) from VCTC. The funds were available on an annual basis. Beginning in FY 2017/18 VCTC began combining Article 3 grant applications with their CMAQ call for projects and began accepting applications for two years' worth of funding. The first new call for projects was for FY 2017/18 and FY 2018/19 funding.

Status: 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.

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. The City's project was approved by VCTC at their October 6, 2017 Commission meeting. Funding will be received in FY 2018/19.

Moorpark City Transit: Transit totals for the months of July through September, 2017 are provided below:

	Jul	Aug	Sep	YTD
Daily Average	117	149	251	163
Total Monthly Ridership	2,335	3,420	5,019	10,774
Farebox Ratio (target ratio 20%)	4.91%	6.02%	11.40%	7.49%

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: **No change since last report.** 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: The four cities mentioned above (with the exception of Simi Valley) as well as staff from Ventura County and VCTC met November 30, 2017. The ECTA members reviewed the current InterCity Dial-A-Ride service. Staff from Thousand Oaks provided an update on two grant applications submitted to VCTC. The first was for \$40,000 (over a two-year period) to offset additional operational costs to add Saturday service to the ECTA program. The second was for \$40,000 (over a two-year period) to offset vehicle lease costs which may include future increased costs to add additional vehicles to meet service demands. VCTC was originally going to provide a list of recommended grant recipients in December; however, due to the exceptional number of applications it has instead selected an evaluation committee to review and select grant applications for award. Determinations are expected in January 2018.

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

Status: Security camera exchanges occurred October 2 and December 4, 2017.

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: Sixteen (16) residents received membership in the Senior DAR program July - September, 2017. Seven (7) ADA Paratransit participants joined during the same time period.

Transit passenger totals for the months of July through September, 2017 are provided below:

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	Jul	Aug	Sep	YTD
Senior/ADA Intra-City Trips	86	130	149	365
Senior/ADA Inter-City Trips (ECTA)	309	389	356	1,054

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 October 12 and December 14, 2017. At the October meeting Transcom approved recommending that VCTC extend a contract option with Mobility Management Partners to extend their contract by one year through June 20, 2019 at a cost not to exceed \$292,288 for the extension period for ADA certification services. Transcom discussed SB-1 funding opportunities at both Transcom meetings. At the December meeting Transcom selected County of Ventura to become the new Chair, with Santa Paula approved to be the Vice-Chair. Moorpark served as Chair of Transcom for 2017. Transcom also selected a panel to review FTA Section 5310 (Seniors and Disabled) and FTA Section 5307 Jobs Access/ Reverse Commute grant applications and make recommendations for funding. Moorpark submitted a grant application in the amount of \$20,400 for two years of “reimbursement” for providing free trips for seniors/disabled on Moorpark City Transit bus service. Recommendations are expected on January 11, 2018.

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: **No change since last report.** 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 October 6, November 3, and December 1, 2017. During the October meeting, Art Leahy, Metrolink CEO, gave a presentation to the Commission, noting that Metrolink has had a near 100% turnover in management staff. Metrolink is making improvements for more accountability and better tracking of maintenance and accounting. The Commission also approved the ranking order for CMAQ and TDA Article 3 funding, which included \$531,180 in TDA Article 3 funding for Moorpark in FY 2018/19. The Commission is also determining whether or not it will move forward with its RFP for operation services of the InterCity Bus Service or transfer its existing contact with Roadrunner Shuttle to RATP DEV North America, which is in negotiations to purchase Roadrunner. At the November meeting, the Commission announced the launch of the new East-West Connector service, which provides bus service between Simi Valley, Moorpark, Camarillo, Oxnard and Ventura. The new service began Friday, November 10. The Commission also approved an Agreement with Syncromatics Corporation (Syncromatics) for automatic vehicle location and passenger information system. The service provides bus location services for all transit operators, including Moorpark. Moorpark is also in the process of entering into an Agreement with VCTC to allow Syncromatics to install new bus announcement systems in all Moorpark buses (Moorpark's cost will be \$30,300). In December, the Commission approved the FY 2018/19 Unmet Transit Needs calendar and approved the FY 2017/18 TDA Article 3 bike path maintenance allocation, which includes \$3,670 for Moorpark.

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: On December 1, 2017, VCTC approved the FY 2018/19 Unmet Transit Needs public hearing schedule. The Commission will hold a public hearing on February 2, 2018.

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 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; Review of Los Angeles Avenue Traffic Study; Country Trail Park playground replacement, ADA walkway and decomposed granite

pathway; Participation in the Los Angeles County Community Choice Energy (LACCE) Program; Update to Agreement with Moorpark Foundation for the Arts; Initial actions to establish a Community Facilities District (CFD) for Tentative Tract Map No. 5882 (Pacific Communities Builder, Inc.); Presentation of Fiscal Year 2016/17 Annual Financial Statements; Extension of Conditional Use Permit (CUP) No. 2012-03 to allow continued use of 4875 Spring Road for outdoor storage of recreational vehicles; and status report on Fiscal Year 2017/18 and 2018/19 Mission Statement, Goals, Objectives and Priorities.

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 December 31, 2017 deadline and the County approved an extension to April 30, 2018.

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.

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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. The draft report was submitted to Staff in November 2017 and is under review.

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: 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 in 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 was approved by City Council on December 6, 2017. GPA 2013-02 is tentatively scheduled for Planning Commission and City Council consideration in early 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):

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.

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: 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 2018.

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. 4913 Modification of Conditions (Rancho San Cristobal Mining Project):

Description: Extension of the operation permit to 2046, along with expansion of operation to allow the existing maximum of 300 truck trips per day for 260 operating days per year (up from 180 operating days per year).

Status: The Ventura County Planning Director conducted a hearing on this project on May 11, 2017 and later approved this permit request. The City of Moorpark appealed this approval to the County Planning Commission. The Ventura County Planning Commission conducted a hearing and approved this permit request on October 5, 2017. The City of Moorpark appealed this approval, which is now awaiting scheduling of a hearing before the Ventura County Board of Supervisors.

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: 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 Judge Hogue in the Los Angeles Superior Court. A hearing was held on October 4, 2017. Judge Hogue found several faults with the EIR in not complying with the California Environmental Quality Act and directed the parties to meet and confer in an effort to agree on the text of the remand order. Agreement could not be attained and the matter went back to Judge Hogue on December 27, 2017. Judge Hogue suspended portions of the project that relied on the flawed EIR (additional truck trips and asphalt batch plant) and allowed the expansion of the mine to proceed with the previous number of allowed truck trips. The County will have to return to the writ to explain how it intends to remedy the deficient portions of the EIR.

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 was approved by the County Planning Director. Staff will continue to monitor this project.

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 Re-nourishment 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 has applied 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

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: **No change since last report.** 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 October 4, 2017. GPA 2015-02 was approved on December 20, 2017. Staff is continuing review and processing of GPA 2013-02. 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.

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: **No change since last report.** 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):

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

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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 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. The repair of the slope was completed in December, 2017.

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 2018 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 planning Areas 8 & 9; City Council reviewed and approved the application on April 17, 2013.

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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 all homes have been approved, including the construction of a new model home. Final occupancies have been issued for a total of 122 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. The applicant is preparing a submittal of a new map, matching the original map.

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: 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 would have expired unless a complete application was 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: Staff reviewed a October 27 letter from the applicant's representative and a number of different 2016 plans on October 30, 2017 and identified some driveway, trash hauling and garage circulation issues that need more work.

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 ordinance was 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. Staff communicated with developer and County staff regarding excessive County storm drain pipe and stormwater detention conditions pending for the project.

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 Planned Development No. 2003-02 has since expired. The applicant subsequently submitted Residential Planned Development 2010-02.

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Entitlement Status: The City Council originally approved this project and Development Agreement on April 6, 2005. 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. The developer brought ADA access ramps up to current codes in December 2017 but has been unable to complete the street resurfacing due to high winds. The street resurfacing will occur in early 2018.

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 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

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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.

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

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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 (50th) 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 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 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

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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 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. The developer has completed rough grading and some offsite improvements including driveways and wet utilities.

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: 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. On November 7, 2017 the Planning Commission recommended to the City Council approval of the project. The City Council approved the Mitigated Negative Declaration, General Plan Amendment, Tentative Tract Map and Residential Planned Development Permit on December 6, 2017. The Zone Change Ordinance and Enabling Ordinance for the Development Agreement were also introduced on December 6, 2017. Second reading of the Zone Change Ordinance was held on December 20, 2017. Due to a late request by the developer for a change in wording of the Development Agreement, a revised Enabling Ordinance for the Development Agreement was re-introduced on December 20, 2017, with second reading of the Development Agreement scheduled for January 17, 2018.

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. A Zoning Clearance for grading and construction of retaining walls has been 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. Grading work is approaching completion as of December 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 and the construction of a 35,330 square-foot industrial building on the newly-created 2.2-acre parcel located at 400 Science Drive.

Entitlement Status: This project is currently under review.

Approval Authority: City Council

Condition Compliance Status: The City Council approved this project on December 6, 2017.

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 complete.

Building and Safety Status: Construction is complete on Buildings B through J

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.

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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: The application remains incomplete.

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 Parcel Map No. 2017-02 (Kimley-Horn):

Description: Subdivide an approximately 10 acre developed parcel into two parcels of 9.11 acres and 0.50 acres at 800 Los Angeles Avenue (Target) (Submitted on October 10, 2017)

Entitlement Status: Public Hearing is scheduled for January 23, 2018 with Planning Commission.

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.

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

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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: The developer is working with staff on meeting the requirements for the Final Map and Development Agreement.

Building and Safety Status: No activity at this time.

Engineering Status: 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. Developer's representative told staff in December 2017 that engineering plans will be submitted in near future.

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. Staff met with developer's engineer in December 2017 to review third plan check comments. The final plans should be prepared in near future.

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.

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

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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 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: A City Welcome Sign Agreement is currently being prepared.

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: On October 24, 2017, the Planning Commission adopted Resolution No. 2017-621 approving this permit with conditions.

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

3 Home Occupation Permits were issued in October 2017
 2 Home Occupation Permits were issued in November 2017
 5 Home Occupation Permits were issued in December 2017

28 TOTAL - THROUGH SEPTEMBER 30

Building and Safety Activity

September 2017

Permits Issued	Decrease From Last Year to Date	Total Valuation	Increase From Last Year to Date	Inspections	Decrease From Last Year to Date
88	4%	\$2587325	10%	247	-14%

October 2017

Permits Issued	Increase From Last Year to Date	Total Valuation	Increase From Last Year to Date	Inspections	Decrease From Last Year to Date
113	1%	\$2631631	7%	288	-16%

November 2017

Permits Issued	Decrease From Last Year to Date	Total Valuation	Decrease From Last Year to Date	Inspections	Decrease From Last Year to Date
95	-3%	\$4876885	3%	225	-19%

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

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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. The HOA and originally selected contractor (Brave Development & Construction) were unable to obtain bonds. Therefore the HOA provided a \$100,000 cash bond. The HOA informed staff in mid-December 2017 that the HOA has selected a new contractor (Geoworks). Staff received final insurance documents on December 28, 2017 and will issue a permit and final bond transmittal documents within next several days. Concurrently, the HOA has protected the slope with plastic and sandbags to minimize future movement. An HOA Board member shared with staff that one of the homeowners at the top of the slope emptied their swimming pool water onto the slope last year and that this may have contributed to the soil movement that staff observed.

Code Compliance Activity

October 2017

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
27	24	23	21	54

November 2017

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
24	26	20	19	41

December 2017

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
22	21	21	21	63

Business Registration Activity

October (New): 44
October (Renewals): 250

November (New): 50
November (Renewals): 209

December (New): 33
December (Renewals): 163

Fiscal YTD (New): 261
Fiscal YTD (Renewals): 1212

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 Comprehensive Annual Financial Report (CAFR) was sent in an email to the City Council on December 27, 2017, along with other financial reports. The City Council will consider all of the year-end reports at the January 17, 2018 meeting.

The State Controller's Office (SCO) auditor was on-site September 18th compiling the Annual Street Report figures for the City. Staff approved the report and submitted to the SCO in December.

VCTC conducted their audit of the City's transportation development act funds on November 6-8. The audit reports were finalized and submitted in December.

Budget 2017/18: Staff will prepare a mid-year budget review and update for City Council to consider at one of the meetings in February 2018.

Budget 2018/19: Staff will hold the kick-off meeting for the 2018-19 budget the last week of January and request the departments submit their budgets by the middle of February. This will be the second year that Tyler Incode will be used to prepare the budget.

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. The next actuarial report is scheduled to be released in August 2018. Staff will work with the CalPERS actuary to ensure the \$4 million payment is properly reflected for the City's rate in FY 2019-20.

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 December 31. Active accounts are continually being monitored so late notices will be promptly sent to any delinquent account holders.

As of December 31 the outstanding balance on active accounts is \$98,097 (false alarm - \$52,517; graffiti restitutions - \$35,397; social host fines - \$5,000 and NSF - \$5,183). The monthly lease revenue on 13 properties is \$39,669.

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, 2016 Tyler consultant staff was on-site for the security and administration set-up. From May 31 through June 23, 2016 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, 2016, 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, cashing and bank reconciliation occurred in late November 2016. Pentamotion 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). Staff has decided to purchase Executime software for the time-clock functions. Executime was recently purchased by Tyler. 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 was fully converted and implemented in December 2017. Budget module went live in March 2017 and staff installed the City Council approved budget in late June 2017. The permitting software (Energov) is planned to be implemented in 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 December 2017 quarterly yield is 1.18 percent.

The balance in the Ventura County Pool is \$11.1 million. At the end of October 2017, the yield rate in the Pool was 1.22 percent.

The securities account portfolio balance is \$78.9 million, with Union Bank as the custodian. \$53.6 million mature within three years while the remaining \$25.3 million mature from three to five years. The average portfolio yield is currently 1.7 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:

- Sgt. Michael McConville transferred from Thousand Oaks Investigations to Moorpark Patrol.
- Deputy Crystal Marin transferred from Todd Road Jail to Moorpark Patrol.

Volunteers in Policing (VIP's):

Hours Worked / Team Status: In the fourth quarter, fourteen (14) Moorpark Police Volunteers worked a total 1,158.5 hours. One VIP was released from service, one was accepted into service, and one remains in the background process.

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October: The VIP meeting focused on traffic control and people skills review. On 10/01/2017, six (6) VIP's worked the Beer Festival assisting with crowd management. On 10/07/2017, twelve (12) VIP's worked Country Days assisting with crowd management and traffic control. On 10/08/2017, four (4) VIP's worked the Mammoth Run assisting deputies with traffic control and runner safety. On 10/28/2017, one (1) VIP assisted with the collection of drugs for the second annual "Drug Take Back Day." On 10/31/2017, five (5) VIP's worked Haunted High Street, manning street closures and handing out candy.

November: The November meeting was replaced with the annual street light detail. On 11/08/2017, ten (10) VIP's checked every street light in the city to ensure they were working properly. Eighteen (18) lights were either not working or were malfunctioning and they were reported to Southern California Edison. In anticipation of the Thanksgiving and Christmas holidays, VIP's planned for and deployed additional holiday patrols, setting out decoy units, extra-patrolling the stores, and conducting foot patrols. VIP's completed an online security awareness training course this month and continued working in the front office filing and answering calls. On 11/17/2017, two (2) VIP's assisted at the Sheriff's Academy reference scenario-based training.

December: The monthly meeting was replaced with a holiday dinner and station party. A new VIP began training in patrol and several VIP's assisted with the "Shop with a Cop" charity event. VIP's continued to extra patrol the shopping centers and worked with the Beat Coordinator on crime reduction strategies.

Patrol Services:

During the third quarter of the year, patrol officers responded to 2156 calls for service, made 2,028 traffic stops, 322 subject / pedestrian stops, and handled 133 follow-up investigations. Deputies conducted 84 planned probation & parole searches in Moorpark.

Detectives:

Investigation and Arrest of Organized Retail Theft Suspect: In early November, detectives investigated a series of organized retail thefts that occurred in both Moorpark and Thousand Oaks area grocery stores. Each incident involved the theft of over \$2,000 worth of a high-end food items. Detectives obtained surveillance footage from one of the grocery stores and were able to identify both of the suspects from a previous arrest. They also learned that one of the suspects had an upcoming court hearing from that arrest and arrested her in the Ventura County Courthouse on the new charge. The suspect was charged with one count of Burglary for the most recent offense and is currently awaiting trial. An arrest warrant has been submitted for the outstanding suspect.

Investigation and Arrest of Organized Identity Theft Crew: On 12/10/2017, detectives responded to a retail establishment to assist patrol deputies in the investigation of three identity theft suspects. The suspects were originally observed at the customer service counter by store loss prevention picking up an order that was paid for via the internet. Loss prevention became concerned when they noted that the accounts and email addresses used to pay for the merchandise were inconsistent with

one another. The three suspects were eventually arrested by patrol deputies for drug charges and unrelated, out-of-county arrest warrants. After an investigation, detectives also charged them with identity theft for the use of stolen credit card accounts when making the on-line purchases. All three subjects were released on bail and the case is still under investigation.

Investigation and Arrest of Bank Robbery Suspect: On the afternoon of 12/14/2017, detectives responded to a bank robbery that had just occurred at the Ventura County Federal Credit Union. During their initial investigation, detectives learned that a male suspect entered the bank and demanded money by handing the teller a note. The suspect also insinuated that he had a weapon during the robbery. After an extensive investigation, detectives identified the suspect as a resident of Oxnard. Over the next two days, detectives conducted an exhaustive search and located the suspect in a parking lot in Thousand Oaks. On 12/16/2017, the suspect was taken into custody without further incident and is currently in custody awaiting trial.

SED:

Investigation and Arrest of Convicted Felon / Gang Member with a Handgun: In mid-October, patrol deputies conducted a routine traffic stop on a vehicle for excessive speed. The driver immediately became aggressive and uncooperative with the contacting deputy and additional deputies responded with lights and sirens in order to assist. The suspect was taken into custody upon the arrival of other deputies and was identified by Special Enforcement Detectives as an active Moorpark gang member with an extensive felony record. During a subsequent search of the vehicle, deputies located a hand gun that was partially hidden in the back seat and learned that the suspect had just brandished the gun at his wife, who was a passenger in the car, just prior to being stopped by the deputy. The suspect was arrested and charged with Assault with a Deadly Weapon, Street Terrorism, and Felon in Possession of a Hand Gun and is in custody awaiting trial at the Ventura County Jail on \$155,000.00 bail.

Investigation and Arrest of Two Gang Members for Felony Assault on a Police Officer: In early October, deputies responded to a call of a stolen vehicle that had just occurred. Within moments, deputies located the stolen vehicle traveling west on Los Angeles Avenue. Deputies initiated a high risk vehicle stop. However, the vehicle accelerated away and a vehicle pursuit ensued. Deputies pursued the vehicle for less than five minutes until the vehicle drove into a cul-de-sac in the unincorporated area just outside of the city limits. As deputies positioned themselves for a second high risk stop, the vehicle aggressively reversed into one of the patrol vehicles, causing one of the deputies to jump out of the way to avoid being struck and injured. Both the driver and passenger were then immediately taken into custody. Special Enforcement Detectives, along with Major Crimes Detectives responded and conducted an investigation. As part of their investigation, detectives learned that both suspects were associated with a Moorpark criminal street gang. The driver, a female adult, was charged with Driving a Stolen Vehicle, Felony Assault on a Police Officer, Conspiracy and Street Terrorism and is currently awaiting trial in the Ventura County Jail, in lieu of \$105,000.00 bail. The passenger, a female juvenile, was charged with the same crimes and is currently awaiting trial in the Ventura County Juvenile Justice Center.

Investigation and Arrest of Paroled Felon / Gang Member: In late-November, SED Detectives conducted an investigation into a recently paroled Moorpark gang member. The gang member was originally arrested several years earlier for his role in a plot involving the Mexican Mafia prison gang extending its reach within the City of Moorpark. SED Detectives learned the recently paroled gang member had been communicating and associating with other Moorpark gang members, in direct violation of his parole terms. SED Detectives surveilled and eventually located and arrested the gang member for a violation of his parole terms. The suspect is currently in custody awaiting a hearing with the Parole Board.

SRO:

Multiple Child Crimes Investigations: SRO Hernandez was involved in two investigations that occurred at Chaparral Middle School involving the voluntary distribution of semi-nude photos of students via social media. The photos were exchanged with other students voluntarily and the investigations were concluded in an informal matter with no prosecution or further investigation.

Major Crimes / Sex Crimes Follow-Up: SRO Hernandez assisted in a Child Protective Services follow up investigation that included allegations of physical abuse of a minor child by their parent. The investigation resulted in no criminal arrest and appeared to be legitimate use of corporal punishment by the parent.

Beat Coordinator:

Nextdoor (Virtual Neighborhood Watch): The number of households signed up on Nextdoor has increased to over 7200 households since Moorpark PD joined Nextdoor. Several informative posts were made ranging from scams to wildfires.

Twitter: Moorpark PD's number of Twitter followers has continued to increase to over 2050 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: people living in garages in multiple houses on Harry St, illegal dwelling/possible vehicle repair shop on Mira Sol, illegal dwelling on Walnut Canyon, unsafe dwelling on Christian Barrett, possible vehicle repair shop on Harry St, homeless encampment north of Science Drive, ongoing complaint regarding pool equipment on Harte Ln, and shoes on power lines on Championship.

Community Events: The Beat Coordinator worked with various entities to ensure the success of several community events including Country Days, Mammoth Run, Beer Festival, and Haunted High St.

Requests from the City and the Public: The Beat Coordinator received numerous requests from the public for a variety of topics including: calls for service requests, request for a deputy to read to kids at an event at the library, request from city staff to author article for the Moorpark Magazine, information on how to start a "fire watch"

program, and a fundraiser offer for Explorer program. In each instance, the BC provided the requested information.

Information from Public: The Beat Coordinator received information from the public via Nextdoor and phone calls regarding suspicious vehicles, suspicious subjects, various scams, narcotics activity, municipal code/code enforcement violations, traffic complaints, possible stolen vehicle activity, vehicle burglaries, and trespass issues at various locations throughout the city. The BC worked with patrol, traffic, SED, Detectives, and Code Enforcement to resolve the issues.

Meetings with Residents/HOAs: The Beat Coordinator met with residents from Mammoth Highlands regarding establishing a Neighborhood Watch in the Living Smart community. The BC, Traffic Unit, and Captain Reilly met with residents on Amherst regarding their complaints of speeders in the neighborhood. The BC and Captain Reilly met with a CSUCI student regarding her school project on issues that affect Moorpark residents and how the issues can be resolved.

Moms of Moorpark Facebook Issues: The Beat Coordinator is now in direct contact with the administrator of the Moms of Moorpark Facebook page. The BC has been working to dispel rumors on the Facebook page regarding a wide variety of issues allegedly occurring in Moorpark. The administrator now calls the BC for confirmation of the rumors and deletes posts that are not accurate. Also, the BC prepares statements for the administrator to post. The most recent rumors addressed were: kids using Glade air freshener to get high, vehicle burglaries in the Highlands, arrest on Olive St, a gas pump skimmer at Shell gas station, and the robbery at the Ventura County Federal Credit Union.

Thomas Fire: The Beat Coordinator spent several days handling issues pertaining to the Thomas and Rye Fires. The BC also responded to reports of a fire at the CalTrans yard, as well as a brush fire on Shekell and Grimes.

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, as well as their concerns for the holiday shopping season.

Neighbor Disputes: The Beat Coordinator was contacted by residents at the following locations regarding neighbor disputes: Christian Barrett, Amherst, Mira Sol, Penrose, Harte Ln, and Villa del Arroyo Mobile Home Park. 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, as well as seeking assistance from Code Enforcement on some of the issues.

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TRAFFIC COLLISIONS

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

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Non-Injury	4	7	18	11	16	13	16	17	15	15	10	14	156
Injury	5	6	5	10	4	11	8	7	7	5	7	2	77
Hit & Run	5	2	7	2	1	2	3	1	0	3	1	3	30
DUI / TC	2	0	1	4	0	0	1	3	2	4	2	3	22
Fatal	0	0	0	0	1	0	0	0	0	0	0	0	1
Total	16	15	31	27	22	26	28	28	24	27	20	22	286

CITATIONS

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

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Movers	209	275	465	374	262	341	313	364	310	234	235	270	3652
Fix-it	56	60	84	60	44	54	66	53	58	44	42	31	652
Parking	236	203	150	171	228	239	131	294	143	126	129	70	2120
Total	501	538	699	605	534	634	510	711	511	404	406	371	6424

CELLPHONE / DISTRACTED DRIVING VIOLATIONS

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

2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Cell Phone	55	51	115	105	69	97	59	80	56	39	37	45	808

COMMERCIAL TRUCK VIOLATIONS ON SR 118

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

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	23	45	66	610
Other Moving	16	46	47	37	40	45	24	29	16	19	25	25	369
Parking	16	7	15	6	12	21	21	13	13	7	11	7	149
Total	62	81	146	113	102	121	96	104	75	49	81	98	1128

ALARMS

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Total	56	65	53	56	56	61	68	76	54	61	70	78	754
Actual	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
Total	59	35	61	60	60	47	52	79	56	68	60	63	700
Actual	0	0	0	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

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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
Total	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	0	0	0
Rape	1	0	1	0	1	1	0	1	0	0	2	0	7
Crim.Sex Assault	0	0	0	0	0	0	0	0	0	0	1	0	1
Robbery	1	0	1	0	1	1	0	1	1	1	0	2	9
Assault Aggravated	2	3	3	6	2	4	4	1	1	4	0	1	31
Burglary Residential	3	6	3	4	2	1	1	3	2	2	1	1	29
Burglary Other	2	1	2	1	8	3	2	2	0	2	2	1	26
Theft-Grand	3	3	7	6	4	11	8	8	6	9	15	4	84
Theft-Petty	13	8	19	13	11	17	18	19	11	10	23	9	171
Car Theft	1	2	0	1	2	1	3	2	0	3	3	2	20
Arson	0	0	1	0	1	1	1	0	0	0	0	0	4
Total	26	23	37	31	32	40	37	37	21	31	47	20	382

PARKS, RECREATION, AND COMMUNITY SERVICES DEPARTMENT

Administration

Seven Year Capital Improvement Program (CIP) for the Department of Parks, Recreation and Community Services (Objective IV.A.15): The CIP is an evaluation of all future projects identified for City's parks, open space areas, trails, building facilities, landscaping and streetscapes. The program assesses all current and proposed amenities and structures and provides recommendations for replacement and future improvements. It is a tool for planning and programming major capital improvement projects over the coming years. The City Council approved the CIP for the Parks, Recreation and Community Services Department on December 2, 2017. The next step will be to combine the document with the Seven Year CIP developed for the Public Works Department. Staff anticipates that this will be completed by June, 2018.

Water Spray Attraction Location and Design (Objective V.A.12): 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. In 2017, staff determined that it would cost approximately \$64,000/annually to maintain the splash pad and returned to the Parks and Recreation Commission on December 4, 2017 to discuss this item. Staff recommended that the Commission make a recommendation to the City Council not to move forward with this project due to budgetary constraints. The Commission recommended that staff re-evaluate this project, obtain costs to maintain a smaller structure and return to the Commission at a later date to discuss this project.

Construct a Wood Ball Wall at a Selected City Park (*Objective IV.A.25*): On September 19, 2016, the Parks and Recreation Commission considered the location of a ball wall at a local City park, and ultimately recommended Mountain Meadows Park. On February 15, 2017, the ball wall project was presented to the City Council for consideration and 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. Subsequently staff became aware of pre-fabricated ball walls that can be purchased and installed without the need for custom design services. A report was presented to City Council on November 6, 2017 to notify Council of staff's intent to purchase one of these pre-fabricated ball walls for installation at Mountain Meadows Park. Total current funding for the project in the adopted FY 17/18 budget is \$34,600, which includes \$9,600 for ball wall design, and \$25,000 for construction. The cost of the pre-fabricated ball wall will be approximately \$6,700, and estimated costs for installation of the wall and concrete pad are \$20,000. If any budget adjustments are necessary, a budget line item transfer within the project allocation would be all that is necessary to fund the purchase and installation of the ball wall. The ball wall will be ordered in December, with delivery expected in late January. Staff is currently in the process of soliciting a contractor to perform the installation.

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. On December 20, 2017, the City Council awarded a contract to Linda Demmers Library Consulting. Ms. Demmers will assist staff by drafting a building program, assisting with selection of an Architect, conducting a community meeting process, and working with

the Architect from design to construction to ensure that the City's goals for the library are met. The City Council also selected Mayor Janice Parvin and Councilmember Ken Simons to be the members of a library Ad Hoc Committee. The Committee has been tasked with developing a recommendation to City Council for selection of an architect. Staff anticipates that the new Library will cost approximately \$12 million dollars with the required soil mitigation measures and take approximately three years to design and build.

Water Rate Increases: On November 15, 2017 Michaela Brown, Director of Water and Sanitation for Ventura County Waterworks District No. 1 (District) presented to the City Council the District's 2018 water rate proposal. The District's proposal includes a 7% increase for M&I users and a 15% rate increase for agricultural customers. As a reminder, the Ventura County Board of Supervisors (Board) approved a 33% reduction in agricultural rates for 2017. The 33% reduction is a comparison of the current water rates, and the water rates that are equivalent to the full cost of service required under Prop 218. The additional percent increase for agricultural customers recommended in the 2018 proposal is the District's attempt to catch up with the 33% reduction in agricultural rates approved by the Board earlier this year. Ms. Brown discussed the fact that the District is proposing a six year 'glide path' for agricultural rates to catch up with the actual cost of service and that the District will be using unrestricted revenue sources, such as cell tower leases, to support the agricultural glide path over the next six years. Staff estimates that the total loss of revenue to the District, during the current year, and over the projected six year glide path, will be more than \$4,000,000. The 7% increase in water rates is equivalent to an increase of approximately \$60,000 for City operations. The District is proposing to maintain the 7% annual increase for M&I users over the next five year period in order for the District to catch up with operating expenses. This will result in an overall impact to the City's operating budget of approximately \$300,000 over the next five years. However, staff believes that the total impact to City operations would be significantly less and equal to approximately \$53,600 over the next five years, if the unrestricted revenue was equally distributed amongst all District customers. The County Board of Supervisors approved the water rates presented by the District during their December 12, 2017 Board meeting. The City prepared a comment letter to the Board requesting the following items: a commitment from the District to find a more equitable way to subsidize agricultural rates; a commitment from the District to provide more outreach to M&I customers; and a commitment from the District to include the City in the development of future rate changes well in advance of noticing deadlines.

Recreation

Contract Classes: Fall classes ran September through November. Enrollments totaled 462 with a gross income of \$64,001. Registration for winter classes opened on November 13. Enrollments to date total 190 with a gross income of \$35,592. Most winter classes start in January.

Camp Moorpark: Fall Camp Moorpark was held on August 8, September 21, and November 20-22. Enrollments for Fall Camp totaled 96, with an average daily attendance of 19.2. Gross income for Fall Camp was 43,561. Winter Camp Moorpark

will be held on December 22, December 26-29, January 2-5, January 22, and February 16. Enrollments to date total 182, with a gross income of \$6,251.

Social Media and Promotion: During the reporting period, the number of persons “liking” the Moorpark Recreation page reached 1,149, which is an increase of 51 over last reporting period. There were a total of 20 posts made to the page. Combined daily total reach for the reporting period is 61,656 people. In addition, the daily number of “clicks” on our content (posts, photos, videos, and links) was approximately 38 per day. Sharp changes in reporting numbers for reach are due to a change in use of Facebook analytics. Prior numbers were based exclusively on total reach per post within the reporting period. The number above includes a combined daily total of all unique users who have seen any content associated with our Page.

Special Events

Haunted High Street: Haunted High Street was held on Tuesday, October 31 from 5:00 p.m. to 8:00 p.m. on High Street. All activities were free to the public, with the exception of the carnival. Wristbands were sold for \$5 for unlimited access to carnival games and attractions. The event featured the carnival, a haunted house, a pumpkin patch with arts and crafts, movies at the High Street Arts Center, a costume contest, a disc jockey, and Trunk-or-Treat. The event was very successful, with approximately 4,500 people attending. Gross income for the event totaled \$3,310, including \$1,900 in sponsorships, \$1,310 in carnival wristband sales, and \$100 in food vendor fees.

Breakfast with Santa: Breakfast with Santa was held on Saturday, December 16 at the Arroyo Vista Recreation Center. Last year, the event included two seating’s, which both filled to capacity. This year three seating’s were offered, at 7:30 a.m., 8:45 a.m., and 10:00 a.m. The 8:45 and 10:00 a.m. seating’s filled to capacity, and the 7:30 a.m. seating filled to 75% capacity. The event ran smoothly and staff received many positive comments from attendees. Enrollments for the event totaled 275 with a gross income of \$2,710.

Sports

Adult Basketball: The fall adult basketball season started on September 21 and ran through December. A total of 16 teams enrolled, eight teams registered for the Monday night league and eight teams registered for the Thursday night league. The gross income for the fall season was \$6,000. Registration for the winter league opened on November 13, winter games will start in January.

Adult Softball: The fall adult softball season started on September 14 and ran through December. A total of 19 teams participated for fall, with thirteen teams registered for the men’s Thursday night league and six teams registered for the Friday night coed division. The gross income for fall was is \$8,075.

Junior Basketball League (JBL): The fall season of youth basketball began on September 23 and concluded on November 18. Enrollments totaled 135, with forty participants enrolled in the Rookie Division, fifty-five participants enrolled in the Junior

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Division, and forty enrolled in the Teen Division. The gross income for the fall season was \$12,280. Winter registration was held in December. The age divisions were revised to include four divisions: Mites (5-6), Rookie (7-8), Junior (9-10), and Teen (11-13). Enrollments for winter total 207, with 49 in the Mites Division, 59 in the Rookie Division, 59 in the Junior Division, and 40 in the Teen Division. Winter games will begin in January.

Teens

Teen Volunteer Days: There were four Teen Volunteer Days offered between October and December 2017. On October 27, 8 volunteers contributed a total of 15 hours helping with preparations for the Haunted High Street event. On October 31, 28 volunteers contributed 63.5 hours assisting in the Haunted High Street carnival and attractions area, overseeing games, bounce houses and a train ride. On December 15, 7 volunteers contributed 20.75 hours helping to set-up, decorate, and put together gift bags in support of the Breakfast with Santa event. On December 16, 15 volunteers contributed 69.75 hours at the Breakfast with Santa event providing valuable support as servers, and craft and picture room monitors, for more than 270 event attendees. In total, we had 58 volunteers contribute 169 hours this reporting period.

Teen Council: Teen Council met on the first Wednesday in October and November; however, their December meeting was cancelled due to AVCP being prepared to serve as a base camp for firefighters. Lack of a quorum as the park was closed due to the fires. The council was extremely active during the reporting period volunteering 72.75 hours in support of City recreation events, which were included in the figures listed under Teen Volunteer Days. In addition, Teen Council helped to recruit several of the teen volunteers who attended the Teen Volunteer Days including four members of the Moorpark High School band, which received several compliments at the Breakfast with Santa event as they played Christmas songs for during each breakfast seating.

Fall Cupcake Challenge: The Fall Teen Cupcake Challenge took place on Friday, October 20, 2017 from 6:30 - 9:30 p.m. The event attracted four teams with a total of 16 participants. Registration for the event was \$10 per team. Total gross revenue for the event was \$40. Two teen council members volunteered a combined total of 6 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, caramel. 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 Championship to be held later in the year.

Cupcake Challenge Championship: The Teen Cupcake Challenge Championship was scheduled to be held on Friday, December 8, 2017 to host the four winners of the 2017 Cupcake Challenges. Due to scheduling conflicts with the year's winners, this

event was rescheduled to Friday, January 19, 2018. The event will feature a secret ingredient, guest judges, and a grand prize.

Library Services

Automatic Renewals: The automatic renewals scheduled to begin on September 22 has been postponed. Library staff is investigating whether or not this is a function in Polaris that we can have turned on for Moorpark patrons.

Ready to Code Grant: The Library was not selected to participate in the Ready to Code Grant; however, the American Library Association did provide Library Staff with a list of discounted resources. We will continue to provide our smaller version of the program, Kids Coding Club, to students in grades 3-5.

Library Board: The October and November regular meeting of the Library Board was cancelled. The Library Board met on December 12. Agenda items included the presentation and discussion of the Annual Report for fiscal year 2016-2017 by the City Librarian, the Moorpark Friends of the Library (MFOTL) Report for the first quarter of fiscal year 2017-2018 by MFOTL President Rosalie Barili, and revised rules of procedure for library board meetings and related functions and activities presented by staff. There was a discussion regarding whether or not offsite program attendance should be counted towards the Library's total door count. The City Librarian explained that the numbers are tracked and reported separately to the California State Library. Board Member Rios asked that an update on the new library be added to next month's agenda.

Friends of the Library: The Moorpark Friends of the Library met on November 14. Agenda items included the recap of Haunted High Street, Holiday PJ Party, membership drive, and 2018 meeting dates.

All Ages Special Events:

1. Harry Potter Festival: October 9 & 10, 5-7pm. Total Attendance: 590
2. Holiday PJ Party: Thursday, December 7, 5:30-7pm. Total Attendance: 275 (Fires in the area led to lower attendance than expected).

Children's Monthly Programs and Events:

1. Family Story Time: 3 Wednesdays a month, 10:30-11:15am. Total Attendance: 440
2. Little Bilingual Readers: 2 Tuesdays a month, 11am-12pm. Total Attendance: 145
3. Preschool Learning Time: Once a month, 10:30-11:30am. Total Attendance: 105
4. Reading Buddies: Tuesdays, 4-5pm. Total Attendance: 70
5. Construction Club: Once a month, 1:30-3pm. Total Attendance: 22
6. Game Time: Once a month, 1:30-3pm. Total Attendance: 28
7. LEGO Time: Tuesday, December 26, 12-6pm. Total Attendance: 35
8. Class Visits: 3 Walnut Canyon classes: K, Grade 3, and Grade 4/5. Total Attendance: 94
9. Kids Coding Club: Thursday, December 28 & Saturday, December 30, 1-2:30pm. Total Attendance: 7
10. Author Visit – Booki Vivat: Thursday, December 28, 4pm. Total Attendance: 15

Teen Monthly Programs and Events:

1. Teen Book Club: First Monday of every month at 4:30pm. Total Attendance: 11
2. Teen Wii U Wednesday: Wednesdays from 4-6pm. Total Attendance: 18
3. Golden Grades Tutoring: Mondays and Thursdays, 4-6pm. Total Attendance: 137
4. Teen Makerspace: Once a month at 4pm. Total Attendance: 28
5. Teen Volunteer Training, Grades 7-12: Twice a month. Total Attendance: 6
6. Teen Advisory Group: Once a month at 5pm. Total Attendance: 30
7. 3D Printing Thursday: Once a month at 4pm. Total Attendance: 9
8. Virtual Reality, ages 13+: Twice a month. Total Attendance: 25
9. Teen Potions: Tuesday, October 10 at 5pm. Total Attendance: 40
10. International Games Week: Monday, October 30 and Thursday, November 2. Total Attendance: 20
11. Teen Reads Week – Book Spine Poetry Contest. Total Participants: 5

Adult Monthly Programs and Events:

1. Book Club for Adults: Second Monday of each month at 6pm. Total Attendance: 27
2. Crafty Adults: First Thursday of every month at 2pm. Total Attendance: 27
3. Adult 3D Printing: Monday, October 16 at 6pm. Attendance: 6
4. Salem Was It Witchcraft?: Wednesday, October 25 at 2pm. Attendance: 8
5. Author Panel: Wednesday, November 8 at 6pm. Attendance: 11

Outreach & Collaborations:

1. On Friday, October 6 Mountain Meadows kindergartners and first graders visited the library. Mrs. T. read stories, handed out bookmarks and promoted library programs.
2. November was National Picture Book Month and Early Literacy Celebration. To celebrate, the Library invited special guest readers to story time such as the Mayor, Police Deputies, Firefighters, and a musician.
3. The Library had a booth space for Moorpark's Country Days on October 7. 500 people of all ages stopped at the library book where staff and volunteers passed out program information, library card applications, and various book related prizes.
4. The Library participated in the first Haunted High Street on Halloween. Roughly 1,350 attendees visited the Library's Pumpkin Patch where pumpkin decorating, crafts, story times, and treats were available.

Active Adult Center

Staff Changes: In October staff completed recruitment for a part-time Senior Nutrition Coordinator position that had been vacant since August. The position was filled by Janet Harter, who began working at the Active Adult Center on October 24th. October also saw the departure of Active Adult Center Supervisor Angel Sierra. Recruitment for this position is currently underway, with a new Active Adult Center Supervisor expected to be hired in early 2018. Management Analyst Chris Ball is serving as the interim Supervisor during the recruitment period.

Active Adults Congregate and Home Delivered Meals: In October, November and December, a total of 685 congregate lunches were served, with 5 volunteers donating

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160 hours of service. During the quarter a total of 1293 hot and frozen lunches were delivered to seniors, with 13 volunteers donating 145 hours.

Senior Nutrition Program (SNP): Meal donations totaled \$827.83 in October, November and December, with \$752.83 coming from congregate program participants and \$75.00 from home delivered participants. The average donation for this three month period was \$1.10 per meal for the congregate program and \$0.06 for the home delivered program. The low home delivery program donations resulted from a lack of solicitation during the quarter due to staff turnover and interruption of the program administrative routine. Solicitations for home delivery donation will once again be actively pursued during Q3. In December additional one-time funds in the amount of \$1,500 were received from the Senior Nutrition Action Council (SNAC) to support program activities during FY 17/18. These funds will be used to purchase new hot meal transport containers for home delivered meals and a variety of needed kitchen equipment. Additionally, in December the Ventura County Area Agency on Aging issued Amendment No. 1 to the Senior Nutrition Program Grant Contract for FY 17/18 which provides funding for the provision of an additional an additional 360 congregate meals and 150 home delivered meals during the contract period. The original contract provided for a total of 3,600 congregate meals and 5,000 home-delivered meals during FY 17/18.

Bingo: The weekly Bingo game remains one of the most popular regular events at the AAC, with an average weekly attendance of approximately 30 participants over the last quarter. We had nine volunteers donate 340 hours of service during that same period. In partnership with the American Legion Post 502, the AAC hosted its fall Bingo Bash on Saturday, October 14th. A total of 82 participants attended the event, and a total of \$1,517.50 was raised to support programming at the AAC. The annual spring Bingo Bash fundraiser is scheduled for Saturday, April 14.

Information and Referral: During the last three month period, over 2000 requests for information were received by phone and in person, with a majority of the information requests being about Active Adult Center programs. The remaining requests as follows: 297 for the Senior Nutrition Program, 52 Other Information and Assistance (I&A), 80 housing and assisted living, and 45 transportation. A total of 37 information guides were distributed over the last reporting period, with the majority of interest in the area of senior housing and assisted living. A total of 42 newsletters were printed and mailed over the three month period, while email distribution of the newsletter exceeds 1,000 subscribers each month.

Cost Recovery Policy: The Active Adult Center charges a nominal fee for the strength training exercise class to partially offset costs associated with the class. The fee being charged is \$1.00 per class, or \$25.00 for a quarterly membership, which provides a substantial discount. During the last quarter, 56% (22 of 39) of class participants opted to purchase the quarterly memberships. The City recouped \$775 during this quarter, which was about 45% of the program's quarterly costs. Other classes adhering to the Cost Recovery Policy are the Gourd Art class and the Container Gardening class. A new Gourd Art 8-week session began in November, with 100% of expenses recovered

by registration fees, whereas the container gardening class has recouped approximately 70% of class expenses.

Programs and Special Events: A wide variety of activities were offered during October, November and December, including several holiday-themed birthday celebrations. A Halloween-themed birthday lunch, which included a costume contest, was held on October 25th with 34 participants. 52 participants enjoyed roast turkey sandwiches at the Thanksgiving birthday lunch on November 22nd, and over 50 participants attended a holiday themed birthday lunch on December 13th. Immediately following the lunch on December 13th the AAC hosted its annual Holiday Showcase, which featured a variety of performances by the AAC tap dance class (The Sparkettes), line dance class (The Golden Stompers), and recorder class (The Golden Pipers), as well as sign-language song interpretation by the Fabulous Fingers and a variety of sing-alongs. Over 96 participants enjoyed the event, which concluded with a raffle that earned \$98 to support AAC programming. Other activities offered during this reporting period included AARP Driver Safety classes as well as Yoga, Tai Chi and Reiki Healing classes. A new Scrapbooking group on Monday afternoons also started during the quarter. Several hiking club outings were offered over the last quarter at local walking paths and trails. On October 11th 17 members hiked Lynnmore Trail in Thousand Oaks, On November 8th 16 members hiked to the cross overlooking Simi Valley, and on November 29th 21 members explored the trail from Rustic Canyon Golf Course to Happy Camp Canyon in Moorpark. The container gardening class also continues to maintain consistent attendance with changing monthly themes. The annual Senior Games began on September 8th, and concluded on Friday, October 6th with the closing ceremonies. A total of 116 athletes competed in 15 different games during the course of the event, and 70 people attended the closing ceremonies.

Food Share, Inc.: Although Food Share Inc. ended the long standing Senior Share Program (formerly Brown Bag) at the AAC in August, they began a similar program at Faith Lutheran Church in Moorpark in November offering free senior food kits on the second Thursday of each month. Staff from Food Share presented information about this program to AAC patrons on several occasions during the month. Flyers are available at the AAC for any seniors interested in the program and information is available on the City website and Channel 10.

January, February and March Programs: On January 24th the walking and hiking club is planning a train trip and sightseeing walk in downtown Los Angeles. The group will meet at the Moorpark Train Station and take the train to Union Station. Once there participants will have the option to walk to various points of interest. Other programs for the next quarter include an AARP Driver Safety class and a new 8-week gourd art class. AARP Tax Filing assistance will also be offered on select Wednesdays in February and March. The Center will host a special Valentines luncheon in February and a Saint Patrick's Day luncheon in March. Staff continues to look for an instructor to 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 October, November and December there were close to 3,800 event sign-ins to programs and activities at the Active Adult Center, while 63 volunteers donated over 1,800 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. 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.

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 scheduled the City Roofing Contractor to replace. Should be completed by the end of January.

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 45 hours removing graffiti during October, November, and December.

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 Annual Tree Trimming: Parks maintenance division began annual tree trimming in October 23, 2017. Parks staff identified trimming priorities in all City parks based on impacts to the community including; public safety, historical maintenance practices, visual inspections, presence of disease and/or decay, and overall aesthetic value. This annual practice will help to ensure tree health and longevity, provide safe parks for the community to enjoy, and improve the overall visual characteristics of our park sites.

Poindexter Park - Skate Park Seasonal Maintenance: The Skate Park at Poindexter Park was closed on November 28, 2017 for seasonal maintenance. Staff alerted the community two weeks prior to the closure by way of City website, social media outlets,

and on-site signage. During the closure, staff exercised the electric sewer lift pumps to ensure proper operations, cleaned area drains, pressure washed all surfaces, removed hard-to-reach graffiti, and inspected all surfaces for potential issues. This necessary seasonal maintenance has proven to be effective in reducing maintenance costs and closures, and consistently providing a safe skateboarding venue for people of all ages to enjoy.

Barbecue Stands: Due to age and condition of existing barbecue units, Parks staff began installing new, commercial type barbecues in City Parks in December 2017 based on need. To date, four new barbecues have been installed at Mountain Meadows Park. Remaining City parks barbecues that are due for replacement will be installed incrementally over the winter and spring months in preparation of warm weather and “barbecuing season”.

Bike Repair Station: Parks staff installed a new bike repair station at Tierra Rejada Park in late December 2017. The bike repair station is an outdoor rated, commercial type unit that offers many uses for both avid road bike enthusiast and the weekend recreational rider. The repair station is designed to enable the rider to mount the bike in an elevated position to allow for easy maintenance and repairs. The station has an air pump, various wrenches and screw drivers, and tools necessary for those unexpected flat repairs. Parks staff will be installing an additional repair station at College View Park in February and will add the locations of the two stations to the City website for community reference.

Landscapes, Parkways, Medians, Slopes, and Trees

New Landscape Maintenance District (LMD) Landscape Maintenance Services: On September 20, 2017, the City Council awarded a contract with 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 h working closely with the new contractor to improve landscape services through-out the City’s LMDs.

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 will take approximately 3-months to fabricate the wall caps. The 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: On July 19, 2017 City Council authorized staff to prepare bid documents and solicit bids for the construction of a supplemental irrigation system for the remaining Coast Redwoods along Tierra Rejada Road, and for renovation work in the center median islands of Tierra Rejada Road to remove the existing ground cover and install bark mulch. The bid notice was

published in September and four bids were received by the October 3rd due date. The low bidder omitted a number of required bid documents, causing the low bid to be rejected as non-responsive. Their bid price was \$410,357. The second lowest bid represented a cost increase of \$75,000. Due to the rejection of the low bid and the significant cost differential between bids, on October 18, 2017 the City Council rejected all the bids and re-authorized the project to go out to bid. The project was re-bid at the end of October and four bids were received by the due date of November 17. The low bidder was Mariposa Landscapes, Inc. (Mariposa) with a total bid price of \$419,970. On December 6, 2017 City Council awarded the bid to Mariposa with a total contract amount of \$482,965, which includes a contingency of \$62,995. Staff is currently working with the contractor to process the contract and anticipates work to begin in January 2018.

Zone 15 Country Club Estates; Reclaimed Water Conversion Completed: 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. The reclaimed water conversion is functioning as designed and Staff has had no problems to date.

Zone 15 Country Club Estates; Streetscape Renovation: On June 21, 2017 the City Council approved an agreement with Architerra, Inc. to redesign the parkways and streetscape areas along Championship Drive in the Country Club Estates LMD to incorporate California native plants and other low water use landscaping. This work is the latest phase of the City's progress on the Drought Action Plan (DAP) that was approved in July of 2015. On October 18 the City Council approved Amendment No. 1 to the Agreement with Architerra to add redesign of the center median islands along Championship Drive. The total contract value for the design of the landscape renovation is \$115,023, which includes a contingency of \$15,003. Architerra is currently completing preparation of the working drawings for the Championship Drive redesign for staff review, and staff anticipates bringing the final construction documents to City Council in February for approval.

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: The Shea Homes developer has requested the City accept the LMD areas in the project. However, after Staff inspected the LMD areas, staff determined the proposed areas still had deficiencies with irrigation, missing plants and weeds that will prevent turn-over to the City. The developer was notified of the deficiencies and Staff is waiting for corrections to re-inspect for before accepting this area for maintenance by the LMD.

Zone 22 Moorpark Highlands; Streetscape Renovation: On June 21, 2017 the City Council approved an agreement with Architerra, Inc. to redesign the parkways and

streetscape areas along Spring Road and Ridgecrest Drive in the Moorpark Highlands LMD to incorporate California native plants and other low water use landscaping. This work is the latest phase of the City's progress on the Drought Action Plan (DAP) that was approved in July of 2015. On October 18 the City Council approved Amendment No. 1 to the Agreement with Architerra to add redesign of the center median islands along Spring Road and Ridgecrest Drive. The total contract value for the redesign of the landscape renovation is \$103,720. Architerra completed construction documents at the end of November, and on December 20, 2017 the City Council approved the plans and specifications and authorized staff to advertise bids for construction of the project. Staff will solicit bids in January with construction planned to begin in the spring of 2018.

City Urban Forest

ZONE 2-5-10 Redwood Tree Removal and Replacement Project: The City's tree services contractor, Mariposa, has removed an additional 25 of the remaining 292 Redwood trees in the Tierra Rejada Road corridor. Approximately 267 trees remain, some still have green growth but several have succumbed to the canker disease and will need to be removed. West Coast Arborist to date has planted 123 replacement trees on Tierra Rejada Road, in Zones 2, 5 and 10. An Additional 175 replacement trees are being scheduled for planting on Tierra Rejada Road in the spring, 2018.

Tree City USA and Growth Award: Staff has submitted the 12th year Tree City USA and 8th year Tree City Growth awards applications to the National Arbor Day Foundation for approval.

Free Wood Mulch Program: The City's free wood mulch giveaway was held on held on Saturday, October 14, between 9:00 am and 12:00 pm at the vacant lot located next to the Library. Approximately 24 residents attended. The next Free wood mulch day is scheduled for January 13, 2018. The wood chips have been replenished with 100% recycled Redwood Chips.

New Tree Pest Control Program: Staff has contracted 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 include the installation of 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): Staff completed the review of the FTHB applications in October for the one low-income unit that was available for resale in Waverly Place. Of the 18 applications that were reviewed, ten were determined to be eligible to participate in the program. A lottery was held on October 20th at City Hall to determine the order of consideration for the one available unit. The top applicant as determined by the lottery began working with the seller and the City's contracted realtor, Century 12 Hilltop, at the end of October. During the home inspection some cracking was noted in several roof trusses in the unit. The builder, Pardee Homes, contracted an independent truss inspector to evaluate the condition of the trusses and it was determined that the cracks were parallel wood grain separations that did not compromise the structural integrity of the home. The sale proceeded and escrow closed on December 11, 2017. The remaining nine eligible applicants will remain on the eligibility list for future low-income FTHB program units 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.

Affordable Rental Housing Compliance Monitoring: Waterstone Moorpark completed its phase in of water/sewer/trash utility billing to affordable units in December, 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: No change since last report. 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: 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. In November, the City Council approved an Exclusive Negotiating Agreement with the Daly Group, Inc. for the property on the south side of High Street. Daly Group Inc. is planning a mixed-use commercial residential project on the property and is currently working on the conceptual design planning of the project. They anticipate having a conceptual design in place by January.

Long Range Property Management Plan (LRPMP): 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. All of the properties on the Long Range Property Management plan designated as Government Use have been transferred from the Successor Agency to the City. Additionally, the City has purchased several of the "Retain for Development" parcels in order to control the sale and future development on the parcels. Staff has had some inquiries by interested parties; however, no one has come forward with a solid plan for the sites.

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: No change since last report. 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. The Ventura County Advisory Working Group members began studying the feasibility of joining the Los Angeles County Community Choice Energy program (LACCE). The LACCE program provided an updated business plan with conservative projects that indicated that the addition of other jurisdictions to LACCE would not affect the viability of the CCE. LACCE has also taken additional measures to reduce the risks to the members of the JPA. Staff is continuing to research joining LACCE and will bring an item to the City Council in January.

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 contracted with a financial consultant who provided a more robust analysis of the savings which confirmed staff's assumptions that the purchase and retrofit of the system has a favorable savings and return on investment. Staff anticipates signing the Agreements with SCE in early January. Staff is preparing an RFP for a turnkey vendor to assist in the acquisition and retrofit process and will be returning to City Council in early 2018 for allocation for funding for the project.

Vector/Animal Control

Animal Statistics

Quarterly Report to City Council
October to December 2017

Animal Service and Compliance						
FY 2017-2018	Service Calls	Citations	Nuisance Hearings	Other Animals to Shelters/Rescues	Dogs to Mpk Holding Shelter	Dogs to VCAS
July	109	0	0	1	3	0
Aug	124	0	0	4	4	1
Sept	98	2	0	1	1	1
Oct	145	9	0	4	2	0
Nov	132	2	0	1	1	0
Dec	88	1	0	3	6	1
YTD Total	696	14	0	14	17	3
* Dec. to 12/29/17						

Animal Licenses							
FY 2017-2018	Dog Licenses (City)	Interim Dog Licenses (City)	Cat Licenses (City)	Interim Cat Licenses (City)	VCAS & Vet Licenses	Total Licenses Sold	Last Year
July	15	5	0	0	432	452	484
Aug	18	5	0	0	470	493	452
Sept	10	8	0	0	369	387	694
Oct	19	7	0	0	474	500	446
Nov	31	9	0	0	392	432	379
Dec	7	3	0	0	269	279	384
YTD Total	100	37	0	0	2406	2543	2,839
* Oct-Dec preliminary totals given by VCAS on 12/22/17							

Activity Summary: The majority of animal control activity for the 2017/18 fiscal year is summarized in the two tables listed above. There were a total of 145 service calls in October, 131 in November and 88 service calls in December to date. Only one dog and one cat were taken to VCAS shelters during the past three months. In addition, seven injured/orphaned wild animals were taken to a local wildlife rescue by Moorpark staff during the past three months. Nine 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 two following meetings scheduled for September 14, 2017 and December 14, 2017 were 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 for 125 hours at nearly 500 residences.

Vector Control Activity: West Nile Virus detection in humans and other animals was at an overall lower level in 2017 compared to the past two years with only one human case recorded so far in 2017 with seven human cases in 2016 and six in 2015. The number of human cases statewide should be similar to last year.

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	77	44,300
Oct	10	2	1	1	6	71	26,550
Nov	1	0	1	0	0	28	8,900
Dec	1	0	1	0	0	10	8,000
YTD Total	36	21	4	3	8	392	791,420
December totals to 12/18/17							

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 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	66	32	31	Sep	76	43	38
Oct	42	23	25	Oct	52	29	28
Nov	41	20	23	Nov	42	23	20
Dec	38	18	21	Dec	74	39	35
YTD Total	249	123	132	YTD Total	356	202	172
December 2017 to 12/29/17							