

**CITY MANAGER
QUARTERLY REPORT TO CITY COUNCIL
July – September 2018**

ADMINISTRATIVE SERVICES DEPARTMENT

ADMINISTRATIVE SERVICES/PUBLIC INFORMATION

Administration

Website Traffic: During the third quarter of 2018, projected website traffic is 38,000 page views per month, from 23,000 visits per month. The most popular web pages are the City's home page, the Library home page, the July 3rd event page, Job Opportunities, Recreation home page, Bus Ride Guide, and Adult Sports Leagues page, with each drawing over 2,000 page views. There are 828 active accounts for the website and 1,254 E-mail subscribers across the City's various mailing list options. The City also received 63 requests for service through the website's Request Tracker system. The most popular requests were to report code compliance issues and to report maintenance issues.

Legislative Measures: Staff reviewed proposed new legislation for the 2017-2018 legislative session in Sacramento and tracked 90 bills that would potentially affect the City. The City has taken positions of support or opposition on 16 of these bills based on the City Council-approved Legislative Platform and Council action. The City Council also voted to oppose Proposition 6, which would repeal SB 1 funding for transportation projects, on the November 2018 ballot.

Moorpark Northeast Open Space Acquisition: In June, the City Council approved acquisition of approximately 255 acres of open space located to the east of Moorpark College. Also in June, the Ventura County Board of Supervisors approved the use of \$1,500,000 in grant funding toward the purchase. The City completed the acquisition on September 26, 2018, upon the close of escrow. Development of the site as permanent passive open space will be incorporated into the City's upcoming Trails Master Plan.

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. Conversations with Ventura County Fire Department are ongoing and the City is working with the District to dedicate land to the District for a future fire station. As part of a Memorandum

Quarterly Report to City Council
July to September 2018

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, which remains a secondary option. Escrow closed on the one-acre site on September 26, 2018. 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

July	0 hours	0 volunteer
August	0 hours	0 volunteers
September	0 hours	0 volunteers

Moorpark City Library:

July	211 hours	52 volunteers
August	85.5 hours	25 volunteers
September	82 hours	29 volunteers

Parks and Recreation Department for Active Adult Programs:

July	658 hours	52 volunteers
August	853 hours	63 volunteers
September	602 hours	53 volunteers

Parks and Recreation Department for Arroyo Vista Recreation Center:

July	442.25 hours	42 volunteers
August	187.50 hours	25 volunteers
September	28.50 hours	19 volunteers

Moorpark Police Department:

July	408.5 hours	14 volunteers
August	467.0 hours	14 volunteers
September	273.5 hours	14 volunteers

A total of 4,298.75 hours were donated by a total of 402 volunteers during the third quarter of 2018.

Legislative: The following took place during the third quarter of 2018:

City Council/Successor Agency

- 4 Regular City Council/Successor Agency meetings were held
- 63 Agenda items were processed
- 11 Sets of minutes were approved
- 23 Resolutions were adopted

1 Ordinance was adopted

Scanning: 8,714 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: 11 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 August 1, 2018 to discuss emergency and disaster safety. The Safety Committee is scheduled to meet again in October 2018.

Property Damage: The City received 1 payment for 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 June 21 – 22, 2017. 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 November 2018. This process is repeated every 3 years.

Employment/Recruitment

Parks and Facilities Attendant I, II, or III, Parks, Recreation, and Community Services Department: Steve Matthews began working as a temporary, part-time Parks and Facilities Attendant III on September 19, 2018.

Parks and Facilities Supervisor, Parks, Recreation, and Community Services Department: Recruitment for this full-time, management position began May 18, 2018 and ended June 17, 2018; no one was hired from this recruitment.

Senior Maintenance Worker, Parks, Recreation, and Community Services Department: A second recruitment for this full-time, Competitive Service position was initiated on June 15, 2018 and ended July 8, 2018; no one was hired from this recruitment.

Recreation Assistant I or II, Parks Recreation and Community Services Department Recruitment for this full-time, Competitive Service position began July 27, 2018 and ended August 26, 2018; testing of applicants has been completed; oral board interviews will be scheduled shortly.

Maintenance Worker I, II, or III, Public Works Department: Recruitment for this full-time, Competitive Service position began September 19, 2018 and ends October 7, 2018; oral board interviews will be scheduled shortly.

Community Development Director: Bob Murray & Associates was hired to conduct the recruitment. Applications are due by November 12, 2018.
See: https://www.bobmurrayassoc.com/current_searches.asp

Planning Manager, Community Development Department: Hollee Lynn King Winegar will begin working in this position on October 29, 2018.

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: The first draft to the revision/update of the Personnel Rules has been completed and is now being reviewed by the City Manager and City Attorney. This should be complete by December 2018.

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 2018 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 2018 recipient of the CJPIA. The City Council approved the project in September 2017. The consultant completed site inspections of City facilities and rights-of-way, assessed procedures and practices, and developed a 2018 ADA Plan that includes a tracking database. Evaluation surveys were provided to users, specific organizations, and designated staff. The ADA Transition Plan is being reviewed by staff and a final is expected to be completed in October 2018.

INFORMATION SYSTEMS/CABLE TELEVISION DIVISION

Administration

Network Improvements: Staff continued to expand and improve the network. New equipment was installed in Arroyo Vista Community Center to expand and improve the quality of the local area network.

Work continued on the project to build backup communication connection(s) between the Moorpark Police Services Center (MPSC), Moorpark Public Services Facility (MPSF) and Ruben Castro Human Services Center (RCHSC). Previously acquired equipment was configured and deployed; all connections between those facilities were successfully established and tested. The project is now complete.

Staff researched options for interconnecting all City buildings via fiber-optic cable(s) and the project will continue during the next reporting period.

Staff Support: 176 Help Desk ticket requests to support City staff in various needs and capacities during this reporting period were completed.

New Equipment: Staff continued to evaluate and replace outdated and/or failed equipment. Staff prepared and sent the replaced equipment for recycling during City's Electronic Waste collection event.

A new scanner was acquired and installed to expedite scanning and improve the document management process.

Staff continued to work on the previously used Storage Area Network at MPSC and the system was successfully rebuilt to be used for business continuity and disaster recovery purpose(s).

Mobile Devices: Support of all City-owned mobile devices continued. Staff started a pilot project to test and implement private cloud services for device synchronization and data exchange. The project will continue throughout the next reporting period.

Financial Software System: Staff continued to provide assistance and support for the City's new financial system including the setup of users' security; changes to users'

Quarterly Report to City Council
July to September 2018

profiles; and general maintenance. Additional setup and technical support was provided during staff training organized by the City's Finance Department for internal users.

Configuration of the City's new Time and Attendance software module was completed and staff attended system administration training. Three new time attendance registration devices were configured and deployed by Information Systems staff in various City facilities. The project is scheduled to be completed during the next reporting period.

Business Registration, Code Compliance and Permitting Software: Implementation of the new City permitting system continued through this reporting period. Information Systems staff continued to work with the system's vendor to configure the system and troubleshoot unexpected problems encountered during the implementation process. The project will continue throughout the next reporting period.

Moorpark Public Access TV (MPTV): Support continued for the MPTV equipment. All previously removed audio-video equipment in the Apricot Room used to broadcast and record City Council and commission meetings was reinstalled after the room's repair and renovation was completed.

Audio equipment used for monitoring the MPTV broadcast was replaced in City's broadcast productions studio by Information Systems staff.

Library: Staff continued to provide support and to maintain the technology in the Library including installation of new network equipment. The Library Internet connection was successfully migrated to the new service and the e-Rate project is completed. Library patrons now enjoy much faster Internet connection and Information Systems staff continues to monitor and provide support for the new system.

Work continued on the Library's virtualization project and two servers were successfully migrated to the new environment. Staff is working on building additional environments for business continuity and disaster recovery. The project is expected to be completed during the next reporting period.

Staff assisted with the setup of NewsBank service in the Library and now all patrons can access the database and have access to archives of local media publications.

Arroyo Vista Recreation Center (AVRC): A new backup power unit was installed to provide additional protection to the equipment at AVRC. The City's recreation system was upgraded to the latest version for improved security, better performance and reliability.

Computer and Network Security: A new data backup system was deployed and tested. Multiple backup tasks were executed and final migration to the new system is expected to be completed during the next reporting period.

Access Control System: Staff continues to adjust access to all City facilities as needed. New access approval forms were created by staff and deployed to streamline the approval process.

Document Management System: Work continued on the project to improve the functionality and reliability of the City's Document Management System. Staff continued to provide support and training to the scanning users.

Agendas Management: Progress continued on the Agenda Management system to improve the electronic routing and approval for City Council meeting agendas and staff reports. Staff is currently researching a new Agenda Management system and will present the options to Council when selected.

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: No activity during this 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: On December 6, 2017, 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 Committee met on August 15, 2018, and provided direction to staff regarding the scope of the RFP, which will focus on actions to promote deployment of broadband infrastructure and 5G wireless infrastructure within the City's commercial districts. Staff is preparing a draft RFP for the Committee's review in early fall. Staff has also continued to participate, in person and via teleconferencing, in the monthly meetings organized by the Ventura County Broadband Consortium (VCBC).

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: No activity during this reporting period. An Information Technology Advisory Committee has been established that will comment work on this, and other initiatives. A progress report will be included in the next reporting period.

EMERGENCY MANAGEMENT DIVISION

Administration

EOC - Emergency Management Performance Grant (EMPG) and Homeland Security Grant: Staff submitted the FY 2018/19 EMPG application in August. Staff submitted a request for the balance of the 2016 Homeland Security appropriation and staff was notified a check for \$595 was mailed in September.

CERT: Staff notified Moorpark CERT team of the countywide refresher training to be held in November at the Camarillo Training Center. Staff is coordinating 2019 training with County Fire.

MASS CARE AND SHELTER ANNEX: Staff is working with County and other jurisdictions to draft a Mass Care and Shelter Annex Plan.

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 2018, 26 Moorpark residents participated in two Camarillo HHW events, and 19 Moorpark residents participated in one Simi Valley event, for a total of 45 participants from Moorpark. Staff is also looking into home pickup services to increase participation.

Electronic Waste E Waste/Universal Waste U Waste and Secure Paper Shredding Events:

The numbers for the September 15, 2018 will be expressed in the fourth quarter report.

Compost Bin Sales: Order forms are available on-line, year round for \$40. Once a resident orders a bin, the resident's solid waste hauler delivers a bin to the house. The City highlighted National Compost Week during the week of May 6 and from July 1, 2018 to August 31, 2018; seven compost bins were delivered to Moorpark residents.

CalRecycle: Staff submitted the LogOPP 7 report to CalRecycle in August for the purchase of storm drain filtration devices and media advertisements. OPP 8 funds will be appropriated for used oil disposal advertisements and additional oil filtration catch devices for storm drains. These funding opportunities have no match requirements.

Neighborhood Enhancement Program (NEP): The 2018 NEP had 8 eligible applicants and staff decided to return to two NEP days per year rather than one, to accommodate all applicants. One NEP event, with four event locations, was held on June 9, 2018 and the other, which will also have four locations, was held on July 14, 2018.

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: Completed.

CITY ENGINEER/PUBLIC WORKS DEPARTMENT

Capital Projects

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

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

Status: Staff and Caltrans held a pre-submittal meeting to determine additional required documents for encroachment within State right-of-way. Staff is preparing to submit an encroachment application package to Caltrans Office of Permits in October 2018. Right-of-way certification efforts are also underway. 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 approximately 3,300-ft of waterline for the District. Slope and drainage impacts from the project on the National Ready Mix 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. The design plans must be labelled as less than 100% complete at this stage. Only after Caltrans approves them can they be so labelled. Several changes to the water utility plans have been made. The real property deeds from Bennett and National Ready Mix 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, ensuring 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. At the end of March 2018, the environment reviews by Caltrans are more than 50% complete. The only remaining study issues are Cultural History and Hydraulic Studies. Staff had previously obtained extensions on the grants through June 30, 2018. Staff is now preparing a new grant extension request. The date we must have an E-76 Authorization to Construct and an Encroachment

Permit from the State will be extended until June 30, 2018. For the first time, the current delays have been in Caltrans so staff is anticipating another positive answer.

On May 16, 2018, Staff was granted an extension by the FHWA HSIP Coordinator to obtain Authorization to Proceed (Construction) by June 30, 2020. This extension secures the \$990,000 HSIP fund that was awarded to the project for another two years. On June 12, 2018, staff obtained NEPA Clearance from Caltrans Environmental Planning. Fulfilling this milestone will allow staff to move forward to the next phase(s): final Plans and Specifications approval; obtain Caltrans Encroachment Permit; and process and obtain Right-of-Way Certification.

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: **No change since last report.** 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: **No change since last report.** 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 State Project is complete. The total project cost for design, construction and inspection is estimated to be \$4.5 million. The City's funding contribution is \$400,000 to the crossing improvements and \$1.5 million to the road widening. A Construction and Maintenance agreement between the City and SCRRRA has been executed. SCRRRA 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 SCRRRA 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 SCRRRA completes the advance preemption work (additional gates at the crossing and further traffic signal coordination), additional traffic signal timing modifications will probably be needed. SCRRRA is beginning the

Quarterly Report to City Council
July to September 2018

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. After an unrelated battery failure issue was fixed on February 17, 2018 the ACORN wrote an article the following week on that one off problem and the ongoing phantom/ghost train issue. Staff subsequently had an annual meeting with Metrolink Public Affairs and asked them to address our long standing questions on the phantom/ghost train issue on what effect the installation of Advance Preemption will do to vehicle delays at the Spring Road crossing. Metrolink responded in writing to say that the solution for the phantom/ghost train is being worked on as it affects a number of crossings that are very near stations. However, that fix is some time away. As to the effect of new, Advance Preemption system Metrolink said it would not increase delays at the crossing. Metrolink technical staff briefed the City Council on the issues in a Special Meeting on May 16, 2018. Subsequently, Metrolink engineering staff reported that the railroad signals are working properly. Metrolink has approved the City traffic signal connection plans submitted in September 2017 so the City is purchasing several components to connect with the railroad's Advance Preemption System. Metrolink has informed staff that this will reduce the time crossing gates are down for approaching trains. The installation of the railroad's Advance Preemption System was completed in August 2018. This means three things for drivers:

1. The Spring Road crossing gates will be down for a shorter period reducing congestion in both directions.
2. Northbound Spring Road congestion is reduced because the railroad pre-signal will be green longer and more noticeable.
3. The northbound right turn lane onto Princeton Avenue is restored.

**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: No change in 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

Quarterly Report to City Council
July to September 2018

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. The designer is finishing the design modifications. City Consultant, Tetra Tech submitted project plans and specifications to Caltrans for review on April 27, 2018. Caltrans is expected to provide plan review feedback by the first week of July 2018. Staff believes that the plans are close to being approved by Caltrans Permits office.

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: **No change since last report.** 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: **No change since last report.** 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 prepared a response and Metrolink has approved the design at this time, although a maintenance agreement is required between the City and VCTC (the owner of the existing North Parking Lot). Staff is currently working with VCTC on the maintenance agreement. It is staff's intention to complete the Metrolink South Entry (Project No. C0029) before beginning construction of the North Parking Lot project in order for easier vehicle access in and out of the South Parking Lot while the North Parking Lot is closed for construction.

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: **No change since last report.** 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. Parks, 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: **No change since last report.** The conceptual design and the environmental document have been completed, and a Public Hearing was held in July 2009. The project has been approved by the City Council. The City has received approval for approximately \$220,000 in Federal Transit Administration (FTA) funding from the Ventura County Transportation Commission (VCTC) for construction of the second access. The City has also received approval for a Congestion Mitigation and Air Quality (CMAQ) grant for approximately \$449,450 from the VCTC to fund additional ROW acquisition. The Field Review Form (7-B) and Preliminary Environmental Study Form (6-A) were sent to Caltrans District No. 7 on February 7, 2011. The City received approval of the Preliminary Environmental Study on August 10, 2011. The City received authorization to proceed on January 10, 2012. The City also completed and submitted Program Supplement Agreement No. 012-N to Administering Agency-State Agreement No. 07-5436R on March 22, 2012. Relocation of tenants and demolition of 65 First Street has been completed (August 2013). City Council awarded contract to RJR Engineering Group, LLC (RJR) for final design of the project, incorporating 65 First Street only on January 20, 2016. RJR and City staff has gone back and forth several times with revisions to the design of the entrance. Staff and RJR met June 16, 2017 to continue review of the plans. City approved Amendment No. 1 to Agreement September 6, 2017, adding a landscape architect for design of infiltration area. Landscape architect submitted design on December 1, 2017. Staff provided comments on December 4 and 18. The design is near completion as additional comments were developed while staff reviewed updates from RJR. Staff is also working to finalize a cost estimate update from the design team prior to going to City Council for permission to bid.

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 in an existing Ventura County Water & Sanitation District Access Tunnel to near the Arroyo Drive rail crossing. The first phase was the preparation of a feasibility study and implementation plan to identify the access rights which will be acquired from the County and Metrolink.

Status: **No change since last report.** This study is complete.

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 and constructs a walkway to High Street is part of the design for Project No. 8063/C0032 approved by City Council on July 20, 2016.

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: City staff updated the cost estimate for the 2017/18 Capital Improvement Program for future funding.

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.

Status: **No change since last report.** 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 grant was approved by VCTC on June 1, 2012. The project is currently on hold pending confirmation of a City Hall building layout.

Between June 20 and July 2015 a Girl Scout art project painted animal stencils on all twenty bus shelters. Public Works field crew relocated a bus shelter and trash can from the northeast corner of Spring Road and Peach Hill Road to the northeast corner of Peach Hill Road and Christian Barrett Drive (at Peach Hill Park) in January 2018. The bus stop on Spring Road was closed in August 2017. The relocation was based on a request for a bench at Peach Hill Park from a resident who has difficulty standing for long periods of time. Staff is also reviewing relocating other bus shelters from closed bus stops to current bus stop locations.

**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: **No change since last report.** 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 was completed in 2015 with a conceptual design. 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 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. VCTC approved the grant on October 6, 2017. The project can begin in FY 2018/19. On June 29, 2018, Public Works staff met with a design consultant to discuss proposal criteria for design of the sidewalk along Arroyo Drive, from the east end of Villa Del Arroyo Mobile Home Park to the Simi Valley city limit line.

Administrative Matters

**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 2.75 hours in July, .75 hours in August, and 2 hours in September on the removal of graffiti within the public right-of-way. Dave Bobardt and his son Evan removed graffiti from the Buttercreek wall twice. They purchased paint and painted the wall to cover the graffiti.

Status: Ongoing.

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 179 appeals from July to September. One hundred twenty-three (123) citations were recommended for cancellation and 56 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: Staff attended the TMDL Management Committee on September 17, 2018. Much of the meeting was spent discussing TMDL bacteria compliance for County Unincorporated areas subject to a bacteria TMDL (Moorpark is not subject to a bacteria TMDL).

Coastal Cleanup Day:

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

Status: Coastal Cleanup Day was on Saturday, September 15, 2018, from 9:00 a.m. to Noon. The cleanup site was again hosted at Villa Campesina Park. Thirty-eight volunteers covered approximately four miles of the Arroyo Simi, collecting an estimated 300 pounds of trash. This is a volunteer increase of 35.7% and an 81.8% increase in the amount of trash collected. Two, three-cubic-yard bins were provided by Waste Management for the cleanup site as part of the City's franchise waste agreement. In 2017, approximately 28 volunteers collected about 165 pounds of trash. A couple of notable items collected included a child battery-operated car (two-seater), shopping carts, bicycles, and a high school history book. The history book is in good condition and will be returned to the school.

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 Storm Water Quality Association (CASQA) webinar that covered CASQA's updated Construction Best Management Practices (BMP)

manual. The updated manual will assist in complying with the new Construction Permit's requirements.

Stormwater Permit:

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

Status: The Stormwater Permit kickoff meeting was May 2, with a follow-up meeting on May 16. Co-permittees continue to compare the Los Angeles MS4 Permit to the current Ventura County MS4 Permit for potential program changes. It is anticipated that a new MS4 Permit will be adopted in December 2016 or possibly early 2017. Although the current MS4 permit "expired" on July 8, 2015, the MS4 Permit continues to be adhered to until a new permit is adopted and effective. The Permittees met with staff from the Regional Board on September 21 during the monthly Public Works Directors meeting to discuss the status of the Permit. At this time, the Regional Board has stated it intends on establishing a Regional Permit, which would be applicable to both Los Angeles County and Ventura County agencies, instead of the current separate Permit for Los Angeles County and Ventura County. The Regional Board held the first of three workshops to discuss the stormwater permit on May 10, 2018. City staff attended. The May 10 workshop focused on presentations from Los Angeles County permittees and their progress in complying with their current permit. The next workshop was July 12 and will continue to focus on Los Angeles County permittees. The third workshop was September 13 at the Ventura County Government Center and focused on Ventura County permit compliance. During the presentation Moorpark projects were highlighted, including the Arroyo Vista Community Park Recreational Trail, Walnut Acres Park and Moorpark Dog Park, all of which incorporated stormwater infiltration. Photographs from properly installed best management practices at for stormwater protection in Moorpark were provided as well. A draft Regional Permit is expected in early 2019.

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 Permittees (including the City of Moorpark) meet monthly to discuss stormwater topics such as Permit compliance, TMDL issues, and legal/regulatory issues. A new Permit is expected in late 2018 or early 2019.

Status: Staff attended the WMC on July 19, August 16, and September 20, 2018. The group discussed the Permit renewal process in July and August. During all three meetings the group also discussed members' respective Trash Amendment implementation strategy.

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

Quarterly Report to City Council
July to September 2018

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 was received July 26, 2018.

Moorpark City Transit: Transit totals for the months of April through June, 2018 are provided below:

	Apr	May	Jun	YTD
Daily Average	214	222	190	201
Total Monthly Ridership	4,487	4,873	3,606	50,714
Farebox Ratio (target ratio 20%)	6.74%	7.07%	5.85%	7.67%

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: The Beach Bus started 2018 service on June 19, 2018. The bus operated Tuesday, Wednesday and Thursday through August 16, 2018. During this season, 822 round trips were provided. The City collected \$3,815.25 in fares. The program cost \$15,525.29. The fare box ratio was 24.57%.

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 ECTA members met May September 27 (Operations Committee). The Operations Committee discussed the upcoming Request for Proposal that Thousand Oaks will need to release this fiscal year in preparation for new contract services to be effective July 1, 2019. Operations Committee also discussed the ECTA structure and potential ideas for long-range planning.

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: **No change since last report.** Security camera exchanges occurred April 13 and May 7, 2018. On February 14, staff met with the Moorpark Police Department at the Metrolink Station to discuss the current security camera system and potential replacement options. The Ventura County Sheriff’s Office (Moorpark and Camarillo branches) are working with VCTC for grant funding of security camera upgrades at both the Moorpark and Camarillo train stations. Moorpark’s current six-camera system is proposed to be upgraded with newer pan-tilt-zoom digital cameras, with connectivity to the Moorpark Police Department building. The estimated cost for the Moorpark Station upgrade is \$32,000 and would be covered by the grant. Security upgrades through the Ventura County Sheriff’s Office is still pending.

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: Fourteen (14) residents received membership in the Senior DAR program April – June 2018. Six (6) ADA Paratransit participants joined during the same time period.

Transit passenger totals for the months of April through June, 2018 are provided below:

	Apr	May	Jun	YTD
Senior/ADA Intra-City Trips	113	152	165	1,547
Senior/ADA Inter-City Trips (ECTA)	353	412	489	4,926

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: **No change since last report.** Staff attended Transcom on January 11, February 8, and March 8, 2018. Transcom approved a recommended list of Federal Transit Administration (FTA) Section 5310 Large Urbanized Area (Seniors/Disabled) funds and Section 5307 Jobs Access/Reverse Commute funds grant applications. The list included Moorpark’s request for \$20,400 over a two-year period to fund free bus trips for seniors/disabled.

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.

Quarterly Report to City Council
July to September 2018

Status: Staff attended VCTC on July 13 and September 7, 2018. During the July meeting, the Commission approved the FY 2018/19 TDA Article 3 Bike Path Maintenance funding, which included \$4,784 in funding for Moorpark's Class I bike lanes. During both meetings, the Commission continued discussions of potential fare increases for the VCTC Intercity bus routes. The Commission will continue to discuss potential fare increases at the October meeting. The Commission also approved a new ordinance authorizing cities to adopt and enforce parking regulations at VCTC-owned train station parking lots (including the Moorpark station) at the September meeting. FY 2018/19 State of Good Repair project submittal, which included \$3,625 for Moorpark, was also approved by The Commission.

Unmet Transit Needs:

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

Status: **No change since last report.** On December 1, 2017, VCTC approved the FY 2018/19 Unmet Transit Needs public hearing schedule. The Commission held a public hearing on February 2, 2018. The City of Moorpark hosted a VCTC "Listening Session" on February 8 at City Hall between the hours of 4:00 pm – 6:00 pm, where one member of the public attended. Staff from VCTC has been collecting public comments made throughout Ventura County and has submitted all comments to the transit operators for review and determination if any can be responded to. The draft Unmet Transit Needs report concluded that there were no Unmet Transit Needs that were reasonable to meet. This determination was approved by the Commission May 11, 2018, and enables those small cities with a population of under 100,000 who receive Transportation Development Act (TDA) money for transit can use remaining TDA money on street projects after meeting their respective transit needs.

CITY MANAGER

Tentative Future City Council and Successor Agency Agenda Items: Future agenda items for consideration are as follows: transition from at-large to district based elections; 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; authorize RFP for Civic Center Master Plan; workshops on Municipal Finance/High St. streetscape development plans/LA Avenue truck traffic and retail landscape; extension of Conditional Use Permit (CUP) No. 2012-03 to allow continued use of 4875 Spring Road for outdoor storage of recreational vehicles; and approve design plans and authorize bidding of raised median project for Los Angeles Avenue between freeway and Spring Road.

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. Zoning will be addressed as part of a mixed use project application proposed for High Street by Daly Group, Inc., which was submitted in the third quarter of 2018 and is expected to be considered in the fourth quarter of 2018.

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. CDD and PWD Directors had a kickoff meeting with Caltrans Traffic and Permits staff and the City's consultant at Caltrans District 7 Headquarters on June 28, 2017. Caltrans requested a study that only addresses optimization of existing signals and does not raise other, more vexing issues like truck safety and weigh stations, which would delay straightforward signal optimization. Caltrans staff also suggested that addition of future signals in a report to them will clearly indicate a reduced capacity on Los Angeles Avenue. They recommended that future signals be analyzed individually following published "warrant" rules. City's consultant agreed with this approach and will prepare a report for Council that includes the optimization of current signals as well as these other, more complex issues. Caltrans committed to updating the City on how they may be using the traffic signal interconnect system installed on Los Angeles Avenue more than ten years ago. The draft report was submitted to Staff in November 2017 and is under review. As part of their required deliverables Kimley-Horn developed a revised signal timing plan with Caltrans. While the new timing has reduced congestion on Los Angeles Avenue it has increased delays at two crossing streets; Spring Road and Tierra Rejada/Gabbert. Kimley-Horn completed troubleshooting of the issue and advised Caltrans on further timing changes after the initial changes were made. Caltrans has subsequently made further changes to reduce congestion on the side streets and slightly increase congestion on the mainline State highway, to balance the competing interests. Caltrans

is also upgrading older traffic signal controllers and installing GPS based clocks to ensure signal timing does not continue to drift. The results of the Los Angeles Avenue Traffic Study are scheduled to be presented to the City Council on November 7, 2018.

Approval Authority: City Council

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

Description: Prepare a comprehensive update of Land Use, Open Space, Conservation and Recreation, 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 Open Space, Conservation and Recreation Element including a Trails Master Plan to City Council by June 30, 2019. Upon adoption of any General Plan Amendments, prepare necessary changes to the Zoning Ordinance to insure conformity and consistency with the General Plan.

Status: **No change since last report.** The City Council appointed an Ad Hoc Committee (Mayor Parvin and Councilmember Mikos) to work with staff to complete an update to the Open Space, Conservation, and Recreation Elements. Staff is finalizing a draft of the Land Use and Circulation Elements. Approximately 95% of the GIS mapping for the General Plan has been completed. Staff has initiated work with J. H. Douglas and Associates to assist in the completion of the Land Use Element update. A draft of the Land Use Element Update is under review by staff and is expected to be ready for presentation to the Planning Commission and City Council in mid-2019. Work on the Circulation Element will follow the Land Use Element.

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 scheduled for Planning Commission and City Council consideration in late-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: **No change since last report.** 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. A mixed use development project for High Street is currently being designed by the Daly Group. Review of this project will include consideration of zoning to allow mixed use development on High Street.

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. Community Development and Public Works Directors met with City Attorney and the City Manager of March 21, 2018 to discuss next steps to resolve open Pardee issues. The City Attorney's Office is coordinating efforts on this matter.

Approval Authority: City Council.

Film Ordinance (Objective IV.A.13):

Description: Adopt Film Ordinance by December 31, 2017.

Status: Staff is drafting amendments to the City's film regulations and will be reviewing these with the City Attorney's Office and State Film Commission. This ordinance, if adopted, would amend Chapter 17.28 of the Zoning Ordinance and was reviewed by the Planning Commission in the 3rd quarter of 2018 and is scheduled for City Council review on October 3, 2018.

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

Staff had been negotiating with Wayne J over several months to develop solutions to mitigate the impacts of the proposed average daily trips proposed in the new permit. An agreement was not reached. On September 21, 2018, the Court granted the City's motion for attorney fees and costs in the amount of \$337,364.50 from the County.

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.

Quarterly Report to City Council
July to September 2018

Status: 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 and on May 8, 2017, the City cross-appealed. On June 12, 2018, the Court of Appeal upheld the validity of the Settlement Agreement, recognizing Moorpark's right to negotiate important protections for its residents. The County appealed the matter to the California Supreme Court, which rejected the case, allowing the appellate court decision to stand.

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: No change since last report 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 906 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: 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. A revised General Plan Amendment Pre-Screening application was submitted on May 30, 2018 to increase the number of housing units as part of the Specific Plan to 906, including a mix of detached and attached housing units at varying densities. This application was reviewed by the Community and Economic Development Committee in September 2018. After receiving considerable public comment, the committee took the item off calendar to allow for further discussions between the applicant and staff.

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: **No change since last report.** 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: **No changes since last report.** Staff is continuing review and processing of these projects. More specific information on each project is provided below in this report.

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

Quarterly Report to City Council
July to September 2018

reviewed the amended implementation plan at the regularly scheduled City Council meeting on December 17, 2008. On March 29, 2013, Pre-Application No. 2013-01 was submitted for review of proposed architectural updates for proposed development of 66 single family homes within Tract 5187, Meridian Hills' neighborhood, (Currently owned by Resmark, previously developed by William Lyon Homes). TRI-Pointe Homes submitted a Modification No. 1 application to introduce four new floor plans and revise the master plotting for construction of 66 units in Meridian Hills. The application was reviewed by City Council at a scheduled public hearing on November 6, 2013, and the applicant withdrew the application at the meeting. K. Hovnanian homes purchased the project from Resmark Homes, with escrow closing in September 2014. An updated Implementation Plan was approved by the City Council in advance of the purchase, on July 16, 2014. On October 17, 2014, the Community Development Director approved an Administrative Permit to construct a "model home complex" consisting of six model homes; two will serve as sales offices, and two adjacent parking lots on four vacant lots in the Meridian Hills. A third amendment to the Implementation Plan was scheduled for City Council consideration on July 6, 2016 to recognize a new owner and financial partner, Hearthstone, Inc., but was removed from the agenda and placed on the July 20, 2016, September 7, 2016, and September 21, 2016 City Council agendas, when it 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: Construction of the homes is 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. Staff has completed a punch list of corrective items regarding the landscaping and trail construction. To date, the punch list has not been completed and several outstanding items still remain, such as planting and irrigation deficiencies, the replacement of address tiles on the mailbox, and reconstruction of a back drain that was installed behind a retaining wall. As of October 24, 2018 modifications of the drainage system and repair of the damaged retaining wall is almost complete.

Building and Safety Status: Building Permits for all homes have been issued. Approximately 15 homes are left to be completed.

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. The Subdivision Improvement Agreement was approved by the City on March 2, 2018. City Council approved an Irrevocable Offer of Fee Dedication and Temporary Construction Easement Agreement required for the possible future realignment of Meridian Hills Drive on March 21, 2018. Under the City's oversight, the developer accomplished the final paving of sections of six private streets in Tract 5187-2 in March 2018. The City Council approved close out actions for the project to repair the slope within Lot Q on June 6, 2018. The Developer paid the City \$510,000 for the City's future resurfacing of Meridian Hills Drive, the single public street within the development, and \$170,000 to extend Meridian Hills Drive from the equestrian site (Lot L) to the proposed Hitch Ranch development which the City will hold in trust for the Hitch Ranch developer to use in the future. The City Engineer/Public Works Director forwarded the draft settlement agreement, Quitclaim deed and Open Space Easement to Howard Yaras, HOA President, on July 16, 2018 for review. This settlement will put the ownership of Lot Q, which is behind the perimeter fence and not accessible to the public, into the control of the HOA and ensure that the open space will be preserved.

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 for 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.

Quarterly Report to City Council
July to September 2018

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. Community Development and Public Works Directors met with City Attorney and the City Manager on March 21, 2018 to discuss next steps to resolve open Pardee issues. City staff and counsel have met twice since the March 21st meeting. A meeting with the developer team was held on August 24, 2018. Staff is scheduled to meet again with the developer team on October 29, 2018. The substantive issues include access to the La Perch Ranch, the grading for the North Hills Parkway, the 23 bypass as well as the associated \$4.83 million surety bond.

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

Quarterly Report to City Council
July to September 2018

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

Condition Compliance Status: An Early Grading Agreement was executed and mass grading was completed. 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 were completed, and construction of production homes is completed. The recreation area/tot lot has been completed. Final condition compliance is proceeding.

Building and Safety Status: Construction complete.

Engineering Status: 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. The developer has complied with condition 6.24 and paid the City \$1.38 million for the future resurfacing of Championship Drive, the single public street in the neighborhood.

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

Quarterly Report to City Council
July to September 2018

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.

Condition Compliance Status: **No change since last report.** Toll Brothers purchased the project from KB Home on November 30, 2009. Toll Brothers originally indicated 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 132 houses.

Building and Safety Status: Construction is complete.

Engineering Status: The grading, street, storm drain, water and sewer improvements have all 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. A new map has been submitted, matching the original map. This item was heard by the Planning Commission on August 28, 2018 and the public hearing was continued to November 27, 2018 and is expected to be heard by the City Council shortly thereafter.

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.

Building and Safety Status: No activity at this time.

Engineering Status: 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. This item is expected to be considered by the Planning Commission and City Council in late 2018.

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: Staff reviewed an 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. Engineering staff submitted further comments for the environmental study on June 28, 2018.

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

Quarterly Report to City Council
July to September 2018

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: The applicant is currently working on conditions of the Vesting Tentative Map.

Building and Safety Status: Plans have been submitted for plan review.

Engineering Status: Developer has submitted Final Engineering Construction Drawings for plan review. The plan review process is ongoing. 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. Engineering staff provided input

Quarterly Report to City Council
July to September 2018

to Parks, Recreation and Community Services and Community Development Departments in June 2018 regarding access to the affordable housing sites adjacent to this project.

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: 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 change since last report.** The applicant met with the Mayor and City Manager in June 2018 to discuss the status of the project and hurdles toward starting development.

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: 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. This item was taken to the Planning Commission on September 25, 2018 and the public hearing continued to October 23, 2018 and is expected to be heard by the City Council in the 4th quarter of 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. 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 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.

Quarterly Report to City Council
July to September 2018

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: The Application is complete and is currently undergoing environmental review. Required studies have been conducted. The project is being redesigned and is expected to be considered by the Planning Commission and City Council in 2019.

Condition Compliance Status: No activity at this time

Building and Safety Status: No activity at this time

Engineering Status: Engineering staff has provided input to Community Development staff regarding access geometry to project site.

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 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: **No change since last report.** 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. Major construction of the project is complete and the project has been granted a Conditional Certificate of Occupancy, deferring non-life/safety improvements to December 1, 2018.

Building and Safety Status: Construction is close to completion.

Engineering Status: Construction of offsite improvements commenced in Q3. Work is ongoing. 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):

Quarterly Report to City Council
July to September 2018

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 held on January 17, 2018.

Condition Compliance Status: No activity at this time

Building and Safety Status: No activity at this time

Engineering Status: Staff has communicated to developer's engineer their need to present an irrevocable offer to dedicate land for the widening of Los Angeles Avenue and to clear that land of encroachments by August 15, 2018.

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.

Residential Planned Development No. 2018-01; Zone Change No. 2018-01 (226 High Street – High Street Depot):

Description: A proposed mixed-use project consisting of 51 multi-family dwellings; 26 live-work dwellings; 7,243 square-feet of standalone commercial space; 720 square-foot amenity center and on-site improvements. Submitted September 6, 2018.

Entitlement Status: The application is under review.

Approval Authority: City Council

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: No activity at this time.

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. Mass grading is complete and site work is mostly complete. Construction of the structure outside of the site work area has begun.

Building and Safety Status: A building permit has been issued and construction continues.

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. Rough grading has been completed. The Los Angeles Regional Water Quality Board has opened an investigation into the project team's failure to comply with stormwater regulations. Cal OSHA has opened an investigation into the project team's failure to comply with worker safety regulations about excavation safety. Work at just one spot, the southeast corner of the project is suspended. The engineer of record must submit a corrective plan to correct the

problem, and complete a deep storm drain and the site retaining wall. The remainder of the site is still under construction.

Industrial Planned Development Permits

Industrial Planned Development No. 2017-01; 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: The City Council approved this project with conditions on December 6, 2017.

Approval Authority: City Council

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: City staff from several departments expedited the processing of the final parcel map for this project, leading to Council approval on June 11, 2018.

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: **No activity at this time.** 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

Quarterly Report to City Council
July to September 2018

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. All grading and paving was completed in 2017.

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: **No activity at this time.** 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

Quarterly Report to City Council
July to September 2018

Caltrans upon completion of widening work. Staff is working to understand if there are any environmental issues that have to be remediated before that first transfer takes place.

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

Description: A request to allow a sales office, showroom, fabrication shop and outdoor storage on a 2.65 acre lot at 14110 Princeton Avenue (submitted on September 18, 2017).

Entitlement Status: On September 25, 2018, the Planning Commission recommended approval to the City Council. A public hearing before the City Council is scheduled for October 17, 2018.

Approval Authority: City Council

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: Joint review of Fence Factory planned improvements and adjacent Princeton Avenue project is scheduled for April 5, 2018 to ensure no conflicts. Staff provided input and conditions for temporary business signs that will need to be moved several times during the upcoming project to improve Princeton Avenue.

Tentative Parcel Map No. 2017-01 (City of Moorpark):

Description: Subdivide a 2.92 acre developed parcel into four parcels at 192 High Street (Submitted on July 6, 2017).

Entitlement Status: This project was approved by the City Council on June 20, 2018.

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 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: This project was approved by the City Council on February 21, 2018.

Quarterly Report to City Council
July to September 2018

Approval Authority: City Council

Condition Compliance Status: No activity at this time.

Building and Safety Status: No activity at this time.

Engineering Status: The City's Consulting Engineer and Surveyors are reviewing the Parcel Map as of June 27, 2018.

Tentative Parcel Map No. 2018-01 (Robert Inthout):

Description: Subdivide a 1.62 acre developed parcel into four parcels with a remainder lot at 78 Wicks Road (Submitted on April 3, 2018).

Entitlement Status: This item was heard and approved by the Planning Commission on August 28, 2018. The applicant has requested reconsideration of the site design prior to City Council consideration. No City Council date has been set.

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 subdivisions of 34.5 acres, located north of the Union Pacific Railroad tracks and about one-quarter (1/4) of a mile west of Gabbert Road.

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

Quarterly Report to City Council
July to September 2018

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: Final Engineering construction documents were submitted to the City for plan review. 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. Developer will meet with City staff in first half of April 2018. Developer and staff discussed the potential development, especially concerning changes to stormwater requirements that will affect the work. The City Engineer/Public Works Director approved the plans for a temporary stockpile permit on June 27, 2018.

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: Permits have been issued and the project is under construction.

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. The Community Development and Public Works Directors reviewed and signed developer's plans in March 2018. The site has been largely cleared as of June 27, 2018. The site is being kept clean and organized. Ground up

vegetative matter and other deleterious materials will have to be removed when site grading begins.

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: Construction is nearing completion. This item will be removed from subsequent reports.

Building and Safety Status: Construction is complete.

Engineering Status: Developer damaged easterly driveway by saw cutting and the approach. This has triggered a requirement to replace the driveway and for that work to comply with the Americans with Disabilities Act. The Developer replaced the damaged gutter, curb and sidewalk with ADA compliant concrete work.

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

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

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

Quarterly Report to City Council
July to September 2018

Approval Authority: City Council

Condition Compliance Status: A City Welcome Sign Agreement is currently being prepared.

Building and Safety Status: Plans have been submitted for review.

Engineering Status: No activity as this time.

Conditional Use Permit No. 2018-01 (Grocery Outlet):

Description: A request to allow the sale of distilled spirits, beer and wine for off-site consumption at a new Grocery Outlet supermarket at 425 Los Angeles Avenue (submitted on January 2, 2018).

Entitlement Status: On February 27, 2018, the Planning Commission adopted Resolution No. 2018-626 approving this permit with conditions.

Approval Authority: Planning Commission.

Condition Compliance Status: Tenant improvements are complete. This item will be removed from subsequent reports.

Building and Safety Status: Permit has been finalized.

Engineering Status: No activity at this time.

Home Occupation Permits

3 Home Occupation Permits were issued in July 2018

7 Home Occupation Permits were issued in August 2018

4 Home Occupation Permits were issued in September 2018 (as of September 27)

Building and Safety Activity

June 2018

Permits Issued	Increase From Last Year to Date	Total Valuation	Decrease From Last Year to Date	Inspections	Decrease From Last Year to Date
126	40%	\$1,157,227	-530%	346	-128%

July 2018

Permits Issued	Increase From Last Year to Date	Total Valuation	Decrease From Last Year to Date	Inspections	Increase From Last Year to Date
118	30%	\$2,435,145	-56%	304	-3%

August 2018

Permits Issued	Increase From Last Year to Date	Total Valuation	Increase From Last Year to Date	Inspections	Increase From Last Year to Date
174	37%	\$1,269,107	9%	295	.6%

Land Development (Engineering Activities)

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

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

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

An additional section of wall along Mountain Meadows Drive failed in late March, 2011. The HOA submitted an investigative report and is preparing plans for repairs. On October 5, 2011, City Council found that the proposed wall replacement concept is consistent with the PC-3 Mountain Meadows Specific Plan. The HOA has submitted wall replacement plans along with the required plan check fees. The third plan check has been completed and returned to the engineer. The HOA submitted an alternative design in August 2015 and the plan review comments were returned to the HOA in September 2015. Plans were approved on July 5, 2016, and permits will be issued once inspection fees are submitted, the grading contractor submits their insurance information. The HOA has selected a contractor to replace the walls and the contractor’s representative met with the City Engineer/Public Works Director and Building Official on January 4, 2017, to address administrative matters. Several rounds of correspondence and negotiation have subsequently taken place between City and HOA’s attorney. As of June 30, 2017, the HOA has agreed with City insurance and licensure requirements and final language for the required, full value surety bond is nearly settled. This is required before the City Engineer/Public Works Department can permit the work. HOA is still working to obtain a \$100,000 surety bond as of September 28, 2017. Apparently the contractor they have selected is unable to be bonded. 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. Staff issued a grading permit to the HOA’s general contractor, Geoworks in January 2018. As of this report they have done some demolition at western end of the property but their work has been hampered by winter rains. With the end of the rainy season, work should resume shortly. As of June 27, 2018 work at the western end of the project, the first phase, is winding up as geotextile fabric, asphaltic waterproofing, drainage systems, and gravel backfill is placed. Once this section is complete the project team intends to repeat the process section by section, moving eastward. After many starts and stops the project is currently moving more smoothly.

Code Compliance Activity

July 2018

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
0	0	0	0	0

August 2018

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
31	26	27	24	40

September 2018

Formal Cases Opened	Cases Closed	Informal Investigations Opened	Informal Investigations Resolved	Inspections Conducted
20	21	22	23	38

Business Registration Activity

July (New): 64 **August** (New): 53
July (Renewals): 208 **August** (Renewals): 182

September (New): 35 (as of September 27)
Fiscal YTD (New): 152 (as of September 27)
September (Renewals): 196
Fiscal YTD (Renewals): 586 (as of September 27)

FINANCE DEPARTMENT

Fiscal Year-end 2017/18: The City Council approved a five year contract with new auditors: Lance, Soll & Lunghard (LSL). LSL conducted their field work from May 21-25. LSL recommended a few changes to finance procedures, for example, having the Finance Director sign all bank statements when received so as to authenticate prior to bank reconciliation process. Staff has begun the year-end close process and beginning of the year opening process. Final close is happening now. The auditors return for final field work the week of October 8th.

Budget 2018/19: Final budget books were distributed to City staff the last week of September along with the final budget being uploaded to the City’s website.

CalPERS Actuarial Report. In August 2018, CalPERS released the June 30, 2017 actuarial report for the City. The employer “normal cost” rate for FY 2019/20 has increased 0.788% from 8.892% to 9.680%. The “unfunded liability” payment has decreased from \$27,450 to zero. The City’s CalPERS payroll is approximately \$5.25

million; therefore this increases our cost by \$6,000 for FY 2019-20. The funded status of the plan using the market value of assets is 88%. Liability is \$32.8 million, market value of assets is \$29.0 million; therefore an unfunded liability of \$3.8 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; however, it does not include the \$4 million paid in September 2017. In reality, the unfunded liability was eliminated. 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. The City will confer with CalPERS to reduce the amortization period to 10 years or less. Staff expects the next CalPERS actuarial report to show an unfunded liability of at least \$1 million. Staff will bring to Council a report recommending a way to decrease this unfunded liability.

The Finance Director has enrolled in the annual CalPERS conference the third week of October in Indian Wells.

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: 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. City Council approved an amendment to the Tyler contract to purchase and implement ExecuTime in the amount of \$24,925. This will add a time clock function to the system and eliminate all paper submittal of time sheets. Staff is working on implementing by the end of 2018. 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 CAFR module was not implemented in time for year-end. The permitting software (Energov) is planned to be implemented in late 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 Tyler Incode Accounts Receivable module.

Investment Activity: The City currently has \$3.1 million in LAIF. The September 2018 quarterly yield is 2.0 percent.

Quarterly Report to City Council
July to September 2018

The balance in the Ventura County Pool is \$14.9 million. At the end of August 2018, the yield rate in the Pool was 2.1 percent.

The securities account portfolio balance is \$80 million. \$55 million mature within three years while the remaining \$25 million mature from three to five years. The average portfolio yield is currently 1.9 percent.

The City has \$10.7 million in Certificates of Deposit (CDs) with an average yield of 2.2%. \$4.6 million mature within three years while the remaining \$6.1 million mature from three to five years.

During September 2018, the City Council approved moving the securities from Union Bank as the custodian to Wells Fargo. All the securities were transferred on September 20th. The cash in the mutual fund was transferred in two stages: September 21st and October 2nd. The quarterly fees plus the transfer fees amounted to \$3,936 to Union Bank. Recall that Wells Fargo will not charge the City fees for custodial services.

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:

- Senior Deputy John Eisenhard promoted and was reassigned to Todd Road Jail.
- Detective Senior Deputy Matthew Theobald transferred to Thousand Oaks Investigations.
- Patrol Deputy Matthew Koenig transferred to Camarillo Traffic.
- Patrol Deputy Henry Contreras was reassigned to Moorpark SEU.
- Patrol Deputy Marco Garibay temporarily transferred to Moorpark Traffic.
- Patrol Deputy Joseph Sharif transferred to the Academy.
- New hire Cadet Chris Medrano started in Moorpark Traffic.
- New hire Cadet Preston Mosby started in Moorpark Traffic.

Volunteers in Policing (VIP's):

Hours Worked / Team Status: In the first quarter, 14 Moorpark Police Volunteers worked a total of 1,149 hours. Two volunteers applied during this time. One moved out of the area during backgrounds and the other asked for her application to be put on hold until further notice.

July: July started with the 3rd of July Extravaganza, with 13 VIP's in attendance to assist at entrances, with parking, patrolling, barbequing, lost children, and public safety at the egress. Volunteers also visited businesses in Moorpark this month handing out fliers regarding business surveillance cameras. The rest of the month was spent maintaining their duties in the front office and on patrol.

August: At the August VIP meeting, we debriefed the 3rd of July event and welcomed a dispatcher for refresher training on emergency phone etiquette and what dispatch

Quarterly Report to City Council
July to September 2018

needs from the VIP. Along with finishing up the business fliers from last month, evening patrol volunteers were extra patrolling the downtown area for parking violators. Volunteer's had their annual Patrol-A-Thon the weekend of August 10. Ten VIP's patrolled from Friday evening to Sunday evening, working a total of 96 hours as "eyes and ears" and shared meals with the deputies. This year's Patrol-A-Thon was extra busy with a fatal crash on Hwy 118 (Los Angeles Ave) and a vehicle on fire in which another fatality occurred. The VIP's were a great assistance. Finally on August 22, four VIP's assisted with the first day of school, maintaining a police presence at the schools.

September: At the September meeting, a VIP presented highlights from a Police Officers Standard Training he attended recently. He spoke of the Boston bombing event and how police and special agents handled the aftermath. He also spoke of the drugs in society today and their financial and health effects. Patrol continued for the downtown area parking issues. Many volunteers attended promotion and transfer luncheons this month. The VIP's continue to patrol, do vacation house checks, street sweeping, yellow box calibrations and help the cadets any time they can.

Patrol Services:

During the third quarter of the year, patrol officers responded to 2,242 calls for service, made 2,082 traffic stops, 330 subject / pedestrian stops, and handled 125 follow-up investigations. Deputies conducted 149 planned probation and parole searches in Moorpark.

Detectives:

Investigation and Arrest of Stalking Suspect: On 07/18/2018, detectives assisted patrol on a call for service that was initially reported as a harassing phone calls report. During the investigation, detectives determined that the phone calls were connected to a known suspect who had repeatedly followed and harassed the female victim for several months. The suspect had also attempted to call and contact the victim through several social media platforms with the intent of initiating a relationship. The repeated attempts by the suspect caused the victim to be in sustained fear. Based on their investigation, deputies arrested the suspect for felony stalking. Detectives served a search warrant at the suspect's residence and seized additional evidence supporting the charges. The suspect is currently in custody and awaiting trial.

Investigation and Arrest of Residential Burglary Suspect: On 06/27/2018, detectives assisted patrol deputies in the investigation of a residential burglary that occurred at a home in Moorpark. The investigation was unique in that the suspect forcibly entered the home and intentionally caused over \$20,000.00 in damage, which included cutting the natural gas line to the hot water heater. Detectives conducted an investigation and learned that a former roommate had committed the burglary after discovering that the homeowner had a sexual encounter with the roommate's ex-wife. The roommate was arrested in early July and is currently released on bail, awaiting trial.

Investigation and Identification of Mail Theft Suspect: In June of 2018, detectives initiated a mail theft investigation after receiving a report from patrol units. As part of their investigation, detectives learned that a Moorpark resident had several rent checks

stolen from her mail and cashed at various area banks. Detectives circulated photographs of the suspect with numerous other law enforcement organizations and eventually were able to identify the suspect as a known mail thief out of the Bakersfield area. The case was filed with the DA's office and an arrest warrant was issued for the suspect.

Investigation and Arrest of Elder Abuse Suspect: On 08/27/2018, detectives initiated a theft and elder abuse investigation involving the theft of 18 firearms from an 80 year old female victim, by her 54 year old son. The investigation involved the service of a search warrant at the son's residence, as well as the use of specialized surveillance techniques and resulted in the arrest of the suspect and the eventual recovery of all of the firearms. The suspect is currently released on bail, awaiting trial.

Investigation and Arrest of Identity Theft Suspects: In March of 2018, detectives initiated an identity theft investigation after receiving a report from patrol units. As part of their investigation, detectives learned that a Moorpark resident had her personal identifying information stolen and fraudulently used to secure the bail for an inmate in the Los Angeles County Jail. The investigation was extremely complex and involved the service of multiple search warrants for bank records, phone records and email records, as well as two residential search warrants. However, detectives were able to identify a group of suspects, both in and out of custody, who were engaged in a large scale identity theft ring. As of this time, two suspects have been arrested and are awaiting trial, while three additional suspects are outstanding, with warrants issued for their arrests. The case is ongoing.

Investigation and Arrest of Sovereign Citizen / Eavesdropping Suspect: On 09/25/2018, detectives initiated an investigation into a self-identified "First Amendment auditor" who had unlawfully recorded a telephone conversation with a Sheriff's Official and uploaded the conversation to the internet. The investigation involved the service of a residential search warrant and an arrest warrant. The suspect was arrested and is currently released on bail, awaiting trial.

SED:

Surveillance, Pursuit, and Arrest of Domestic Violence Suspect: On 07/18/2018, SEU detectives surveilled a residence in Moorpark for a known suspect who was wanted for domestic violence. SEU detectives observed the suspect enter a vehicle and arranged for a patrol deputy to stop and arrest the suspect. However, the suspect failed to yield and a vehicle pursuit ensued. After a three mile pursuit, the suspect abandoned his vehicle and continued to flee on foot. The suspect was eventually taken into custody, after a half-mile foot chase. The suspect was ultimately arrested and charged with the domestic violence crime, as well as felony evading and drug possession. He was later released on bail.

Investigation, Surveillance and Arrest of Grand Theft Suspect: In early August, 2018, SEU detectives initiated a grand theft investigation involving multiple incidents of thefts of wooden storage pallets from an area warehouse over a four month period. During the course of their investigation, SEU detectives identified a suspect and

conducted several surveillances in the city of Oxnard, in an attempt to locate him. After a two week investigation, SEU detectives located the suspect's vehicle and arrested the suspect shortly afterwards. The suspect is currently released on bail, awaiting trial.

Investigation and Arrest of Auto Theft Suspect: On 08/03/2018, SEU detectives assisted patrol units in the investigation and arrest of an auto theft suspect. The suspect was on felony probation and was known to the victim. As part of their investigation, detectives exchanged information with area law enforcement agencies, including a suspect and vehicle photograph and resulted in the vehicle being located in the City of Oxnard. Several suspects were arrested in the vehicle, but not the primary suspect. The primary suspect was arrested several days later, in the City of Moorpark, after detectives received a tip from a community member. All of the involved suspects are currently released on bail, awaiting trial.

Investigation and Arrest of Domestic Violence Suspect: On 09/09/2018, SEU detectives assumed control of a domestic violence investigation that was initiated by patrol units. The suspect was wanted for domestic battery and false imprisonment, and had fled the family home prior to the arrival of deputies. Evidence also suggested that other family members were assisting in his evasion from law enforcement. SEU detectives conducted an in-depth investigation and located the suspect hiding at a nearby ranch. The suspect was arrested without incident and is currently awaiting trial.

Investigation, Surveillance and Arrest of Grand Theft Suspect: On 09/22/2018, SEU detectives initiated a grand theft investigation involving multiple thefts of high-end golf clubs from an area retail sporting goods store. During the course of their investigation, SEU detectives identified a suspect and conducted several surveillances in the city of Oxnard, in an attempt to locate him. After a two week investigation, SEU detectives identified the suspect's residence and coordinated the service of a residential search warrant. The suspect was arrested during the service of the search warrant and is currently awaiting trial.

SRO:

Response to Active Shooter Policy Update: SRO Curiel spent several weeks with supervisors and SROs from other stations within the Sheriff's jurisdiction creating and updating policies on the response and investigation of active shooter events within our school districts. Curiel's contributions resulted in a unified policy that is in the process of being reviewed and adopted by law enforcement and government agencies throughout the county.

Back to School Coordination: SRO Curiel spent the later part of August coordinating back to school events. No notable incidents occurred during this time.

Bullying / Student Threats Investigation: In late September of 2018, SRO Curiel conducted an investigation into an allegation that a Moorpark High school student created a "hit list" with the intention of conducting a school shooting at the Homecoming dance. The event was thoroughly investigated and determined to be a misunderstanding with no criminal intent.

Beat Coordinator (BC):

Social Media: The number of households signed up on Nextdoor has increased to over 8755 households since Moorpark PD joined Nextdoor, and several informative posts were made. Moorpark PD's number of Twitter followers has continued to increase to over 2320 followers, and MPD made numerous posts to Twitter.

Permit Reviews: The Beat Coordinator reviewed numerous Conditional Use Permits, Temporary Use Permits, ABC Permits, and various other permits.

Code Enforcement (CE) / Public Works (PW): The Beat Coordinator received information from patrol and the public regarding municipal code violations and other complaints, and/or received requests for assistance from Code Enforcement at the following locations: Walnut Acres (parking issues), House of Jade (trash dumpster issues), railroad adjacent to Ruben Castro Center (homeless encampment), Walnut Canyon School (homeless encampment behind school), Meeham St (refrigerator on sidewalk), Virginia Colony (possible marijuana grow), Monte Vista Park (smoking in public issues), Maureen Ln (Air BnB issues), Rite Aid (parking lot lights issue), Avenida Colonia (people living in trailers), Misty Hollow (cannabis sales), Los Angeles Avenue (address discrepancies), and calls for service request from city staff. The Beat Coordinator, Code Enforcement, and Public Works are working together to resolve the issues.

Information Received from the Public via Nextdoor and Phone Calls: The Beat Coordinator received information from the public via Nextdoor and phone calls regarding a variety of issues including the following: suspicious vehicles and subjects, possible narcotics activity, scams targeting the elderly, Moorpark College football players causing issues at residence on James Weak, illegal/suspicious solicitors at Villa del Arroyo, suspicious subject at the library, bitcoin blackmail scam, traffic signal issues at LA/Spring, Moms of Moorpark post of kidnap attempt in Simi Valley (proven false), Moms of Moorpark post of dead body at the Ranch Apartments (correct info provided), mountain biker vs. horse rider issues at Happy Camp trails, and the location of a wanted subject. The BC passed all information on to detectives, patrol, and the Traffic Unit.

Projects/Meetings/Special Events: The Beat Coordinator worked on the game plan for and attended the 3rd of July, worked on the game plans for Country Days and the Beer Festival, and met with city staff regarding Haunted High St event, homeless encampment issues, a new industrial development on Condor, parking issues in Downtown, and SCE wildfire mitigation. Also, the BC hosted the blood drive at Moorpark PD and coordinated/attended Coffee with a Cop at Starbucks, met with the owners of Hudson Plating Works on Hertz regarding hazmat safety concerns, conducted a scam presentation with detectives at the Morning Rotary meeting, and submitted an article for the city newsletter

Requests/Inquiries from the Public: The Beat Coordinator received several requests and inquiries from the public: request for MPD participation at Grocery Outlet grand opening and PennyMac safety fair, request for deputy to speak with youth group, request for crime info for prospective new resident, request for Explorers at

Quarterly Report to City Council
July to September 2018

Underwood's event, request for MPD presence at Walnut Apartments event, request for a security assessment/walk-through at Los Robles Imaging, request for MPD participation at Patriot Day events at Mesa Verde, request for MPD participation in Coffee with a Cop at Starbucks, request from American Red Cross for MPD to host a Blood Drive, several requests for vacation house checks, and requests for extra patrol at the Country Club Estates, HOA pool area on Rivergrove, the Post Office, SCE property, Sherman Ave, Peppermill St, Hudson Plating Works, at the Spring Road bus stop, and a Trump support rally at In-N-Out. Inquiries received from the public were regarding topics such as Knox Box requirements at gated communities, BB guns within city limits, current thefts from mailboxes, call for service/issues at Park Springs Condos, active shooter/security training for Kretek receptionists, arrests made on Terraceridge, surveillance camera installation at Country Club Estates, PennyMac panic alarm questions, missing person question, restraining order questions, and emergency evacuation notification questions. All requests were accommodated and all inquiries were answered.

Ongoing Neighbor Disputes / Neighborhood Issues: The Beat Coordinator continued to work with residents to resolve neighbor disputes/neighborhood issues at the Villa del Arroyo Mobile Home Park, Maureen Ln (Air Bnb issues), Walnut Acres (parking issues), Peppermill/Buttercreek/Mira Sol (speeders/narcotics activity), and Terraceridge (mentally ill subject).

Behavioral Health / Adult Protective Services / Interface Referrals: The Beat Coordinator worked with Behavioral Health, APS, and Interface in an attempt to resolve ongoing issues with a subjects living at Park Lane apartments, Charles St (Tafoya Terrace), Juarez St, and Reyes St.

TRAFFIC COLLISIONS

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

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Non-Injury	13	11	21	8	8	14	11	18	13				117
Injury	7	6	8	8	8	6	5	5	6				59
Hit & Run	3	0	3	0	0	2	3	1	1				13
DUI / TC	3	2	0	2	1	1	3	1	3				16
Fatal	0	0	0	0	0	0	0	0	0				0

Quarterly Report to City Council
July to September 2018

Total	26	19	32	18	17	23	22	25	23				205
--------------	----	----	----	----	----	----	----	----	----	--	--	--	------------

CITATIONS

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

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Movers	312	299	269	448	279	244	339	321	224				2735
Fix-it	51	55	45	39	43	40	55	66	42				436
Parking	112	117	126	130	109	109	130	177	141				1151
Total	475	471	440	617	431	393	524	564	407				4322

CELLPHONE / DISTRACTED DRIVING VIOLATIONS

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

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Cell Phone	60	87	58	218	84	60	65	83	52				767

COMMERCIAL TRUCK VIOLATIONS ON SR 118

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

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Wrong Lane	57	38	57	64	36	46	60	41	19				418
Other Moving	25	32	21	51	29	44	33	22	20				277
Parking	9	9	10	6	12	8	10	4	10				78
Total	91	79	88	121	77	98	103	67	49				773

Quarterly Report to City Council
July to September 2018

ALARMS

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

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Total	60	55	49	55	48	56	61	55	56				495
Actual	0	0	0	0	0	0	0	1	0				1

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

PART I CRIMES 2018

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD
Homicide	0	0	0	0	0	0	0	0	0				0
Rape	0	0	1	0	0	0	0	0	2				3
Crim.Sex Assault	1	1	0	0	0	1	0	0	0				3
Robbery	0	1	2	0	0	1	1	0	1				6
Assault Aggravated	1	4	2	0	1	0	4	2	1				15
Burglary Residential	1	4	4	2	3	3	2	0	4				23
Burglary Other	4	0	0	2	0	1	2	2	0				11

Quarterly Report to City Council
July to September 2018

Theft-Grand	2	3	6	5	7	3	5	6	5				42
Theft-Petty	11	6	9	9	14	16	11	6	14				96
Car Theft	0	1	3	1	2	0	4	2	0				13
Arson	0	0	0	0	0	0	0	0	0				0
Total	20	20	27	19	27	25	29	18	27				212

PARKS, RECREATION, AND COMMUNITY SERVICES DEPARTMENT

Administration

Seven Year Capital Improvement Program (CIP) for the Department of Parks, Recreation and Community Services (PRCS) (Objective IV.A.15): The CIP is an evaluation of all future projects identified for the 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 PRCS on December 2, 2017. The final step was to combine the document with the Seven Year CIP developed for the Public Works Department. The two Departments prepared the combined CIP in March, 2018 and presented the document to the Public Works and Transportation Committee on April 2, 2018. The Planning Commission reviewed the combined CIP on May 22, 2018 and found it to be in conformance with the Moorpark General Plan, with the exception of the Moorpark Avenue Widening Project, which includes a second southbound lane from Casey Road to Third Street that is not identified in the General Plan Circulation Element. On June 20, 2018 the final combined CIP document was presented to the City Council. During the presentation staff identified a number of administrative edits to be incorporated into the document before it was finalized. The City Council then adopted Resolution No. 2018-3715 approving the CIP as amended. The edits to the CIP were completed in July and the final document was delivered to the City Clerk on July 27, 2018 for inclusion with Resolution No. 2018-3715.

Water Spray Attraction Location and Design (Objective V.A.12): No Change Since Last Report. Staff prepared an agenda report on August 26, 2013, for the Parks and Recreation Commission to consider future location(s) for a splash pad. Staff recommended to the Parks Commission several options, which included Arroyo Vista Community Park (AVCP), Tierra Rejada Park, Peach Hill Park, and College View Park. During the special Parks and Recreation Commission meeting of September 28, 2013, staff reviewed the proposed locations with the Commission. 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

Quarterly Report to City Council
July to September 2018

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 could 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. A ball wall measuring 16' x 12' was selected and ordered in January of 2018. Engineering plans for the pre-fabricated ball wall were submitted to Building and Safety for review in late March and were found to contain out of date building code references. Updated plans were completed by the manufacturer in August and approved by Building and Safety in September. Delivery of the ball wall from the manufacturer is anticipated for late September or early October. Total current funding for the project in the adopted FY 18/19 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. 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. 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 selecting an architect for the project. Staff anticipates that the new Library building will cost approximately \$12 million dollars with the required soil mitigation measures and will take approximately three years to design and build. The total project costs, which include construction of the building, consulting fees, site improvements and utilities, are estimated at \$18,000,000. To date, Ms. Demmers has

Quarterly Report to City Council
July to September 2018

assisted staff with the selection of an Architect, and put out a community survey regarding the new library. We received over 750 responses to the library survey. She is currently working on drafting a building program, and analyzing the survey data. Once the Architect is hired, she will assist staff with 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.

Water Rate Increases: No Change Since Last Report. 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: Summer classes began in June and ran through August. Enrollments totaled 564 with a gross income of \$39,923. Fall classes began in September and will run through November. Enrollments to date total 338 with a gross income of \$42,206.

Camp Moorpark: Summer Camp Moorpark for children ages 5-11, and Adventure Camp for children ages 11-14, was held from June 18-August 21. Enrollments for Camp Moorpark totaled 2,883 with a gross income from enrollment fees of \$115,298. Enrollments for Adventure Camp totaled 430 with a gross income from enrollment fees

Quarterly Report to City Council
July to September 2018

of \$19,881. Fall Camp Moorpark was held on September 10 and 19 with a total enrollment of 53 children with a gross income of \$1,981. Additional Fall camp days will be held on October 22, November 12, and November 19-21.

Social Media and Promotion: During the reporting period the total number of persons “liking” the Moorpark Recreation page reached 1,407, with 92 new page “likes”. There were a total of 39 posts made to the page. Combined daily total reach for the reporting period is 96,389 people. In addition, the daily engagement, which includes the number of “clicks” on our content (posts, photos, videos, and links), was 8,770 for the reporting period or approximately 92 per day. The Recreation Division was also granted an Instagram account in June and since opening the account we have posted 26 times and have gained 145 followers. The daily engagement of “likes” or views was 860, or approximately 33 per post.

Special Events

Movies in the Park: The Movies in the Park event series included three movies shown at various parks throughout Moorpark on the third Saturday of June, July and August. For this reporting period the movies included Coco on July 21 at Poindexter Park and The Karate Kid at College View Park on August 18. Each event included a variety of fun and free pre-movie activities. Moorpark Recreation annual sponsor, Tina Hare, provided face painting and a free special seating drawing which included 6 beach chairs, a blanket and front-and-center seating for the winners. Annual sponsor, Tang Soo Do University, provided a martial arts demonstration and class. Event sponsors included Moorpark Dental Group and Orthodontics and Ventura County Credit Union. Each sponsor contributed \$500 in support of the event series in addition to providing on-site activities and giveaways. Sponsor Jolly Jumps provided a free bounce house at each event and vendors Pizza Man Dan and California Kettle Corn provided pizza, popcorn and drinks for sale. In total the movies in July and August combined to attract nearly 500 attendees.

3rd of July Fireworks Extravaganza: The annual 3rd of July Fireworks Extravaganza was held on Tuesday, July 3 at the Arroyo Vista Community Park from 4:00 to 10:00 p.m. The event featured live entertainment by the Molly Ringwald Project and Raymond Michael as Elvis, food vendors, attractions, a presentation of the American Flag, and an aerial fireworks display. In honor of the City’s 35th anniversary and the AVCP’s 25th anniversary, this year’s event also included a vintage plane fly-over and Revolutionary War re-enactors. Overall, the event ran smoothly with over 11,000 in attendance. Several thousand more watched the fireworks from nearby parks and shopping centers. Revenue for the event included \$52,725 in admission fees and \$8,985 in vendor fees. It is anticipated that the event will meet its cost recovery requirement without the need to utilize annual event sponsorship monies (from Tang Soo Do University and Tina Hare/Century 21) toward the event.

Summer Camp Out: The inaugural Summer Camp Out was held on Friday, August 3, 2018 from 6:00 p.m. through 9:00 a.m. on Saturday, August 4, 2018 at Arroyo Vista Community Park. Participants brought their tents and overnight essentials and spent a night in the park under the stars. The event featured a barbeque dinner, various

Quarterly Report to City Council
July to September 2018

games, story time and crafts with the Moorpark City Library, s'mores making, and a pancake breakfast. The event ran smoothly and staff received positive feedback from the children and adults who attended the event. The event had 117 people or approximately 40 families that spent the night in the park. Revenue for the event included \$1,308 in registration fees.

Skate Night: Skate Night is a new, exciting, and very cost-effective addition to the Moorpark Recreation event schedule. The event takes full advantage of the recently renovated multiuse court at Arroyo Vista Community Park and invites residents to come skate, listen to music, participate in games and races, and take part in fun contests such as music trivia and themed dress up competitions. As the Recreation Division already owns a professional speaker system, expenses are essentially limited to staff time and contest prizes. Following the success of the recent 80's Skate Night, Neon Skate Night took place on Saturday, September 22. Pizza Man Dan sponsored the event providing free pizza for all event attendees. Other giveaways included glow necklaces and bracelets, as well as sweet treats and gift cards for game and contest winners. In total the event attracted approximately 75 people, including 10-15 teens. Approximately 100 people attended the first event. Many came and went throughout the night and about 50% did not skate (parents supervising young children.) At the recent event attendance numbers were consistent throughout the evening and more parents participated with their children, resulting in a visually busier multiuse court. Feedback from residents has been extremely positive and staff looks forward to continually enhancing and expanding this special event moving forward.

Sports

Adult Basketball: The summer season ran from June through September. A total of 16 teams participated this summer for a gross income of \$6,000. The fall season began the week of September 10. A total of 12 teams registered for the fall season (6 on Monday and 6 on Thursday.) Gross income for fall is \$4,500.

Adult Softball: The summer season ran June through August. A total of 10 Thursday night men's teams and 7 Friday night coed teams registered for the summer season for a gross income of \$7,225. Fall games began the week of September 10. A total of 14 teams registered for fall (7 in the men's division and 7 in coed). Gross income for fall is \$5,950.

Junior Basketball League (JBL): Summer registration was held in May and games ran June through August. Enrollments for summer totaled 19 in the Mites Division (5-6 year-olds), 38 in the Rookie Division (7-8 year-olds), 34 in the Junior Division (9-10 year-olds), and 39 in the Teen Division (11-13 year-olds). Total income for summer is \$11,755. Fall registration began on August 21 with the first games taking place on September 28. For the fall season, 20 players registered in the Mites division, 40 in Rookie, 39 in Junior, and 40 in teen. Gross income for fall is \$12,448.

Teens

Teen Council: The new 2018-2019 Teen Council met for the first time on Wednesday,

Quarterly Report to City Council
July to September 2018

September 5. All 15 selected applicants were in attendance and received a helpful orientation on Teen Council rules and expectations, the Brown Act, officer positions, and upcoming events. The meeting scheduled for September 19 was cancelled due to councilmember scheduling conflicts; however, a special meeting was held on September 26 to elect officers and discuss event proposals for winter.

Skate Night: While Skate Night was originally conceptualized to target teens, attendees of all ages have enjoyed the event, including many families with young children. For this reason, Skate Night has been re-categorized under special events (see above).

Library Services

Library: In August 2018, the library received two Oculus Go headsets from the Oculus Rift Team. Staff plans to use the devices at outreach events since they do not require connection to a PC or internet. For the upcoming quarter, and in an effort to increase circulation, staff will begin working towards monthly circulation goals based on the monthly circulation of last year.

Library Board: The Library Board met on Tuesday, August 14 at 6 p.m. All board members were present. Linda Goble was reappointed to the Library Board and sworn in at the beginning of the meeting. Heather McGregor was nominated to serve as president and David Landry was nominated to serve as President Pro Tem. The Library Collections Allocation report and the Fourth Quarter report were discussed by City Librarian Christine Conwell. Board member Landry commented that teen attendance numbers have grown a great deal and that he has noticed the library has become more active and engaging on social media. Board member McGregor commended library staff on a successful summer reading program and highlighted how the grand prize baskets were engaging and promoted the program all summer. She felt the Summer Reading Bingo Challenge was like a treasure hunt that exposed and introduced children to new collections that they might not otherwise try. Board member Goble asked how the library was addressing the needs of the elderly/homebound patrons. The City Librarian stated that the library will be looking at ways to collaborate with the successful programming and services of the Active Adult Center. Diana Fowler, newly elected President of the Moorpark Friends of the Library (MFOTL), presented the MFOTL Fourth Quarter report and introduced herself to the board.

Friends of the Library: The Friends of the Library met on Tuesday, July 17 and September 11 at the Ruben Castro Human Services Center.

All Ages Special Events:

1. Harry Potter Birthday Party: Tuesday, July 31. Attendance: 205
2. Banned Books Scavenger Hunt: All of September. Participants: 21

Children's Monthly Programs and Events:

1. Summer Reading Club: Signups: 460
2. Allen the Magician: Monday, July 16. Attendance: 140

Quarterly Report to City Council
July to September 2018

3. Rene's Marionette's: Monday, July 23. Attendance: 60
4. Craft Buffet: Tuesday, July 10 and July 24. Attendance: 52
5. Preschool Learning Time: Wednesdays. Attendance: 200
6. PJ Story Time in the Parks: 5 Thursdays in July and August Attendance: 185
7. Kids Coding: Friday, July 6 and July 20 Attendance: 17
8. LEGO Time: Friday, July 13 and July 27. Attendance: 50
9. Family Story Time: 3 Wednesdays a month, Attendance: 185
10. Little Bilingual Readers: 3 Tuesdays a month, Attendance: 59
11. Construction Club: Once a month, Attendance: 15
12. Game Time: Once a month. Attendance: 15
13. 3D Printing for Kids: Saturday, August 25 from Attendance: 12
14. Zoomation: Saturday, September 22 at Attendance: 55
15. Slime Club with Jared: Friday, September 28 Attendance: 17

Teen Monthly Programs and Events:

1. Summer Reading Club: Signups: 154
2. Teen Book Club: First Monday of every month Attendance: 14
3. Teen Wii U Wednesday: Wednesdays Attendance: 39
4. Golden Grades Tutoring: Mondays and Thursdays, Attendance: 13
5. Teen Makerspace: Once a month Attendance: 12
6. Teen Volunteer Training, Grades 7-12: Twice a month. Attendance: 3
7. Teen Advisory Group: Once a month Attendance: 29
8. 3D Printing Thursday: Thursday, September 20 Attendance: 6
9. Virtual Reality, Ages 13+: Twice a month. Attendance: 22
10. Makerbox STEAM. Once a month. Attendance: 16
11. Magic Mondays: Mondays Attendance: 33

Combined Teen and Adult Programs:

1. Meditation: Tuesday, June 5. Attendance: 2
2. Adulthood 101 for Ages 16 and Up: Wednesday, July 11 Attendance: 5
3. 3D Printing: July and August. Attendance: 26
4. Virtual Reality for Ages 13+: Twice a month. Attendance: 22

Adult Monthly Programs and Events:

1. Book Club for Adults: Second Monday of each month Attendance: 28
2. Crafty Adults: First Thursday of every month at 2:00 p.m. No July craft. Attendance: 27
3. Essential Oils: Saturday, July 14 Attendance: 25
4. Grown Up Gaming: Saturday, July 28 Attendance: 6
5. Daddy Daughter Hairstyling: Saturday, August Attendance: 40
6. Coding for Adults: Wednesdays at and Saturdays. Attendance: 4
7. ESL Tutoring. Participants: 9

Quarterly Report to City Council
July to September 2018

Library Statistics for FY 2018/19

LIBRARY STATISTICS - FISCAL YEAR 2018/2019 Part 1						
Month	Patron Count	Circulation	Cards Issued	Holds Placed	Overdrive Circulation	Brainfuse Sessions
July	7,618	9,148	119	1,533	214	229
August	6,660	7,923	116	1,497	209	92
September	5,902	7,515	144	757	156	264
October						
November						
December						
January						
February						
March						
April						
May						
June						
YTD	20,180	24,586	379	3,787	579	585
Last FY YTD	91,999	100,925	1,214	15,921	1,988	2,472

LIBRARY STATISTICS - FISCAL YEAR 2018/2019 Part 2							
Month	Events	Event Attendees	Tours	Public Computer Log-ins	Volunteers	Volunteer Hours	Unique Webpage Views
July	33	890	1	712	52	211	1,976
August	31	749	0	806	25	85.5	1,984
September	33	668	4	727	29	82	1,736
October							
November							
December							
January							
February							
March							
April							
May							
June							
YTD	97	2,307	5	2,245	106	378.5	5,696
Last FY YTD	460	12,010	16	10,789	525	1,859	23,699

Active Adult Center

Active Adults Congregate and Home Delivered Meals (as of 9/21/18): In July, August, and September a total of 836 congregate lunches were served, with 5 volunteers donating over 270 hours of service. During the quarter a total of 1,559 hot and frozen lunches were delivered to seniors in their homes with 10 volunteers donating over 143 hours of service.

Senior Nutrition Program (SNP) as of 9/21/18: Meal donations totaled \$800 in July, August, and September, with \$490 coming from congregate program participants and \$310 from home delivered participants. The average donation for this three month period was \$0.59 per meal for the congregate program and \$0.20 per meal for the home delivered program.

Bingo: Weekly Bingo game continues to be a popular program with typical weekly participation in the mid 30's. Eight volunteers donated over 430 hours of service facilitating the Bingo events during the period.

Information and Referral: During the last three month period, over 3,600 requests for information were received by phone and in person, with a majority of the information requests being about Active Adult Center programs. The Center also received almost 400 inquiries regarding the Senior Nutrition Program, 130 regarding housing and assisted living, 80 regarding transportation, and 60 for other information and assistance. A total of 29 information guides were distributed over the last reporting period, with the majority of interest in the area of Alzheimer's/dementia and in-home care. A total of 42 newsletters were printed and mailed over the three month period, while email distribution of the newsletter exceeded 1,000 subscribers each month.

Cost Recovery Policy: The Active Adult Center charges a fee of \$1 per class or \$25 per quarter. Due to class cancellations because of construction in the Apricot room, the price per quarter was reduced to \$20. The City recouped \$565 during this quarter, which was 35% of the program's quarterly costs. The quarterly membership price will return to \$25 next quarter. Other classes adhering to the Cost Recovery Policy are the Gourd Art class and the Container Gardening class. The Gourd Art class was on hiatus over the summer, and a new 8-week class started September 4th, with 80% of expenses expected to be recovered by this session's registration fees. The monthly Container Gardening class recouped 54% of class expenses during the quarter.

Programs and Special Events: Some of the activities offered during July, August, and September were monthly birthday celebrations that featured a variety of guest performers, including Allen Bradley, Pamela Vincent, and Ed and the Unforgettables. The AAC also hosted a special End of Summer BBQ luncheon. The AAC hosted the annual Volunteer Recognition event in August. Fifty-five volunteers attended the event and were recognized with lunch and a small gift presented by the Mayor and Councilmember Pollock. A 2-day AARP Driver Safety class was offered in July with 7 participants. The hiking group continues to be popular offering bimonthly hikes, including hikes in Moorpark, Simi, Thousand Oaks, and Ventura with an average of about 15 people per hike. This number decreased slightly over the hot summer months; however, participation is expected to increase during the cooler fall and winter months. The AAC partnered with Senior Concerns in August to offer the popular presentation on "Will you pass your next driving test" with approximately 60 people in attendance. Due to popular demand, an additional line-dancing class was added to the schedule in August with approximately 30 people attending each class. HICAP counseled 5 people during their monthly on-site visits.

October, November, December Programs: Upcoming programs for the next quarter include a HICAP presentation on Medicare changes for 2019. In November HICAP will use the AAC as a Medicare enrollment site and AARP will conduct a 2-day driving class. The AAC will host monthly birthday luncheons, including a Halloween-themed lunch, Thanksgiving event, and the Holiday showcase featuring talent from the AAC. The AAC will continue to offer fitness classes, education seminars, social services, container gardening classes and hiking outings. The Center will also continue to schedule HEAP, Grey Law and HICAP appointments.

Program Totals for the Active Adult Center: In July, August, and September there were over 3800 event sign-ins to programs and activities at the Active Adult Center, while 66 volunteers donated over 2000 hours of service.

Facilities

Apricot Room Glue Laminated Beam Repair: The repair of the failed glue laminated beam in the Apricot Room was completed in August 2018.

Arroyo Vista Recreation Center (AVRC): No change since last report. Staff is requesting bids (RFP) to replace the Heating Air Conditioning (HVAC) units and natural gas line to the facility: The City Capital Improvement Budget provided \$100,000 for new more efficient HVAC units for the AVRC facility. However, Staff discovered the natural gas line that fuels the HVAC units to the gym has developed leaks and would require replacement. Staff is in the process of contracting with a plumbing and mechanical engineer to design the HVAC system and re-route the gas line to ensure the most efficient system is put in place and that the gas line is appropriately sized for current use at the facility, and also for any potential uses/expansions.

Annex 1 and Annex Break Room Buildings: The City Roofing Contractor completed the re-roof of the Annex 1 and the Annex break room buildings in July 2018.

Annex Break Room Patio Deck: The entry patio to the Annex Break Room wood deck, which had developed wood rot causing the deck to be closed, was repaired in September 2018.

Moorpark Police Services Facility: Several “bullet-proof” glass windows and doors have developed cracks, requiring replacement. Staff has requested Proposals (RFPs) from several window replacement companies to replace the glass. During this process, staff discovered additional areas of concern and investigated the full extent of the window “failures”. Staff is continuing to evaluate options for repair/replacement and will propose an action plan to address the issues and repair/replace the windows.

Community Center Security Lighting: No change since last report. One of the four L.E.D. lighting fixtures in front of the Community Center has failed and parts are not available to repair. Staff has found a new fixture that can be retro-fitted to the existing poles returning full lighting to the front of the Community Center.

Emergency Stand-by Generators: No changes 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. Staff has received additional funding in the FY 2018/19 budget to install the communication devices at these two generators.

Parks

Graffiti Abatement: Parks staff spent approximately 25 hours removing graffiti during July, August, and September.

Arroyo Vista Community Park (AVCP) Retaining Wall: 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 coordinated plant material and irrigation installations with a landscape contractor during the month of July. Multiple coast live oak trees, acacia shrubs, and pyracantha plants were installed throughout the bare slope. These plantings will add to the visual appeal and provide adequate slope stability come winter rains.

Barbecue Stands: No change since last report. 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: No change since last report. 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, screw drivers, and tools necessary for unexpected flat repairs. Parks staff will be installing an additional repair station at College View Park in the near future and will add the locations of the two stations to the City website for community reference.

Basketball Court Resurfacing: Basketball courts at Glenwood Park, Miller Park, and Mountain Meadows Park received new court surfacing in September. New acrylic surfacing and court striping has given these courts a new “fresh” look while providing a safe playing surface for our local basketball players. On average, basketball courts require resurfacing every 7 years.

Landscape Maintenance Contractor: Parks new landscape maintenance provider, Venco Western, began maintenance activities in all City parks on September 4, 2018. The previous provider, Stay Green, Inc., was terminated in August 2018 for an inability to meet contractual obligations.

Landscapes, Parkways, Medians, Slopes, and Trees

Zone 10 Mountain Meadows PC3; Tierra Rejada Streetscape: In July, 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. In December, 2017

Quarterly Report to City Council
July to September 2018

City Council awarded the bid to Mariposa Landscapes, Inc. (Mariposa) with a total contract amount of \$482,965, which includes a contingency of \$62,995. In January the Agreement was executed and in February/March the Contractor prepared the traffic control and storm water pollution prevention plans. Construction began on March 12, 2018 and was completed in June. In June and July staff conducted an annual pre-qualification of landscape contractors for projects over \$1 million in value. On August 1, 2018 City Council authorized staff to prepare bid documents and solicit bids for the construction of the Final Phase of the Tierra Rejada Streetscape Revitalization project, which will install native and drought tolerant plants as well as water saving irrigation systems in the median islands, the north side of Tierra Rejada Road, and highly visible areas such as street intersections and monument locations. Bids for this work were solicited in September and contractor selection is planned for October 2018. Work on the Final Phase of the Tierra Rejada Streetscape Revitalization is anticipated to begin in early November.

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 completed construction documents for the project in March, and on September 5, 2018 City Council approved the final plans and authorized staff to prepare bid documents and solicit bids for construction of the redesigned landscaping. Staff plans to solicit bids on the project in October.

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. The City Council approved the turnover of LMD 21 (Shea Homes) by Resolution (2018-22) on February 20, 2018.

Citywide Moorpark Ave Parkway: No change since last report. Staff has requested proposals to refurbish the parkway on Moorpark Ave from High Street to Charles on the west side. Oakridge Landscape was the low bid at \$4,983. Oakridge will remove existing shrubs, add irrigation and plant new raphiolepis shrubs and mulch the parkway. This will improve the appearance into the City Civic Center.

Urban Forestry

ZONE 2-5-10 Redwood Tree Removal and Replacement Project: No change since last report. Tierra Rejada Road corridor Redwood trees continue to succumb to canker

disease. Staff continues to remove Redwood trees as they exhibit dead foliage. An additional 18 Red Wood trees were removed in May. Approximately 254 Redwood trees remain at the time of this report.

Free Wood Mulch Program: The City's next free wood mulch giveaway is scheduled for Saturday, October 13th, between 9:00 a.m. and 12:00 p.m. at the vacant lot located next to the Library. The wood mulch give-away is now a non-staffed event, so public activity is not monitored to determine public response. The wood mulch provided to the public is 100% Redwood tree wood chips produced from the removed Redwood trees on Tierra Rejada.

New Tree Pest Control Program: Staff has contracted with West Coast Arborists (WCA) for certified Arborist services and for the control of the Polyphagous Shot Hole Borer (PSHB) and other invasive tree pests found in the City. The program includes the installation of 8-funnel Lindgren traps at designated City locations to trap tree pests within the City's urban forest. The Contractor began monitoring the traps in February. As of September 26, 2018, no pests have been found in the traps that could endanger the health of the City's urban forest.

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. On September 19, 2018 a preview event was held to allow the public to view the development. On September 20, 2018 the Area Housing Authority and Many Mansions hosted a private "Sneak Peek" event attended by the Mayor, some City Council members and City staff. The project will provide 23 two and three bedroom low and very-low income apartments and townhomes. Residents are scheduled to begin moving in at the end of September.

First Time Home Buyer Program (FTHB): During the summer of 2018 staff received a number of inquiries from current FTHB homeowners regarding the possibility of selling their homes, and in September two homeowners formally submitted their intent to sell. Both properties are designated for Moderate Income home buyers and are located in the Brighton development on Rangewood Court. Staff has begun the process of qualifying prospective buyers, and will be holding informational workshops on October 2 & 4, 2018 to inform the public about the program and to distribute pre-qualification applications. As established in City Council Policies Resolution 2017-3610, Policy 3.5, attendance at one of these workshops is a mandatory first step for any prospective buyer in the City's FTHB Program.

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: No Change Since Last Report. 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: Staff continues to monitor the vacant properties for weeds and trash.

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 November, the City Council approved an Exclusive Negotiating Agreement with the Daly Group, Inc. for the property on the south side of High Street. The Daly Group was unable to finalize a conceptual design and due to the transition in the City Manager's office, DDA deal points were not reached prior to the end of the ENA term. A new ENA was approved in March 2018. 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. The Daly Group submitted their initial study and project application in September 2018.

Long Range Property Management Plan (LRPMP): No change since last report. 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: In January 2018, the City Council voted to join Los Angeles Community Choice Energy (LACCE), which has subsequent to that action been renamed Clean Power Alliance (CPA). CPA expects to begin serving power to the City of Moorpark in February 2019. In the meantime, the City Council has set the default rate for the City of Moorpark to the 36% renewable rate tier. This means that 36% of the power is derived from renewable energy resources. An item will be brought to the City Council in October regarding what rate tier the City would like to choose for City operations. Staff has requested an analysis from CPA on City operations as to what impacts the 50% renewable rate tier or higher, would have on City electrical costs.

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. The SCE Purchase Agreements were signed in February and submitted to SCE for processing with the CPUC. Staff was notified in August 2018 that the Purchase and Sale Agreement has been approved by the CPUC. In September, Staff released an RFP for a turnkey vendor to assist in the acquisition and retrofit

process and will be returning to City Council in November for approval of an agreement with a selected vendor and for allocation for funding for the project.

Vector/Animal Control

Animal Statistics

Animal Licenses							
FY 2018-2019	Dog Licenses (City)	Interim Dog Licenses (City)	Cat Licenses (City)	Interim Cat Licenses (City)	VCAS & Vet Licenses	Total Licenses Sold	Last Year
July	17	4	2	0	520	543	452
Aug	21	3	3	0	410	437	493
*Sept	3	3	0	0	335	341	387
YTD Total	41	10	5	0	1265	1321	1,332
*September and YTD totals to 9/20/18							

Animal Service and Compliance						
FY 2018-2019	Service Calls	Citations	Nuisance Hearings	Other Animals to Shelters/Rescues	Dogs to Mpk Holding Shelter	Dogs to VCAS
July	147	1	0	4	1	0
Aug	157	1	1	2	4	0
Sept	87	1	0	4	3	0
YTD Total	391	3	1	10	8	0
*September and YTD totals to 9/20/18						

Activity Summary: The majority of animal control activity for the 2018/19 fiscal year is summarized in the two tables listed above. There were a total of 147 service/compliance calls in July, 157 in August and 87 in September to date. Zero dogs/cats and one stray pet rabbit were taken to VCAS shelters during the past three months. In addition, nine injured/orphaned wild animals were taken to local wildlife rescues by Moorpark staff during the past three months. Eight dogs were temporarily held at the Moorpark temporary shelter facility until their owners came in and picked them up. Animal control staff relocated a badger in a resident’s front yard in the Campus Park area and there was an unconfirmed sighting of a mountain lion after midnight in July on Championship drive. Animal control staff checked the area after the report but was unable to confirm any mountain lion activity in the area. No rabies have been detected in wild or domestic animals this quarter or past calendar year to date. An animal nuisance hearing was held at the Camarillo shelter on 8/20/18 and findings were issued on the hearing on 8/29/18. The animal was found to be a nuisance for causing

injury to a person. The animal owner has complied with orders issued resulting from the hearing.

VCAS Contract, Animal Services Commission, and City Staff Meetings: The last VCAS Commission meeting was held on April 19, 2018. There was no City/VCAS staff meeting held during the last quarter. VCAS license canvassing teams canvassed in Moorpark during the months of August and September 2018 and the annual VCAS vaccination and licensing clinic was held at the High Street fire station on 9/19/18.

VECTOR CONTROL STATISTICS

Vector Control Activity: A table summarizing this quarter’s vector control activity is listed in the table below. West Nile Virus (WNV) activity in Ventura County this year has been lower than average so far with only one human case of WNV reported for a resident of Simi Valley. No WNV activity reported so far in birds or mosquitoes tested. Nor invasive Aedes mosquito detection has been reported so far in Ventura County so far in 2018.

Vector Control Statistics							
FY 2018-2019	Service Calls	Mosquito Related	Bees & Wasps	Rodents	Other	Pesticide Applications	Square Ft Treated
July	5	1	0	1	2	114	363,940
Aug	5	3	1	1	0	98	146,000
*Sept	7	5	0	1	1	34	94,700
*YTD Total	17	9	1	3	3	246	604,640
*September and YTD totals to 9/20/18							

Business Registration (BR) Inspections: Animal/Vector control staffs are no longer providing business registration enforcement. All such activities have been transferred to the Code Enforcement Officer. Business Registration inspections will no longer be reported in this section.