

MONTHLY REPORT TO CITY COUNCIL

September 2002

ADMINISTRATIVE SERVICES DEPARTMENT

Finance

- **Fixed Asset Study:** The upgrade to Pentamation Version 3.3 is complete. This will enable interface between the purchasing and fixed asset module thereby eliminating manual input. Fixed asset reports have been reviewed by responsible departments. Staff is in the process of making the appropriate changes. Reports for fiscal years ending June 30, 2000, 2001 and 2002 are expected to be completed this month. At that time the fixed asset data will be moved to the live Financial Management System. The first fixed asset interface for FY 2002-2003 should be completed by October 31, 2002. The interface procedures will be a part of the draft Fixed Asset Policy.
- **Annual Audit:** Staff is preparing for the Auditor's field work in November.
- **Annual Street Report:** The FY 2001 - 2002 Annual Street Report to the State Controller is scheduled to be submitted to the State in early October.

Information Services

- **Deposit, Expense and Time Tracking System ("DETTs"):** Development of new financial software for tracking developer deposit accounts continues. The expected delivery date of the final version of the software is October 8, 2002.
- **GIS:** The Information Systems Manager is participating in countywide efforts to share data and cooperate with other cities and the County toward developing a GIS system. Negotiations with the County have been completed and an agreement is ready to be signed.
- **Website:** The Information Systems Manager issued an RFP for website design and 12 responses were received by the deadline. Staff has selected a vendor and will

prepare a recommendation for the City Council. A contract is ready to be signed.

- **Council Meeting Video:** Archived City Council meetings are now available for viewing on the City website.
- **LAN:** Information Systems Staff have begun the process of converting the operating system from Microsoft Windows NT to Microsoft Windows 2000 and are expected to complete this project by the end of October.

ASSISTANT CITY MANAGER

New Civic Facilities Development

- **City Hall:** Ventura Appraisers completed their appraisals for the properties at 601 Moorpark Avenue (Velasquez) and 47-51 High Street (Abbath), and these were presented to the City Council.
- **Police Services Center:** The Design Steering Committee for the project is prepared to submit its conceptual design recommendations to the City Manager on October 9. The site and floor plans for the building have also been prepared. A presentation of the design and cost estimates for the City Council is being planned for late October. URS Geotechnical Consultants began drilling for soils tests for the foundation design on September 23.
- **Public Works/Parks Corporation Yard:** Staff has completed and issued a Request for Proposals for the design services for the project. Proposals will be due in mid November.
- **High Street Fire Station:** Work is continuing on construction plans for the new station. The Fire District expects to begin construction ahead of the scheduled May 2003 date.
- **Campus Park Drive Fire Station:** The County Fire District is reviewing several site options for the new station that is being planned to serve the Campus Park area and proposed development that may occur in the vicinity of Moorpark Community College.

Emergency Management

- **Emergency Response Plan:** Minor revisions are ongoing. A major update is scheduled this fall.
- **Community Blood Drive:** United Blood Services collected 20 units of blood on August 30 at the Civic Center.

Redevelopment

- **Revitalization Efforts:** La Playita Restaurant has changed their business name to "Maria's Family Restaurant". Staff continues to work with a group of investors who are interested in opening a sports-type family restaurant and bar at an existing location on High Street. The Business Enhancement Program staff is helping this group with their business plan and with efforts to obtain additional financing for the project. Jemco Plumbing has given notice that they will be closing the business and moving out of the building at 226 High Street. JEMCO has been leasing this property from the Moorpark Redevelopment Agency. Staff has requested a report from the Building and Safety Department detailing repairs that would be necessary before the buildings can be reoccupied.
- **HUD Section 108 Loan Application for Theater on High:** Discussions about a possible Section 108 loan for the Theater on High Project have changed to include possible CDBG funding or the use of Redevelopment funds for this project. The Budget and Finance Committee will consider these options and make a recommendation to the City Council and Redevelopment Agency.

Economic Development

- **EDC-VC: Business Enhancement Program** - Three Moorpark business owners continue to participate in the Entrepreneurial Academy held in Thousand Oaks. The next Entrepreneurial Academy is tentatively scheduled for January 2003, and will be held in the west County. The six-session Business Roundtable, for local Moorpark businesses began on September 12 at the Moorpark Chamber of Commerce. Ten Moorpark business owners are participating.

- **Film Permits:** Two film permits were issued in September. The first was for a feature film which filmed on High Street on August 29. The second was for another feature film which filmed on High Street, Walnut Street, Charles Street, and Spring Road on September 20-26.

Affordable Housing

- **Vintage Crest Senior Apartments (USA Properties Fund, Inc.):** The California Debt Limit Allocation Committee (CDLAC) has approved the application for a \$16 million bond issue for this project.
- **Moorpark Mobile Home Park Relocation:** As of the end of September, fourteen of the trailers have been vacated; two more are expected to be vacated by the end of November. Bids are being obtained for the removal of vacated trailers.
- **CalHome:** Currently there are nine projects in the application process for mobile home rehabilitation. Two applications have been denied, due to applicants' income exceeding guidelines. Repair work is under way on two projects, and one has been completed.
- **Construction of Betancourt Replacement House:** Construction excavation has begun for this project. A change order was necessary to allow for the removal and re-compaction of five feet of soil considered by the geotechnical consultant to be unsuitable to support the foundation needed for the dwelling. The additional cost for the required excavation and inspection services is \$16,302.35.
- **Cabrillo Economic Development Corporation (CEDC):** Loan documents for the individual affordable units have been revised by the developer's attorney to reflect the use of HOME funds as part of the second mortgages on these properties. Staff will review the changes and request review of the changes by the City Attorney. The City Council approved the extension of Cabrillo's construction loan to November 30, 2002.
- **Shea Homes:** Staff is making revisions to the affordability documents for this project. Staff

anticipates that the Affordable Housing Agreement and Affordable Housing Implementation and Resale Restriction Plan for this project will serve as prototypes for subsequent projects with "for sale" affordable housing.

CDBG

- **Boys & Girls Club:** The project is awaiting approval of the environmental documents and an "Authorization to Spend" from County staff.

Administration

- **CATV Franchise:** Adelphia has resumed construction of the system upgrade and is addressing the items on the City's punch list. On September 18, the City Council approved a policy resolution supporting a coalition of Adelphia Franchise Cities seeking representation during the Adelphia Bankruptcy proceedings.
- **California Law Enforcement Equipment Program (CLEEP):** On September 18, the City Council approved a spending plan for high-technology equipment totaling \$39,900.
- **City Magazine:** Production has begun on the next edition of the City magazine, "Moorpark in Winter" which is scheduled to be mailed to home and businesses the week of November 25. The contract publishing company recently terminated its contract with the City to publish the magazine. City staff will provide the layout for the upcoming issue, and will utilize a contract printer for the publication. Staff is exploring options for the production of the magazine.

Special Projects

- **Country Days:** About 3500 people attended the September 28 parade and street fair. The festivities included crafts, food, games, rides, information sharing, and entertainment. Nearly 100 businesses, churches, community groups, and schools participated.
- **Proposition 10 Funds:** The final grant application for the Moorpark/Simi Valley NFL was submitted to the Children and Families First Commission on September

19. If the application receives 80 points on the scoring matrix, the NfL will be invited to submit further detailed information by October 29, and will be invited to an interview the first week in November. If all goes well, the Children and Families First Commission will be provided with a recommendation to fund the grant at their November 2002 meeting. The Moorpark/Simi Valley NfL is hoping to have funding available by January 2003.

- **Moorpark Community Services and Food Pantry (MCS & FP) and The Moorpark Food Pantry (Catholic Charities):** Moorpark Community Services and Food Pantry completed their review of draft Articles of Incorporation and Bylaws to establish their non-profit, incorporated status.

Catholic Charities of Ventura County is considering a site for rent on Walnut Street between High Street and Charles Street.

CITY CLERK'S DEPARTMENT

City Clerk's Division

Election

- **November Municipal Election:** Three City Council positions (Mayor and two Councilmember positions) will be on the ballot for the November 5, 2002 Municipal Election. Patrick Hunter has filed to run for Mayor. Clint Harper, Janice S. Parvin, and Bernardo M. Perez have filed to run for Councilmember.

Administration

- **Volunteer Program:** 287.75 hours were donated by 17 volunteers at the Moorpark Police Department Resource Center; 1,554 hours were donated to the Community Services Department for Senior programs by 206 volunteers; and a total of 1,562 hours were donated at Arroyo Vista Recreation Center by 207 volunteers. A total of 1,849.75 hours were donated by 224 volunteers for the time period from 8/22/2002 through 9/21/2002.

- **Legislative:** 1 Regular City Council Meeting, 2 Regular Redevelopment Agency Meetings, and no Special City Council or Agency Meetings were held in this period. Approximately 50 agenda items were processed, 12 sets of minutes were prepared and approved, and 12 resolutions and 2 ordinances were adopted.
- **Clerk's Index:** 40 items were input into the Clerk's Index.
- **Digital/Electronic Imaging System:** 1,556 pages of staff reports, minutes, resolutions, and certificates of insurance have been scanned into the digital/electronic imaging system during this reporting period.

Human Resources/Risk Management Division

Administration

- **Personnel Rules Update and Amendment to Memorandum of Agreement (MOA) with Union:** The City Council approved an update to the Personnel Rules and an amendment to the MOA with the Local 998 employees union at the September 4, 2002 City Council meeting.

Employment

- **Account Technician I or II, Administrative Services Department:** The position has been temporarily filled with contract staff. Recruitment will begin for this position in the next few months.
- **Administrative Services Director, Administrative Services Department:** Recruitment for this full-time, exempt position ended August 9, 2002. Oral Board interviews took place on September 6, 2002. A hiring decision is pending.
- **Budget and Finance Manager, Administrative Services Department:** Johnny Ea was hired to fill this position and began work on September 16, 2002.
- **Assistant City Clerk or Deputy City Clerk I or II, City Clerk's Department:** Recruitment for one full-time, exempt or competitive service position ended

August 23, 2002. An oral board took place on September 9, 2002. An offer of employment has been made.

Community Services Assistant, Community Services Department: Recruitment for this regular, part-time position ended August 30, 2002. An oral board took place on September 18, 2002. A hiring decision is pending.

CITY MANAGER'S OFFICE

- **Development Agreement with SunCal:** No change since last report. The Ad Hoc Committee (Councilmembers Harper and Mikos) met with the developer in May. The developer is preparing revisions to the project, and the committee will meet with the developer when those revisions are submitted.
- **Development Agreement with USA Properties Fund, Inc. (USA):** An Ad Hoc Committee (Councilmembers Harper and Mikos) was appointed on May 1. On July 17, 2002, the Council accepted the Committee's recommendation and referred the proposed Development Agreement to the Planning Commission. The Planning Commission considered the Development Agreement on August 26, 2002 and recommended approval. The City Council considered this matter at a public hearing on September 4, 2002, and at that time, approved an ordinance for first reading. On September 18, 2002, the City Council approved the Development Agreement Ordinance for second reading and adoption.
- **Director of Administrative Services:** Interviews for this vacant position were held on September 6, 2002. Subsequent interviews and background checks with a select number of candidates will be conducted over the next several weeks with selection of a candidate expected in the near future.

COMMUNITY DEVELOPMENT DEPARTMENT

Other Agency Projects

- **Calleguas Municipal Water District Pump Station:** No change since last report. The Calleguas Municipal Water District (CMWD) proposes to construct a pump station on the east side of Spring Road, south of the Arroyo Simi, within the Carlsberg Specific Plan area. Staff has met with CMWD staff and their consultants on several occasions to insure that the design of the pump station is consistent with the development in the area and with the Carlsberg Specific Plan. CMWD staff and consultants have been receptive to staff's input regarding architectural themes, landscape screening, roof materials and colors. On February 21, 2002, staff provided CMWD with preferences for roof and building materials and colors and suggested planting materials and locations for screening of the proposed facility. CMWD staff has indicated that they will finalize the site and building design based on City staff's input. Design of the pump station facilities and site improvements is currently underway.
- **Conditional Use Permit No. 4874 Major Modification (Grimes Rock, Inc.):** No change since last report. The applicant has submitted a proposal to Ventura County for a Major Modification to the existing Conditional Use Permit (CUP). This modification would include an extension of the operation permit to 2021; expansion of production of materials; increase to an average of 460 truck trips per day with a peak of 600 trips per day, expansion of the boundary of the mining area; modification of the haul routes; allow 24-hours a day operation; and allow hauling on Saturdays. The City received this proposal on August 31, 2001. The matter was presented to City Council on September 19, 2001, and October 3, 2001. Staff prepared a letter that was reviewed and edited by City Council and then was transmitted to the County. Comments received by the County in response to the traffic analysis have been forwarded to the Traffic Consultant. County staff is in the process of preparing an Initial Study for this project to narrow the scope of an Environmental Impact Report. A Notice of Preparation is expected soon.
- **Conditional Use Permit No. 4571 Minor Modification (Wayne Jones):** No change since last report. The

applicant's request includes an increase in mining area from eighty (80) acres to 158 acres, an eight (8) year extension of the CUP (up to twenty (20) years) with daily truck trips increasing to 230. In a traffic analysis report prepared by Associated Traffic Engineers (ATE) for the project indicates an increase in truck trips from seventy-four (74) one-way trips per day to 460 one-way trips per day. This information was incorporated into a Traffic and Circulation Study that analyzed impacts for three (3) aggregate haulers and producers. Comments and criticism of the traffic analysis were provided to the County of Ventura as part of the letter referenced under the Grimes Rock discussion. Comments received by the County, in response to the traffic analysis, have been forwarded to ATE. On December 11, 2001, the City received a Request for Project Review. Staff responded on January 2, 2002, and reiterated the City of Moorpark's objections to expansion of any mining projects in the County that increase truck trips through Moorpark streets. In coordination with other requests for modification of mining operations, the County is in the process of preparing an Initial Study and reviewing consultant options for preparation of an EIR.

- **Conditional Use Permit No. 4171/3451 Modification No. 3, (Best Rock, Inc.):** No change since last report. The applicant proposes a substantial expansion of the existing operation; increasing the mining and processing operations from 101 to 208 acres; increasing production rate from 1,000,000 tons per year to 2,500,000 tons per year; and installing and operating a portable concrete ready-mix and asphalt batch plant. On January 22, 2002, the City received a Request for Project Review of the revised submittal. Staff asked for a revised traffic study to address numerous concerns. The County determined the application complete on March 8, 2002. On April 8, the County determined that an Environmental Impact Report is required for the permit application. Staff will respond to the Notice of Preparation when it is released.
- **Conditional Use Permit No. 4913 Modification No. 2 (Santa Clara Valley Ag Development Corporation):** No change since last report. Originally permitted in 1998 to remove a total of 6 million cubic yards of material

from an active landslide, Santa Clara Valley Ag Development Corporation has been removing only 11,000 to 50,000 cubic yards per year. The material is used primarily for landfill cover. In light of the lower volume of mining than originally forecast, the Santa Clara Valley Ag Development Corporation is now asking for modifications to conditions of their permit. Among the requested modifications is the ability to use Grimes Canyon Road instead of Walnut Canyon Road for southerly access from the Oxnard landfill. A Request for Project Review was sent in May 2002 from the County. Staff responded to this request, expressing concern over the existing truck traffic on Walnut Canyon Road and indicating that the use of Grimes Canyon Road instead of Walnut Canyon Road would help reduce this impact.

- **Egg City Development Project, Tentative Tract Map TT-5277; Zone Change Z-2969; General Plan Variance V-5169; (Caprock Ten, LLC):** No change since last report. Applicants of property known as Egg City; located off Grimes Canyon Road, north of the City, have requested a Tentative Map, Zone Change and General Plan Variance to permit development of 286 acres into twenty-three (23) estate lots. The Ventura County General Plan and zoning changes would permit reduction from 160-acre lot minimums to 10-acre lot minimums. The General Plan Variance is to grant exception from the policy, requiring minimum parcel sizes of twenty (20) acres, adjacent to agricultural uses. City staff's response opposed the reduction of lots to any size less than twenty (20) acres and called attention to the growth-inducing potential of the plan; conflicts with agricultural uses; and related environmental issues. County staff initially advised City staff that the applicant might withdraw the application due to concerns about traffic, density and neighborhood concerns; however, it was not withdrawn. The applicant has now responded with materials satisfactory to the County. The County has prepared a Mitigated Negative Declaration (MND) for the original application, based upon prior input from various agencies. City staff has provided comments via e-mail. The application was tentatively scheduled for public hearing before the Ventura County Planning Commission on December 13, 2001, and was subsequently delayed to allow County staff the opportunity to evaluate additional information received from the applicant. The applicant

is currently participating in a study of the feasibility of septic systems for the project. Negotiations with Calleguas Municipal Water District (CMWD) are ongoing. Calleguas staff has requested an Environmental Impact Report.

- **Local Agency Formation Commission (LAFCO) Municipal Services Review:** No change since last report. On May 15, 2002, LAFCO approved the final draft of the Service Review and Sphere of Influence (SOI) Update Work Plan, which includes review of water and wastewater service providers in Phase I. A separate review of City of Moorpark services and SOI update is proposed during Phase 3, which will occur during Fiscal Year 2005-2006. On June 12, 2002, LAFCO re-adopted the Sphere of Influence boundary maps in GIS for the cities and special districts. Resolution No. LAFCO 02-07S-03 re-adopts the city of Moorpark Sphere of Influence Map and certifies that the GIS system maintained for LAFCO by the Ventura County Public Works Agency as the official Sphere of Influence record for the City of Moorpark. Staff has received a copy of the signed resolution and a paper copy of the map. Staff has also received an electronic copy of the map from the Ventura County Public Works Agency.
- **Simi Valley Unocal Specific Plan:** No change since last report. This project is a proposed Master Development Plan on approximately 2,430 acres of the Unocal Oil Company land in the northwest portion of the City of Simi Valley (Alamos and Brea Canyons). This project is proposed as a mixed-use development, to include: commercial, industrial, residential and Open Space uses, north of Highway 118 and adjacent to the Moorpark/Simi Valley boundary. Access would be provided by a new interchange at Los Alamos Canyon Road and by the existing Madera Road. An amendment to the Simi Valley General Plan is necessary to pursue this proposal. Unocal consultants have been meeting with Simi Valley staff, an Ad Hoc Committee of Council and Planning Commissioner's to explore the opportunity for the plan amendment. Approval was given at the June 13, 2000, Ad Hoc Committee meeting, to the proposed boundary of the Specific Plan and the initial concept of the proposed buffer at the Moorpark city limits. Based upon the current proposal, the eighty (80) acres of Unocal ownership in Moorpark, together with additional adjacent land in Simi Valley, is proposed

to remain as Open Space and serve as a permanent buffer between the proposed development and the City of Moorpark. SOAR proponents have filed an "Intent to Circulate a Petition" for the Simi Valley area. According to City of Simi Valley Community Development Department staff, the preliminary SOAR proposal suggests relocation of the CURB line to the city boundary line, which could potentially affect the development of the Unocal property. According to City of Simi Valley staff, the SOAR II petition has received the necessary signatures and will be placed on the November ballot.

- **Santa Clara Avenue/Central Avenue Widening and Impact Report for Ventura County Public Works Agency:** No change since last report. This is a request to eliminate safety deficiencies and increase capacity on two (2) arterial roadways in the Oxnard and Camarillo areas, which originally included a proposal to widen Santa Clara Avenue to four (4) lanes. The Board of Supervisors approved a reduced scope, which included traffic signals, pavement overlay and intersection improvements only. Traffic signals at Friedrich Road and Santa Clara Avenue are currently under construction with new lanes to be added at the intersection. The pavement overlay project is currently out to bid and is expected to begin during October 2002. Intersection improvements at Highway 118/Santa Clara Avenue and Santa Clara Avenue/Central Avenue are currently in design, with construction anticipated for Spring or Summer of 2003. Right-of-way acquisition is pending for those intersections.
- **State Route 118 and 34 Intersection Improvement:** No change since last report. This project proposes modification of the SR-118 and SR-34 intersections, including expanded lanes, turn lanes, modified signals, and realignment of Donlon Road with Somis Road. Staff has received a notice that the Negative Declaration/Finding of No Significant Impact has been signed. The Notice of Determination was filed. According to County staff, the project is currently in litigation, with a potential hearing date in June or July 2002. The latest Caltrans report indicates a possible shift in funding for this project to 2006.
- **Adelphia Communications Site (County CUP Case No. 4405-2):** No change since last report. On April 12,

2002, the City received a Request for Project Review for a proposed 1,044 square-foot, pre-fabricated concrete building adjacent to the water tanks south of Silvercrest Street. Staff responded to the County, expressing concerns over the visual appearance of the building, noise from mechanical equipment and grading. On May 8, 2002, the County issued an incompleteness letter for the landscape plan and other items.

- **Simi Valley Town Center Project:** No change since last report. On July 23, 2002, the City received a Notice of Preparation of an Environmental Impact Report from the City of Simi Valley. The project is a proposed commercial/hotel/residential development on 129 acres located on the north side of State Highway 118 between Erringer Road and First Street. The project involves 1.35 million square feet of commercial space (primarily retail), a 140-room hotel, and 500 multi-family residential units. Community Development staff will be monitoring this project and providing comments, as necessary.

Advanced Planning

Administrative

- **General Plan Amendment Pre-screening Application 2001-03 (William Tanner and Madelaine Shenkel):** No change since last report. This application, received on November 29, 2001, originally sought permission to file a General Plan Amendment to the Land Use Element, to change the land use designation from Rural High (RH) to Medium Industrial (I-2) for a recreation vehicle storage facility at 13991 Los Angeles Avenue, north of Old Los Angeles Avenue and west of SR-23. At the March 20, 2002, City Council meeting, this General Plan Amendment Pre-Screening application was deferred to the November 2002 cycle. Recently, the applicant met with Community Development staff and submitted a Letter of Intent to change the proposed use from a recreational vehicle storage yard to a truck rental facility. A formal application has not yet been submitted.
- **General Plan Amendment Pre-screening Application 2001-02 (Grand Moorpark, LLC):** No change since last report. This application, received on November 30, 2001, seeks permission to file a General Plan Amendment to the Land Use Element, to change the land use designation from General Commercial (C-2) to Very

High Density Residential (VH) for development of sixty-six (66) townhouses on 4.01 acres on the north side of Los Angeles Avenue, east of Shasta Avenue. At the March 20, 2002, City Council meeting, this General Plan Amendment Pre-Screening application was deferred to the November 2002 cycle.

- **General Plan Amendment Pre-screening Application 2000-04 (LT Development):** No change since last report. This General Plan Pre-screening Pre-application to change the land use designation on 12.39 acres from Commercial (C-1) to Very High Density (VH), includes portions of the Coast Auto Salvage and recreational vehicle storage sites and originally sought to develop 164 rental, housing units. The Affordable Housing/Community Development Committee (Mayor Hunter and Councilmember Harper) considered this application at their April 18, 2001, meeting. The application was forwarded to the City Council for consideration at their June 6, 2001, meeting, with a recommendation by the Committee to allow the applicant to prepare a General Plan Amendment and authorize processing. The Committee also recommended that additional properties such as the Moose Lodge, Fremont Street and the RV Storage area be incorporated and that the intersection of Fremont Street with Los Angeles Avenue be evaluated for closure, with Fremont Street resident's future access to be taken from Majestic Court. The project applicant, at the Committee meeting of April 18, 2001, presented a revised plan proposing 271 units by including the land currently used for RV Storage. On June 6, 2001, City Council considered the Pre-screening request and authorized the applicant to proceed with concurrent processing of the General Plan Amendment, Zone Change, Development Agreement and Residential Planned Development. The project, as proposed, will include a minimum of thirty (30%) percent of the total project as affordable housing units. Council also required that the applicant submit a Land Use and Circulation Study for the entire area bounded by Spring Road, Fremont Street, Los Angeles Avenue and the Arroyo Simi.
- **General Plan Amendment Pre-screening Pre-application 2000-03 (DeeWayne Jones):** No change since last report. This General Plan Amendment Pre-screening Pre-application on a 41-acre parcel, located between Walnut Canyon Road and Specific Plan No. 2, proposes

to increase density from a five (5) acres per unit category to one that would allow up to thirty (30) dwelling units on the site. The Affordable Housing/Community Development Committee (Mayor Hunter and Councilmember Harper) considered this application at the April 18, 2001, meeting and recommended to the City Council that this project not be processed at this time. The Committee directed that the applicant and staff further study the application and that it be returned during the next General Plan Pre-screening cycle for consideration. The Committee asked that this proposal incorporate changes that address General Plan issues and incorporate study information concerning the future development of adjacent parcels, both north and south of this application's location. On June 6, 2001, City Council directed that this application be continued to the next cycle of Pre-Screening Application review and that the applicant work together with staff to address the issues identified by the Committee at their meeting of April 18, 2001. Staff has met on several occasions with the applicant to clarify required changes to the application materials, which are under preparation. On July 11, 2001, applicant submitted a revised site plan for preliminary feedback to preparation of the detailed studies. However, after a brief review by staff, it was determined that additional modification was needed particularly related to grading and landform alteration. Applicant is currently preparing additional study materials and has completed geotechnical field operations. At the April 3, 2002 City Council meeting, this General Plan Amendment Pre-Screening application was set for action earlier than the November 2002 cycle if possible, but could be delayed to November, 2002 if necessary. Staff met with the applicant in May 2002, and reiterated the additional information needed to process this application. No information has been submitted since this meeting and the application is still incomplete.

- **Open Space, Conservation and Recreation Element (OSCAR) Update:** No change since last report. The "OSCAR" is a General Plan Element that combines two (2) mandatory elements, Open Space and Conservation, along with the City's local Recreation Element. The Planning Commission and Parks and Recreation Commission held a joint workshop on the draft element on May 8, 2000. On July 17, 2000, the Parks and

Recreation Commission considered the draft element recommending adoption. The Planning Commission held public workshops on the revised OSCAR on June 25, 2001 and August 27, 2001. On September 24, 2001, the Planning Commission adopted a Resolution recommending that the City Council adopt the revised Element. The City Council hearing was initiated on October 17, 2001. City Council continued consideration of the Element, off calendar, and appointed an Ad Hoc Committee (Councilmembers Harper and Mikos) to work with staff and the consultant to complete the OSCAR process. The Ad-Hoc Committee met on May 22, 2002 and suggested that work on the OSCAR be delayed until the beginning of the second quarter of 2003, or after Council consideration of the North Park Specific Plan, whichever comes later. The Committee was concerned that a project of the size of North Park should be included in the OSCAR. On June 19, 2002, the City Council accepted the OSCAR Element Ad Hoc Committee's (Mayor Pro Tem Mikos and Councilmember Harper) recommendation to delay consideration of the Element until after Council has met to consider the plans for the North Park project.

- **Specific Plan 2002-01, General Plan Amendment No. 2001-05, Zone Change No. 2001-01 (North Park Village LP):** No change since last report. On December 21, 2001, applications for a Master Planned Development of 3,573 acres, located north of Moorpark College and east of Happy Camp Regional Park were received. The proposed project would include a mix of single-family, detached homes; multi-family affordable housing units, a nature preserve; a school; a youth sports park; a neighborhood park; a recreation lake; proposed land dedications for a satellite high school; and expansion of Moorpark College. The Notice of Preparation and Initial Study were circulated on January 23, 2002. This project is outside of the City Urban Restriction Boundary (CURB)(former Specific Plan No. 8). These applications will require Council approval, voter approval, and approval from LAFCO. On February 21, 2002, a Scoping Meeting was held at City Hall to receive input from interested parties and agencies regarding the environmental review scope and process. Staff continues to meet with the City's EIR consultant (BonTerra) and the applicant to refine the project description and ensure that the preparation of the Environmental Impact Report stays on schedule.

- Specific Plan No. 1 (Hitch Ranch):** No change since last report. This 283-acre project involves the development of up to 605 dwelling units, three (3) acres of Institutional Use, Light Industrial Use and Open Space located north of the Union Pacific Railroad, west of Walnut Canyon Road (Highway 23), and east and west of Gabbert Road. The developer's EIR consultant, Impact Sciences, has completed several screen check draft Environmental Impact Reports (EIR) and technical appendices. Peer review of the EIR by City selected BonTerra Consulting, has been performed several times. Although the applicant has submitted a third response and corrections to the administrative draft EIR for staff consideration, BonTerra Consulting and Community Development staff have indicated that more revisions are necessary. In July staff met with the applicant and Impact Sciences to discuss needed revisions. The applicant expects to submit another revision to the City by October 2002.
- Cross-town Arterial - "North Hills Parkway" (formerly State Route 118 Bypass/Freeway):** No change since last report. Staff presented a report concerning considerations related to the General Plan SR-118 corridor, as contained in the Circulation Element, at the February 7, 2001, City Council Meeting. Right-of-way along a tentative alignment for the corridor is being acquired as part of development project approvals and the westerly terminus at Los Angeles Avenue and the easterly terminus at future Spring Road, were set by City Council on February 7, 2001. The City Council has also concluded that the corridor should be similar to Tierra Rejada Road and that access to the corridor should be limited to roadway intersections. Additionally, Council has directed that development along this corridor should be planned to allow future development of freeway or expressway improvements by CALTRANS, should that option be pursued by the State. This transportation corridor is needed to insure access to properties in the north-central and northwestern quadrants of the City and is essential to maintain the General Plan level of service criteria for the overall Circulation Plan. As currently envisioned, the corridor would not include a direct connection to Walnut Canyon Road. Connection would be achieved through a public street in the West Pointe Homes residential subdivision (RPD No. 99-02).

The corridor improvements would cross Walnut Canyon Road via a bridge. Preliminary consideration of the SunCal project and an expanded environmental analysis indicates that development of access to the "North Hills Parkway" and construction of a segment from Walnut Canyon Road to Spring Road is feasible. Staff will now develop policies and strategies and identify studies to implement the City Council direction and provide a work plan to the City Council.

- **Walnut Canyon Corridor Study:** No change since last report. Staff completed a series of meetings with representatives of development projects that have a direct relationship to Walnut Canyon Road and will participate in improvements to the roadway. The purpose was to determine the impacts and relationships of the various projects to insure consistency in design and improvement to the roadway. The project proponents Toll Brothers, SunCal, West Pointe Homes, Morrison-Fountainwood-Agoura and Hitch Ranch provided engineering services at no cost to the City. The City staff emphasis was to achieve a roadway design that adheres to sound engineering criteria, is aesthetically acceptable and meets the City's needs. Corridor improvement requirements set minimum roadway improvements at two (2) 12-foot travel lanes, one (1) 12-foot center turn lane and two (2) 8-foot paved shoulders, where such improvements can be accommodated. Unless exceptions are granted by CALTRANS, improvements are proposed to be constructed for the entire length of the project, from the north City limits to Casey Road, on both sides of the roadway. Pedestrian facilities will be required along both sides of the street. Improvements are to be based upon holding the existing centerline to the extent possible. All development project applicants have been advised of the corridor requirements. The Toll Brothers project is currently grading, adjacent to the corridor, to construct the intersection of "C" Street and Walnut Canyon Road. The West Pointe project by design and condition is participating in corridor improvements. Staff will be scheduling an agenda item report on the corridor for Council consideration.

Zoning Code Amendments

- **Recreational Vehicle Parking & Storage:** No change since last report. The City Council, at their meeting of January 17, 2001, adopted a Resolution to direct

the Planning Commission to study and recommend a Zoning Code Amendment relating to the storage and parking of recreational vehicles within residential areas. This item was referred to the Planning Commission because of complaints received by owners of these vehicles concerning the need to store them and from residents who feel they are unsightly when parked in residential areas. Staff completed background research and prepared a draft Ordinance for consideration by the Planning Commission. The Planning Commission conducted a public workshop on September 10, 2001, and a public hearing on September 24, 2001. This matter was continued with the hearing open to October 15, 2001. Staff prepared changes to the draft Ordinance, based upon direction received from the Planning Commission, which were considered by the Commission on October 15, 2001, and recommended for adoption by the City Council. The draft Ordinance was scheduled for public hearing before the City Council on November 7, 2001, and continued to December 5, 2001, to allow staff and the City Attorney to complete revisions, based upon the City Attorney's review. At the December 5, 2001, meeting this item was continued to January 16, 2002, to allow further time for analysis of related Municipal Code revisions. On January 16, 2002, the City Council approved staff's recommendation to take the item off calendar and directed staff to re-advertise the public hearing once the revisions have been completed.

- **Lighting Standards:** The Planning Commission held a public workshop on the Municipal Code Lighting Standards on May 28, 2002. Direction was given to staff to prepare a number of minor revisions to the standards. On July 22, 2002, the Planning Commission considered these revisions and made a recommendation to City Council. On August 21, 2002, the City Council considered an Ordinance to amend the lighting regulations, and continued the item to September 18, 2002, to allow staff to meet with Moorpark College regarding lighting considerations for the observatory. On September 18, 2002, the City Council introduced Ordinance No. 287 for first reading, with the second reading and adoption scheduled for October 2, 2002.

Current Planning

- **Commercial Planned Development Permit No. 2001-01 (Zelman Retail Partners, Inc.):** This application for

development of a 357,671 square foot retail commercial center (subsequently modified to 358,868 square feet by Permit Adjustment No. 2002-07) on Lot 1 of Tract No. 4973, within the Carlsberg Specific Plan (SP No. 92-01), was submitted on May 30, 2001. The proposed center is located on a vacant, twenty-nine (29) acre site, on the south side of Los Angeles Avenue, east of Miller Parkway and west of the SR-23 Freeway. Major tenants proposed for the center include Target (135,800 square feet) and Kohl's (94,984 square feet). Also proposed, are three (3) large box retail spaces (retailers not identified in the application) that total approximately 94,742 square feet, with an additional 14,910 square feet of small retail shop space. Four (4) outlying parcels are proposed for two (2) potential drive-through businesses and two (2) freestanding restaurant pads. On March 20, 2002, the City Council conditionally approved the project. A modification to the Carlsberg Specific Plan related to parking lot lighting was approved by the City Council on May 1st. On May 15, 2002, the City Council conceptually approved an on-site 78-foot high pylon sign located at the northeast corner of the project site adjacent to the freeway. The pylon sign is included as part of the master sign program, which was scheduled for discussion by the City Council on September 18, 2002, but was continued to October 2, 2002. In order to better manage the condition compliance process, staff (Building and Safety, City Engineer, Public Works and Community Development Department) have been meeting weekly to coordinate plan reviews and assist the applicant through the development process. Grading has been underway since that time and good progress is being made. Kohl's has completed the requirements for obtaining a building permit and is in the process of completing their foundation. The Target building is also near completion of requirements for obtaining a building permit and is expected to pull a building permit in October 2002.

- **Commercial Planned Development Permit No. 2000-04 and Parcel Map 5264 (M & M Development):** Request for construction of a 72,013 square foot commercial retail center, located at the southwest corner of Collins Drive and Campus Park Drive. Located on a 6.2-acre site, this proposal contains a gas station/car wash/mini-mart, a fast food restaurant, retail shops,

offices and a hotel. A request for subdivision of the 6.3-acre parcel into four (4) lots has also been included. This project was determined complete for purposes of processing on June 28, 2002. This project is tentatively scheduled to be heard by the Planning Commission on October 28, 2002.

- **Commercial Planned Development 92-01, Minor Modification No. 3 (Moorpark Oil Company):** On September 11, 2002, an application was filed to modify a permit condition related to the expiration of Commercial Planned Development No. 92-01. The applicant has submitted plans for the remodeled service station at 50 W. Los Angeles Avenue, to include revised sign and landscaping plans. This matter is currently under review and has been scheduled for hearing before the City Council on October 16, 2002.
- **Commercial Planned Development 89-01, Major Modification No. 3 (Mission Bell Plaza):** On August 28, 2002, an application was filed for tenant improvements to construct a 28,000 square foot fitness/sports club with an 8,500 square foot, three (3) theater cinema within an existing building. The exterior of the building will remain essentially unchanged. The facility will include locker rooms, workout rooms, group exercise rooms, a child care room and three (3) theater rooms. The proposal is tentatively set for a hearing before the City Council on November 6, 2002.
- **Conditional Use Permit No. 2002-05 (Cingular Wireless):** On August 30, 2002, an application was submitted to allow the construction of a wireless communication facility on a site located at 13931 Los Angeles Avenue, across from National Ready Mix. The proposed facility consists of twelve (12) panel antennas located on a 65-foot high monopole antenna, disguised as a pine tree. This project was determined to be complete on September 23, 2002. Staff is currently analyzing the request and has tentatively scheduled this application for hearing before the Planning Commission on October 28, 2002.
- **Conditional Use Permit No. 2002-04 (Nextel):** On July 3, 2002, an application was submitted to allow the construction of a wireless communication facility at a water tank facility, located at 15698 Campus Park Drive. The proposed facility consists of fifteen (15)

panel antennas located on a 50-foot high monopole antenna, disguised as a pine tree. This project was determined complete on August 2, 2002. Staff is currently analyzing the request and has tentatively scheduled this application for hearing before the Planning Commission on October 28, 2002.

- **Conditional Use Permit No. 2002-03 (Infranext, Inc. for AT&T):** This application is a request to install a wireless communication facility by placing antennas on an existing Southern California Edison (SCE) transmission tower, located on SCE fee-owned land on Tierra Rejada Road adjacent to 12777 Tierra Rejada Road. This project, which was submitted for processing on April 30, 2002, was determined incomplete on May 23, 2002. The requested information has not yet been received. The applicant is currently reviewing the feasibility of relocating the equipment to a transmission tower that will be less visible from Tierra Rejada Road.
- **Conditional Use Permit 2002-02 (Coptic Church):** This application is a request to allow expansion of the existing Coptic Church at 110 Fremont St. and to allow the addition of a new social hall. The application was submitted on March 11, 2002, and was reviewed for completeness. An incompleteness letter was sent to the applicant on April 10, 2002. As of September 19, 2002, the project remains on hold as surrounding land use proposals are being assessed.
- **Conditional Use Permit No. 2001-02 (InfraNext, Inc. for Sprint PCS Wireless):** This is an application for construction of a wireless communications facility, consisting of equipment structures and six (6) panel antennas to be mounted on existing equipment on the roof of an existing building (previously Regal Cinema) at 543 New Los Angeles Avenue. This application was submitted on July 10, 2001, and had not been processed because the City Council adopted Interim Ordinance No. 272, which was a moratorium on the processing, permitting or construction of wireless communication facilities. The City received a letter from the applicant on March 25, 2002, confirming that InfraNext, on behalf of Sprint PCS, decided to continue the processing of the application. The applicant met with staff on April 29, 2002, to discuss additional application requirements and was evaluating

the possibility of relocating the equipment to a power pole within Southern California Edison's right-of-way, rather than on top of the theatre. As of October 8, 2002, Scott Dunaway, applicant's representative, is still deciding whether another site will work and he will advise staff within the next three (3) weeks.

- **Conditional Use Permit No. 2000-08 (The Consulting Group):** This is a request for installation of two (2) micro-cell antennas on an existing 38-foot high utility pole in the 7100 block of Walnut Canyon Road (within the right-of-way) and the placement of two (2) equipment cabinets behind a 4-foot high screen wall. On June 17, 2002, the applicant resubmitted the requested incompleteness items. This project was determined to be complete for purposes of processing on July 17, 2002. After staff received the City Engineer's conditions for this project in mid-August, the Planning Commission hearing for this project was scheduled for October 28, 2002.
- **Conditional Use Permit No. 706, Major Modification No. 1 (National Ready Mixed Concrete Co.):** An application for extension of the duration of Conditional Use Permit No. 706, for a concrete manufacturing, sales delivery plant, at 13950 Los Angeles Avenue, was received on January 23, 2002. The application was determined incomplete as of February 22, 2002. On March 14, 2002, the applicant's representatives met with the City Engineer and Planning staff to discuss the incompleteness items. The applicant is in the process of completing the requested items. The applicant's attorney informed staff on September 16, 2002, that the requested incompleteness information is nearly complete and that the information should be submitted to the City within the next three (3) weeks.
- **Development Plan No. 41 Minor Modification No. 1 (Pac Bell):** No change since last report. Request for construction of a 2,685 square foot addition to the existing 10,817 square foot industrial building, at the northeast corner of Flinn Avenue and Minor Street. On September 19, 2000, revised plans were received, modifying the original request to permit a 5,370 square foot addition. On October 17, 2000, the project was determined complete. Notices were sent to surrounding property owners for an Administrative Hearing on March 12, 2001. There was no public in

attendance at the hearing and no written comments were received. On March 15, 2001, the Community Development Director approved this request, subject to conditions. A Building Permit was issued on February 22, 2002. The developer has not yet requested final inspection.

- **Industrial Planned Development Permit No. 2001-01 (Sharma Contractors, Inc.):** This application, received on November 28, 2001, is a request to construct a 4,400 square foot industrial shop, equipment repair building, a 2,217 square foot administrative building, equipment storage yard, landscape areas and parking areas at 13840 East Los Angeles Avenue, east of Spring Road. The application was determined incomplete on December 20, 2001. The applicant has submitted a traffic analysis and an Additional Service Authorization has been processed for City Engineer review of the document. The applicant submitted revised plans, which were preliminarily reviewed. The application was determined complete on August 22, 2002, and has tentatively been scheduled for Planning Commission consideration on October 28, 2002.
- **Industrial Planned Development Permit No. 2000-10 (Asadurian Investments):** Request to develop a two-story, self-storage facility, approximately 117,000 square feet in size, at the northwest corner of Los Angeles Avenue and Goldman Avenue. On June 24, 2002, the Planning Commission recommended approval of the project to the City Council. This item was heard by the City Council at a public hearing on August 21, 2002, at which time an Ad Hoc Committee (Councilmembers Millhouse and Wozniak) was formed to address issues of Floor Area Ratio (FAR), circulation and a Development Agreement. The Ad Hoc Committee met on September 24, 2002, to discuss these issues in detail. The matter was continued to the City Council meeting of October 16, 2002.
- **Industrial Planned Development Permit No. 2000-01 through 2000-08 and Tentative Tract Map No. 5226 (Cypress Land Company):** Request for the construction of eight (8) industrial buildings with a total of 495,000 square feet and creation of eight (8) lots, located within the Carlsberg Specific Plan. The site is bounded by SR-23 on the east, Miller Parkway on the west, and Zelman retail development (south of New Los Angeles Avenue) on the north. This application was

determined to be complete for purposes of processing on September 17, 2002. The City Engineer is currently completing draft Conditions of Approval for this project.

- **Industrial Planned Development Permit Nos. 99-05 through 99-10 Tentative Tract Map No. 5217, General Plan Amendment (GPA No. 99-05) to change the Land Use designation from General Commercial (C-2) to Medium Industrial (I-2) and Zone Change No. 99-05 to change the zoning designation from Commercial Planned Development (CPD) to Limited Industrial (M-2) (Triliad):** No change since last report. This is a request for a six (6) lot industrial subdivision and Industrial Planned Development Permits for six (6) industrial buildings, totaling approximately 586,000 square feet, located on the north side of Los Angeles Avenue, west of the Southern California Edison Substation, west of Gabbert Road. This application was determined incomplete on January 27, 2000. A drainage detention basin on the Hitch Ranch property is needed to provide protection to permit Triliad to develop. The basin is part of the Walnut Canyon/Gabbert Canyon Flood Control facilities. The applicant has postponed processing, awaiting revised information from the Federal Emergency Management Agency (FEMA), concerning a request to modify the area identified as susceptible to flooding. The request, which applies to a portion of this proposed subdivision for a General Plan Amendment (GPA No. 99-05) and Zone Change (ZC No. 99-05) from Commercial (C-1) to Industrial (I-1), was heard by the City Council on October 18, November 16, and December 6, 2000. As directed by the City Council at their meeting of December 6, 2000, this Industrial Planned Development (IPD) will be processed concurrently with the General Plan Amendment and Zone Change after the applicant holds a meeting with residents of the Butter Creek neighborhood. The applicant has not been pursuing completion of this project due to other development commitments but has indicated that they will pursue completion of this project during the first quarter of 2002.
- **Industrial Planned Development Permit No. 99-01 and 99-02 (Calabasas BCD Inc., formerly Rice Development):** Request to develop two (2) industrial buildings with a total of 61,000 square feet of floor area, on 3.24 acres, located at the northeast corner of Condor Drive

and Los Angeles Avenue. The project was approved by the City Council on October 6, 1999, subject to conditions, including improvements to the adjacent street intersection, involving a slight change to the travelway along Los Angeles Avenue. Vacation of excess Los Angeles Avenue (east) right-of-way and increasing the size of this development site, was approved by the City Council on June 7, 2000. The applicant has not submitted a request for condition compliance. Additionally, on August 3, 2001, the applicant submitted a request to the Community Development Director for extension of the Industrial Planned Development approvals for one (1) year as provided for by the Conditions of Approval. The Community Development Director approved the request for an extension on September 4, 2001, which will expire on October 6, 2002. Staff has informed the applicant that a Minor Modification requesting an additional extension of time for use inauguration must be submitted prior to the expiration date.

- **Industrial Planned Development Permit No. 95-02 and Development Agreement No. 96-01 (Special Devices, Incorporated):** SDI, located at the east end of New Los Angeles Avenue, east of SR-23, has completed on-site landscaping, as well as, the landscaping at the interchange of New Los Angeles Avenue and SR-23. As a result of the completion of the landscaping, SDI requested release of the bonds and cash deposit held by the City. Upon a review of the Conditions of Approval the Community Development staff sent a letter to SDI indicating that certain Conditions of Approval had not been completed. Subsequently, representatives of SDI and the City have met to seek resolution of these conditions. Full resolution of the Conditions of Approval may require consideration by City Council.
- **Industrial Planned Development No. 95-01, Minor Modification No. 1 (West America Construction):** This project, with modifications, was approved as a 72,000 square foot building that included an 8,218 square foot mezzanine at the terminus of Endeavor Court, south of Poindexter Avenue. Construction of the building has been completed.
- **Residential Planned Development No. 2002-02 (U.S.A. Properties Fund, Inc.):** This project for 190 affordable senior units on a 9.48-acre property,

located south of Los Angeles Avenue, at the intersection of Park Lane and a new east/west street called Parkcrest Lane was approved by the City Council on July 10, 2002. On September 18, 2002, there was a second reading of the Ordinances, approving the Zone Change and Development Agreement. A Lot Line Adjustment application (LLA 2002-05) to merge the two (2) parcels, prior to construction, should record within the next two (2) weeks. The developer has submitted engineering and building plans for plan check.

- **Residential Planned Development Permit No. 2001-02, Tentative Tract Map No. 5322 (Scott and Tamara Husted):** No change since last report. This is a request for a subdivision of approximately forty-one (41) acres into seven (7) residential lots for the development of single-family residences, located in the northern portion of the City on the east side of Grimes Canyon Road, north of Championship Drive (General Plan "C" Street). The City received this application on August 16, 2001. The application has been reviewed for completeness issues and on September 12, 2001, was determined incomplete for purposes of filing. On May 15, 2002, staff discussed this project with the applicant who indicated that he plans to resubmit incompleteness information within the next few months.
- **Residential Planned Development Permit No. 2001-01, Tentative Tract Map No. 5307, General Plan Amendment No. 2001-01, Zone Change No. 2001-01 and Variance No. 2002-01 (Colmer Development):** This is a request to develop twenty-two (22) single-family, detached dwellings on 2.4 acres, located at the northeast corner of Los Angeles Avenue and Flory Avenue on the former site of the Moorpark Unified School District bus barn. The Planning Commission at the meeting of March 25, 2002, recommended conditional approval of the project to the City Council. The City Council approved this project on May 1, 2002. The applicant's engineer has prepared a revised Tentative Map and modifications to the RPD to include the Moorpark Redevelopment Agency property to the east. Staff provided the applicant direction for further minor revisions, which have been submitted. The modification requests, along with a General Plan Amendment (from Residential Medium Density to Residential Very High

Density) and Zone Change (from R-1 to Residential Planned Development (RPD) 9 du/acre) are tentatively scheduled for Planning Commission consideration on October 14, 2002.

- **Residential Planned Development Permit No. 99-04 Vesting Tentative Tract Map 5204 (Pacific Communities):** No change since last report. This is a request for development of thirty-seven (37) single-family dwellings on small lots on the west side of Liberty Bell Road, south of Los Angeles Avenue, next to the Arroyo Simi. This project is intended to be developed as an extension to Planned Residential Development Permit No. 96-01. The City Council approved the project on October 18, 2000. The applicant is in the process of completing condition compliance requirements.
- **Residential Planned Development Permit No. 99-02, Tentative Tract No. 4620, General Plan Amendment No. 99-01 and Development Agreement No. 2001-01 (West Pointe Homes/William Lyon Homes):** This is a request for a 250-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). On January 23, 2002, the City Council adopted the Resolution certifying the EIR and approving 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 Notice of Determination was filed within the statutory time period. William Lyon Homes is currently in escrow to purchase the entire project from West Pointe Homes. Staff has met with William Lyon's project manager to discuss fees and other matters that will need resolution prior to proceeding. The City Engineer has issued a stop work notice concerning recent unauthorized grading activity on the site. The Los Angeles Regional Water Quality Board has been notified of the violations of National Pollutant Discharge Elimination System (N.P.D.E.S.) as well as the Army Corp., U.S. Fish and Wildlife and the California Fish

and Game Department. As of September 19, 2002, William Lyon Homes' project manager has indicated that an assessment of the illegal work has been made by a biological consultant and the site has also been visited by the Army Corps of Engineers and the California Department of Fish and Game. Work is under way to correct or mitigate damage that has been done and to meet the requirements of the City, as well as, the applicable state and federal agencies.

- **Residential Planned Development Permit No. 99-01 and Tract 5181 (TR Partners, LLC, formerly Asadurian):** This project consists of development of an eight (8) lot subdivision on 1.2 acres, located on Millard Street and Bard Street, adjacent to Flory Elementary School. This Residential Planned Development Permit and Tract Map were approved by City Council on December 1, 1999. This project has been sold and the new owner has met with staff concerning Conditions of Approval that need to be met prior to the issuance of a building permit for the eight (8) homes. Currently, the new owner, TR Partners, Inc., is waiting for the existing house to be moved to the lot across the street from the project. Work has begun to move the house. Staff is also in discussion with the owner regarding compliance with Conditions of Approval pertaining to drainage improvements. The applicant requested relief from conditions, which may not be appropriate for the size and scope of the project. A Minor Modification was presented to the City Council for consideration of this request. This application was heard and approved with conditions by the City Council on September 18, 2002.
- **Residential Planned Development Permits No. 98-07 and Tentative Tract Map No. 5161 (Cabrillo Economic Development):** This is an approved development of fifty-nine (59) single-family homes on "Gisler Field," south of Poindexter Avenue and east of Sierra Avenue, adjacent to Poindexter Park. On July 7, 1999, the City Council approved this project, subject to conditions, including the requirement for fifteen (15) affordable dwelling units. The Final Map for Phase I was approved for recordation by the City Council at their meeting of May 2, 2001. Construction of the wall along Poindexter Avenue has been completed. During construction, access to Poindexter Park has been relocated to the rear of the Mission Bell Plaza

parking lot. The applicant has begun construction of the first phase of residential units. On June 13, 2002, staff met with the applicant to discuss submittal of a Minor Modification for the purpose of bringing improvement, landscape and site plans into consistency, prior to receipt of the first occupancy of phase 1 development. The applicant met with staff again on July 18, 2002, to review various components of the Minor Modification to the Residential Planned Development Permit and improvement plans. The first of two (2) Minor Modifications was filed by the applicant on August 19, 2002, and the second was filed on August 29, 2002. An Administrative Hearing for Minor Modification No. 1 was held on September 12, 2002, and was approved by the Community Development Director. The Administrative Hearing for Minor Modification No. 2 was held on September 26, 2002, which was also approved.

- **Residential Planned Development Nos. 98-03, 98-04, 98-05, 98-06 (Carlsberg/Lennar Specific Plan 92-01):** Residential Planned Development (RPD) No. 98-04 (Tract 4976) for this development has been built out. The remaining development for this project consists of three (3) RPD's in three (3) separate Tracts (Tracts 4975, 4977, and 4980), all part of the Carlsberg Specific Plan, located in the Lennar Homes Master Planned Community, bounded by Spring Road on the west, SR-23 on the east, Tierra Rejada Road on the south and Los Angeles Avenue on the north. Richmond American Homes, is the builder of Tract 4977, consisting of 109 homes, is located between Peach Hill Road and Tierra Rejada Road, west of Miller Parkway. Tract 4975, is located at the northwest quadrant of SR-23 and Tierra Rejada Road, and consists of one-hundred twenty-seven (127) homes, fifty-seven (57) proposed by Greystone Homes and seventy (70) proposed by William Lyon Homes, Inc. Permits have been issued to Western Pacific Homes (Tract 4980), located north of Peach Hill Road and west of Science Drive, for one-hundred thirty-six (136) dwellings with occupancy of all one-hundred thirty-six (136) units approved, but final occupancy of the model units is on hold pending finalization of the Conditions of Approval for Minor Modification No. 4 to RPD No. 98-06 to allow the adjustment of planning area boundaries and the relocation of Tract and lot boundaries to correspond to existing grading and to allow corresponding fence relocation between adjacent

lots and Open Space parcel at 13818 Stagecoach Trail, 4643 Big Trail Circle, 13806 Stagecoach Trail, 13790 Stagecoach Trail and that portion of OS-1 immediately adjacent to and to the west of those lots. The Tract boundary modifications are being accomplished by means of a series of lot line adjustments between the individual single-family lots and the adjacent Open Space lot. These lot line adjustments were recorded on September 11, 2002. Relocation of the fences to reflect the new lot lines has not yet occurred nor has the easement for the fifth lot been approved and recorded.

- **Residential Planned Development No. 98-02 and Tentative Tract No. 5130, General Plan Amendment No. 98-01, Zone Change No. 98-01 and Development Agreement No. 98-03 (SunCal, formerly Specific Plan 10):** No change since last report. This is a request to develop 107 single-family, detached homes on seventy (70) acres, located on the east side of Walnut Canyon Road, north of Wicks Road. This project was initially proposed for 154 lots. Project workshops were held on December 12, 2000, and February 26, 2001, by the Planning Commission. Staff and the City's contract planning consultant completed the draft Mitigated Negative Declaration and an addendum to consider additional access and circulation alternatives (to North Hills Parkway) and distributed them to all agencies for comment. The Planning Commission conducted a public hearing on March 26, 2001, primarily concerning environmental issues. Several outside agencies requested additional review time, which extended the time for agency response on environmental issues to March 29, 2001. The Planning Commission continued the public hearing open to May 14, 2001, to receive additional information on access and site design. At the Planning Commission meeting of May 14, 2001, the Commission reviewed information requested at the prior hearing and concluded several issues, including internal street width and provision of a primary access from the future east-west arterial. This item was continued, hearing open to June 25, 2001, and to July 9, 2001, and subsequently to July 23, 2001. The Commission considered the GPA, Tract Map, RPD, and Mitigated Negative Declaration at the July 23, 2001, meeting and recommended conditional approval to the City Council. Scheduling of a public hearing before the City Council is pending completion

of a draft Development Agreement. Community Development staff has met with the applicant to discuss project status. The applicant has submitted revised plans for City review. Staff is currently reviewing these plans for adequacy and conformance with the approved Tentative Tract Map

- **Residential Planned Development Permit No. 98-01, Tentative Tract Map No. 5133, Minor Modification No. 2 (Shea Homes):** This is a proposal to develop seventy-nine (79) detached, single-family condominium dwelling units on a 9.2 acre site on the south side of Los Angeles Avenue between Moorpark Avenue and Fremont Street and adjacent to Regal Park Condominiums. This proposed project was approved by the City Council on October 6, 1999, subject to conditions, including the extension of Majestic Court to the project's easterly property line. The applicant has made City Attorney recommended changes to the CC&R's and continues to move forward toward condition compliance on the project.
- **Residential Planned Development No. 96-01, Tentative Tract Map 5053, Zone Change No. 96-02, General Plan Amendment No. 96-01, and Development Agreement No. 98-02 (Pacific Communities):** No change since the last report. This proposal for development of 247 single-family, detached dwellings on compact lots, located on the south side of Los Angeles Avenue, west of Liberty Bell Road, and next to the Arroyo Simi was approved on June 16, 1999, by the City Council. On January 5, 2001, a Zoning Clearance for construction of an 8-foot high wall, along the western property line was issued. Construction of the wall is complete. Grading of the site has begun, including the importation of dirt from subdivisions in the Lennar Master Planned Community of Serenata. On June 18, 2001, the applicant advised staff that model homes would be constructed during the first quarter of 2002. On August 29, 2001, staff met with the applicant regarding outstanding condition compliance issues required to receive a Zoning Clearance for construction of units. Application for Annual Review of the Development Agreement has been submitted and is currently being reviewed by staff.
- **Residential Planned Development No. 94-01, Tentative Tract 4928 and Development Agreement No. 95-01 (Toll Brothers):** This approved project involves 216 single-

family dwellings and 27 holes of golf. It is located at the northern City limits on the west side of Walnut Canyon Road and extends westerly to include frontage on Grimes Canyon Road. Construction of three (3) model homes has been completed. At the July 17, 2002, City Council meeting, staff was directed not to put a hold on occupancies for the ninety-five (95) homes of Phase 1. Currently, there are forty-one (41) homes under construction. Council approved the use of orchard planting (as long as it was on Homeowner Association maintained slopes), rear yard wrought iron fencing located 10 to 12-feet below the top of slope along the property line for the lots along Grimes Canyon Road and Championship Drive in Phase 1, and adjustment in the boundaries of the Landscape Maintenance District to exclude orchard planting throughout the development. Staff was also directed to approve lot line adjustments for lots 1, 2, 3, and 4 to move the rear lot line 10 to 12-feet below the top of slope in the rear yard. Additional issues relating to street improvements to Walnut Canyon, Grimes Canyon and the intersection of Grimes Canyon and Los Angeles Avenue, as well as installation of the last 9 holes of golf, and the settlement agreement were addressed at the August 21, 2002 City Council meeting, at which time an Ad Hoc Committee (Mayor Hunter and Councilmember Millhouse) was formed. City Council directed staff to schedule consideration of a settlement agreement and a resolution adopting revised Conditions of Approval related to occupancy, subject to review of the Minor Modification to be submitted by Toll. Staff was further directed to provide a correction to the condition related to Walnut Canyon Road improvements. City Council also directed staff to restrict final occupancy permits to a maximum of fifty-four units until the settlement agreement is signed. In addition, the City Council also directed staff to develop city performance criteria to be included in settlement agreement. Staff is currently reviewing resubmitted lot line adjustments, fence plans, landscaping plans, lighting plans, trail plans, clubhouse plans and sign plans. Staff has approved recreation area landscaping, interior slope landscaping, entry monument plans, and partial fencing plans. On June 25, 2002, the developer applied for a General Plan Amendment and Zone Change in order to correct internal tract boundaries for consistency. The General Plan Amendment and Zone

Change applications were filed specifically to clarify the requirements for separation of commercial orchards from residential projects and change in the General Plan and Zoning Map for the lot line adjustments proposed for lots 1 through 4 and the property proposed for the reclaimed water tank were recommended for approval by the Planning Commission on August 26, 2002. The General Plan Amendment and Zone Change were approved by City Council on September 18, 2002. Application for Annual Review of the Development Agreement was submitted and is currently being reviewed by staff. Construction and final inspections of homes in the first phase are ongoing.

- **Tentative Parcel Map 5371 (RJR Engineering Group):** This is a request to subdivide one (1) 0.98 acre parcel into three (3) lots, located on the west side of Peach Hill Road between Knotty Pine Street and Annette Street (APN 507-0-192-150). The lots will be 12,379.66, 12,092.16 and 12,170.57 square feet, an average of 12,214 square feet. The application was determined incomplete on June 25, 2002. On July 30, 2002, the applicant resubmitted the additional requested information. The application has been determined complete and is scheduled for Planning Commission consideration on October 28, 2002.
- **Tentative Tract 5147 and Development Agreement No. 98-04 (A-B Properties):** No change since last report. Request for a seventeen (17) lot industrial subdivision on 34.5 acres, located north of the Union Pacific Railroad tracks and about one-quarter (1/4) of a mile west of Gabbert Road. This proposal 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. Dedication of right-of-way for the future Arterial along the northerly property boundary was also required. Two (2) letters, requesting that outstanding project processing costs be paid, have been sent to the applicant. On September 5, 2001, the application for Annual Review of the Development Agreement for A-B Properties and Southern California Edison, both of whom are involved in this project, was reviewed by the City Council and approved

subject to the applicant paying outstanding fees owed to the City. Staff has responded to questions from the applicant's representative regarding the developer deposits. On October 29, 2001, A-B Properties submitted a check in the amount of \$10,056.32, satisfying their requirement for payment of past due fees.

- **Tentative Tract Map No. 5045, Development Agreement No. 98-01 and Residential Planned Development (RPD) Permits No. 2002-03, -04, and -05, Minor Modification 1, Zoning Ordinance Amendment 2002-02 (Morrison/Fountainwood/Agoura and Pardee Construction Company, Specific Plan No. 2):** This Tentative Map was approved by the City Council on August 2, 2000. This is a request to divide 445 acres into 460 single-family residential lots and one (1) multi-family lot proposed for up to 102 units on property located north of Charles Street, along the extension of Spring Road, east of Walnut Canyon Road (SR-23) and west of Happy Camp Canyon Regional Park. As part of the implementation measures for Specific Plan No. 2, this project also includes sixty-nine (69) acres of private Open Space, a 22-acre school site, a 7-acre public park and 101 acres of habitat area. The applicant has begun to gather information and formats for affordability agreements and improvement agreements. The applicant is also preparing grading and utility plans for the project. An application for Annual Review of the Development Agreement for this project was considered by the City Council on July 18, 2001, at which time the Community Development's Director report was accepted and the Annual Review process was deemed complete. The RPD application, which was filed on January 2, 2002, is a request for construction of 454 single-family residential units and 102 multi-family units within Specific Plan No. 2. The application was determined incomplete as of February 1, 2002. Staff has met with the applicant and applicant's Engineer on several occasions to review incompleteness items. Residential Planned Development No. 2002-01 was withdrawn and replaced with Residential Planned Development applications for individual planning areas (RPD 2002-03, -04 and -05). On March 29, 2002, the applicant submitted a Minor Modification to allow for private streets, a modification to the Tract configuration and for modification and clarification of language in the

Specific Plan. On March 29, 2002, the applicant also submitted Zoning Ordinance Amendment No. 2002-02 to allow for modification and clarification of language in the Specific Plan section of the Zoning Ordinance. The applications were determined incomplete as of May 10, 2002. Staff has been meeting with the applicant to resolve remaining issues pertaining to incompleteness. Revised plans have been submitted and are currently under review by staff.

Code Enforcement Activity:

- August 1 through 31, 2002, a total of (78) cases were opened and (30) cases were closed. A total of 116 cases have been opened this fiscal year (a 96% increase from last year to date) and 43 cases were closed (a 48% decrease from last year to date). Code Enforcement has conducted a total of four-hundred and sixty-seven (467) field inspections to date.
- **Home Occupation Permits:** Seven (7) new Home Occupation Permits (HOP's) were issued, four (4) renewal notices were sent, four (4) were renewed and four (4) revoked.

Building & Safety Activity:

- In August 2002, 82 permits were issued, a 2% increase from last year-to-date. Total valuation for August, was \$1,344,826, an 86% decrease from last year-to-date. Staff performed 681 inspections, a 2% increase from last year-to-date.

COMMUNITY SERVICES DEPARTMENT

Administration

- **AVCP Restrooms/Snack Bar Project:** This project was completed on Friday, September 27. Since Packer Football had no games scheduled over the weekend of the 28th, the restrooms were not opened to the public until Monday, September 30. Also beginning September 30, Packer Football will have use of the new snack bar.

- **AVCP Phase II:** The project's landscape architect informed staff that they had incorrectly calculated construction costs by using the wrong square footage area to be constructed. As a result, the City Council will be asked to reconsider the construction plans and budget at its meeting on October 16.
- **Art in Public Places Advisory Committee:** The Art in Public Places Advisory Committee met on September 9. The Committee, comprised of Councilmembers Harper and Millhouse, Parks and Recreation Commissioner Thompson, and two members at large (Mary Schwabauer and Jay Moore) reviewed the proposed art piece designs for the Market Place Project and Toll Brothers' golf course clubhouse. The Committee provided comments to both developers. The City Council will be asked to consider the Toll Brothers art piece at its October 2 meeting.
- **Parks Policies & Procedures:** At their September 18 meeting, the City Council approved a request to modify an ordinance and adopt a new resolution to restrict amplified sound in City parks to City sponsored, co-sponsored, and community-wide benefit events. In addition, Campus Canyon and Mountain Meadows Parks have been added to the list of sites where special attractions (jump tents) can be used.
- **Recreation Brochure:** The City was recently advised by RLF Publishing, the contractor who produced and published the City Newsletter, that they can no longer provide publishing and printing services. As a result, staff has taken over the production process for the Winter Newsletter. This is the process the City used in the past. ADVO Printing will assist with printing and mailing the newsletter. The target date to mail the Winter Guide and Newsletter to residents is November 25, just before the Thanksgiving holiday.
- **Ventura County Special Olympics:** The City co-sponsored a regional softball tournament for the Ventura County Special Olympics, which was held on September 22 at Mountain Meadows Park. In all, seventy-five Special Olympics' players and family members participated in the event, and two recreation division employees (John Hartnett and Marty Hall) volunteered their time to cook hamburgers and hot dogs for the participants.

This is just one of the division's recent efforts to co-sponsor events with Ventura County Special Olympics.

- **Senior Center Grants:** Staff received notification from the Ventura County Community Foundation that the Senior Center had been selected to advance to the next round of funding deliberations. In response, staff submitted a proposal and application for the "Ejercicio para la Vida/Exercise for Life" Grant Project to provide a two-year bilingual low-impact aerobic exercise and weight training class for older adults.
- **Multi-Use Court Improvements:** Improvements to the multi-use court at AVCP have now been completed. The Tri-Valley Roller Hockey League received approval to construct some improvements to the court at their expense. Improvements included raising the dasher boards two feet and re-painting them, enclosing the player bench with a chain link fence and windscreen, and resurfacing the court with a Vynasil coating.
- **Facility Fees for Youth Sports Organizations:** At the request of the City Council, the Parks and Recreation Commission considered a special rental fee rate for Moorpark youth sports organizations. They approved a recommendation to reduce the fee charged for the use of a meeting room in a City facility by half of the rate charged to all Moorpark non-profit groups during normal business hours. The City Council will be asked to consider the Commission's recommendation in October or November.
- **Bocce Ball Court:** The Parks and Recreation Commission and Senior Center Advisory Committee both selected a representative to serve on an ad hoc committee to identify a park location for a Bocce Ball Court. The construction of a bocce ball court has been a long standing interest of the Senior Center Advisory Committee.
- **Youth Sports Agreements:** Staff has completed all of the Use Agreements for Moorpark youth sports organizations: AYSO; Packer Football; Girls Softball; Moorpark Basketball Association; Little League; and

Moorpark Club Soccer. These are five-year agreements which address which park facilities each group may use and outline use and maintenance responsibilities.

- **Community Services Assistant:** Interviews were conducted for the part-time Community Services Assistant position on September 25. The position assists the Senior Management Analyst with administering solid waste, recycling, transit, and animal-vector control activities. The Community Services Assistant position is budgeted at thirty hours per week.

Library

- **Library Facility Fee:** The City Council recently conducted a Public Hearing to update the City's Library Facility Fee. Upon the conclusion of the Public Hearing, the Council approved the recommended fee increase to include costs associated with library capital improvements.

Contract Classes and Camp

- **Contract Classes:** Registration for fall classes began on August 27. Fall registrations to date number 187, with \$16,024 in gross revenue.
- **Day Camp:** The winter session of Camp Moorpark will run from December 23 through January 3. Planning for this camp session is currently underway.

Special Events

- **Arts in the Park:** Arts in the Park was held on Labor Day, September 2 from 10:00 a.m. to 5:00 p.m. A total of 45 vendors participated this year, down from 75 last year. In addition to the craft show, the event featured performing artists and art activities for children. The Moorpark Symphony Orchestra concluded the event with a pops concert at 5:00 p.m. Total attendance throughout the entire day is estimated to have been 800 people.
- **Trick or Treat Village:** This annual event is scheduled for Saturday, October 26 from 4:00 to 8:00 p.m. at

AVCP. The event will feature the Trick or Treat Village, carnival games, Halloween crafts, and special attractions. Planning for the event is currently underway and applications for the second annual "Trunk-or-Treat" are being accepted.

Sports

- **Adult Softball:** The Fall Adult Softball League began the week of September 23. There are 30 teams registered with gross revenue of \$11,400.
- **Adult Basketball:** The Fall Adult Basketball League began play the week of July 23. Monday league is full with 6 teams participating, and Thursday has 3 registered to date.
- **Over 30 Sports Leagues:** The Women's over 30 Basketball League is currently taking registrations for the fall season. The basketball program begins on October 2 and will continue for eight weeks.
- **Coed Volleyball League:** Registration is underway for the Fall Coed Volleyball League. The league will play on Tuesday nights from 7:00 to 9:00 p.m. Open volleyball is still being held on Friday nights from 7:00 to 9:00 p.m.
- **Youth Sports:** Registration continues for the popular Junior Basketball League. The league begins on October 5 and continues for eight weeks. Divisions for this fall season will be 5-6, 7-8, 9-10, 11-12, and teen. Currently there are 129 registered participants this season, with gross revenue of \$6,708.

Teens

- **Moorpark After Dark Dance:** An After Dark "Back to School" event was held on September 6 at the Arroyo Vista Recreation Center. A total of 736 teens attended the dance. Eight free admission passes were used. Two deputies from the Moorpark Police assisted at the dance. The next After Dark event will be held on October 4 at the Boys & Girls Club of Moorpark.

- **Band Jam:** A Band Jam was held on September 13 at the Arroyo Vista Recreation Center. Over 200 teens attended to hear four bands: Spencer; Sarin; Eleventh Hour; and Tonight perform. The bands performed live on stage from 7:30 to 10:00 p.m.
- **Skatepark:** The Skatepark was closed for two weeks due to the resurfacing of the multi-use court by Tri-Valley Roller Hockey League. It reopened on September 18, when nine participants used the facility.
- **Teen Council:** The 2002/03 Teen Council held its first meeting on Wednesday, September 18. The Teen Council will be meeting twice monthly and will hold its meetings on the first Tuesday and the third Wednesday of each month. Elections for Chair and Vice-Chair will be held at the next meeting scheduled for October 1.

Seniors

- **Birthday Luncheon:** One hundred thirty-six seniors attended this month's "Everyone's A Winner" luncheon, followed by a social dance featuring the 18-piece band, The Unforgettables.
- **Senior Games Opening Ceremony and Reception:** The Senior Games Opening Ceremony was held as part of the City Council meeting on September 18. Seventy-five seniors attended and a reception followed in the Senior Center.
- **Senior Games Tournaments:** There were one hundred seventy-eight seniors who participated in the Senior Games tournaments held in September. Games included Canasta, Bowling, Duplicate Bridge, and Golf.
- **September Programs and Classes:** Some of the programs and classes held during the month of September were: computer classes, the Komedly Klub Luncheon, manicures, a presentation on financial challenges, and Senior Games Practice Clinics.
- **October and November Programs:** Upcoming programs during the month of October and November are: AARP Mature Driver class, Adopt-A-Poll Training, Benefits and Philosophy of Tai Chi, Caring for the Caregiver,

financial workshops, Flu Shot Clinic, Holiday Arts and Crafts Fair, Medicare Changes for 2003, Senior Games Tournaments and Closing Ceremony, Senior Spa Day, Thanksgiving Luncheon, and watercolor demonstration.

- **The Senior Advisory Committee:** Some of the items that the Senior Advisory Committee discussed were the "Adopt a Poll" program participation in the November elections; Senior Games Opening and Closing Ceremonies and tournaments; Thanksgiving Luncheon; and Holiday Party. The Committee also heard a report on the proposed bocce ball court ad hoc committee and then selected a representative.

Parks

- **Mountain Meadows Park:** Remedial maintenance was performed on the ball field closest to Mountain Meadows School. New decomposed granite was added behind the ball field backstop and the bleacher area. Sod was added to the high traffic areas near the east exit of the park, and other worn areas were reseeded.
- **Community Center Park:** Staff has finalized plans for the new play equipment for the park. The order for the equipment has been placed and cost proposals are currently being sought for installation.
- **Poindexter Park:** Staff is working with Cabrillo Economic Corporation to redesign the landscaping along the frontage at Poindexter Park. The previous landscaping had to be removed during the construction on Gisler Road.

Streetscapes

- **Miller Parkway:** Landscape enhancements are in progress along Miller Parkway. Daylilies, Rosemary, and Dwarf Raps are being planted to fill in bare spots in the parkways.
- **Marlborough HOA:** Staff received several calls from residents of the Marlborough tract regarding trees along a wash behind the tract and adjacent to Peach Hill School and Peach Hill housing tract. The trees were removed by the HOA without removal permits.

However, in this case, it appears that removal permits were not required. The trees were not visible from the street, and they were not mature trees but rather off-shoots of older trees that had been previously removed.

- **Strathern Flood Channel Landscaping:** Three Chinese Elm trees were added along the slope of the Strathern Flood Channel which runs parallel to Pecan Avenue. The work was performed at the request of a Pecan Avenue homeowner who expressed concerns about previously removed landscaping behind his rear yard.
- **High Street:** Weed abatement and other clean-up work were conducted along High Street in preparation for Country Days.
- **Gisler Road:** Staff is in the process of reviewing and commenting on the landscaping plans proposed by Cabrillo Economic Corporation for the Mountain View development.

Facilities

- **Civic Center, Community Center, and Senior Center:** All three monument signs were repainted.
- **Apricot Room:** Two bids were received for the additional roof drain repairs for the Apricot Room. Once the low bidder is confirmed, repairs will be performed prior to the rainy season.
- **City Facility Inspection:** California Joint Powers Insurance Authority (CJPIA) staff inspected all City property with a value of \$1,000,000 or more on September 26. This inspection is conducted annually to check the safety of the buildings. CJPIA will submit their report to the City when completed.

Solid Waste

- **Solid Waste Franchise:** On September 18, the City Council approved new Franchise Agreements between the City of Moorpark and Moorpark Rubbish Disposal and G.I. Industries, subject to final language approval by the City Manager and City Attorney. To provide staff and the haulers additional time to finalize the

contract language, the Council will be asked to extend the current Agreements one month. The Agreements had not gone through any significant revisions since 1991, and as a result, staff is taking extra steps to ensure that the new 8-year Agreements are consistent with new policies and regulations. The newly approved agreements will be effective November 1, 2002.

- **Countywide Integrated Waste Management Plan (CIWMP) Fees:** The Ventura County/City Managers Group formed a staff working group to review the CIWMP fee program. This is a 50¢ per ton surcharge on solid waste generated in Ventura County and/or disposed of in county landfills. The cities seek to have a better understanding of how the fee is used and monitored. The group will report their findings and recommendations at a future meeting of the Ventura County/City Managers Group.
- **Coastal Cleanup Day:** Forty-nine Moorpark residents participated in this year's California Coastal Cleanup Day on Saturday, September 21 from 9:00 a.m. to noon by cleaning up a section of the Arroyo Simi at Arroyo Vista Community Park. Over six hundred pounds of trash and one hundred fifty pounds of recyclables were removed from the Arroyo in Moorpark on Saturday. Moorpark was one of twenty sites in Ventura County and one of the hundreds of Coastal Cleanup day sites statewide.
- **Free Dump Day:** Sunday, September 15, was a free disposal day for Moorpark residents at the Simi Valley Landfill and Recycling Center. Participation and tonnage figures will be available for the next status report.

Transit

- **Moorpark Transit:** Monthly ridership was 1,463 in August, a drop from August of last year when total ridership was 1,898. The average daily ridership of 67 this month is 20% lower than August of last year. There were about 500 fewer standard rides (adults and students) but big increases in other fare categories. There was a 64% increase in seniors and a 400% increase in disabled riders. The overall decrease in ridership may be due to the timing of the first day

of school compared to last year. Usually August ridership is most affected by returning students at the beginning of the semester. Senior and disabled riders pay a reduced 40¢ fare, tending to lower the farebox ratio for the month.

- **Ventura County Transportation Commission (VCTC):** The VCTC met September 6. The Commission discussed showing the Commission meetings on local cable TV public access channels, and was informed that the cablecasts may begin as soon as the November meeting. An item on forming a countywide Abandoned Vehicle Abatement program was postponed to a future meeting. A commuter profile survey was received. The Executive Director briefed the Commission on the FTA Urbanized Area (UZA) funding for the current year. The new UZA designations were not made clear until after the VCTC budget was approved. Where there were previously two UZA's in the county, now there are four: Simi Valley, Thousand Oaks (including Moorpark), Oxnard-Ventura, and Camarillo. Funding from the Camarillo and Thousand Oaks UZA's will be used to pay for countywide transit program traditionally budgeted in the Oxnard-Ventura UZA, including transit programs such as VISTA and Metrolink.
- **Country Days Shuttle:** Moorpark City Transit provided free shuttle bus service before and after the Country Days Parade on Saturday, September 28. An estimated forty riders took the shuttle to and from various parking areas to High Street.
- **Bus Shelters:** The Transportation and Streets Committee met on September 10 to review design concepts for bus shelters and selected a preferred model. The Committee requested additional information on bench styles and color samples for the next meeting.
- **Moorpark Station:** A stolen truck was found abandoned in the south parking lot of Moorpark Station on September 6. Moorpark police had the vehicle removed and notified the owner that the vehicle was recovered.

Animal/Vector Control

- **Mosquito Breeding Source:** A newly active source was identified and treated for mosquito larvae in the City. Gambusia mosquito fish were placed in a retention basin, and the property owner was advised to cut vegetation around the basin to reduce the amount of irrigation runoff that drains into the area.
- **Human West Nile Virus Case:** The first California case of a Human infected with West Nile Virus (WNV), with no known link to infected areas, was confirmed September 8. Vector control and health officials have increased surveillance of birds and mosquitoes to better ascertain where the virus may have entered the state and where it presently can be found. WNV has not yet been detected in birds or mosquitoes anywhere in California.
- **West Nile Virus Bird Surveillance:** The City's Animal/Vector Control Specialist attended a state Department of Health Services (DHS) meeting on the West Nile Virus discovery in Southern California on September 10. The City of Moorpark Animal/Vector Control Division is working with the California Department of Health Services' program to test dead birds for West Nile Virus. DHS has asked local vector control staff to retrieve the birds for testing. City staff picked up two dead sparrows in September. The birds were sent to the California Animal Health and Food Safety (CAHFS) Laboratory in San Bernardino for testing. Test results have not been released. City Animal/Vector Control staff submits mosquitoes trapped in its CO² traps along with County Vector Controls mosquito pools for encephalitis testing. These mosquitoes are stored by the Ventura County Health Department until sufficient numbers are accumulated. Then the mosquito pool is sent for encephalitis testing.
- **Animal Service Calls:** Staff received seventy-seven animal service calls in August that included twenty calls for dogs running at large, sixteen calls to remove dead animals, and nine barking dog complaints. Twelve leash law or animal waste advisories were given this month. City Animal Control

received twenty other animal calls, including nine calls regarding wild animals. There were five calls regarding abandoned or feral cats, two calls on lost and found animals, two calls about exotic animals and livestock, one bite case forwarded to the County, and one inquiry on animal licensing. A total of six dogs and three cats were taken to the Simi shelter by City staff in the month of August.

- **Mosquito Control:** Fifty-eight pesticide applications for mosquitoes were made on an estimated 33,810-sq. ft. of area treated this month. Last month there were fifty-nine pesticide applications on an estimated 38,110-sq. ft. of area treated.
- **Mosquito Trap Totals:** Mosquito surveillance by means of New Jersey light traps continued through the month of August at four locations. The light traps collected an average of .278 mosquitoes per trap night. The five-year average for August is .356 mosquitoes per trap night. Mosquito surveillance by means of carbon dioxide (CO²) traps occurred on two nights in August. This month the CO² traps caught an average of 5.10 female mosquitoes per trap night. In 2001, the CO² traps caught an average of 2.64 female mosquitoes per trap night and an average of 1.72 in 2000.
- **Sentinel Chickens:** Routine testing of sentinel chickens for encephalitis continues every two weeks, with no positive tests found so far this year in Moorpark and surrounding Ventura County.
- **Domestic Flies:** Two nurseries in the City were inspected this month for fly and mosquito breeding, with none found. No horse ranches were checked this month.
- **Vector Control Service Requests:** Staff received six vector service calls in September. Staff received four service requests related to mosquito control. One was outside the City of Moorpark and was referred to the County. Staff also received one request for information on rodents and one for information on wasps.

MOORPARK POLICE DEPARTMENT

- **Administration:** Effective September 1, 2002, station personnel was increased with the addition of sixteen county deputies, a temporary detective, and three sergeants. Along with the staff were the additions of six black and white marked vehicles that are housed at the Moorpark Police station. Additional furniture and equipment to accommodate the increased staff has been ordered and is expected to arrive soon. Beginning on September 30, the county will assign a full-time records clerk to the station. This will now allow citizens to obtain copies of police reports.
- **Personnel:** Deputy Mike Hartmann was promoted to Senior Deputy and has been transferred to the Todd Road Jail. Deputy Jose Araujo was selected to replace Deputy Hartmann as the Special Enforcement Detail Deputy. With the addition of the three sergeants, we were able to reestablish the full-time position of an administrative sergeant. This position is staffed by Sergeant Mike Aranda, who began his patrol career in the City of Moorpark. On September 1, all patrol personnel went to twelve-hour shifts, which will enhance the Community Oriented Policing and Problem Solving partnerships with the city and its citizens.
- **Volunteers:** The volunteers received several hours of training this month, primarily in report writing. Several teams of volunteers help patrol the city throughout the month.
- **Moorpark Country Days:** The annual Moorpark Country Days' Parade and Street Fair was held on Saturday, September 28, 2002. This year, the parade started on time while experiencing little to few problems. The parade ended at 10:25 a.m. and only had to be stopped briefly once for the passage of an Amtrak train. Estimate costs for the event were well within the allocated budget amount.

PUBLIC WORKS DEPARTMENT

Capital Projects

- **Slurry Seal [#8002: Application of a slurry seal on approximately one-third of the City residential streets every other year {Six Year Cycle}]:** No change since last report. The design for this project is almost complete. It is anticipated that a report will come to the City Council in October, seeking project approval and authorization to advertise for bids.
- **Los Angeles Avenue Widening between Maureen and Beltramo [#8003: widening on the south side of Los Angeles Avenue from a point east of Maureen Lane, westerly to Beltramo Road, including a Traffic Signal at Maureen Lane (Project #8031) -- partially funded by CMAQ grant (\$300,000)]:** No change since last report. The design is almost complete. We are seeking Caltrans approval of the design. Right-of-way acquisition efforts are on going. It is anticipated that the design and right-of-way phases of the project will be completed later this year.
- **Los Angeles Avenue Traffic Signal Interconnect System [#8004: construction of a traffic signal interconnect system for all traffic signals Los Angeles Avenue -- partially funded by CMAQ grant (\$320,000)]:** No change since last report. Design efforts are underway. This project has been combined with the Tierra Rejada Road Signal Interconnect project [No. 8036].
- **Tierra Rejada Road Traffic Signal Interconnect System [#8036: construction of a traffic signal interconnect system for all traffic signals on Tierra Rejada Road - - partially funded by CMAQ grant (\$350,000)]:** No change since last report. Design efforts are underway. This project has been combined with the L. A. Avenue Signal Interconnect Project [No. 8004].
- **Asphalt Overlay [#8011: Construction of an asphalt overlay on selected streets]:** No change since last report. The design for this project is almost completed. It is anticipated that a report will come to the City Council in October, seeking project approval and authorization to advertise for bids.

- **Los Angeles Avenue Widening [#8013: alignment and right-of-way needs study for Los Angeles Avenue between Spring Road and Moorpark Avenue]:** No change since last report. The design efforts are proceeding. It is anticipated that right-of-way acquisition efforts will commence later this year.
- **Spring Road Widening [#8026: Widening to the east side of the street between New Los Angeles Avenue and the Railroad Crossing]:** The design is being prepared. A landscape architect is to be retained to prepare a report on the value of the trees to be removed and replaced. The environmental document will then be finalized and brought forward to the City Council. Right-of-way acquisition efforts should start later this year.
- = **Curb Ramp Project [#8030]: Construction of curb ramps at various locations to better comply with ADA requirements:** No change since last report. Engineering is preparing the design for a project to construct approximately thirty (30) curb ramps. This project will be partially funded by a portion of available TDA Article 3 (Fund 2602) funds (\$113,000). It is anticipated that the project will be ready to advertise for bids in October.
- **Miller Parkway Widening [#8032: Widening at the northeast corner in order to facilitate south-to-north U-Turn traffic]:** Construction of this project is complete less correction of punch list items.
- **Los Angeles Avenue / Tierra Rejada Road Parkway Landscaping [#8033: Construction of parkway landscaping (\$7,315 from Developer and \$52,685 from the Gas Tax Fund)]:** No change from last report. The design has been completed. The project has been placed on hold until questions of maintenance funding are resolved. The next step will be to apply for a Caltrans Encroachment Permit.
- **Trail Study [#8035: Study to determine the feasibility of constructing an Arroyo Trail through and east of Moorpark to connect to the existing Arroyo Trail System in Simi Valley (\$120,000 Federal CMAQ funds)]:**

Proposals have been received and are being evaluated. It is the intent of staff to bring a report to the City Council by December regarding the scope of work and the selection of a consultant.

- **Flinn Avenue Realignment and Traffic Signal [#8037: Relocation of Flinn Avenue to Align with Second Street, construction of a traffic signal and widening to the east side of Spring Road north of Flinn Avenue (Funded by L A AOC & MRA)]:** The design is almost complete. Project approval and authorization to advertise should come to the City Council in October or November. The plans call for the interim use of the "old" street to provide access to the properties on the south side of Flinn Avenue. Future efforts include: a) providing for permanent access between the new street and the properties on the south side of the street; b) the vacation of the "old" Flinn Avenue; and c) a determination regarding the ultimate use of the remnant parcel to be created north of the "old" Flinn Avenue.

- **Rail Crossing - Moorpark Avenue [#8038: Construction of road widening and new gates (to be partially funded by a State Grant)]:** It has been determined that Grant funding for this project is unlikely. Staff will be seeking to secure the services of a design consultant for this project. In a separate project, the Southern California Regional Rail Authority [SCRRA] is going to upgrade the road surface at the crossing with concrete panels. This work is scheduled to be to be constructed in November.

- **Rail Crossing - Spring Road [#8039: Construction of road widening and new gates]:** No change since last report. Staff is seeking design services for the construction of improvements to the Spring Road crossing. In a separate project, the Southern California Regional Rail Authority [SCRRA] is going to upgrade the road surface at the crossing with concrete panels. This work is scheduled to be to be constructed in November.

- **Moorpark Avenue Widening [#8040: Widening of the street to provide an additional southbound lane between Casey Road and Third Street]:** No change since last report. It is the intent of staff to prepare an

RFP for consultant services to prepare the design for this project.

- **Corporate Yard [#8041: Design and construction of a new maintenance yard]:** An RFP has been prepared and distributed to architectural firms. The recommended selection of an architect should come to the city Council in November or December.
- **Tierra Rejada Median Landscaping [#8042: Construction of median landscaping east of Spring Road]:** No change since last report. The design for this project is almost complete. No date has been selected for the construction of this project. Presently there are insufficient funds in the Spring Road / Tierra Rejada Road AOC Fund to fund the project.
- = **Moorpark Road Project [#8043: Engineer costs related to the administration of the project design]** Construction is proceeding. Construction has started on the required modifications to Tierra Rejada Road.
- **Los Angeles Avenue / Tierra Rejada Road Traffic Signal Modification [#8046: Addition of protected phases [LEFT GREEN ARROWS] for the north and south legs of the intersection]:** The design is almost complete. It is anticipated that project approval and authorization to advertise will come to the City Council in November. Construction should be completed early next year.
- **Los Angeles Avenue Medians [#8047: Construction of landscaped medians along the Los Angeles Avenue / New Los Angeles Avenue corridor]:** No change since last report. Caltrans has advised that the parameters of a new program which would allow raised medians on highways, have not yet be finalized. No date was given as to when those guidelines will be completed. When and if those guidelines are made available, it would be the intent of staff to retain a consultant to develop a conceptual design for this project and seek Caltrans approval.
- **Truck Restrictions on Route 118 [#8049]:** A consultant has been retained to investigate the issues and problems associated with pursuing the establishment of

truck restrictions. The consultants report on the Phase 1 efforts should come to the City Council within two months.

Administrative Matters

- = **Casey Road Signal:** The Moorpark Unified School District (MUSD) is working with Caltrans to finalize and complete all requirements pertaining to the conveyance of the required rights-of-way to Caltrans. When completed, Caltrans will pay their share of project costs to the City. The City will then forward that money to the School District.

- = **Cabrillo Assessment District:** Staff is working with the developer on steps necessary to amend District 16 to include additional landscaped areas. This amendment will require a Petition/Waiver, signed by the Property owner, requesting this change and the resultant increased assessment.

- = **Underground Utility District [An SCE project for the undergrounding of all overhead utilities along Los Angeles Avenue between Gabbert Road and Millard Street, except the six (6) high voltage transmission lines]:** The conduits have been placed. SCE is currently energizing the underground system. Conversion of services and the removal of overhead facilities are planned for later this year.

- = **New Citywide Assessment District:** Staff is working with the City's Assessment Engineer on efforts necessary to consider the formation of a new assessment district to supplement the existing assessments for street lighting and landscaping.

CITY ENGINEER

Capital Projects

- **Los Angeles Avenue -- East #8012: Reconstruction of Los Angeles Avenue west of Condor Drive to provide for two travel lanes, a center paved median and eight feet of paved surface beyond the side lines, within an eighty-eight foot wide right-of-way]:** The sub-

consultant that specializes in soil nail walls has submitted the design, and the design is being reviewed by the City Engineer. The review includes checking for any right-of-way changes. Wall design review will be completed in the next few weeks. Minor corrections and modifications to the design will be identified and are anticipated to be completed by October 15, 2002.

- **2002 Slurry Seal Project:** Preparation of contract plans, specifications and estimate for this project are 100% completed including some additional streets not originally selected for slurry. Removal of some streets originally selected for slurry and inclusion of those streets in the overlay project is completed. Modification of the contract documents to change the quantities and conform them to current State law requirements is complete.
- **2002 Overlay Project:** Preparation of contract plans, specifications and estimate for this project are 100% completed for the streets included in the original street list. Inclusion of some additional streets originally selected for slurry is being completed. Addition of some streets originally selected for the overlay project is being completed. The additional plan changes will be completed by October 15, 2002. Modification of the contract documents to change the quantities and conform them to current State law requirements will be completed at that time.
- **SR23 Alignment Study:** Engineering review of the draft study has been completed and the study has been distributed to key City Staff for review.

Land Development Project

- **SDI:** No significant change has occurred on the project during this reporting period.
- **Tracts 4973 and 4974 (Carlsberg):** There has been no activity on this tract during this month. Sidewalk, median paving and some other items are pending repair.
- **Tract 4975 (Lennar/Greystone/Wm Lyon):** The Lennar / Greystone portion of the subdivision has all homes completed. Public works improvement deficiencies

remain to be completed. The Wm. Lyon Co. has completed the model homes and continues with the construction of the production homes. Project observation of National Pollutant Discharge Program (NPDES) requirements was unsatisfactory during this period. When the shortfalls were pointed out and the City Engineer provided some training, the developer rectified the deficiencies.

- **Tract 4976 (Lennar):** No significant change has occurred on the project during this reporting period. Work on the homes is completed. Removal and replacement of unacceptable sidewalk and curb and gutter is incomplete and work has stopped. The top course of asphalt remains to be placed on all streets.
- **Tract 4977 (Lennar/Richmond American):** No significant change has occurred on the project during this reporting period. Project house construction is proceeding at a relatively slow pace and nearing completion. Public works improvement deficiencies remain to be completed.
- **Tract 4980 (Lennar/Western Pacific):** No significant change has occurred on the project during this reporting period. Work on the homes is completed. Removal and replacement of unacceptable sidewalk has stopped and the replacement work is not completed. The top course of asphalt has been placed on all streets. Storm drain and detention basin work remain to be completed. The developer has not implemented or repaired NPDES facilities. Engineering is working with the developer to seek NPDES compliance.
- **Soil Import on Los Angeles Avenue Property, East of the SR 118 Overpass (Several hundred yards of soil previously spread across the site-Hartman/Lucas):** There has been no construction activity on this site during this month. The new owner and his engineer met with the City Engineer to discuss changes to the construction plans.
- **Soil Import at 14506 Los Angeles Avenue (Tabor) [Several hundred yards of soil previously spread across the site]:** There has been no activity on this project during this month.

- **Tract 4928 (Toll Brothers):** Corrected improvement drawings for the grading adjacent to Walnut Canyon Road have been reviewed and returned for correction. The developer has informed us that Caltrans has issued an encroachment permit for the construction in Walnut Canyon Road. The developer has not given us a copy of the permit. The City has not approved the plans for the Walnut Canyon Road widening. The 108" diameter pipe for the golf cart under crossing of Championship Drive has been installed and the headwalls and wing walls have been constructed. The developer has completed the construction of the models and has completed construction of some pre-sold residences. Fine grading for the Clubhouse is completed. Grading and improvement plans for Phase 3 of the project have been reviewed and returned for correction. Contrary to agreement and specifications the developer's paving contractor, Chaparral Construction, has placed aggregate base over subgrade without inspection. Additional inspection will be performed to assure compliance with the pavement section shown on the approved plans.
- **Tract 5045 (Pardee Homes Specific Plan No. 2):** The developer's plans and maps propose significant changes to the tentative map. The developer's proposal for a revised geometry of the Walnut Canyon Road and Spring Road intersection, redesign of the subdivision and designation of some of the streets as private streets have been discussed with the developer. The changes in the plans have not been approved. Staff is working with the developer's engineer on potential vertical and horizontal alignments for a SR-23 bypass route.
- **Tract 5053 (Pacific Communities RPD 96-1 and 96-2):** Grading plans for the project have been reviewed and returned to the developer's engineer for corrections. The developer has not responded to our direction to install traffic signals at the intersection of Shasta and Los Angeles Ave.
- **Tract 5133 (Shea Homes RPD 98-1):** Grading plans for the project have been reviewed and returned to the developer's engineer for corrections. There has been no activity on this tract during this month.

- **Tract 5161 (Cabrillo Economic Development):** Site grading on the first phase of the project is largely complete. Work on the site has proceeded at an increased pace during this reporting period, and the houses in phase 1 are nearing completion. Street construction in phase 1 is approximately 80 percent complete.
- **Tract 5226 (Cypress Land Co.):** A meeting with the engineers for Zelman Properties and Cypress and the City Engineer has successfully resolved design issues on the westerly portion of the entrance road to the project.
- **Moorpark Apartments (Archstone Communities) RPD 97-1** 'As Built' plans have been reviewed and are satisfactory. A preliminary 'punch list' of corrections needed to complete the project has been given to the developer. No remediation of the construction deficiencies has occurred during this month.
- **IPD 99-5 thru 99-10 (Triliad):** No change has occurred on this project during the last year.
- **IPD 2000-1 & 2 (Rice Development, North-east corner of Old Los Angeles Avenue and Condor Drive):** No significant change has occurred on the project during this reporting period.
- **IPD 2000-4 (Felsenthal, 5950 Condor Drive):** On-site work for this project is complete. Construction of off-site street repairs has not been completed.
- **Tract 5187 (Westpointe/William Lyon Homes):** Development of the project has been inactive during this month. The recent disking of the site by the owner has been determined to be a National Pollution Discharge Elimination System (NPDES) violation. The owner of the project has been informed that effective erosion prevention and control measures must be implemented on the site. Representatives from the Los Angeles Regional Water Quality Control Board, California Department of Fish and Game and the U.S. Army Corps of Engineers have visited the site. Plans to remediate the violation have been received and

returned to the developer for revision for the second time. The developer's engineer has not shown the full extent of the diking in any of the submittals. A meeting with the developer's engineer (CMB Engineering), LDI (a landscaping and erosion control contractor), the developer's environmental specialist, a representative from William Lyon Homes, and the City Engineer was held on 9/23/02. A completely different erosion control scheme was presented. The City Engineer advised them that the newly proposed scheme is conceptually deficient.

- **Tract 5130 (Suncal Development):** The project has been inactive during this month.
- **Tract 5307 (Colmer):** The project has received its discretionary approvals. The developer has submitted a revision to the tentative map, which is under review.
- **Tentative Parcel Map 5316 - RPD 2002-02 (USA Properties):** The Final Map for this project was approved by the City Council on September 4.
- **Tract 5321 (Zelman):** Mass grading of the site is completed. Utility installation is underway. Foundations and slab have been poured and the tilt-up walls are under construction for the Kohl's store. The technical issues of the last soils report (excluding construction soils reports) for the site have been approved. The developer has requested that recordation of the Final Map be delayed to October 31, 2002.
- **Moorpark High School Grading, Parking Lot and Storm Drain:** The construction of civil improvements and grading is nearing completion. The School District's engineer has not provided the agreed upon storm drain easement. The contractor has not achieved NPDES compliance during the project despite being given written notice to comply. Permanent best management practices (BMP) remaining to be constructed are the bio-swale along the south line of the most north-easterly new parking lot and permanent planting on the slope and disturbed areas north of the most westerly new parking lot.

- **SCE Access Road to AVCP:** Grading for the road has been altered at the request of SCE, and the change is nearing completion. The remainder of the required drainage and erosion control facility construction has not been started. A written correction notice to achieve NPDES compliance has been issued.
- **Cardservice International Grading:** The builder has completed the on-site work. Construction of off-site street repair improvements is complete.
- **Tract 4043 - Verona HOA Slope Failure:** The grading plan and the soils report submitted by the homeowners association has been reviewed and returned for correction.

Encroachment Permits

- **Adelphia System Enhancement:** This utility has terminated its upgrade of the existing system. No submittals for new facilities have been received. New encroachment permits, replacing expired permits, have been reissued for street restoration work. Correction of unacceptable street repairs is underway. We have met with representatives of Adelphia and discussed their firm's responsibility to restore all streets to a satisfactory condition.

cc: The Honorable City Council, Planning Commission, Parks and Recreation Commission, City Manager, City Attorney, City Engineer, Captain LeMay, Central File, Exec. Sec. File (City Staff via City Share/City Share/City Manager Folder) and Home Page

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