

City Council
REGULAR MEETING
Tuesday, March 20, 2018, 6:00 P.M.
Council Chambers



Andrew P. Fox, Mayor
Rob McCoy, Mayor Pro Tem
Claudia Bill-de la Peña, Councilmember
Joel R. Price, Councilmember
Al Adam, Councilmember

Executive Team

Andrew P. Powers, City Manager	Tracy M. Noonan, City Attorney
Gary Rogers, Acting Asst. City Manager	John F. Adams, Finance Director/City Treasurer
Mark A. Towne, Community Development Director	Jay Spurgin, Public Works Director
Cynthia M. Rodriguez, City Clerk	Heather Cousin, Library Director
Barry McComb, Cultural Affairs Director	Elizabeth White, Acting Human Resources Director
Jim Friedl, General Manager, CRPD	Tim Hagel, Police Chief
John Spykerman, Fire Chief	

MISSION STATEMENT:
Extraordinary Service to the Citizens We Serve is Our Purpose

Americans with Disabilities Act (ADA): In compliance with ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the City Clerk Department, (805) 449-2151. Assisted listening devices are available at this meeting. Ask City Clerk staff if you desire to use this device. Upon request, the agenda and documents in this agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification at least 48 hours prior to the meeting or time when services are needed will assist City staff in assuring reasonable arrangements can be made to provide accessibility to the meeting or service.

The following is provided to assist with public participation:

Agenda Availability: The City Council Agenda is posted at the entry to the Civic Arts Plaza/City Hall, 2100 E. Thousand Oaks Boulevard, Thousand Oaks [main posting location pursuant to the Brown Act, G.C. 54954.2(a)]. City Council Agenda Packets are available for review at the City Clerk Department, 2100 E. Thousand Oaks Boulevard, Thousand Oaks. Agenda packet and “Live and Archived” meetings and minutes are available on the City’s website at www.toaks.org. Televised City Council Meetings are re-broadcast Thursday and Sunday (following meeting) at 10:00 a.m. and 6:00 p.m. on TOTV, Channel 10.

Supplemental Information: Any agenda related information received and distributed to the City Council after the Agenda Packet is printed is included in Supplemental Packets. Supplemental Packets are produced as needed, typically a minimum of two—one available on the Thursday preceding the City Council meeting and the second on Tuesday at the meeting. The Thursday Supplemental Packet is available for public review in the City Clerk Department, 2100 E. Thousand Oaks Boulevard, during normal business hours (main posting location pursuant to the Brown Act, G.C. 54957.5(b)(2)). Both the Thursday and Tuesday Supplemental Packets are available for public review at the City Council meeting in the City Council Chambers, 2100 E. Thousand Oaks Boulevard and on the City’s website.

Please be advised that communications directed to the City Council are public records, and are subject to disclosure pursuant to the California Public Records Act and Brown Act unless exempt from disclosure under the applicable law. Communications will NOT be edited for redactions; will be printed/posted as submitted.

Public Input: Any person who wishes to speak regarding an item on the regular agenda or on a subject within the City’s jurisdiction during “Public Comments” is requested to file a “Public Speaker” card with City Clerk staff before that portion of the Agenda is called. Any person who wishes to speak on a specific agenda item is requested to file a “Public Speaker” card before the specific item is called. Any person who wishes to speak on a Public Hearing is requested to file a “Public Speaker” card before the Hearing is called. Persons addressing the City Council are requested to state their name and community of residence for the record. Any supporting materials should be submitted to the City Clerk before addressing the Council. These materials are also considered a public record pursuant to the California Public Records Act and Brown Act unless exempt from disclosure under the applicable law.

Special Meeting Public Input: Only issues listed on a special meeting agenda may be addressed pursuant to the Brown Act/Special Meetings.

Consent Calendar: Matters listed on Consent Calendar that do not require significant reporting and/or discussion for decision or considered to be routine, will be approved by one motion as recommended. There will be no separate discussion unless Councilmember or staff member requests separate discussion prior to approval.

Judicial Review: Any legal action by an applicant seeking to obtain a judicial review of the City Council’s decision on a Hearing or issue listed on this Agenda may be subject to the 90-day filing period, of and governed by, Code of Civil Procedure Section 1094.6. Also refer to TOMC Section 1-4.05.

CITY OF THOUSAND OAKS CITY COUNCIL AGENDA

Thousand Oaks, California

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March 20, 2018

RES. NO. 2018-011
ORD. NO. 1642-NS

1. CALL TO ORDER: 6:00 p.m.
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL: Councilmembers Bill-de la Peña, Price, Adam, McCoy, and Mayor Fox
4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM:
5. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS:
 - A. Recognition – Boy Scout Justin Zilberstein
 - B. Proclamation – April as National Donate Life Month
6. PUBLIC COMMENTS:
7. CONSENT CALENDAR:

(See Exhibit A pages 6 thru 8 Consent Calendar listing)
8. PUBLIC HEARINGS:
 - A. [Theatre Lighting System Upgrade Equipment Purchase \(CI 5524\)](#)

RESOLUTION AMENDING BANK OF AMERICA PERFORMING ARTS CENTER USER FEE SCHEDULE AND CREATING NEW USER FEES FOR TECHNICAL EQUIPMENT RES. NO. 2018-_____

RECOMMENDATION:

1. Approve purchase of Theatre Lighting System Upgrade Equipment from 4 Wall Entertainment in amount of \$151,972.04
2. Authorize budget appropriation and expenditure of \$152,000 A/C 681-7710-682-8900 (CI 5524 Fixed Asset Replacement) to A/C 681-0000-341-9900 (Theatres Fund - Net Position)
3. Adopt User Fee Resolution to offset maintenance and future repairs of equipment

9. DEPARTMENT REPORTS:

A. [Amendment to Cannabis Business Selection Process](#)

RESOLUTION AMENDING CANNABIS BUSINESS APPLICATION AND SELECTION PROCESS RES. NO. 2018-_____

RECOMMENDATION

1. Adopt resolution
2. Authorize staff to introduce amendment to Thousand Oaks Municipal Code on April 10, 2018

B. [2017 General Plan/Housing Element Annual Progress Report \(GPAR 2018-70021\)](#)

RECOMMENDATION:

1. Receive 2017 General Plan/Housing Element Annual Progress Report
2. Direct Community Development Director to provide copies of 2017 General Plan/Housing Element Annual Progress Report to State Office of Planning and Research and Department of Housing and Community Development

C. [Parameters for Comprehensive General Plan Update](#)

RECOMMENDATION:

1. Receive report on General Plan update process and provide direction
2. Should City Council opt to consider General Plan update, direct staff to seek grant funding to offset update costs

10. COMMITTEE/COMMISSION/BOARD REPORTS: None

11. CITY COUNCIL AS SUCCESSOR AGENCY TO THOUSAND OAKS REDEVELOPMENT AGENCY REPORTS: None

12. COUNCIL ISSUES/RECOMMENDATIONS:

A. Follow-up reports on meetings/conferences attended by Councilmembers

1. [National League of Cities Congressional Conference March 7 – 14, 2018 \(Price/Fox\) – Report to be provided](#)

RECOMMENDATION: Receive report

13. CITY MANAGER:

A. Follow-up items

B. Announcements and upcoming issues

14. CLOSED SESSION: City Council Conference Room 2nd floor – None

15. PUBLIC NOTICES:

Items listed under Public Notices are a matter of public record only. These items do not require City Council action.

- A. [Public Notice – Approval of Final Map Tract 4939-4; Location: West Hillcrest Drive at Rancho Conejo Boulevard; Developer: Amgen, Inc.; Description of Subdivision: 30 Lots of Record, 21 Commercial lots, 9 private street parcels](#)

16. ADJOURNMENT:

Adjournment in memory of:

- o Former Councilmember and Mayor Dewain “Dewey” Grattan

to Regular Meeting April 10, 2018

Agenda Post Date/Time: March 15, 2018, 5:00 p.m.

EXHIBIT A

7. CONSENT CALENDAR:

*RECOMMENDATIONS FOR ITEMS A. THROUGH J. ARE TO APPROVE
RECOMMENDATIONS FOR ITEMS K. THROUGH L. ARE TO ADOPT*

- A. General, Utilities, Golf Course, and Theatres Demands – ratify March 14, 2018; approve March 21, 2018; approve March 28, 2018 and April 4, 2018, subject to review and ratification
- B. [Minutes of City Council meeting of March 6, 2018](#)
- C. No Appropriation/Expenditure Required: [Disabled Access Appeals and Advisory Board Appointments \(McCoy\); re-appointments of Ryan Rose](#) (Public Member) to fill scheduled vacancy with term ending February 2020, and Kevin Sterling (Movement Impaired Category) to fill scheduled vacancy with term ending February 2019; appointments of Robert Fullerton (Construction Category) and Alessandro Neri (Construction Category) to fill two scheduled vacancies with terms ending February 2020
- D. Approved Expenditure: [Westlake Boulevard Sidewalk Project \(CI 5337\)](#); project design, plans, specifications, and Addenda Nos.1 and 2; award construction contract to Toro Enterprises, Inc., in amount of \$1,107,415.85 plus \$110,800 contingency; authorize City Engineer to execute all necessary documents to quitclaim Public Sidewalk Easement Deed 925 S. Westlake Boulevard (APN 698-020-215); budget appropriation of \$89,869 A/C 136-0000-311-1000 (TDA Article 3 Fund Balance) to A/C 136-5310-631-8300 (CI 5337 TDA Article 3 Expenditure/Westlake Sidewalk Project) and (\$89,869) A/C 543-5310-631-8300 (CI5337 Developer Fees/ Westlake Boulevard Sidewalk Project) to A/C 543-0000-311-1000 (Developer Fees Fund Balance); expenditures of \$1,218,216 as follows: \$683,211 A/C 543-5310-631-8300 (CI 5337 Developer Fees/Westlake Boulevard Sidewalk Project), \$89,869 A/C136-5310-631-8300 (CI 5337 TDA Article 3/Westlake Boulevard Sidewalk Project), and \$445,136 A/C 183-5310-631-8300 (CI 5337 Federal Funds/ Westlake Boulevard Sidewalk Project)
- E. Budget Appropriation/Transfer of Funds: [Traffic Signal Capital Improvement Projects fund transfer; budget appropriation transfer of \\$177,000 FY 2017-18 \(CI 5257, CI 5258, CI 5259, CI 5354, and CI 5516\) and \\$40,000 FY 2018-19 \(CI 5257, CI 5258, CI 5259, and CI 5516\) A/C 553-5570-631-8300 \(Supplemental Traffic Signal Maintenance Fee\) to A/C 551-5570-631-8300 \(Master Plan Traffic Signal Fee\)](#)

7. CONSENT CALENDAR: (Continued)

- F. Approved Expenditure: [Supply and delivery of Glycerol Hill Canyon Wastewater Treatment Plant \(HCTP\)](#); general service agreement with Environmental Operating Solutions, Inc., in amount not-to-exceed \$180,000; term: 3/20/18 – 6/30/20; expenditure of \$90,000 FY 2018-19 A/C 621-8250-685-3242 (Wastewater/Chemical Supplies)
- G. Approved Expenditure: [Hill Canyon Wastewater Treatment Plant \(HCTP\) Janitorial Services; First Amendment to Contract No. 10880-2015 with Kelly Cleaning Supplies, Inc.](#), in amount of \$47,272 for two-year extension; term ending 6/30/20; revised total not-to-exceed \$118,180; expenditure of \$47,272 A/C 621-8250-682-5620 (Janitorial)
- H. Additional Appropriation: [Canon Copier Lease Agreement](#); Third Amendment to Contract No. 10225-2013 with Canon Solutions America, Inc., in amount of \$30,000 for revised Citywide copier overage charges and extra services at various Citywide locations; budget appropriation and expenditure of \$15,000 per year FY 2017-18 and FY 2018-19 A/C 001-0000-311-1000 (General Fund – Fund Balance) to A/C 001-3520-612-6410 (Rental/Copier Charges)
- I. Approved Expenditure: [Security Systems Maintenance and Service](#); Second Amendment to Contract No. 10491-2014 with CLIMATEC, LLC in amount of \$50,000 for extra services to include additional service and alterations to security systems various City facilities; expenditure of \$50,000 from various General Fund (001) accounts (Improvements/Other than Buildings)
- J. Approved Expenditure: [Professional Consultant Services – Defined Benefit Plan](#); professional services agreement with Phase II Systems [DBA Public Agency Retirement Services (PARS)] in amount not-to-exceed \$306,000 for professional services in conjunction with City's Hourly/Part-time Defined Benefit Plan; term: 1/1/18 – 12/31/22 with one five-year renewal option; adopt resolution establishing Pension Rate Stabilization Trust Fund (PRSTF) administered by PARS, appointing Finance Director as City's Plan Administrator, and authorizing City Manager to execute final documents to establish Trust

RESOLUTION APPROVING ADOPTION OF PUBLIC AGENCIES POST-EMPLOYMENT BENEFITS TRUST ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS) RES. NO. 2018-

7. CONSENT CALENDAR: (Continued)

ORDINANCES FOR SECOND READING:

- K. [ORDINANCE AMENDING MUNICIPAL CODE RELATING TO OFFICIAL ZONING AND CHANGING ZONING CLASSIFICATION OF PROPERTY LOCATED AT 95 DUESENBERG DRIVE; \(Z 2017-70148; APPLICANT: griffin fine living, LLC\)](#) (Introduced 3/6/18, 5-0) ORD. NO. 1642-NS

- L. [ORDINANCE AMENDING MUNICIPAL CODE RELATING TO OFFICIAL ZONING AND CHANGING ZONING CLASSIFICATION OF PROPERTY LOCATED 3525 NORTH MOORPARK ROAD; \(Z 2017-70299; APPLICANT: WSL CASTLE HILL RETIREMENT, LLC\)](#) (Introduced 3/6/18, 5-0) ORD. NO. 1643-NS