

MINUTES OF THE CITY COUNCIL

Thousand Oaks, California

June 9, 2015

1. CALL TO ORDER:

Mayor Al Adam called the meeting to order at 6:20 p.m. in Council Chambers, 2100 Thousand Oaks Boulevard, Thousand Oaks, California.

2. PLEDGE OF ALLEGIANCE: Mayor Adam led the pledge of allegiance with Boy Scout Troop #754.

3. ROLL CALL:

Present: Councilmembers Andy Fox, Claudia Bill-de la Peña, Joel Price, and Mayor Al Adam.

Also Present: City Manager Scott Mitnick, Assistant City Manager Andrew Powers, City Clerk Linda Lawrence, Finance Director/City Treasurer John F. Adams, Community Development Director John Prescott, Human Resources Director Gary Rogers, Interim Library Director Nancy Schram, Cultural Affairs Director Barry McComb, Public Works Director Jay Spurgin, Police Sergeant Brain Slominski, Fire Chief Theodore Smith, Assistant City Attorney Patrick Hehir, Deputy City Clerk Antoinette Mann, Deputy Finance Director Jaime Boscarino, Deputy Public Works Director Cliff Finley, Assistant to City Manager Rachel Wagner, Budget Officer Brent Sakaida, Engineering Division Manager Mohammad Fatemi, Code Compliance Manager Geoff Ware, Revenue Operations Manager Melissa Hurtado, Senior Engineer Jim Mashiko, Landscape Maintenance Supervisor Kevin Wilson, Cable Operations Supervisor Carl Jarecky, Senior Stage Technicians Jonathan Serret and Michael Tachco, Transit Manager Mike Houser, Communications/Marketing Analyst Perrine Mann, Associate Analysts Nancy Arrieta and Francine Sprigel, Engineer Associate Kathy Lowry, Assistant Analyst Laura Maguire, Senior Video Specialist Richard Swingler, Instrumentation Technician Mike Gildroy, Utilities Maintenance Worker II Suzie Underwood, Transit Assistant Alex Porlier, Production Assistant Andrea Baltazar, and Senior Recording Secretary Janis Daly.

14. CLOSED SESSIONS REQUESTED: City Council Conference Room 2nd floor.

*A. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation: Initiation of Litigation; Pursuant to Government Code Section 54956.9(c) (2 Cases)

Assistant City Attorney Hehir announced item 14.A. was moved to the beginning of the agenda; the closed session item was Conference With Legal Counsel, Anticipated Litigation, Initiation of Litigation pursuant to Government Code Section 54956.9(c); there were two cases; decision to initiate litigation was authorized in one of those cases; the specifics of the case will be subject to public disclosure once action has formally commenced, unless to do so would jeopardize our ability to effectuate service of process.

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4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM:
None.

5. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS:

- A. Mayor Adam introduced Ventura Regional Sanitation District General Manager Mark Lawler to give an update on the District's activities.
- B. Landscape Maintenance Supervisor Wilson presented Oak Leaf Awards for Excellence in Community Volunteer Service and Streetscape Beautification Awards to representatives from Troop Real Estate, St. Julie Billiard Catholic Church, Islamic Center of Conejo Valley, The Church of Jesus Christ of Latter-day Saints, The Newbury Park Stake of The Church of Jesus Christ of Latter-day Saints and Angelo Spandrio.
- C. Mayor Adam introduced Conejo Open Space Foundation Vice-President Elayne Haggan to explain the Trail Education program and present "Trails Education Days Letter Writing Contest" Award Winners.
- D. Mayor Adam introduced Cultural Affairs Director Barry McComb to present the Civic Arts Plaza 2015-16 Performance Season Preview.

6. PUBLIC COMMENTS:

Interim Library Director Nancy Schram and Librarian Margaret Douglas introduced 2015 One City, One Book Program selection, *The Book of Unknown Americans* by Cristina Henríquez (provided copies for Councilmembers); Jackson Piper, Ventura County Unincorporated Area; Linda Hillman, Camarillo (submitted document); John Brison, Thousand Oaks (submitted document); Helen Cox, Thousand Oaks; Jamal Moore, City of residence unknown; Nick Quidwai, Newbury Park; Ron Whitehurst, Ventura; Jan Dietrick, Ventura

Written Statements: Karen King, Thousand Oaks; Nancy Tamarin, Thousand Oaks; Shoshana Brower, Westlake Village

13. CITY MANAGER:

- *A. Follow-up items: City Manager Mitnick indicated staff will follow up with speakers regarding Community Choice Energy (Piper, Hillman, Cox, Whitehurst, Dietrick), announced Defeat the Drought Water Conservation Expo on June 27 is joint effort between City and Assemblymember Irwin with more information available on City website (Brison) and police will follow up with speaker regarding allegations of racism (Moore).

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7. CONSENT CALENDAR:

(See Exhibit A for Consent Calendar Listing)

8. PUBLIC HEARINGS:

- A. Hearing, advertised as required by law, opened to consider: Proposed FY 2015-16 and FY 2016-17 Operating Budget and Capital Improvement Program Budget report presented by Finance Director Adams; Deputy Public Works Director Finley responded to questions; Deputy Finance Director Boscarino, Budget Officer Sakaida and Human Resources Director Rogers available for questions.

RESOLUTION ADOPTING ANNUAL CITY OF THOUSAND OAKS OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGETS FOR FISCAL YEARS 2015-2016 AND 2016-2017; AND ADOPTING FINANCIAL POLICIES

RES. NO. 2015-038

Speakers: Nick Quidwai, failed to appear; Chaise Rasheed; Thousand Oaks.

Written Statements: None.

Mayor Adam closed public hearing.

Motion by Councilmember Price to adopt resolution approving Proposed FY 2015-16 and FY 2016-17 Operating and Capital Improvement Program (CIP) Budgets; adopt updated Financial Policies and Budget Policies, including Governmental Fund Balance Policy that establishes guidelines and procedures for allocating and reporting fund balance in the financial statements in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54; approve updated City Council CIP Priorities to include wording to add projects listed in the City Council's Top Priorities, as Priority #1; authorize City Manager to carry over funds from FY 2014-15 to FY 2015-16 for projects and line items listed as requiring carryover included in the Capital Improvement Program Budget, Grants, and Project-Related Maintenance and Operations budgets; staff directed to move 1) Conejo School Road/Hillcrest Drive to Thousand Oaks Boulevard Sidewalk Project (CI 4252) and 2) Thousand Oaks Boulevard Streetscape Improvements Project (CI 5391) up in priority to Priority #2, carried 4-0 by the following vote: Ayes – Fox, Bill-de la Peña, Price, and Adam; Noes - None; Absent - None.

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8. PUBLIC HEARINGS: (Continued)

- B. Hearing, advertised as required by law, opened to consider: Annual Collection of Wastewater Service Charges – Property Tax Roll; report presented by Revenue Operations Manager Hurtado; Finance Director Adams available for questions. Additional information supplemental packet.

RESOLUTION PROVIDING FOR COLLECTION OF DELINQUENT
WASTEWATER SERVICE CHARGES BY ATTACHMENT TO REAL
PROPERTY TAX ROLL RES. NO. 2015-039

Speakers: None.

Written Statements: None.

Mayor Adam closed public hearing.

Motion by Councilmember Bill-de la Peña to adopt resolution approving Annual Collection of Delinquent Wastewater Service Charges by attachment to Real Property Tax Roll; approve list of property owner names, addresses, parcel numbers and assessment amounts to be submitted to Ventura County Tax Collector, carried 4-0 by the following vote: Ayes – Fox, Bill-de la Peña, Price, and Adam; Noes - None; Absent – None.

10. COMMITTEE/COMMISSION/BOARD REPORTS:

- *A. Youth Commission Annual Report presented by Youth Commission Chair Courtney Brousseau; Associate Analyst Sprigel available for questions.

Motion by Councilmember Price t:o: 1) receive Annual Report; and, 2) in addition to those projects assigned per Resolution # 2011-37 (Therapeutic Dance, Youth Recognition Awards, and Biennial Youth Leadership Summit), approve implementation of: Community Internships Training Youth (C.I.T.Y.), informational speakers at televised meetings, youth implementation meetings, and events; e.g., Youth vs. Experience Sports Exhibition, Dodgeball Tournament, Drug Facts Chat Day, Watershed Clean-up, and Recycling Poster Competition, and continued support and updating of www.conejoconnections.org, carried 4-0 by the following vote: Ayes – Fox, Bill-de la Peña, Price, and Adam; Noes - None; Absent - None.

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9. DEPARTMENT REPORTS:

- *A. East County Transit Alliance InterCity Dial-A-Ride Program and Transit Service Contract Amendments presented by Transit Manager Houser; Public Works Director Spurgin and Transit Assistant Alex Porlier available for questions.

RESOLUTION APPROVING FARE CHANGE FOR INTER-CITY ADA SERVICE
AND ESTABLISHING FARE FOR INTER-CITY SENIOR DAR SERVICE

RES. NO. 2015-040

Motion by Councilmember Bill-de la Peña to: 1) approve City of Thousand Oaks' participation in East County Transit Alliance (ECTA) InterCity Dial-A-Ride (DAR) Program, which adds a new inter-city service for seniors; 2) approve Fiscal Agent Agreement authorizing Thousand Oaks Transit (TOT) to provide transportation for ECTA InterCity program using its contract with MV Transportation, Inc. (MV), Contract No. 10470-2014; 3) approve First Amendments to Contract No. 10504-2014 with City of Moorpark (Moorpark), and Contracts No. 10508-2014 and 10509-2014 with County of Ventura (County), to modify billing rates and Scope of Work; 4) approve Third Amendment to Transit Operator Agreement with MV Transportation Contract No. 10470-2014, increasing the not-to-exceed annual contract expenditure limits by \$398,000, to a new total of \$4,343,000 for new transit services provided on behalf of the East County Transit Alliance (ECTA), County of Ventura, and modification to on-time performance standards; 5) adopt Resolution to adjust fares for inter-city ADA rides, as published in the User Fee Manual, from \$6.00 to \$5.00, and add new fare class for inter-city senior transportation set at \$5.00; 6) accept Federal Transit Administration (FTA) 5310 New Freedom funding in the amount of \$83,038 to fund local program expenses; 7) approve expenditure in the amount of \$16,608 for required local match, to be funded from Transportation Development Act (TDA) funds from A/C 651-5550-685-3199, carried 4-0 by the following vote: Ayes – Fox, Bill-de la Peña, Price, and Adam; Noes - None; Absent - 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. None.

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13. CITY MANAGER:

A. Follow-up items: No additional follow-up.

B. Announcements and upcoming issues: City Manager Mitnick reviewed potential topics for the next regularly scheduled City Council Meeting June 23, 2015.

15. PUBLIC NOTICES: None.

16. ADJOURNMENT:

City Council adjourned at 8:51 p.m. to Regular Meeting on Tuesday, June 23, 2015. Councilmember Claudia Bill-de la Peña presented adjournment in memory of her father Fred Bill.



Al Adam, Mayor

City of Thousand Oaks City Council

Attest:



Linda D. Lawrence, City Clerk
City of Thousand Oaks City Council

AGENDA POSTED: June 4, 2015

MINUTES APPROVED: June 23, 2015

*indicates item taken out of order

EXHIBIT A**7. CONSENT CALENDAR:**

*RECOMMENDATIONS FOR ITEMS A. THROUGH M. ARE TO APPROVE
RECOMMENDATIONS FOR ITEMS N. THROUGH O. ARE TO ADOPT*

Additional information supplemental packet regarding Items 7.E., 7.L. (revised recommendation), 7.M. and 7.O.

Speakers: CVUSD Assistant Superintendent Dr. Jon Sand, Thousand Oaks; Nick Quidwai, Newbury Park; Joshua Saltee, Newbury Park; Bridgette Rosson, Newbury Park; Anthony Rosson, Newbury Park, Kyle McIntosh, Newbury Park.

Motion by Councilmember Fox to approve Consent Calendar with exception of 7.E. (Annual School Crossing Guard Program Review) and with revised recommendation for Item 7.L. (Initiate Proceedings for Landscape and Lighting Assessment District No. 79-2 FY 2015-16 Annexation and Assessments) to approve agreement with Ventura County Auditor-Controller to provide the service of placement of the Landscape and Lighting Assessment District direct assessments on the Secured Tax Rolls and distribution of Collections to the City of Thousand Oaks for the cost of \$0.17 per assessment per parcel plus administration and collection fees and authorize City Engineer to sign the Agreement, carried 4-0 by the following vote: Ayes - Fox, Bill -de la Pena, Price, and Adam; Noes - None. (Item 7.E. subsequently approved following discussion.)

Deputy Public Works Director Finley responded to questions regarding Item 7.E.

Motion by Councilmember Fox to approve Item 7.E., with revised recommendation to continue School Crossing Guard Program as is for one year and direct staff to meet with Conejo Valley Unified School District and County to create workplan, if appropriate, to transition City out of administering Program, carried 4-0 by the following vote: Ayes – Fox, Bill-de la Peña, Price, and Adam; Noes - None; Absent - none.

- A. General, Utilities, Golf Course, and Theatres Demands – ratify June 3, 2015; approve June 10, 2015; approve June 17, 2015, subject to review and ratification
- B. Minutes of City Council Regular Meeting of May 26, 2015
- C. Approved Expenditure: Thousand Oaks Arts Festival as City Sponsored Official City Cultural Event with in-kind City services and financial support not-to-exceed \$17,500 FY 2016-16; expenditure in amount not-to-exceed \$17,500 from various General Fund accounts (Cultural Affairs Commission)

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7. CONSENT CALENDAR: (Continued)

- D. Approved Expenditure: City Website Redesign, Intranet, and Content Management System (CMS); authorize City Manager to execute agreement with Vision Internet Providers; expenditure of \$108,734 A/C 001-3410-612-8630 (Capital – Software) subject to City Attorney approval of contract
- E. No Appropriation/Expenditure Required: Annual School Crossing Guard Program Review; discontinue crossing guard service at intersection of Kimber Drive and Baxter Road (adjacent to Maple Elementary School); do not add new crossing guard at Lesser Drive and Rudman Drive (Walnut Elementary School) due to pedestrian and vehicle volumes not meeting standards; \$7,200 reduction in General Fund crossing guard expenditures for Proposed FY 2015-16 (See Revised Recommendation in motion – page 7)
- F. Approved Expenditure: Supply and Delivery of Ammonium Hydroxide Hill Canyon Wastewater Treatment Plant (HCTP); general services agreement with Argo Chemical, Inc., in amount not-to-exceed \$62,000; term: 7/1/15 – 6/30/16; expenditure of \$62,000 FY 2015-16 A/C 621-8250-685-3242 (HCTP/Wastewater Chemical Supplies)
- G. Approved Expenditure: Hill Canyon Wastewater Treatment Plant (HCTP) preventive maintenance for emergency standby generators; service agreement with Quinn Power Systems in amount not-to-exceed \$80,000; term: 6/9/15 – 6/30/18, with option to extend additional two years; expenditure of \$15,000 FY 2015-16 and \$32,500 FY 2016-17 A/C 621-8250-682-5699 (Wastewater/Contracted Services)
- H. Additional Appropriation: Transit services agreement with City of Agoura Hills for General Dial-a-Ride (DAR) services; term: 7/1/15 – 6/30/18 with option to extend one year; Second Amendment to Contract No. 10470-2014 with MV Transportation, Inc. increasing contract not-to-exceed total to \$3,945,000; budget appropriations and annual expenditures in amount of \$320,000 A/C 652-5540-437-1000 (OPAGRA Other Transit Service/City Participation Revenue) to A/C 652-5550-682-5650 (OPAGRA Other Transit Agencies Transportation Contract Services/Agoura) FY 2015/16 and FY 2016/17
- I. Financial Impact to be Determined: On-call civil and mechanical repair services; agreements with four firms listed on the On-Call Service Provider listing outlined in staff report (Blois Construction, Inc., Brandt Construction, Cushman Contracting Corporation, and J & H Engineering General Contractors, Inc.); each not-to-exceed amount of \$200,000 per year; individual task orders not-to-exceed \$45,000; terms: 6/9/2015 – 6/30/2018; funds to be identified on case by case basis

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7. CONSENT CALENDAR: (Continued)

- J. Approved Expenditure: Newbury Park Library Roof Renovation (CI 5248); professional engineering services contract with Kitchell CEM in amount not-to-exceed \$125,245, term: 6/9/15 – 6/30/17; expenditure in amount of \$125,245 A/C 110-7410-673-8200 (CI 5248, Improvements)

- K. Approved Expenditure: Southern California Association of Governments Grant for Transit Master Plan (MI 2226); accept Federal Transit Planning Grant in amount of \$200,000 plus required local match of \$30,000; ratify previously submitted Commitment Letter; expenditure in amount of \$30,000 as follows: \$15,000 A/C 651-5540-682-5699 (MI 2226 Transit Bus Service/Transit Master Plan); \$15,000 A/C 651-5550-682-5699 (MI 2226 Transit DAR/Transit Master Plan)

- L. No Appropriation/Expenditure Required: Initiate Proceedings for Landscape and Lighting Assessment District No. 79-2 FY 2015-16 Annexation and Assessments; approve Preliminary Engineer's Report; set public hearing date; agreement with Ventura County Auditor-Controller to provide service of placement of Landscape and Lighting Assessment District direct assessments on Secured Tax Rolls and distribution of Collections to City for cost of \$0.17 per assessment per parcel plus administration and collection fees and authorize City Engineer to sign the Agreement; expenditure in amount of \$41,000 as follows: \$16,000 A/C 141-5630-626-5722 (Lighting Fund/Property Tax Administration Fees); \$25,000 A/C 142-5630-632-5722 (Landscape Fund/Property Tax Administration Fees) for billing of direct assessments; adopt resolutions

RESOLUTION INITIATING PROCEEDINGS FOR ANNEXATION OF TERRITORY AND ANNUAL LEVY OF ASSESSMENTS FOR THOUSAND OAKS LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2 (FISCAL YEAR 2015-16) RES. NO. 2015-025

RESOLUTION DECLARING ITS INTENTION TO ANNEX TERRITORY, CONDUCT PROPERTY OWNER BALLOTING ON MATTER OF NEW OR INCREASED ASSESSMENTS, AND LEVY ANNUAL ASSESSMENTS FOR THOUSAND OAKS LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2 (FISCAL YEAR 2015-16) RES. NO. 2015-026

RESOLUTION CONFIRMING PRELIMINARY ENGINEER'S REPORT FOR ANNEXATION OF TERRITORY, PROPOSED NEW ASSESSMENTS CONNECTED THEREWITH, AND ANNUAL LEVY OF ASSESSMENTS FOR THOUSAND OAKS LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2 (FISCAL YEAR 2015-16) RES. NO. 2015-027

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7. CONSENT CALENDAR: (Continued)

- M. Approved Expenditure: FY 2015-16 Thousand Oaks Boulevard Property Business Improvement District Annual Levy; expenditure in amount of \$14,227 for FY 2015-16 A/C 001-3010-612-7200 (General Fund Management and Support/Taxes) (Project number MCPBID); adopt resolutions

RESOLUTION APPROVING THE THOUSAND OAKS BOULEVARD PROPERTY BUSINESS IMPROVEMENT DISTRICT OWNERS' ASSOCIATION REPORT FOR JANUARY 1, 2014, THROUGH APRIL 30, 2015, AND 2015/2016 MANAGEMENT DISTRICT PLAN RES. NO. 2015-028

RESOLUTION ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE THOUSAND OAKS BOULEVARD PROPERTY BUSINESS IMPROVEMENT DISTRICT, FISCAL YEAR 2015-16 RES. NO. 2015-029

- N. Approved Expenditure: Resolution authorizing City access to receive Federal Bureau of Investigation and California Department of Justice criminal history information for Regulatory Permit background check applications

RESOLUTION AUTHORIZING ACCESS TO STATE AND FEDERAL CRIMINAL HISTORY INFORMATION RES. NO. 2015-030

- O. Approved Expenditure: Implementation of Memorandum of Understanding (MOU) for period July 1, 2015 through June 30, 2017 with Represented Bargaining Units – Thousand Oaks City Employees Association (TOCEA), Thousand Oaks Management Association (TOMA), and Senior Management Association (SMA); Amendment of Benefits Resolution for Executive Managers; adopt resolutions

TOCEA

1. RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING WITH THOUSAND OAKS CITY EMPLOYEES ASSOCIATION (TOCEA) AND RESCINDING RESOLUTION NO. 2013-047 RES. NO. 2015-031
2. RESOLUTION ESTABLISHING NEW SALARY SCHEDULE FOR GENERAL EMPLOYEES (THOUSAND OAKS CITY EMPLOYEES ASSOCIATION – TOCEA) AND GENERAL HOURLY EMPLOYEES AND RESCINDING RESOLUTION NO. 2014-047 RES. NO. 2015-032

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7. CONSENT CALENDAR: (Continued)

TOMA

3. RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING WITH THOUSAND OAKS MANAGEMENT ASSOCIATION (TOMA) AND RESCINDING RESOLUTION NO. 2013-051 RES. NO. 2015-033
4. RESOLUTION ESTABLISHING NEW SALARY SCHEDULE FOR PROFESSIONAL EMPLOYEES (THOUSAND OAKS MANAGEMENT ASSOCIATION – TOMA) AND PROFESSIONAL HOURLY EMPLOYEES, AND RESCINDING RESOLUTION NO. 2014-048 RES. NO. 2015-034

SMA

5. RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING WITH SENIOR MANAGEMENT ASSOCIATION (SMA) AND RESCINDING RESOLUTION NO. 2013-055 RES. NO. 2015-035
6. RESOLUTION ESTABLISHING NEW SALARY SCHEDULE FOR SENIOR MANAGEMENT, CONFIDENTIAL AND SUPERVISORY EMPLOYEES (SENIOR MANAGEMENT ASSOCIATION – SMA) AND EXECUTIVE MANAGERS, AND RESCINDING RESOLUTION NO. 2014-049 RES. NO. 2015-036

EXECUTIVE MANAGERS

7. RESOLUTION ADOPTING COMPREHENSIVE BENEFITS FOR EXECUTIVE MANAGERS AND RESCINDING RESOLUTION NO. 2013-059 RES. NO. 2015-037