

**City Council**  
**REGULAR MEETING**  
**Tuesday, June 9, 2015, 6:00 P.M.**  
**Council Chambers**



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

Executive Team

Scott Mitnick, City Manager  
Andrew Powers, Assistant City Manager  
John C. Prescott, Comm. Dev. Director  
Linda D. Lawrence, City Clerk  
Barry McComb, Cultural Affairs Director  
Tim Hagel, Police Chief  
Jim Friedl, General Manager, CRPD

Tracy M. Noonan, City Attorney  
John F. Adams, Finance Director/City Treasurer  
Jay Spurgin, Public Works Director  
Gary Rogers, Human Resources Director  
Nancy Schram, Interim Library Director  
Theodore E. Smith, 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](http://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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June 9, 2015

RES. NO. 2015-025  
ORD. NO. 1608-NS

1. CALL TO ORDER: 6:00 p.m.
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL: Councilmembers Fox, Bill-de la Peña, Price, and Mayor Adam
4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM:
5. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS:
  - A. Presentation – Ventura Regional Sanitation District (VRSD) Activities Update
  - B. Presentation – Oak Leaf Awards
  - C. Presentation – “Trails Education Days Writing Contest” Award Winners
  - D. Presentation – Civic Arts Plaza 2015-16 Performance Season Preview
6. PUBLIC COMMENTS:
7. CONSENT CALENDAR:

(See Exhibit A pages 7 thru 11 for Consent Calendar listing)
8. PUBLIC HEARINGS:
  - A. [Proposed FY 2015-16 and FY 2016-17 Operating Budget and Capital Improvement Program Budget](#)

[Proposed Operating Budget](#)

[Proposed Capital Improvement Program Budget](#)

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-

8. PUBLIC HEARINGS: (Continued)

A. Proposed FY 2015-16 and FY 2016-17 Operating Budget and Capital Improvement Program Budget (Continued)

RECOMMENDATION:

1. Adopt resolution approving Proposed FY 2015-16 and FY 2016-17 Operating and Capital Improvement Program (CIP) Budgets
2. 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
3. Approve updated City Council CIP Priorities to include wording to add projects listed in the City Council's Top Priorities, as Priority #1
4. 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

B. [Annual Collection of Wastewater Service Charges – Property Tax](#) Roll

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

RECOMMENDATION:

1. Adopt Resolution approving Annual Collection of Delinquent Wastewater Service Charges by Attachment to Real Property Tax Roll (two-thirds vote required)
2. Approve list of property owner names, addresses, parcel numbers and assessment amounts to be submitted to Ventura County Tax Collector

## 9. DEPARTMENT REPORTS:

A. [East County Transit Alliance InterCity Dial-A-Ride Program and Transit Service Contract Amendments](#)

RESOLUTION APPROVING FARE CHANGE FOR INTER-CITY ADA SERVICE AND ESTABLISHING FARE FOR INTER-CITY SENIOR DAR SERVICE RES. NO. 2015-\_\_\_\_\_

## RECOMMENDATION:

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

CITY OF THOUSAND OAKS CITY COUNCIL AGENDA

Thousand Oaks, California

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June 9, 2015

10. COMMITTEE/COMMISSION/BOARD REPORTS:

A. [Annual Report \(Youth Commission\)](#)

RECOMMENDATION:

1. Receive Annual Report.
2. In addition to those projects assigned per Resolution # 2011-37 (Therapeutic Dance, Youth Recognition Awards, and Biennial Youth Leadership Summit), approve implementation of:
  - a. Community Internships Training Youth (C.I.T.Y.)
  - b. Informational speakers at televised meetings
  - c. 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
  - d. Continued support and updating of [www.conejoconnections.org](http://www.conejoconnections.org)

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

13. CITY MANAGER:

- A. Follow-up items
- B. Announcements and upcoming issues

14. CLOSED SESSION: City Council Conference Room 2<sup>nd</sup> floor

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

15. PUBLIC NOTICES: None

16. ADJOURNMENT:

Adjournment in memory of:

- Fred Bill, Father of Councilmember Claudia Bill-de la Peña

to Regular Meeting June 23, 2015

Agenda Post Date/Time: June 4, 2015, 5:00 p.m.

## EXHIBIT A

### 7. CONSENT CALENDAR:

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

- 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 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)
- 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
- 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)

## 7. CONSENT CALENDAR: (Continued)

- 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
- 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; 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

7. CONSENT CALENDAR: (Continued)

- L. Initiate Proceedings for Landscape and Lighting Assessment District No. 79-2 (Continued)

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-

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-

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-

- 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-

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

7. CONSENT CALENDAR: (Continued)

- 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-\_\_\_\_\_

- 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-\_\_\_\_\_
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-\_\_\_\_\_

TOMA

3. RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING WITH THOUSAND OAKS MANAGEMENT ASSOCIATION (TOMA) AND RESCINDING RESOLUTION NO. 2013-051 RES. NO. 2015-\_\_\_\_\_
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-\_\_\_\_\_

7. CONSENT CALENDAR: (Continued)

O. Implementation of MOU (Continued)

SMA

5. RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING WITH SENIOR MANAGEMENT ASSOCIATION (SMA) AND RESCINDING RESOLUTION NO. 2013-055 RES. NO. 2015-\_\_\_\_\_
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-\_\_\_\_\_

EXECUTIVE MANAGERS

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