

City Council

REGULAR MEETING

Tuesday, August 27, 2019, 6:00 P.M.
Andrew P. Fox City Council Chambers



Rob McCoy, Mayor
Al Adam, Mayor Pro Tem
Claudia Bill-de la Peña, Councilmember
Bob Engler, Councilmember
Ed Jones, Councilmember

Executive Team

Andrew P. Powers, City Manager	Tracy M. Noonan, City Attorney
Ingrid Hardy, Assistant City Manager	Gary Rogers, Deputy City Manager
Mark A. Towne, Community Development Director	Jaime Boscarino, Finance Dir./City Treasurer
Cynthia M. Rodriguez, City Clerk	Jay T. Spurgin, Public Works Director
Barry McComb, Cultural Affairs Director	Tim Giles, Interim Human Resources Director
Jim Friedl, General Manager, CRPD	Heather Cousin, Library Director
John Spykerman, Fire Chief	Tim Hagel, Police 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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August 27, 2019

RES. NO. 2019-043
ORD. NO. 1664-NS

1. CALL TO ORDER: 6:00 p.m.
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL: Councilmembers Bill-de la Peña, Engler, Jones, Adam, and Mayor McCoy
4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM:
5. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS:
 - A. Proclamation – Women’s Equality Day August 26, 2019
6. PUBLIC COMMENTS:
7. CONSENT CALENDAR:

(See Exhibit A pages 6 thru 9 for Consent Calendar listing)
8. PUBLIC HEARINGS: None
9. DEPARTMENT REPORTS:
 - A. [Municipal Energy Action Plan](#)

RECOMMENDATION: Approve 2019 Municipal Energy Action Plan
 - B. [General Plan Update Status Report \(GPA 2019-70760\); Location: Citywide; Facilitator: City of Thousand Oaks](#)

RECOMMENDATION: Receive and comment on General Plan Update process report

9. DEPARTMENT REPORTS: (Continued)

- C. [Time Extension of Residential Allocation \(Pre-screening\), Proposed General Plan Amendment, and Concurrent Processing for Residential Project at 449 East Wilbur Road \(RCA 2018-70410\) Applicant: City Ventures/Many Mansions/Area Housing Authority Ventura County](#)

RESOLUTION EXTENDING EXPIRATION DATE FOR FILING OF FORMAL ENTITLEMENT APPLICATIONS ASSOCIATED WITH CITY COUNCIL ALLOCATION OF 172 MEASURE E DWELLING UNITS FOR CONCEPTUAL MARKET-RATE AND AFFORDABLE HOUSING PROJECT LOCATED AT 449 EAST WILBUR ROAD (RCA 2018-70410; CITY VENTURES) RES. NO. 2019-

RECOMMENDATION: Adopt resolution extending time frame for submittal of formal application for residential development at Pinecrest school site from September 25, 2019 to September 25, 2020

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

13. CITY MANAGER:

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

14. CLOSED SESSION: City Council Conference Room 2nd floor

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Title: City Attorney; Pursuant to Government Code Section 54957(b)(1)
B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Title: City Manager; Pursuant to Government Code Section 54957(b)(1)

CITY OF THOUSAND OAKS CITY COUNCIL AGENDA

Thousand Oaks, California

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August 27, 2019

14. CLOSED SESSION: (Continued)

- C. CONFERENCE WITH LABOR NEGOTIATORS – City designated representatives: Mayor Rob McCoy and Interim Human Resources Director Tim Giles; unrepresented employee: City Attorney; Pursuant to Government Code Section 54957.6
- D. CONFERENCE WITH LABOR NEGOTIATORS – City designated representatives: Mayor Rob McCoy and Interim Human Resources Director Tim Giles; unrepresented employee: City Manager; Pursuant to Government Code Section 54957.6
- E. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation: Initiation of litigation; Pursuant to Government Code Section 54956.9(d)(4). (1 Potential Case)

15. PUBLIC NOTICES: None

16. ADJOURNMENT:

Adjourn to Regular Meeting September 10, 2019

Agenda Post Date/Time: August 22, 2019, 5:00 p.m.

EXHIBIT A

7. CONSENT CALENDAR:

RECOMMENDATIONS FOR ITEMS A. THROUGH P. ARE TO APPROVE

- A. General, Utilities, Golf Course, and Theatres Demands – ratify July 10, 2019, July 17, 2019, July 24, 2019, July 31, 2019, August 7, 2019, August 14, 2019, and August 21, 2019; approve August 28, 2019 and September 4, 2019, subject to review and ratification
- B. [Minutes of City Council meeting of July 9, 2019](#)
- C. Additional Appropriation: [Thousand Oaks Remembers; request for use of Scherr Forum for live community storytelling event on 11/8/2019; \\$3,200 budget appropriation and expenditure A/C 001-1120-611-5920 \(Community Events Endowment Fund\) to A/C 681-0000-484-0000 \(Theatres Fund – Special Events Reimbursements\)](#)
- D. No Appropriation/Expenditure Required: [Designate Councilmember Bob Engler as Voting Delegate, and Councilmember Ed Jones or Legislative Affairs Manager Mina Layba as Alternate Voting Delegates to represent City at 2019 League of California Cities \(LCC\) Annual Conference Business Meeting 10/18/2019; authorize City Clerk to affirm and sign 2019 Annual Conference Voting Delegate/Alternate Form](#)
- E. Approved Expenditure: [Wastewater Pipe and Maintenance Hole Lining \(CI 5396\); project design, plans, and specifications, including Addendum No. 1; award construction contract to Insituform Technologies, LLC, in amount of \\$728,965.26, plus \\$116,000 contingency; \\$859,965.26 expenditure \(\\$728,965.26 construction contract, \\$116,000 contingency, \\$15,000 City furnished supplies and services\) A/C 624-5310-682-8300 \(CI 5396, Improvements other than Buildings\); delegate authority to City Engineer to approve changes to design, plans, specifications, and working details of project up to approved contingency](#)

7. CONSENT CALENDAR: (Continued)

- F. Approved Expenditure: [Municipal Service Center \(MSC\) Flat Roofs Renovation \(CI 5458\)](#); project design, plans, and specifications, including Addendum No. 1; award construction contract to 101 Roofing & Construction in amount of \$355,000, plus \$42,000 contingency; \$400,000 expenditure (\$355,000 construction contract, \$3,000 City furnished materials and supplies, \$42,000 contingency), \$225,000 A/C 001-5310-631-8300 (General Fund), \$87,500 A/C 613-5310-682-8300 (Water Capital Facility Replacement), \$87,500 A/C 624-5310-682-8300 (Wastewater Capital); delegate authority to City Engineer to approve changes to design, plans, specifications, and working details of project up to approved contingency
- G. Approved Expenditure: [Cooperative Purchasing Agreement for Auto Parts](#); execute Participating Addendums with National Association of State Procurement Officials (NASPO) ValuePoint Cooperative Master Agreement No. 9000006747 for Immediate Need Auto Parts (2016-2021) from Auto Plus Auto Parts & Pep Boys, NAPA Auto Parts, O'Reilly Auto Parts; term through 7/21/2021; annual purchase order A/C 001-5640-631-3512 (General Fund/Fleet Parts and Materials) for FY 2019-20 and FY 2020-21, \$80,000 for each participating addendum, for each year in accordance with general terms and conditions set forth in NASPO ValuePoint Cooperative Agreement
- H. Approved Expenditure: [Hill Canyon Treatment Plant \(HCTP\) Digester No. 3 Rehabilitation Project \(MI 2533\)](#); Change Order No. 2 to Contract No. 12037-2019 with Cushman Contracting Corporation in amount of \$38,702.65, new not-to-exceed amount \$580,692.50; \$35,752.50 expenditure A/C 624-8250-682-5500 (MI 2533 HCTP Digester No. 3 Rehabilitation); delegate authority to City Engineer to approve changes to design, plans, specifications, and working details of project

7. CONSENT CALENDAR: (Continued)

- I. Additional Appropriation: [Thousand Oaks Boulevard at Boardwalk Avenue Pedestrian Crossing \(CI 5560\)](#); design and plans; authorize staff to waive informal quote process for purchase of traffic safety materials and equipment and approve NexTech Systems, Inc. pursuant to TOMC Section 3-10.205; \$60,000 budget transfer from FY 2020-21 to FY 2019-20 A/C 551-5310-631-8300 (CI 5560, Thousand Oaks Blvd. at Boardwalk Avenue Pedestrian Crossing) to A/C 551-5310-631-8300 (CI 5560, Thousand Oaks Blvd. at Boardwalk Avenue Pedestrian Crossing); \$30,000 additional budget appropriation A/C 551-0000-311-1000 (Traffic Safety Developer Fee, Fund Balance) to A/C 551-5310-631-8300 (CI 5560, Thousand Oaks Blvd. at Boardwalk Avenue Pedestrian Crossing for FY 2019-20); \$90,000 expenditure (\$55,000 in-house construction, \$30,000 purchase of traffic safety equipment and signage, \$5,000 City furnished material and supplies) A/C 551-5310-631-8300 (CI 5560 Thousand Oaks Blvd. at Boardwalk Avenue Pedestrian Crossing Project); delegate authority to City Engineer to approve changes to design, plans, specifications, and working details of project as required during construction
- J. Approved Expenditure: [Increase to Budgetary Authority for Microsoft Licensing](#); \$10,002 increase to not-to-exceed amount for Microsoft licensing purchases with SoftwareOne for additional licenses purchased as result of Citywide Microsoft software migration project; \$10,002 expenditure for FY 2018-19 A/C 001-3410-612-3122 (Computer Software Licenses)
- K. Approved Expenditure: [Wood Floor Maintenance at Various City Facilities](#); agreement with Pacific Floor Company, Inc.; term 8/27/2019-8/31/2022 with two additional one-year options to extend, not-to-exceed amount \$139,430 over lifetime of contract [\$114,430 regular maintenance services, \$25,000 unscheduled repairs and services (extra services)]; \$70,000 expenditure FY 2019-20 and FY 2020-21 from various General Fund accounts
- L. Additional Appropriation: [Civic Arts Plaza Elevator Repairs; \\$45,000](#) budget appropriation and expenditure for elevator repairs A/C 001-0000-311-1000 (General Fund – Fund Balance) to A/C 001-3578-677-5624 (Professional/Contractual Services)

7. CONSENT CALENDAR: (Continued)

- M. No Appropriation/Expenditure Required: [401 W. Hillcrest Drive; Second Amendment to General Services Administration \(GSA\) Lease No. GS-09B-02967 \(City Contract #9760-2011\)](#) to extend firm term of lease one year; authorize City Manager or designee to execute future time extension amendments; authorize City Manager or designee to submit proposal in response to GSA Request for Lease Proposals (GSA Proposal No. 6CA1082) and execute all required documents for proposal package
- N. Additional Appropriation: [Rancho Potrero Community Equestrian Center](#); \$100,000 budget appropriation and expenditure A/C 001-0000-311-1000 (General Fund – Fund Balance) as follows: \$7,500 to A/C 001-3591-671-5640 (Equestrian Center – Contractual Services), \$58,930 to A/C 001-3591-671-3300 (Equestrian Center – Supplies and Equipment), and \$33,570 to A/C 001-3591-671-6411 (Equestrian Center – Equipment Rental)
- O. Approved Expenditure: [Window and Solar Panel Cleaning Services at Various City Facilities](#); agreement with John Sutherland, DBA JBS Window Cleaning; term 8/27/2019-8/31/2022 with two additional one-year options to extend, not to exceed \$109,000 over lifetime of contract [\$84,000 regular services, \$25,000 additional/as-requested services (extra services)]; \$16,800 expenditure FY 2019-20 and FY 2020-21 [\$14,050 various General Fund (001) accounts, \$2,300 various Library Fund (110) accounts, \$225 Water Fund (611) account, \$225 Wastewater Fund (621) account]
- P. No Appropriation/Expenditure Required: [2020 City Council Meeting Schedule](#); adopt resolution

RESOLUTION SETTING CITY COUNCIL MEETING SCHEDULE FOR
CALENDAR YEAR 2020 RES. NO. 2019-