

City Council/Public Financing Authority (TOPFA)

REGULAR MEETING

Tuesday, February 25, 2020, 6:00 P.M.

Andrew P. Fox City Council Chambers



Al Adam, Mayor/Authority Chair

Claudia Bill-de la Peña, Mayor Pro Tem/ Authority Vice Chair

Bob Engler, Councilmember/Authority Director

Ed Jones, Councilmember/Authority Director

Rob McCoy, Councilmember/Authority Director

Executive Team

Andrew P. Powers, City Manager/Auth. Exec. Dir.

Ingrid Hardy, Assistant City Manager

Mark A. Towne, Community Development Director

Cynthia M. Rodriguez, City Clerk/Auth. Secretary

Barry McComb, Cultural Affairs Director

Jim Friedl, General Manager, CRPD

John Spykerman, Fire Chief

Tracy M. Noonan, City Attorney

Gary Rogers, Deputy City Manager

Jaime Boscarino, Fin. Director/City & Auth. Treasurer

Clifford G. Finley, Public Works Director

Tim Giles, Human Resources Director

Heather Cousin, Library Director

Jim Fryhoff, 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/TOPFA AGENDA

Thousand Oaks, California

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February 25, 2020

RES. NO. 2020-007
ORD. NO. 1679-NS
TOPFA RES. NO. 14

1. CALL TO ORDER: 6:00 p.m.
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL: Councilmembers/ Directors Engler, Jones, McCoy, Bill-de la Peña, and Mayor/ Chair Adam
4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM:
5. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS:
6. PUBLIC COMMENTS:
7. CONSENT CALENDAR:

(See Exhibit A page 8 thru 10 for Consent Calendar listing)
8. PUBLIC HEARINGS:
 - A. [Energy Services for LED Lighting Retrofits](#)

RECOMMENDATION:

1. Approve General Services Agreement with WESCO Services LLC of Pittsburgh, PA, to provide energy services for LED lighting retrofits at Grant R. Brimhall Library in not-to-exceed amount of \$2,773 for lighting design, to be later amended to not-to-exceed amount of \$150,000 for any additional design work requested and installation upon design approval by City Engineer
2. Authorize City Manager to amend General Services Agreement with WESCO Services LLC to install LED lighting retrofits in not-to-exceed amount of \$150,000 at Grant R. Brimhall Library
3. Authorize total expenditure in amount of \$150,000 to conduct both Phase 1 (Design) and Phase 2 (Installation) of energy services for LED lighting retrofits at Grant R. Brimhall Library

9. DEPARTMENT REPORTS:

A. [City of Thousand Oaks/Thousand Oaks Public Financing Authority 2020 Refunding Lease Revenue Bonds \(Municipal Facilities Projects\)](#)

RESOLUTION APPROVING A SITE LEASE, LEASE AGREEMENT, AN OFFICIAL STATEMENT AND OTHER DOCUMENTS IN CONNECTION WITH THE ISSUANCE OF THOUSAND OAKS PUBLIC FINANCING AUTHORITY 2020 REFUNDING LEASE REVENUE BONDS (MUNICIPAL FACILITIES PROJECTS), APPROVING SALE OF SUCH BONDS, APPROVING AN AMENDMENT OF A LEASE WITH THE CONEJO RECREATION AND PARK DISTRICT AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO RES. NO. 2020-

RESOLUTION AUTHORIZING ISSUANCE OF THOUSAND OAKS PUBLIC FINANCING AUTHORITY 2010 REFUNDING LEASE REVENUE BONDS (MUNICIPAL FACILITIES PROJECTS), APPROVING, AUTHORIZING AND DIRECTING EXECUTION OF AN INDENTURE OF TRUST AND OTHER DOCUMENTS RELATING THERETO, AUTHORIZING SALE OF SUCH BONDS, APPROVING AN OFFICIAL STATEMENT AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO TOPFA RES. NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS ADOPTING UPDATED DEBT POLICY RES. NO. 2020-

RESOLUTION OF THE THOUSAND OAKS PUBLIC FINANCING AUTHORITY ADOPTING CITY OF THOUSAND OAKS DEBT POLICY TOPFA RES. NO.

RECOMMENDATION:

1. Adopt City Council resolution approving issuance of Thousand Oaks Public Financing Authority 2020 Refunding Lease Revenue Bonds (Municipal Facilities Projects) and accompanying documents
2. Adopt Authority resolution authorizing issuance of 2020 Refunding Lease Revenue Bonds (Municipal Facilities Projects) and approving accompanying documents
3. Adopt City Council resolution approving revised debt policy
4. Adopt Authority resolution approving debt policy
5. Approve amendment to revise exhibits to Land Lease Agreement between Conejo Recreation and Park District and City for Goebel Adult Community Center and Alex Fiore Thousand Oaks Teen Center

9. DEPARTMENT REPORTS: (Continued)

B. [Civic Arts Plaza Campus Master Plan – Project Update and Recommendations](#)

RECOMMENDATION:

1. Approve conceptual plans for site, grading, roadway orientation, architecture, and landscaping of Civic Arts Plaza Campus Master Plan
2. Authorize City Manager to approve second amendment with AECOM (Contract No. 11990-2019) for additional services for Civic Arts Plaza Campus Master Plan in an amount of \$500,000
3. Authorize City Manager, with input and concurrence from City Council Civic Arts Plaza Campus Master Plan Ad Hoc Committee, to finalize and issue a Request For Qualifications
4. Approve budget appropriation and expenditure in an amount not to exceed \$500,000 from A/C 001-0000-311-1000 (General Fund – Fund Balance) to A/C 001-3570-677-5799 (MI 2582, Private Contracted Services/Private/Other)

C. [Thousand Oaks Boulevard Streetscape Phase 1 Project \(CI 5391\)](#)

RECOMMENDATION:

1. Approve project design, plans, specifications, and Addenda Nos. 1 and 2 for Thousand Oaks Boulevard (TOB) Streetscape Phase 1 Project (CI 5391)
2. Award construction contract to Los Angeles Engineering, Inc. of Covina, CA in amount of \$3,496,720, plus contingency of \$350,000
3. Approve Fourth Amendment to Professional Services Agreement with MNS Engineers, Inc. (Contract No. 11556-2017) for Additional Design Services and Construction Phase Support Services in amount of \$188,000, for revised not-to-exceed amount of \$745,989
4. Approve budget appropriation in amount of \$350,600; \$100,000 from A/C 613-0000-341-9900 (Water Capital Facilities – Net Position) to A/C 613-8030-685-8300 (CI 5391, TOB Streetscape Phase I Project) and \$250,600 from A/C 001-0000-311-1000 (General Fund – Fund Balance) to A/C 001-5310-631-8300 (CI 5391, TOB Streetscape Phase I Project)

9. DEPARTMENT REPORTS: (Continued)

C. Thousand Oaks Boulevard Streetscape Phase 1 Project (CI 5391)
(Continued)

RECOMMENDATION: (Continued)

5. Approve budget transfer in amount of \$649,400; \$100,000 from A/C 542-5570-631-8300 (CI 5297, Lawrence Drive/Teller Road Intersection Improvements) to A/C 542-5310-631-8300 (CI 5391, TOB Streetscape Phase I Project); \$450,000 from A/C 552-5570-631-8300 (CI 5297, Lawrence Drive/Teller Road Intersection Improvements) to A/C 552-5310-631-8300 (CI 5391, TOB Streetscape Phase I Project); and \$99,400 from A/C 551-5310-631-8300 (CI 5355, Erbes Road at Sunset Hills Blvd. Roundabout) to A/C 551-5310-631-8300 (CI 5391, TOB Streetscape Phase I Project)
6. Authorize expenditure in amount of \$4,039,720 (\$188,000 fourth amendment; \$3,496,720 construction contract; \$350,000 construction contingency; and \$5,000 for City furnished supplies and materials) from TOB Streetscape Phase I Project, CI 5391, which includes \$2,290,320 from A/C 001-5310-631-8300, \$600,000 from A/C 613-8030-685-8300, \$500,000 from A/C 543-5310-631-8300, \$99,400 from A/C 551-5310-631-8300, \$450,000 from A/C 552-5310-631-8300, and \$100,000 from A/C 542-5310-631-8300
7. Delegate authority to City Engineer to approve changes in design, plans, specifications and working details of project on work directives and change orders up to project approved contingency amount

D. [Retired Annuitant Appointment](#)

RECOMMENDATION:

1. Approve appointment of Jay Spurgin as retired annuitant hourly employee
2. Authorize expenditure from A/C 001-5010-631-1210 (Public Works Temporary/Hourly Employee/ Regular Pay)

10. COMMITTEE/COMMISSION/BOARD REPORTS:

A. [FY 2019-20 Community Funding Review Committee \(CFRC\) Community Enhancement Grant Recommendations](#)

RECOMMENDATION:

1. Approve Community Enhancement Grants (CEG) totaling \$30,400 and authorize City Manager to execute agreements with grantees
2. Authorize expenditure of available funds of \$30,400 A/C 632-8420-682-5920 (NC0104, Solid Waste Community Enhancement Fund/Grants)

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

12. COUNCIL ISSUES/RECOMMENDATIONS: None

- 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 – None

15. PUBLIC NOTICES: None

16. ADJOURNMENT:

Adjourn in memory of:

- Dennis Carpenter, former Thousand Oaks Police Chief
to Regular Meeting March 17, 2020

Agenda Post Date/Time: February 20, 2020, 5:00 p.m.

EXHIBIT A

7. CITY COUNCIL/TOPFA CONSENT CALENDAR:

RECOMMENDATIONS FOR ITEMS A. THROUGH L. ARE TO APPROVE

- A. General, Utilities, Golf Course, and Theatres Demands – ratify February 12, 2020 and February 19, 2020; approve February 26, 2020, March 4, 2020, and March 11, 2020 subject to review and ratification
- B. [Minutes of City Council meeting of February 11, 2020](#)
- C. [Approved Expenditure: Arts and Culture Roundtable Appointments; appointment of Anthony Angelini, Kim Masselli, Darlene McBane, Megan McDonough, Cindy Murray, Emma Nilsson, Michael Pearce, Phyllis Rautenberg, Ed Smart, Natalia Staneva, and Emma Wadman to Arts and Culture Roundtable for staggered, two-year terms, effective March 18, 2020](#)
- D. [Approved Expenditure: Cooperative Purchasing Agreement for Tires, Tubes, and Services; execute Participating Addendum with NASPO ValuePoint Cooperative Master Agreement No. 19101 for Tires, Tubes, and Services \(No. 2019-2024\) from Goodyear Tire and Rubber Company's authorized dealer, Daniel's Tire Service; contract term through 03/31/2024; \\$200,000 expenditure A/C 001-5640-631-3512 \(General Fund/Fleet Parts and Materials\) for remainder of FY 2019-20](#)
- E. [Approved Expenditure: 2020 City Emergency Operations Plan \(EOP\); authorize Mayor and City Manager to sign Letter of Promulgation and approve City's EOP](#)
- F. [Approved Expenditure: Hill Canyon Treatment Plant \(HCTP\) Secondary Clarifier No. 2 Coating/Concrete Rehabilitation Project \(MI 2532\); authorize staff to advertise for construction bids](#)
- G. [Approved Expenditure: Out of Agency Water and Wastewater Service Agreement \(OASA\); agreement between R. Lee and City to provide water and wastewater services for new single-family residence at 1983 Rudolph Drive, Assessor Parcel Number 673-0-160-210, in unincorporated Ventu Park area; authorize City Engineer to apply for OASA with Ventura Local Agency Formation Commission and execute all required documents; authorize City Manager to execute Indemnity Agreement with Ventura Local Agency Formation Commission](#)

7. CITY COUNCIL/TOPFA CONSENT CALENDAR: (Continued)

- H. Approved Expenditure: Out of Agency Water and Wastewater Service Agreement (OASA); agreement between Barry and Sabrina Carlisi and City to provide water and wastewater services for existing single-family residence (393 Rudolph Dr) and new detached accessory dwelling unit at 1295 Mountain View, in unincorporated Ventu Park area; authorize City Engineer to apply for OASA with Ventura Local Agency Formation Commission and execute all required documents; authorize City Manager to execute Indemnity Agreement with Ventura Local Agency Formation Commission
- I. Approved Expenditure: County of Ventura Ballot Box License Agreement for Ventura County Elections Division Official Ballot Drop Box at Civic Arts Plaza between City and County of Ventura, effective 02/25/2020, with automatic annual renewals; authorize City Manager or designee to execute future Amendments to Agreement
- J. Approved Expenditure: Acceptance of Homeland Security Grant for Disaster Assistance Response Team; authorize acceptance of County of Ventura's Homeland Security grant in amount of \$10,000 to be received by Thousand Oaks Police Department's Disaster Assistance Response Team (DART); expenditure in amount of \$10,000 A/C 001-6740-627-33-00 (OES013, DART Equipment less than \$5,000)
- K. Approved Expenditure: Purchase of Two BMW Police Motorcycles; in amount of \$56,787.30 from BMW of Ventura County; expenditure in amount of \$56,788 A/C 001-6610-621.84-00 (General Fund, Police Equipment over \$5,000), fully offset by A/C 001-6610-621.89-00 (General Fund, Police Fixed Asset Replacement)

7. CITY COUNCIL/TOPFA CONSENT CALENDAR: (Continued)

- L. [Approved Expenditure: Emergency Management Performance Grant \(EMPG\) Application; authorize staff to accept Emergency Management Performance Grant \(EMPG\) for funding up to \\$33,000 for updating City emergency radio communications equipment, televisions, and other information technology improvements; \\$24,400 budget appropriation; \\$22,800 A/C 001-0000-311-1000 \(General Fund, Fund Balance\) to A/C 001-5090-627-3300 \(EMPG19, Emergency Management Performance Grant\) and \\$1,600 A/C 621-0000-341-9900 \(EMPG19, Emergency Management Performance Grant\) \(Wastewater, Net Position\) to A/C 621-5010-685-3300 and expenditures in amount of \\$66,000; \\$1,600 budget appropriation transfer A/C 001-5090-438-3100 \(EMPG19, Emergency Management Performance Grant\) to A/C 621-5010-685-3300 \(EMPG19, Emergency Management Performance Grant\); adopt resolution designating authorized agents of City to seek state and federal emergency and hazard mitigation funding assistance](#)

RESOLUTION DESIGNATING AUTHORIZED AGENTS OF THE CITY TO
SEEK STATE AND FEDERAL EMERGENCY AND HAZARD MITIGATION
FUNDING ASSISTANCE RES. NO. 2020-_____