

City Council
REGULAR MEETING - TELECONFERENCE/VIDEO CONFERENCE
Tuesday, April 21, 2020, 6:00 P.M.
Andrew P. Fox City Council Chambers

Public advisory: The City Council facilities are closed to the public.



Pursuant to the Governor's Executive Order N-29-20, the City Council meeting will be conducted via teleconference and/or video conference and broadcast live on the TV (Frontier Channel 3, Spectrum Channel 10), the City's website, and YouTube. City Councilmembers will be participating via teleconference and/or video conference and will not be physically present in the City Council Chambers.

You may participate in the meeting by submitting your comments by email to cityclerk@toaks.org (please indicate the agenda number in the subject line). To give the City Clerk adequate time to provide your comments to the City Councilmembers, please submit your comments no later than 5:00 p.m. the day of the meeting.

If you would like to speak on an agenda item, please complete the [NEW Online Form](#) no later than 5:00 p.m. the day of the meeting. Please see page two for more information.

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in the City Council meeting, please contact the City Clerk Department (805) 449-2151 within 48 hours of the meeting.

Al Adam, Mayor
Claudia Bill-de la Peña, Mayor Pro Tem
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	Clifford G. Finley, Public Works Director
Jonathan Serret, Deputy Cultural Affairs Director	Tim Giles, Human Resources Director
Jim Friedl, General Manager, CRPD	Heather Cousin, Library Director
John Spykerman, Fire Chief	Jim Fryhoff, Police Chief

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

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)]. 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 TV (Frontier Channel 3, Spectrum Channel 10).

Public Input: Please submit your comments via email to cityclerk@toaks.org (include agenda number) no later than 5:00 p.m. the day of the meeting. If you would like to speak on an agenda item during the meeting, please complete the [NEW Online Form](#) no later than 5:00 p.m. the day of the meeting. If you would like to speak during the meeting, you will be asked to provide an email address and/or telephone number where you may be reached when the item is being discussed at the City Council meeting. Persons addressing the City Council are requested to state their name and community of residence for the record.

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.

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.

Supplemental Information: Any agenda related information received and distributed to the City Council after the Agenda Packet is produced 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. Both the Thursday and Tuesday Supplemental Packets are available for public review on the City’s website.

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

3

April 21, 2020

RES. NO. 2020-013
ORD. NO. 1679-NS

1. CALL TO ORDER: 6:00 p.m.
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL: Councilmembers Engler, Jones, Bill-de la Peña, and Mayor Adam
4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM:
5. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS:
 - A. COVID-19 Update
6. PUBLIC COMMENTS:
7. CONSENT CALENDAR:

(See Exhibit A page 5 for Consent Calendar listing)
8. PUBLIC HEARINGS:

A. Consideration of New Location for LEAF Dispensary

RECOMMENDATION:

1. Consider approving or disapproving the new location for LEAF Dispensary at 2360 Townsgate Road
2. If approved, authorize City Manager to execute Operations Agreement, approved as to form by City Attorney, between City and LEAF Dispensary

B. Public Hearing Continuance Request from 5-HT Analytics

RECOMMENDATION: Continue hearing to date uncertain

C. Electronic Signatures for City Business

RECOMMENDATION: Read in title only, further reading be waived, and if no objection, introduce ordinance to allow use of electronic signatures for City business

ORDINANCE AMENDING THOUSAND OAKS MUNICIPAL CODE TITLE 1, CHAPTER 8 ADDING SECTION 1-8.130 AUTHORIZING THE USE OF ELECTRONIC SIGNATURES
ORD. NO. 1st Reading

9. DEPARTMENT REPORTS: None
10. COMMITTEE/COMMISSION/BOARD REPORTS: None
11. CITY COUNCIL AS SUCCESSOR AGENCY TO THOUSAND OAKS REDEVELOPMENT AGENCY REPORTS: None
12. COUNCIL ISSUES/RECOMMENDATIONS:
 - A. [Rancho Potrero Community Equestrian Center Ad Hoc Committee](#)

RECOMMENDATION: Establish Rancho Potrero Community Equestrian Center (RPCEC) Ad Hoc Council Committee and appoint two representatives
 - B. [Amended 2020 City Councilmember Committee Assignments](#)

RECOMMENDATION: Approve amended 2020 City Councilmember Committee Assignments
 - C. 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 to Regular Meeting April 28, 2020

Agenda Post Date/Time: April 16, 2020, 5:00 p.m.

EXHIBIT A

7. CONSENT CALENDAR:

RECOMMENDATIONS FOR ITEMS A. THROUGH E. ARE TO APPROVE

- A. General, Utilities, Golf Course, and Theatres Demands – ratify March 18, 2020, March 25, 2020, April 1, 2020, April 8, 2020, and April 15, 2020; approve April 22, 2020, subject to review and ratification
- B. [Minutes of City Council meeting of March 31, 2020](#)
- C. [Additional Appropriation: Theatres Fund Reimbursement for General Plan Community Forum Events; \\$4,400 budget appropriation, transfer, and expenditure A/C 001-000-311-1000 \(General Fund – Fund Balance\) to A/C 681-000-484-000 \(Theatres Fund – Special Events Reimbursements\) to cover theater rental costs for community engagement events related to General Plan update](#)
- D. [Approved Expenditure: First Amendment to Rasnow Survey Professional Services Contract; first amendment to Contract No. 11764-2018 with MNS Engineers, Inc. to add \\$64,321, revised not-to-exceed amount \\$136,026 over lifetime of contract; authorize \\$92,471 expenditure A/C 512-4410-679-8100 \(CI 5502, Open Space – Rasnow Improvements\): \\$64,321 MNS Engineers additional scope of work, \\$14,250 Ventura County Surveyors Office, \\$13,900 title insurance costs](#)
- E. [Approved Expenditure: Microsoft Licensing Renewal; annual Microsoft licensing maintenance agreement with Crayon Software for period of 06/01/2020 to 05/31/2023 in not-to-exceed amount of \\$435,000 for term of agreement; authorize “piggy-back” of County of Riverside’s agreement #8084445; authorize expenditure not-to-exceed \\$435,000 A/C 001-3410-612-4300 \(Computer Software Licenses\) for licenses in FY 2020-21, FY 2021-22, and FY 2022-23](#)