

City Council
REGULAR MEETING - TELECONFERENCE/VIDEO CONFERENCE
Tuesday, May 12, 2020, 6:00 P.M.
Andrew P. Fox City Council Chambers



Revised Agenda
Posted 5/8/20 to
add Item 7.L.

Public advisory: The City Council facilities are closed to the public.
You may view the City Council meeting broadcast live on TV
(Frontier Channel 3, Spectrum Channel 10), the City's website
(www.toaks.org/TOTV), and YouTube (CityofThousandOaks).

Pursuant to the Governor's Executive Order N-29-20, City Councilmembers will be participating via teleconference and/or video conference.

You may participate in the meeting by submitting written comments or requesting to speak no later than 5:00 p.m. the day of the meeting.

If you would like to submit a written comment, please complete the online [Comment Form](#). Please see page two for more information.

If you would like to speak on an agenda item, please complete the online [Speaker Form](#). 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 at (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: To allow adequate time to provide your comments to the City Councilmembers, please submit your comments via the online [Comment Form](#) 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 online [Speaker 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. If you need further assistance, please email the City Clerk Department at cityclerk@toaks.org or call (805) 449-2151.

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

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May 12, 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 pages 6 thru 8 for Consent Calendar listing)
8. PUBLIC HEARINGS:
 - A. [2020-21 Community Development Block Grant Action Plan and Related Documents for U.S. Department of Housing and Urban Development](#)

RESOLUTION ADOPTING A REVISED CITIZEN PARTICIPATION PLAN FOR LOCAL IMPLEMENTATION OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) CONSOLIDATED PLAN PROCESS AND RESCINDING RESOLUTION NO. 2015-023

RES. NO. 2020-_____

RECOMMENDATION:

1. Approve the following documents for submittal to U.S. Department of Housing and Urban Development (HUD):
 - a) FY 2020-21 Community Development Block Grant (CDBG) Action Plan for \$614,999.42 in Federal funds;
 - b) 2020-24 Ventura County Regional Consolidated Plan; and
 - c) 2020 Ventura County Regional Analysis of Impediments to Fair Housing Choice.

8. PUBLIC HEARINGS: (Continued)

- A. 2020-21 Community Development Block Grant Action Plan and Related Documents for U.S. Department of Housing and Urban Development (Continued)

RECOMMENDATION: (Continued)

- 2. Authorize City Manager to proportionately adjust the proposed allocations if HUD revises the amount of the City’s FY 2020-21 CDBG grant; and authorize City Manager to finalize and execute grant agreements and related documents in connection with FY 2020-21 CDBG Action Plan.
- 3. Adopt resolution approving a revised Citizen Participation Plan and rescind Resolution No. 2015-023

9. DEPARTMENT REPORTS:

- A. [Residential Capacity Allocation and Initiation of General Plan Amendment for a Project Located at 325 and 391 Hampshire Road \(RCA 2020-70105/ LU 2020-70104\); Applicant: IMT Capital V Hampshire, LLC](#)

RESOLUTION DECLARING INTENTION TO CONSIDER AN AMENDMENT TO THE LAND USE ELEMENT OF THE GENERAL PLAN AND ALLOWING CONCURRENT PROCESSING OF ENTITLEMENT APPLICATIONS FOR LAND LOCATED AT 325 AND 391 HAMPSHIRE ROAD (RCA 2020-70105 AND LU 2020-70104: IMT Capital V Hampshire, LLC) RES. NO. 2020-

RECOMMENDATION:

Receive request and provide direction. Options include:

- 1. Adopt a resolution initiating a General Plan Amendment from “Commercial” to “Commercial/ Residential” and allocate 353 dwelling units of citywide Measure E residential capacity, and authorize concurrent processing of legislative actions and project entitlements for a proposed project located at 325 and 391 Hampshire Road, subject to submittal of a formal application within 12 months from the date of unit allocation;

or

- 2. Deny the initiation of the General Plan Amendment and allocation of residential units for the proposed project

- 10. COMMITTEE/COMMISSION/BOARD REPORTS: None
- 11. CITY COUNCIL AS SUCCESSOR AGENCY TO THOUSAND OAKS REDEVELOPMENT AGENCY REPORTS: None
- 12. COUNCIL ISSUES/RECOMMENDATIONS:

- A. [COVID-19 Supplemental Contribution to Senior Concerns](#)

- RECOMMENDATION:

- 1. Approve supplemental contribution of \$10,000 to Senior Concerns to provide additional senior meals in response to COVID-19
 - 2. Approve Budget Appropriation in the amount of \$10,000 from A/C 001-0000-311-1000 (General Fund, Fund Balance) to A/C 001-1120-611-5920 (FE1029, General Fund Donations)

- B. 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:

Items listed under Public Notices are a matter of public record only. These items do not require City Council action.

- A. [Notice of Pending Final Map – Approval of Final Map TR5975; 0.40 Ac 1 Lot Residential Sub-Division for Condominium Purposes; Location: 3236 Royal Oaks Drive; Developer: Summit Design and Construction, Inc.](#)

- 16. ADJOURNMENT:

Adjourn to Regular Meeting May 26, 2020

Agenda Post Date/Time: May 7, 2020, 5:00 p.m.

EXHIBIT A

7. CONSENT CALENDAR:

*RECOMMENDATIONS FOR ITEMS A. THROUGH K. ARE TO APPROVE
RECOMMENDATION FOR ITEM L. IS TO ADOPT*

- A. General, Utilities, Golf Course, and Theatres Demands – ratify April 22, 2020; approve April 29, 2020; approve May 6, 2020, subject to review and ratification
- B. [Minutes of City Council meeting of April 21, 2020](#)
- C. [Approved Expenditure: First Amendment to Agreement for Professional Services for Building Division with CSG Consultants, Inc. \(Contract No. 12267-2019\); effective 05/12/2020 through 06/30/2021 to add \\$275,000 with revised not-to-exceed amount of \\$350,000 over lifetime of contract; authorize staff to waive formal Request for Proposals/Qualifications \(RFP/Q\) process for professional building services pursuant to TOMC Section 3-10.501; budget appropriation transfer and authorize expenditure in the amount of \\$275,000 A/C 001-6110-641-1010 \(Community Development, Salary\) to A/C 001-6110-641-5010 \(Community Development, Building, Temporary Help/Temporary Agency Services\)](#)
- D. [Approved Expenditure: First Amendment to Social Services Endowment Fund \(SSEF\) Grant Agreement with Conejo Valley Senior Concerns \(CVSC\) Adult Day Program \(Contract No. 12164-2019\) to allocate \\$2,392 of unused funds to Meals on Wheels Program; authorize City Manager to finalize and execute First Amendment grant agreement to the CVSC Adult Day Program to add Meals on Wheels Program](#)
- E. [Approved Expenditure: Hill Canyon Treatment Plant \(HCTP\) Stormwater Diversion Project \(CI 5427\); Professional Services Agreement with Dudek, Inc., in amount not-to-exceed \\$105,478 for preparation of preliminary design report, construction ready plans and specifications related to installation of storm drainage piping and facility modifications, plus \\$10,548 extra services, term ending 12/31/2021; authorize \\$116,026 expenditure \(\\$105,478 agreement, plus \\$10,548 extra services\) A/C 624-8250-682-5500 \(CI 5427, HCTP Stormwater Diversion Project\)](#)

7. CONSENT CALENDAR: (Continued)

- F. Approved Expenditure: Hill Canyon Treatment Plant Retaining Wall Project (CI 5444); Professional Services Agreement with m6 Consulting, Inc. in amount not to exceed \$79,690 for preparation of preliminary design reports, construction ready plans and specifications related to replacement of east side retaining wall, plus \$7,970 extra services, term ending 12/31/2021; authorize \$87,660 expenditure (\$79,690 agreement, plus \$7,970 extra services) A/C 624-8250-682-8300 (CI 5444, HCTP Retaining Wall Project)
- G. Approved Expenditure: First Amendment to Multi-Agency Agreement for Weed Abatement Services; First Amendment with Venco Western, Inc. (Contract No. 11409-2017) to add \$194,788, with revised not-to-exceed amount of \$1,080,792; term extended one year to 06/30/2021; authorize expenditure for FY 2020-21 of \$91,965 as follows: \$29,255 A/C 001-5630-632-5610 (General Fund/Landscape Contracted Services), and \$62,710 from A/C 142-5630-632-5610 (Landscape Assessment District Fund/Contracted Services)
- H. Approved Expenditure: Hill Canyon Treatment Plant (HCTP) Coating/Concrete Rehabilitation Secondary Clarifier No. 2 (MI 2532); project design, specifications, and Addenda Nos. 1 – 6; award construction contract to Cushman Contracting Corporation in amount of \$378,000, plus \$37,800 contingency; authorize \$99,000 expenditure for purchase of clarifier drive unit A/C 624-8250-682-8400 (MI 2532, HCTP Coating/Concrete Rehabilitation Secondary Clarifier No. 2 Project) offset by A/C 624-8250-682-8900 (MI 2532, Fixed Asset Replacement), if available; Second Amendment to Professional Services Agreement with AECOM Technical Services, Inc. (Contract No. 12022-2019) for Construction Phase Support Services in amount of \$50,974, for revised not-to-exceed amount of \$133,474; authorize expenditure in amount of \$466,774 (\$378,000 construction contract, \$37,800 construction contract contingency, and \$50,974 for construction support services and testing) from A/C 624-8250-682-5500 (MI 2532, HCTP Coating/ Concrete Rehabilitation Secondary Clarifier No. 2 Project); 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
- I. Approved Expenditure: City and County Emergency Care and Shelter Agreements; authorize City Manager to sign two separate agreements related to Thousand Oaks and countywide Emergency Care and Shelter Services

7. CONSENT CALENDAR: (Continued)

- J. Financial Impact to be Determined: On-Call Professional Services Agreements with 23 firms as outlined in report for various services; three-year term ending 06/30/2023, not-to-exceed amounts of \$200,000 or \$500,000 per fiscal year, not-to-exceed amount of \$125,000 per individual Task Order

- K. Approved Expenditure: Venco Western Landscape Services Agreement; First Amendment with Venco Western, Inc. (Contract No. 11480-2017) for landscape services to add \$3,316,776.72 with revised not-to-exceed amount of \$8,291,941.80; extended term through 06/30/2021; annual expenditure of \$1,658,389 (\$1,358,389 contract, plus \$300,000 extra services) from various account numbers per Landscape Services Cost Breakdown for FY 2020-21

- L. Additional Appropriation: Microgrid at Hill Canyon Treatment Plant (HCTP); authorize City to apply for California's Self-Generating Incentive Program funding to develop a microgrid at HCTP; \$140,000 budget appropriation A/C 624-0000-341-9900 (Wastewater Fund, Net Position) to A/C 624-8250-682-8300 (CI 5579, HCTP Microgrid Project); authorize \$136,771 expenditure A/C 624-8250-682-8300 (CI 5579, HCTP Microgrid Project) for required application deposit

ORDINANCE FOR SECOND READING:

- M. ORDINANCE AMENDING THOUSAND OAKS MUNICIPAL CODE TITLE 1, CHAPTER 8 ADDING SECTION 1-8.130 AUTHORIZING THE USE OF ELECTRONIC SIGNATURES (Introduced 4/21/20, 4-0)

ORD. NO. 1679-NS