

City Council
REGULAR MEETING - TELECONFERENCE/VIDEO CONFERENCE
Tuesday, June 23, 2020, 6:00 P.M.
Andrew P. Fox City Council Chambers



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 (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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June 23, 2020

RES. NO. 2020-031
ORD. NO. 1680-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 7 thru 8 for Consent Calendar listing)
8. PUBLIC HEARINGS:
 - A. [Substantial Amendment to 2019-20 Community Development Block Grant Annual Action Plan to incorporate Coronavirus funds from the U.S. Department of Housing and Urban Development](#)

RECOMMENDATION:

1. Approve the Substantial Amendment to the 2019-20 Action Plan to add \$340,016 in Coronavirus Aid, Relief, and Economic Security (CARES) Act Community Development Block Grant Coronavirus (CDBG-CV) funds and submittal to the U.S. Department of Housing and Urban Development (HUD)
2. Authorize City Manager to proportionately adjust the proposed allocations if HUD revises the amount of the City's FY 2020-21 Community Development Block Grant Annual Action Plan to incorporate Coronavirus (CDBG-CV) grant; and authorize City Manager to finalize and execute grant agreements and related documents in connection with Substantial Amendment to the 2019-20 Action Plan

8. PUBLIC HEARINGS: (Continued)

- A. Substantial Amendment to 2019-20 Community Development Block Grant Annual Action Plan to incorporate Coronavirus (CDBG-CV) funds from the U.S. Department of Housing and Urban Development (Continued)

RECOMMENDATION: (Continued)

- 3. Authorize City Manager to establish a program and guidelines for a Small Business Grant Program to assist small businesses impacted by the coronavirus (COVID-19) pandemic; and authorize City Manager to finalize and execute grant agreements and related documents in connection with this program
- 4. Approve additional budget appropriation and expenditure of \$340,100 from A/C 120-0000-438-1000 (CV0001, Federal Grants - CDBG) to A/C 120-1010-644-5920 (CV0001, Other Consulting - Grants & Donations)

B. [Landscape and Lighting Assessment District No. 79-2 Annual Levy](#)

RESOLUTION APPROVING ENGINEER'S REPORT FOR LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2, AND ANNUAL LEVY OF ASSESSMENTS RELATED THERETO COMMENCING IN FISCAL YEAR 2020-21
RES. NO. 2020-_____

RESOLUTION ORDERING LEVY AND COLLECTION OF ASSESSMENTS FOR THOUSAND OAKS LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2 FOR FISCAL YEAR 2020-21
RES. NO. 2020-_____

RESOLUTION APPROVING ANNEXATION ENGINEER'S REPORT FOR LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2
RES. NO. 2020-_____

RESOLUTION ORDERING ANNEXATION OF PROPERTY (HIGHGATE ESTATES, LLC) TO THOUSAND OAKS LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2 AND LEVYING ASSESSMENTS FOR FISCAL YEAR 2020-21
RES. NO. 2020-_____

RECOMMENDATION:

- 1. Approve Final Engineer's Report for Landscape and Lighting Assessment District (LLAD) No. 79-2 FY 2020-21 Assessments

8. PUBLIC HEARINGS: (Continued)

B. Landscape and Lighting Assessment District No. 79-2 Annual Levy (Continued)

RECOMMENDATION: (Continued)

2. Adopt resolutions approving Engineer's Report and Ordering Annual Levy of Assessments for FY 2020-21
3. Approve Final Annexation Engineer's Report for Landscape and Lighting Assessment District (LLAD) No. 79-2 FY 2020-21 Annexation Territory
4. Tabulate the assessment ballots submitted, and not withdrawn, in support of, or opposition to the proposed Annexation, and declare the results
5. If no majority protest, then adopt resolution Ordering the Annexation of territory to Landscape and Lighting Assessment District (LLAD) No. 79-2 and the Annual Levy of Assessments for FY 2020-21

9. DEPARTMENT REPORTS:

A. [COVID-19 Organizational Response](#)

RECOMMENDATION:

1. Authorize City Manager to implement a Voluntary Employee Separation Incentive Program
2. Authorize City Manager to enter into side letter of agreement modifying the Memorandums of Understanding with Thousand Oaks City Employee Association (TOCEA), Thousand Oaks Management Association (TOMA), and the Senior Management Association (SMA) regarding Involuntary Leave of Absence (Furlough)
3. Approve budget appropriation and expenditure in an amount up to \$375,000 across various funds in FY 2020-21 Operating Budget from fund balance/net position

CITY OF THOUSAND OAKS CITY COUNCIL AGENDA

Thousand Oaks, California

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June 23, 2020

10. COMMITTEE/COMMISSION/BOARD REPORTS: None
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: Teleconference
 - A. CONFERENCE WITH LEGAL COUNSEL – Existing Litigation: Alison Piazza, et al. v. Tony Reveles, et al.; Case No. 56-2018-00513538-CU-PA-VTA. Pursuant to Government Code Section 54956.9(a)
15. PUBLIC NOTICES: None
16. ADJOURNMENT:

Adjourn to Regular Meeting July 7, 2020

Agenda Post Date/Time: June 18, 2020, 5:00 p.m.

EXHIBIT A

7. CONSENT CALENDAR:

RECOMMENDATIONS FOR ITEMS A. THROUGH J. ARE TO APPROVE

- A. General, Utilities, Golf Course, and Theatres Demands – ratify June 10, 2020 and June 17, 2020; approve June 24, 2020; and approve July 1, 2020, subject to review and ratification
- B. [Minutes of City Council meeting of June 9, 2020](#)
- C. [Financial Impact to be Determined: On-Call Professional Services Agreements with 83 firms for various services for three-year period ending 06/30/2023, with not-to-exceed amounts of \\$200,000 or \\$500,000 for each fiscal year, and not-to-exceed amount of \\$125,000 for each individual Task Order; list of firms outlined in report](#)
- D. [Approved Expenditure: ShelterClean Services, Inc.; First Amendment to Contract No. 11553-2017 to add \\$10,000, with revised not-to-exceed amount of \\$130,000 over lifetime of contract and extending contract term 92 days through 09/30/2020; authorize \\$10,000 expenditure for FY 2020-21 from A/C 651-5540-682-5699 \(Contracted Services/Other\)](#)
- E. [Approved Expenditure: Grant R. Brimhall Library Aquarium Maintenance; three-year agreement with Aquatic Contractors for all supplies and maintenance of 3,600-gallon salt water aquarium, effective 07/01/2020 through 06/30/2023, not-to-exceed \\$120,828; authorize \\$40,300 expenditure FY 2020-21 A/C 110-7310-673-4200 \(Building Repairs and Maintenance\)](#)
- F. [No Appropriation/Expenditure Required: Response to Grand Jury Report Human Trafficking in Ventura County; authorize Mayor to provide written response to April 8, 2020, Ventura County Grand Jury report “Human Trafficking in Ventura County,” and forward response to Grand Jury](#)
- G. [No Appropriation/Expenditure Required: Response to Grand Jury Annual Detention Report; authorize Mayor to provide written response to April 8, 2020, Ventura County Grand Jury report “Annual Detention Report,” and forward response to Grand Jury](#)

7. CONSENT CALENDAR: (Continued)

- H. [No Appropriation/Expenditure Required: Local Early Action Planning \(LEAP\) Grant Program; adopt resolution authorizing application for, and receipt of, State of California, Department of Housing and Community Development Department \(HCD\) Local Early Action Planning \(LEAP\) Grant; authorize City Manager or designee to submit application to HCD and execute contract and other required documents with State upon award of grant](#)

RESOLUTION AUTHORIZING APPLICATION FOR, AND RECEIPT OF,
LOCAL EARLY ACTION PLANNING (LEAP) GRANT PROGRAM FUNDS
RES. NO. 2020-_____

- I. [No Appropriation/Expenditure Required: Joint Funding Application with County of Ventura for Permanent Local Housing Allocation Program; adopt resolution authorizing County of Ventura to submit joint application, with City of Thousand Oaks, to apply for Permanent Local Housing Allocation Program \(PLHA\) funds from California Department of Housing and Community Development \(HCD\); authorize City Manager to finalize and execute Cooperation Agreement with County of Ventura and related documents in connection with PLHA](#)

RESOLUTION AUTHORIZING RESOLUTION FOR PROJECTS
UTILIZING PERMANENT LOCAL HOUSING ALLOCATION FUNDS
RES. NO. 2020-_____

- J. [No Appropriation/Expenditure Required: Annual Gann Appropriations Limit; adopt resolution approving Annual Gann Appropriations Limit calculation, setting City of Thousand Oaks' Gann Limit at \\$187,792,899 for FY 2020-21, as per calculation](#)

RESOLUTION ESTABLISHING APPROPRIATIONS LIMIT FOR FISCAL
YEAR 2020-2021
RES. NO. 2020-_____