

MINUTES OF THE CITY COUNCIL/TOPFA

Thousand Oaks, California

July 7, 2020

1. CALL TO ORDER:

Mayor/Authority Chair Al Adam called the meeting to order at 6:01 p.m. in Council Chambers, 2100 Thousand Oaks Boulevard, Thousand Oaks, California.

2. PLEDGE OF ALLEGIANCE: Mayor/Authority Chair Adam led the pledge of allegiance.

3. ROLL CALL:

Present: Councilmembers/Authority Directors Engler, Jones present via video conference, and Mayor Pro Tem/Authority Vice Chair Bill-de la Peña and Mayor/Authority Chair Adam present in chambers.

Also Present: City Manager/Authority Executive Director Andrew P. Powers, City Attorney Tracy Noonan, Assistant City Manager Ingrid Hardy, Deputy City Manager Gary Rogers, City Clerk/Authority Secretary Cynthia M. Rodriguez, Finance Director/City Treasurer/Authority Treasurer Jaime Boscarino, Community Development Director Mark Towne, Public Works Director Cliff Finley, Police Chief Jim Fryhoff, Assistant City Attorney Patrick Hehir, Facilities Manager Liz Perez, Sustainability Division Manager Helen Cox, Information Technology Supervisor Atanas Beltchev, Assistant to the City Manager Melissa Hurtado, Cable Operations Supervisor Carl Jarecky, Senior Video Specialist Richard Swingler, Assistant Analysts Sandra Delgado and Christy Glaubke.

4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM: Mayor Adam announced Public Hearing Item 8.A. (Consideration of New Location for LEAF Dispensary) is being continued to a date uncertain and requested a motion for continuance.

Motion by Councilmember Engler to continue Public Hearing Item 8.A. Consideration of New Location for LEAF Dispensary to a date uncertain, carried 4-0 by the following vote: Ayes - Engler, Jones, Bill-de la Peña, and Adam; Noes - None.

5. SPECIAL PRESENTATIONS:

City Manager Powers provided COVID-19 update.

6. PUBLIC COMMENTS:

George Lange, CRPD Chair; Judy Bruce, Simi Valley; Dolores, Ventura; Lorena Saruwatari, Camarillo; Stefanie Sellars, Simi Valley; Shirley Lang, Ventura.

MINUTES OF THE CITY COUNCIL/TOPFA

Thousand Oaks, California

2

July 7, 2020

7. CONSENT CALENDAR:

(See Exhibit A for Consent Calendar Listing)

8. PUBLIC HEARINGS:

- A. Hearing, advertised as required by law, opened to consider: Public Hearing Continuance Request from LEAF Dispensary.

Item continued to a date uncertain earlier in meeting.

9. DEPARTMENT REPORTS:

- A. Solid Waste Franchise - Request for Proposals/Qualifications presented by Sustainability Division Manager Cox. City Manager Powers, City Attorney Noonan, Public Works Director Finley and Consultant Richard Tagore-Erwin responded to questions.

Speakers: Mike Smith, Moorpark.

Statement Cards: None.

Motion by Councilmember Bill-de la Peña to authorize staff to issue Request for Proposals/Qualifications (RFP/Q) for the City's solid waste franchise, carried 4-0 by the following vote: Ayes - Engler, Jones, Bill-de la Peña, and Adam; Noes - None.

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: Nothing additional.

- B. Announcements and upcoming issues: City Manager Powers provided an update on the City Council meeting schedule; announced that summer recess will run through August 24, 2020, with City Council returning on August 25, 2020.

MINUTES OF THE CITY COUNCIL/TOPFA

Thousand Oaks, California

3

July 7, 2020

14. CLOSED SESSIONS REQUESTED: Teleconference.

City Attorney Noonan announced Closed Session held at 7:37 p.m.

- A. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation: Initiation of Litigation; Pursuant to Government Code Section 54956.9(d)(4). (1 Potential Case).

City Attorney Noonan indicated no announcement anticipated.

15. PUBLIC NOTICES: None.

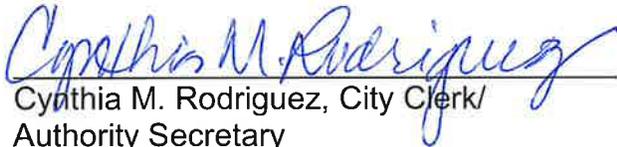
16. ADJOURNMENT:

City Council adjourned in memory of Richard Williams, Alliance for the Arts Chair and community volunteer, at 8:01 p.m. to Regular Meeting on Tuesday, August 25, 2020.



Al Adam, Mayor/Authority Chair
City of Thousand Oaks City Council

Attest:



Cynthia M. Rodriguez, City Clerk/
Authority Secretary
City of Thousand Oaks City Council

AGENDA POSTED: July 2, 2020

MINUTES APPROVED: August 25, 2020

EXHIBIT A

7. CONSENT CALENDAR:

RECOMMENDATIONS FOR ITEMS A. THROUGH P. ARE TO APPROVE

Motion by Councilmember Engler to approve Consent Calendar with exception of Items 7.D. (Los Robles Helipad Expansion), 7.J. (Janitorial Services at Various City Facilities), and 7.M. (Thousand Oaks Public Financing Authority Annual Update), carried 4-0 by the following vote: Ayes - Engler, Jones, Bill-de la Peña, and Adam; Noes - None. (Item subsequently approved following discussion.)

Assistant City Attorney Hehir responded to questions regarding Item 7.D.

City Manager Powers and Facilities Manager Perez responded to questions regarding Item 7.J.

Finance Director Boscarino responded to questions regarding Item 7.M.

Motion by Councilmember Jones to approve Items 7.D, 7.J. and 7.M., carried 4-0 by the following vote: Engler, Jones, Bill-de la Peña, and Adam; Noes - None.

- A. General, Utilities, Golf Course, and Theatres Demands – ratify June 24, 2020 and July 1, 2020; approve July 8, 2020; approve July 15, 2020; July 22, 2020; July 29, 2020; August 5, 2020; August 12, 2020; and August 19, 2020; subject to review and ratification
- B. Minutes of City Council meeting of June 23, 2020
- C. Approved Expenditure: FY 2020-21 Community Funding Review Committee Social Services Endowment Fund Grant Amendment; authorize expenditure in amount of \$1,081 A/C 001-1120-611-5920 (SS2021, City Endowment Grant Account) to California Lutheran University
- D. No Appropriation/Expenditure Required: Los Robles Helipad Expansion; receive report advising City Council of administrative approval of helipad expansion at Los Robles Hospital
- E. Additional Appropriation: Government Channel Equipment Purchase; authorize purchase of KUMO 64x64 SDI Router from California Media Solutions \$7,175.03; \$7,200 budget appropriation and expenditure A/C 001-1210-484-0000 (Other/ Reimbursements) to A/C 001-1210-647-8400 (Equipment over \$5,000)

7. CONSENT CALENDAR: (Continued)

- F. Approved Expenditure: Solar Carport at Municipal Service Center (MSC) (CI 5265); authorize staff to issue Request for Proposals/Qualifications (RFP/Q) for procurement of design and construction
- G. Approved Expenditure: Hill Canyon Treatment Plant (HCTP) Facility Exterior Painting Project Phase 1 (MI 2584); authorize staff to advertise for construction bids
- H. Approved Expenditure: Hill Canyon Treatment Plant (HCTP) Digester No. 1 Rehabilitation Project (MI 2564); Fourth Amendment to Professional Services Agreement No. 11737-2018 with HDR Engineering, Inc. for Design Phase Services in amount of \$95,818, for revised not-to-exceed amount of \$543,986; authorize \$105,398 expenditure (\$95,818 Fourth Amendment plus \$9,580 extra services) A/C 624-8250-682-5500 (MI 2564, HCTP Digester No. 1 Rehabilitation Project); authorize staff to advertise Cleaning Phase for construction bids; 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
- I. Additional Appropriation: 2020 Pavement Overlay Program (CI 5503); First Amendment to Reimbursement Agreement with Conejo Recreation and Park District (CRPD), Contract No. 12359-2020, in amount of \$68,800, for bid items quantity adjustments and additional scope of work; \$68,800 budget appropriation and expenditure A/C 001-0000-437-9900 (CI 5503, CRPD Reimbursement) to A/C 001-5310-631-8300 (CI 5503, Improvements Other Than Building)

7. CONSENT CALENDAR: (Continued)

- J. Additional Appropriation: Janitorial Services at Various City Facilities; award General Services Agreement to Executive Facilities Services, Inc., DBA Executive Services (EFS) for three-year term with two additional one-year options to extend, not-to-exceed amount of \$4,750,000 over lifetime of contract for regularly scheduled janitorial services at various City facilities, including \$200,000 for extra services; authorize \$607,450 expenditure: \$479,400 from various General Fund accounts, \$79,250 from various Theatre Fund accounts, \$800 from various Solid Waste Fund accounts, \$9,000 from various Water Fund accounts, and \$39,000 from various Wastewater Fund accounts; budget appropriation and authorize expenditures in the amount of \$104,144 from A/C #001-0000-311-1000 (General Fund - Fund Balance) to the following accounts: A/C #001-3570-612-5620 (Contracted Services - Janitorial) \$18,865, A/C #001-3571-677-5620 (Contracted Services - Janitorial) \$6,300, A/C #001-3572-677-5620 (Contracted Services - Janitorial) \$3,500, A/C #001-3573-677-5620 (Contracted Services - Janitorial) \$450, A/C #001-3574-677-5620 (Contracted Services - Janitorial) \$450, A/C #001-3575-673-5620 (Contracted Services - Janitorial) \$17,400, A/C #001-3582-612-5620 (Contracted Services - Janitorial) \$4,700, A/C #001-3585-612-5620 (Contracted Services - Janitorial) \$10,600, A/C #001-3590-612-5620 (Contracted Services - Janitorial) \$33,600, A/C #001-5640-631-5620 (Contracted Services - Janitorial) \$2,275, A/C #001-5650-631-5620 (Contracted Services - Janitorial) \$6,004; and \$2,746 from A/C 611-0000-341-9900 (Water Fund, Net Position) to A/C #611-5650-682-5620 (Contracted Services - Janitorial); and \$2,746 from A/C #621-0000-341-9900 (Wastewater Fund, Net Position) to A/C #621-5650-682-5620 (Contracted Services - Janitorial); and \$75,000 from A/C #681-0000-341-9900 (Theatre Fund, Net Position) to A/C #681-7710-682-5620 (Contracted Services - Janitorial) \$60,000 and A/C #681-7810-682-5620 (Contracted Services - Janitorial) \$15,000
- K. Approved Expenditure: Citywide Janitorial Supply Contract; "piggyback" agreement using City of Tucson, AZ janitorial supply contract through OMNIA Partners with award to Network Services Company, Inc., for janitorial supplies and equipment, 07/07/2020 through 05/31/2023, with option to extend additional two years to 05/31/2025; authorize expenditure of amount not-to-exceed \$400,000 for duration of contract from various accounts related to Citywide facilities
- L. No Appropriation/Expenditure Required: Response to Grand Jury Report Cybersecurity Strategies for Cities in Ventura County; authorize Mayor to provide written response to April 17, 2020, Ventura County Grand Jury report "Cybersecurity Strategies for Cities in Ventura County," and forward response to Grand Jury

MINUTES OF THE CITY COUNCIL/TOPFA

Thousand Oaks, California

7

July 7, 2020

7. CONSENT CALENDAR: (Continued)

- M. No Appropriation/Expenditure Required: Thousand Oaks Public Financing Authority Annual Update; receive and file
- N. Additional Appropriation: Bureau of Justice Assistance (BJA) FY 20 Coronavirus Emergency Supplemental Funding Program Grant; authorize acceptance of Office of Justice Programs (OJP) and U.S. Department of Justice (DOJ), BJA FY 2019-20 Coronavirus Emergency Supplemental Funding Program award of \$35,622 to be received by City for Thousand Oaks Police Department; \$35,630 budget appropriation and expenditure, \$30,130 A/C 001-6610-438-9900 (LE0001, Federal Grants) to A/C 001-6610-621-3300 (LE0001, Equipment less than \$5,000) and \$5,500 A/C 001-6740-438-9900 (LE0001, Federal Grants) to A/C 001-6740-627-3300 (LE0001, Equipment less than \$5,000)
- O. No Appropriation/Expenditure Required: City Manager Authority During Summer Recess; adopt resolution

RESOLUTION DELEGATING CERTAIN INTERIM AUTHORITY TO CITY
MANAGER RES. NO. 2020-038

- P. Approved Expenditure: 2020 Pavement Overlay Program (CI 5503); adopt resolution

RESOLUTION ADOPTING LIST OF PROJECTS FOR FY 2020-21 FUNDED
BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017
RES. NO. 2020-039