

City Council SPECIAL MEETING

Tuesday, May 17, 2022, 6:00 PM

Grant R. Brimhall Library – Marvin E. Smith Community Room
1401 E. Janss Road, Thousand Oaks, California, 91362



Public advisory: Face masks are strongly recommended.
You may view the City Council meeting broadcast live on TV
(Frontier Channel 3, Spectrum Channel 10), and YouTube (CTO Meetings).

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

The Brown Act prohibits a person from having to register to attend a City Council meeting. The Zoom app requires registration if you would like to attend via video/teleconference. If you do not wish to register to attend the City Council meeting via Zoom, City Council chambers is open and accessible to the public. If you would like to speak on an agenda item REMOTELY (NOT in person), please complete the online [Speaker Form](#). Please see Public Input section below for more information.

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.

Bob Engler, Mayor

Ed Jones, Mayor Pro Tem

Claudia Bill-de la Peña, Councilmember

Al Adam, Councilmember

Kevin McNamee, Councilmember

Executive Team

Andrew P. Powers, City Manager
Ingrid Hardy, Assistant City Manager
Kelvin Parker, Community Development Director
Cynthia M. Rodriguez, City Clerk
Jonathan Serret, Cultural Affairs Director
Jim Friedl, General Manager, CRPD
Jeff Shea, Fire Chief

Tracy M. Noonan, City Attorney
Gary Rogers, Deputy City Manager
Jaime Boscarino, Finance Dir./City Treasurer
Clifford G. Finley, Public Works Director
Tim Giles, Human Resources Director
Jennifer Patterson, Library Services Director
Jeremy Paris, 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 provide your comments to the City Councilmembers please submit comments via the online [Comment Form](#). Written comment cards will also be available for submission at the meeting. If you would like to speak REMOTELY (NOT in person) on an agenda item during the meeting, please complete the online [Speaker Form](#) (you will be asked to provide an email address and telephone number). If you would like to speak IN PERSON, speaker cards will be available at the meeting and MUST be submitted in person. Doors open at 5:30 p.m. All Ventura County Health requirements will be followed, which may include limited capacity, social distancing, and wearing face masks. 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 and will be printed/posted as submitted.

SPANISH INTERPRETATION: If you need interpretation of your communications to the City Council from Spanish into English, please contact the City Clerk Department at (805) 449-2151 or by email at cityclerk@toaks.org. Notification of at least 48 hours will usually enable the City to make arrangements.

INTERPRETACIÓN AL ESPAÑOL: Si necesita una interpretación del español al inglés para sus comunicaciones al Consejo de la Ciudad, comuníquese con el Departamento del Secretario Municipal al (805) 449-2151 o por correo electrónico a cityclerk@toaks.org. Por favor, avísenos con al menos 48 horas de anticipación para que la ciudad pueda hacer los arreglos necesarios.

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.

1. CALL TO ORDER: 6:00 p.m.
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: Councilmembers Bill-de la Peña, Adam, McNamee, Jones, and Mayor Engler
4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM:
5. PUBLIC COMMENTS:
6. STUDY SESSIONS:
 - A. Citywide FY 2022-23 Top Ten Priorities and Goal Setting Study Session
RECOMMENDATION:
 1. Receive broad organizational updates from City staff.
 2. Establish Citywide FY 2022-23 Top Ten Priorities.
 3. Review and, if necessary, revise:
 - Citywide Goals
 - City Council Norms
7. ADJOURNMENT: Adjourn to Regular Meeting May 24, 2022

Agenda Post Date/Time: May 12, 2022, 5:00P.M.

CCD:610-40\h:\common\agenda\2022\05-10-22.docx



STAFF REPORT

2100 Thousand Oaks Boulevard • Thousand Oaks, CA 91362
Phone 805/449.2121 • Fax 805/449.2125 • www.toaks.org

TO: City Council

FROM: Andrew P. Powers, City Manager

DATE: May 17, 2022

SUBJECT: **Citywide FY 2022-23 Top Ten Priorities and Goal Setting Study Session**

RECOMMENDATION:

1. Receive broad organizational updates from City staff.
2. Establish Citywide FY 2022-23 Top Ten Priorities.
3. Review and, if necessary, revise:
 - Citywide Goals
 - City Council Norms

FINANCIAL IMPACT:

Financial Impact to be Determined. If necessary, funding for new specific priorities and/or projects arising from this study session will be brought forth with budget appropriations as needed.

BACKGROUND:

Each year, City Council traditionally establishes the City's Top Ten Priorities, and reviews progress on prior year priorities. The priorities clearly articulate City Council's objectives and are used to promote accountability. Previous years' goals have aligned with the principles established during the Visioning 2064 exercise and will continue to be incorporated in future reviews.

DISCUSSION/ANALYSIS:

Citywide Top Ten Priorities

At this year's Priority and Goal Setting Study Session, the City Manager and other staff members will present organizational updates on Public Works, Community Development, Economic Development, and post-pandemic recovery efforts. City Council will then discuss top priority focus areas for the establishment of new priorities for FY 2022-23 (Attachment #1). Specific action items may be linked to each priority to aid staff in monitoring progress. The top ten priorities and related action items will be presented to City Council at a future City Council meeting for approval.

Citywide FY 2022-23 Top Ten Priorities and Goal Setting Study Session**May 17, 2022****Page 2****Citywide Goals**

The current broad Citywide Goals are included as Attachment #2. These goals are reviewed and reaffirmed on a two-year basis in conjunction with the City's budget cycle and thus, will be reviewed next year.

City Council Norms

The current City Council Norms (Attachment #3) serve to augment City Council's Standards of Operation (Resolution No. 2011-066), Municipal Code Ethics Chapter, and related policy documents to provide a more specific "Code of Conduct." City Council may elect to review and if necessary, amend the City Council Norms.

COUNCIL GOAL COMPLIANCE:

Meets the following City Council goals:

A. Create a more equitable, accessible, safe, welcoming, and inclusive government and community regardless of race, color, ethnicity, religion, sex, physical or mental ability, sexual orientation, gender identity and expression, age, language, education, and/or socio-economic status.

B. Provide municipal government leadership which is open and responsive to residents, and is characterized by ethical behavior, stability, promoting public trust, transparency, confidence in the future, and cooperative interaction among civic leaders, residents, business representatives, and staff, while recognizing and respecting legitimate differences of opinion on critical issues facing the City.

C. Operate City government in a fiscally and managerially responsible and prudent manner to ensure that the City of Thousand Oaks remains one of California's most desirable places to live, work, visit, recreate, and raise a family.

PREPARED BY: Melissa Hurtado, Assistant to the City Manager

Attachments:

Attachment #1 – Proposed Citywide FY 2022-23 Top Priorities

Attachment #2 – Citywide Goals for FY 2021-22 & FY 2022-23

Attachment #3 – City Council Norms

Draft FY 2022-23 City Council Priorities (Not Ranked)

Comprehensive General Plan Update – Circulate draft General Plan along with environmental document, complete all elements with stakeholder engagement.

Homelessness – Secure Homekey funding and construct 77 units of permanent supportive housing at the Quality Inn & Suites, continue to work with Many Mansions to identify site for additional homeless housing, explore other partnerships to support homeless services.

Economic Development – Facilitate continued investment in the Thousand Oaks cluster, process 20+ acre Alexandria campus development at 1100 Rancho Conejo Boulevard.

Water Conservation – Collaborate with other purveyors and community to significantly reduce outdoor water use at businesses and residential homes. Make modifications to City owned parcels with excess turf. Seek to collaborate on regional solutions that reduce future reliance on Metropolitan Water District and that capitalize on localized water supplies including expediting the Las Virgenes "Pure Water" project.

Affordable Housing – Select Hillcrest School site development partner and negotiate contractual agreement / consider changes to inclusionary housing and in-lieu ordinance / explore other potential affordable housing sites.

Environmental Sustainability – Complete Climate Action Plan / consider strategic sustainability investments + new policies via General Plan Sustainability element.

Residential Pre-Screens – Complete processing of five to seven remaining residential pre-screens by March 2023 + work to address new Regional Housing Needs Assessment obligations.

Cultural Arts and Library – Advance first post-pandemic season / mark 40th anniversary of Brimhall Library.

Campus Master Plan – Engage community and revise concepts / create realistic phasing opportunities.

Public Works/CDD and Infrastructure Investments – Complete 50+ miles of paving investment / launch public facing portion of comprehensive land management system / address long-term staffing needs in CDD.

Public Safety – Seek to address current crime trends by leveraging advanced technology, equipment and tools and include more directed public outreach initiatives. Support fire resiliency by strengthening efforts to promote home hardening through partnership with "Firesafe Council" and continue collaborative work between City, Fire Protection District, COSCA and residents on modern wildfire preparedness. Additionally, collaborate with Ventura County supervisors and county fire department to fund/provide a study of brush clearance recommendations and other brush fire reduction methods based on current research methodologies and techniques.

CITY Internship – Reinstate Community Internships Training Youth (CITY) Internship program in partnership with CVUSD, CLU, & VCOE to connect students with internship opportunities in the community.

Sign Ordinance – Consider direction on comprehensive sign ordinance update.

Campaign Finance – Consider updates to City's campaign finance ordinance.

Note: An update on the City's top goal related to diversity, equity and inclusion will be discussed during the staff presentation for consideration of future action.

ATTACHMENT #2

City of Thousand Oaks
Citywide Goals for FY 2021-22 and FY 2022-23

- A. Create a more equitable, accessible, safe, welcoming, and inclusive government and community regardless of race, color, ethnicity, religion, sex, physical or mental ability, sexual orientation, gender identity and expression, age, language, education, and/or socio-economic status.
- B. Provide municipal government leadership which is open and responsive to residents, and is characterized by ethical behavior, stability, promoting public trust, transparency, confidence in the future, and cooperative interaction among civic leaders, residents, business representatives, and staff, while recognizing and respecting legitimate differences of opinion on critical issues facing the City.
- C. Operate City government in a fiscally and managerially responsible and prudent manner to ensure that the City of Thousand Oaks remains one of California's most desirable places to live, work, visit, recreate, and raise a family.
- D. Maintain strong commitment to public safety (including Police, Fire, Emergency Medical Services, and Emergency Management) to ensure City remains one of the safest Cities in the United States with a population over 100,000.
- E. Complete ring of open space around the City; Protect and preserve ridgelines, natural habitat, and designated open space areas.
- F. Provide and enhance essential infrastructure to ensure that the goals and policies of the Thousand Oaks General Plan are carried out and the City retains its role and reputation as a leader in protecting the environment and preserving limited natural resources.
- G. Continue City's commitment to community and cultural programs and services (such as Performing Arts/Theatres, Libraries, TOTV, Visual Arts, Youth and Senior Programs).
- H. Participate in public-private and multi-jurisdictional opportunities to ensure residents have access to high levels of parks, recreation, education and leisure programs and services.
- I. Maintain a strong local employment base geared toward retaining high quality businesses; Sustain a healthy business community; and, Diversify the local economy, with a specific emphasis on small businesses and high technology/biomedical jobs.
- J. Implement high quality revitalization projects within Thousand Oaks Boulevard and Newbury Road Areas; Develop a pedestrian-oriented, viable, and self-sustaining "Downtown;" and, continue to support production of long-term affordable housing.
- K. Prepare for transition of City workforce by ensuring that sufficient succession planning takes place to develop an employment base which is reflective of the community's demographics.

ATTACHMENT #3

**City of Thousand Oaks
City Council Norms
“Promote Public Confidence and Trust”**

1. Treat each other, staff, and members of the public respectfully; do not criticize staff or others in public.
2. Follow the rules (Standards of Operation) and adhere to the rules. Mayor to hold speakers accountable and Mayor Pro Tem to hold speakers addressing Mayor accountable, while recognizing a resident’s right to address his/her elected representatives.
3. Speak only for yourself; not for other Councilmembers, including during campaign cycles. Do not speak for other Councilmembers in the press at all times, including during campaign cycles.
4. Keep comments from wandering into being indirectly critical of other Councilmembers.
5. Discourage supporters from coming to City Hall to criticize other Councilmembers.
6. Do not make assumptions. Do not question motivations.
7. After each Council Meeting, each Councilmember should acknowledge each other.

As reaffirmed by City Council on March 30, 2021