

**City Council
REGULAR MEETING
TELECONFERENCE/VIDEO CONFERENCE/IN PERSON
Tuesday, June 22, 2021, 6:00 P.M.
Andrew P. Fox City Council Chambers**



Public advisory: Face masks are required to be worn inside City facilities by all persons not fully vaccinated against COVID-19. 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 (www.youtube.com/ctomeetings).

Pursuant to the Governor's Executive Order N-08-21, City Councilmembers will be participating in person or via teleconference and/or video conference.

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 REMOTELY (NOT in person), 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.

**Claudia Bill-de la Peña, Mayor
Bob Engler, Mayor Pro Tem
Al Adam, Councilmember
Ed Jones, Councilmember
Kevin McNamee, Councilmember**

Executive Team

Andrew P. Powers, City Manager	Tracy M. Noonan, City Attorney
Ingrid Hardy, Assistant City Manager	Gary Rogers, Deputy City Manager
Kelvin Parker, Community Development Director	Jaime Boscarino, Finance Dir./City Treasurer
Cynthia M. Rodriguez, City Clerk	Clifford G. Finley, Public Works Director
Jonathan Serret, Cultural Affairs Director	Tim Giles, Human Resources Director
Jim Friedl, General Manager, CRPD	Heather Cousin, Library Director
John Spykerman, Fire Chief	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 allow adequate time to provide your comments to the City Councilmembers please submit your comments via the online [Comment Form](#) no later than 4:30 p.m. the day of 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](#) no later than 5:00 p.m. the day of the meeting (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, including wearing face masks for all persons not fully vaccinated against COVID-19. 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 Adam, Jones, McNamee, Engler, and Mayor Bill-de la Peña
4. REQUESTS FOR CONTINUANCE OF ANY PUBLIC HEARING OR AGENDA ITEM:
5. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS:
 - A. COVID-19 Update
 - B. Community Commitment Award
6. PUBLIC COMMENTS: To be heard before 6:45 p.m. If additional speakers for public comments remain at 6:45 p.m., remainder of speakers may be called at the end of the meeting. (Resolution Nos. 2011-066/067)
7. CONSENT CALENDAR:

(See Exhibit A pages 7 thru 11 for Consent Calendar listing)
8. PUBLIC HEARINGS:
 - A. [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 2021-22
RES. NO. 2021-_____

RESOLUTION ORDERING LEVY AND COLLECTION OF ASSESSMENTS FOR THOUSAND OAKS LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT NO. 79-2 FOR FISCAL YEAR 2021-22
RES. NO. 2021-_____

8. PUBLIC HEARINGS: (Continued)

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

RECOMMENDATION:

- 1. Approve Final Engineer’s Report for Landscape and Lighting Assessment District No. 79-2 FY 2021-22 Assessments
- 2. Adopt resolutions approving Engineer’s Report and Ordering Annual Levy of Assessments for FY 2021-22

- B. [2020 Urban Water Management Plan Update, 2020 Water Shortage Contingency Plan, Addendum to 2015 Urban Water Management Plan \(MI 2594\)](#)

RESOLUTION ADOPTING THE CITY’S 2020 URBAN WATER MANAGEMENT PLAN, THE 2020 WATER SHORTAGE CONTINGENCY PLAN, AND ADDENDUM TO THE 2015 URBAN WATER MANAGEMENT PLAN
RES. NO. 2021-_____

RECOMMENDATION: Adopt resolution to approve and adopt the City of Thousand Oaks 2020 Urban Water Management Plan, 2020 Water Shortage Contingency Plan, and Addendum to the 2015 Urban Water Management Plan

- C. [Municipal Code Amendment MCA 2021-70174 - Comprehensive Amendment to Mobile Home Rent Stabilization Ordinance, Dissolution of Rent Adjustment Commission, Adoption and Rescinding of Related Resolutions](#)

ORDINANCE REPEALING AND REPLACING, IN ITS ENTIRETY, THE PROVISIONS OF CHAPTER 25 OF TITLE 5 (MOBILE HOME RENT STABILIZATION) OF THE THOUSAND OAKS MUNICIPAL CODE
ORD. NO. 1st Reading

RESOLUTION RESCINDING RESOLUTION NOS. RAC -3 AND RAC 07-2011 AND DISSOLVING THE RENT ADJUSTMENT COMMISSION
RES. NO. 2021-_____

RESOLUTION ESTABLISHING A LIST OF CAPITAL IMPROVEMENTS AND REHABILITATION WORK AND USEFUL LIFE CATEGORIES IN MOBILE HOME PARKS AND RESCINDING CITY COUNCIL RESOLUTION NO. 2011-046
RES. NO. 2021-_____

8. PUBLIC HEARINGS: (Continued)

- C. Municipal Code Amendment MCA 2021-70174 - Comprehensive Amendment to Mobile Home Rent Stabilization Ordinance, Dissolution of Rent Adjustment Commission, Adoption and Rescinding of Related Resolutions (Continued)

RECOMMENDATION:

1. Read ordinance in title only, further reading be waived, and, if no objection, introduce ordinance amending Thousand Oaks Municipal Code Title 5, Chapter 25 Mobile Home Rent Stabilization
2. Adopt resolution rescinding Resolution Nos. RAC-3 and RAC 07-2011 thereby dissolving the Rent Adjustment Commission (RAC) and appointing the Planning Commission to serve in the same capacity
3. Adopt resolution establishing a list of capital improvements and rehabilitation work and useful life categories in mobile home parks and rescinding City Council Resolution No. 2011-046

9. DEPARTMENT REPORTS:

- A. [Benefits and Compensation for Executive Managers](#)

RESOLUTION ADOPTING COMPREHENSIVE BENEFITS AND COMPENSATION FOR EXECUTIVE MANAGERS AND RESCINDING RESOLUTION NO. 2019-036 RES. NO. 2021-_____

RECOMMENDATION: Adopt resolution amending the benefits and compensation for Executive Managers

10. COMMITTEE/COMMISSION/BOARD REPORTS: None

11. CITY COUNCIL AS SUCCESSOR AGENCY TO THOUSAND OAKS REDEVELOPMENT AGENCY REPORTS: None

12. COUNCIL ISSUES/RECOMMENDATIONS:

- A. [Homelessness Update](#)

RECOMMENDATION: Receive Ad Hoc Homelessness Committee report and provide comments

- 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: None

15. PUBLIC NOTICES: None

16. ADJOURNMENT:

Adjourn to Regular Meeting July 6, 2021

Agenda Post Date/Time: June 17, 2021, 5:00 p.m.

EXHIBIT A

7. CONSENT CALENDAR:

RECOMMENDATIONS FOR ITEMS A. THROUGH Q. ARE TO APPROVE

- A. General, Utilities, Golf Course, and Theatres Demands – ratify June 9, 2021, and June 16, 2021; approve June 23, 2021, and June 30, 2021, subject to review and ratification
- B. [Minutes of City Council meeting of June 8, 2021](#)
- C. No Appropriation/Expenditure Required: Youth Commission Appointments (Bill-de la Peña/Jones); reappointment of Jacqueline Emanuel and Riley Goodnight to serve one-year terms ending July 2022; reappointment of Lindsay Freedman to serve two-year term ending July 2023; appointments of Benjamin Glaubke, Nithilan Jeyakumar, Naima Kahl, and Helen Reveles to serve two-year terms ending July 2023
- D. Approved Expenditure: Purchase of Bus Stop Digital Displays and Software Maintenance Agreement with Connectpoint, Inc., in amount of \$135,914.14, for purchase of 20 new and one demonstration digital bus stop displays, five years of software maintenance, ending 06/30/2026; expenditure of \$62,414.14 A/C 651-5540-685-3300 (Equipment less than \$5,000) and \$73,500.00 A/C 651-5540-686-4300 (Computer Software Maintenance)
- E. Approved Expenditure: Hill Canyon Treatment Plant Digester No. 1 Rehabilitation Project (MI 2564); project design, specifications, and Addenda Nos. 1 and 2; award construction contract to James C. Cushman, Inc. in amount of \$943,700.00, plus \$94,370 contingency; sixth amendment to Professional Services Agreement No. 11737-2018 with HDR Engineering, Inc. for Construction Phase Support Services in amount of \$120,150 for revised not-to-exceed amount \$664,136, plus \$12,150 extra services; authorize expenditure in amount of \$1,170,370 (\$943,700 construction contract, \$94,370 construction contract contingency, \$120,150 construction support services and testing, \$12,150 extra services) A/C 624-8250-682-5500 (MI 2564, Hill Canyon Treatment Plant Digester No. 1 Rehabilitation 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

7. CONSENT CALENDAR: (Continued)

- F. Approved Expenditure: Hill Canyon Treatment Plant Secondary Clarifier No. 3 Coating/Concrete Rehabilitation Project (MI 2588); project design, specifications, and Addenda Nos. 1 and 2; award construction contract to GSE Construction Company, Inc. in amount of \$657,700, plus \$65,770 contingency; first amendment to Professional Services Agreement No. 12566-2020 with HDR Engineering, Inc. for Construction Phase Support Services in amount of \$101,407, for revised not-to-exceed amount \$209,014; authorize expenditure in amount of \$829,877 (\$657,700 construction contract, \$65,770 contingency, \$101,407 construction support services and testing, \$5,000 City furnished materials and supplies) A/C 624-8250-682-5500 (MI 2588, Hill Canyon Treatment Plant Secondary Clarifier No. 3 Coating/Concrete Rehabilitation 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
- G. Approved Expenditure: Municipal Service Center On-Call General Maintenance Services agreements with 28 companies for three-year terms, each ending June 30, 2024, not-to-exceed \$300,000 per year
- H. Approved Expenditure: Modern Parking, Inc. First Amendment to Contract No. 12570-2020 with Modern Parking, Inc. in amount of \$64,100 for on-going pandemic response monitoring service at Thousand Oaks Transportation Center, with revised not-to-exceed amount \$138,475 and term extension through 12/31/2021; authorize staff to waive formal Request for Proposals/Qualifications process and approve Modern Parking, Inc. pursuant to TOMC Section 3-10.501; expenditure in amount of \$64,100 A/C 651-5540-682-5699 (Transportation Buses/Contracted Service)
- I. Approved Expenditure: Supply and Delivery of Chemicals to Hill Canyon Treatment Plant; award General Service Agreement to Hill Brothers Chemical Company for two-year term in amount not-to-exceed \$267,300 for supply and delivery of Ammonium Sulfate; award General Service Agreement to California Water Technologies, LLC for two-year term in amount not-to-exceed \$278,100 for supply and delivery of Ferric Chloride; award General Service Agreement to Momar, Inc. for two-year term in amount not-to-exceed \$212,400 for supply and delivery of Glycerin; award General Service Agreement to JCI Jones Chemicals, Inc. for two-year term in amount not-to-exceed \$982,250 for supply and delivery of Sodium Bisulfite and Sodium Hypochlorite; authorize expenditure in amount of \$840,900 for FY 2021-22 and \$899,150 for FY 2022-23 A/C 621-8250-685-3242 (HCTP/ Wastewater Chemical Supplies)

7. CONSENT CALENDAR: (Continued)

- J. Additional Appropriation: Supply and Delivery of Polymer to Hill Canyon Treatment Plant; award General Service Agreement to Solenis LLC for two-year term with additional optional one-year extension, in amount not-to-exceed \$1,025,450, term ending 06/30/2023; budget appropriation in amount of \$383,140 in FY 2021-22 and \$452,360 in FY 2022-23 A/C 621-0000-341-9900 (Wastewater Fund, Net Position) to A/C 621-8250-685-3242 (Chemical Supplies); authorize expenditure in amount of \$507,240 for FY 2021-22 and \$518,210 for FY 2022-23 A/C 621-8250-685-3242 (HCTP/ Wastewater Chemical Supplies)
- K. Approved Expenditure: Wastewater Flow Monitoring Services; award General Services Agreement to Utility Systems Science & Software for three-year term ending 06/30/2024, in amount not-to-exceed \$163,800; authorize expenditure totaling \$163,800 A/C 621-8220-682-5699 (Wastewater Collection Contract Service) for FY 2021-22 and FY 2022-23
- L. Approved Expenditure: Bioassay Testing Agreement Award; award General Services Agreement to Aquatic Bioassay and Consulting Laboratories, Inc. in not-to-exceed amount of \$142,140 for three-year term through 06/30/2024; authorize expenditure in amount of \$47,380 for FY 2021-22 and \$47,380 for FY 2022-23 A/C 621-8250-682-5699 (Wastewater/ Contracted Services)
- M. Additional Appropriation: First Amendment to Hill Canyon Treatment Plant HVAC Maintenance and Repair Agreement; first amendment to Contract No. 11788-2018 with Mesa Energy Systems, Inc. to add \$230,000 with new total not-to-exceed amount \$570,000 over lifetime of contract and extend contract term to 06/30/2022; authorize annual expenditure in amount of \$128,000 (\$92,000 regular contract services; \$36,000 extra services) for FY 2021-22 and \$102,000 (\$92,000 regular contract services; \$10,000 extra services) for FY 2022-23 A/C 001-3594-612-5621 (Contracted Services – HVAC); budget appropriation and authorize expenditure in amount of \$26,000 in FY 2021-22 A/C 001-0000-311-1000 (General Fund - Fund Balance) to A/C 001-3594-612-5621 (Contracted Services – HVAC)
- N. Approved Expenditure: Workers' Compensation Claims Administration; award professional services agreement to Sedgwick Claims Management Services for not-to-exceed amount \$130,229, term: 07/01/2021–06/30/2024, with two one-year extension options; authorize expenditures in amount of \$42,553 for FY 2021-22 and \$43,404 for FY 2022-23 A/C 712-0520-686-5640 (Workers' Compensation Management Fees); authorize City Manager to execute professional services agreement subject to approval by City Attorney

7. CONSENT CALENDAR: (Continued)

- O. No Appropriation/Expenditure Required: Annual Gann Appropriations Limit; adopt resolution approving Annual Gann Appropriations Limit calculation, setting City of Thousand Oaks' Gann Limit at \$197,163,577 for FY 2021-22, as per calculation

RESOLUTION ESTABLISHING APPROPRIATIONS LIMIT FOR FISCAL
YEAR 2021-2022 RES. NO. 2021-

- P. Additional Appropriation: FY 2021-22 Insurance Renewals; adopt resolution establishing membership in Public Risk Innovation, Solutions, and Management (PRISM), formerly known as CSAC Excess Insurance Authority, which: authorizes City to join Joint Powers Agreement establishing PRISM for excess liability insurance coverage; authorizes Mayor to execute related Joint Powers Agreements and Memorandums of Understanding for Excess Liability Program; designates City Manager or Human Resources Director to act in all matters relating to member and Joint Powers Authority; authorize City Manager or designee to purchase insurance policies for property, earthquake, workers' compensation excess insurance, deadly weapon response program, and government crime, for term of 07/01/2021 through 06/30/2022; authorize expenditure in amount not-to-exceed \$900,000 from General Fund, Library Fund, Landscape Fund, Water Fund, Wastewater Fund, Transportation Fund, and Solid Waste Fund for property insurance; authorize expenditure in amount not-to-exceed \$400,000 from General Fund, Library Fund, Landscape Fund, Water Fund, Wastewater Fund, Transportation Fund, and Solid Waste Fund for Difference in Conditions (earthquake) property insurance; additional budget appropriation in amount of \$94,500 A/C 001-0000-311-1000 (General Fund – Fund Balance) to A/C 001-0520-612-6312 (General Fund – Insurance General Liability Premium); additional budget appropriation in amount of \$94,500 A/C 711-0520-486-0000 (Internal Service Fund – Liability Revenue) to A/C 711-0520-686-6312 (Internal Service Fund – Liability); authorize expenditure in amount not-to-exceed \$550,000 A/C 711-0520-686-6312 (Internal Service Fund – Liability): \$535,000 for payment of premiums for excess liability insurance, \$10,000 for deadly weapon response program, \$5,000 for renewal of government crime insurance; authorize expenditure in amount not-to-exceed \$110,000 A/C 712-0520-686-6321 (Internal Service Fund – Workers' Compensation) for renewal of excess workers' compensation insurance

RESOLUTION TO JOIN PUBLIC RISK, INNOVATION, SOLUTIONS AND
MANAGEMENT RES. NO. 2021-

7. CONSENT CALENDAR: (Continued)

Q. No Additional Funding Requested: [Memoranda of Understanding \(MOU\) with Represented Bargaining Units – Thousand Oaks City Employee Association, Thousand Oaks Management Association, Senior Management Association and Hourly Employees; term: July 1, 2021 through June 30, 2023; adopt resolutions](#)

1. RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING WITH THOUSAND OAKS CITY EMPLOYEE ASSOCIATION (TOCEA) AND RESCINDING RESOLUTION NO. 2019-029
RES. NO. 2021-_____
2. RESOLUTION ESTABLISHING NEW SALARY SCHEDULE FOR THOUSAND OAKS CITY EMPLOYEE ASSOCIATION (TOCEA), AND RESCINDING RESOLUTION NO. 2020-022
RES. NO. 2021-_____
3. RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING WITH THOUSAND OAKS MANAGEMENT ASSOCIATION (TOMA) AND RESCINDING RESOLUTION NO. 2019-031
RES. NO. 2021-_____
4. RESOLUTION ESTABLISHING NEW SALARY SCHEDULE FOR PROFESSIONAL EMPLOYEES (THOUSAND OAKS MANAGEMENT ASSOCIATION – TOMA), AND RESCINDING RESOLUTION NO. 2020-023
RES. NO. 2021-_____
5. RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING WITH SENIOR MANAGEMENT ASSOCIATION (SMA) AND RESCINDING RESOLUTION NO. 2019-033
RES. NO. 2021-_____
6. RESOLUTION ESTABLISHING NEW SALARY SCHEDULE FOR SENIOR MANAGEMENT, CONFIDENTIAL, AND SUPERVISORY EMPLOYEES (SENIOR MANAGEMENT ASSOCIATION – SMA) AND RESCINDING RESOLUTION NO. 2020-024
RES. NO. 2021-_____
7. RESOLUTION ESTABLISHING NEW SALARY SCHEDULE FOR HOURLY EMPLOYEES AND RESCINDING RESOLUTION NO. 2020-025
RES. NO. 2021-_____