



# California Fair Political Practices Commission

February 9, 1988

Nancy A. Dillon, CMC  
City Clerk  
City of Thousand Oaks  
401 West Hillcrest Drive  
Thousand Oaks, CA 91360

Re: Your Request for Advice  
Our File No. A-88-048

Dear Ms. Dillon:

You have written seeking information regarding the workshop and pending regulations concerning newsletters sent at public expense by or on behalf of incumbent candidates for election. This issue is governed by Government Code Section 89001 which was recently amended to apply to local as well as state elected officers.

I enclose copies of alternative versions of the regulation to implement Government Code Section 89001. The Commission will consider adoption of one of these versions at its April 5, 1988, meeting in Sacramento. Your comments are welcomed.

In response to your question, this letter will confirm that the City of Thousand Oaks' newsletter would be subject to the provisions of Government Code Section 89001, if it is sent to 200 or more households in a calendar month during the election cycle for the city and any incumbents are seeking re-election. The restrictions would also apply if one or more councilmembers were currently a candidate for any other elective office, local, state or federal.

I trust that this letter adequately responds to your inquiry. Should you have further questions, or comments on the proposed regulation, I may be reached at (916) 322-5901.

Sincerely,

Diane M. Griffiths

By: Robert E. Leidigh  
Counsel, Legal Division

REL:jaj



# City of Thousand Oaks

OFFICE OF THE CITY CLERK  
NANCY A. DILLON, CMC

January 20, 1988

California Fair Political Practices Commission  
428 J Street, Suite 800  
P.O. Box 807  
Sacramento, CA 95804-0807

On October 22, 1987 I addressed the enclosed letter to the Commission. As stated in that letter, I would appreciate any additional information generated in that workshop. I would also like a response to the comments regarding the City of Thousand Oaks Newsletter.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Nancy Dillon".

Nancy A. Dillon, CMC  
City Clerk

NAD:nb/4:48  
enclosure

xc: Grant R. Brimhall, City Manager



# City of Thousand Oaks

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NANCY A. DILLON, CMC

October 22, 1987

California Fair Political Practices Commission  
428 J Street, Suite 800  
P.O. Box 807  
Sacramento, CA 95804-0807

Re: Mass Mailings at Public Expense after Public  
Official has Declared Candidacy  
G.C. Section 89001  
Workshop - October 29, 1987

The City of Thousand Oaks in 1986 created an information newsletter to be sent to all residents.

The first newsletter (Volume I, No. I - enclosed) was scheduled to be mailed during the summer of 1986. Due to the City Municipal election process which started in August with the candidate filings, the newsletter mailing was postponed until after the November election. All five Councilmembers were equally represented in the newsletter; however, two incumbents intended to file for re-election.

The second newsletter (Volume II, No. I) was mailed Spring 1987 a non-election year.

The third newsletter scheduled for late November is to be a tabloid and printed by the local newspaper.

The City's goal is to release two newsletters per year.

## 18901. Prohibition on Newsletter or Mass Mailing

My interpretation of this section is that it would apply to the Thousand Oaks Newsletter during the election process for City Council candidates - even-numbered years August through November.

California Fair Political Practices Commission  
October 22, 1987  
Page 2

I would appreciate any additional information and confirmation regarding the Newsletter after your October 29th meeting.

Sincerely,

A handwritten signature in cursive script that reads "Nancy Dillon".

Nancy A. Dillon, CMC  
City Clerk

NAD:nb/4:58

enclosure



# California Fair Political Practices Commission

January 27, 1988

Nancy A. Dillon, CMC  
City Clerk  
P.O. Box 1496  
Thousand Oaks, CA 91360

Re: 88-048

Dear Ms. Dillon:

Your letter requesting advice under the Political Reform Act was received on January 27, 1988 by the Fair Political Practices Commission. If you have any questions about your advice request, you may contact Robert Leidigh, an attorney in the Legal Division, directly at (916) 322-5901.

We try to answer all advice requests promptly. Therefore, unless your request poses particularly complex legal questions, or more information is needed, you should expect a response within 21 working days if your request seeks formal written advice. If more information is needed, the person assigned to prepare a response to your request will contact you shortly to advise you as to information needed. If your request is for informal assistance, we will answer it as quickly as we can. (See Commission Regulation 18329 (2 Cal. Code of Regs. Sec. 18329).)

You also should be aware that your letter and our response are public records which may be disclosed to the public upon receipt of a proper request for disclosure.

Very truly yours,

A handwritten signature in cursive script that reads "Diane M. Griffiths".

Diane M. Griffiths  
General Counsel

DMG:plh



# *City of Thousand Oaks*

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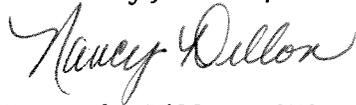
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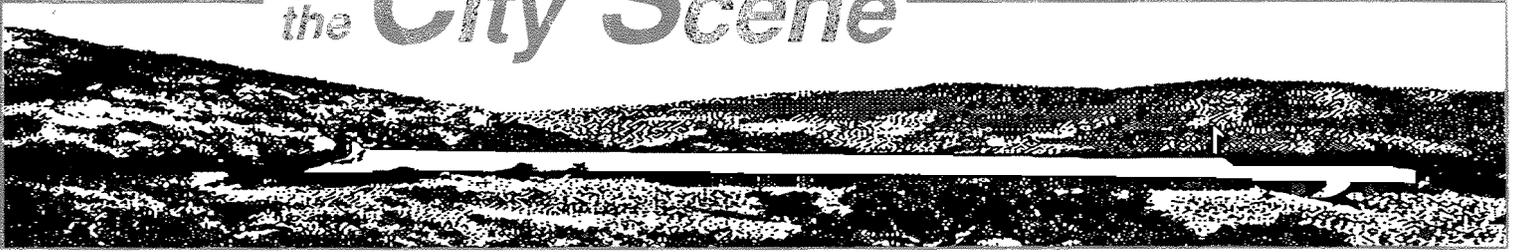
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*Revised date  
Nov. 1986*

## Five facilities on drawing board

Five major projects highlight the most significant Capital Improvements Program undertaken since City incorporation, according to Thousand Oaks Mayor Alex Fiore, outlining the planned \$37.5 million investment.

Citizens of all ages and with varied needs will be served by several new facilities, a Senior Center, Teen Center, Human Services Center, and the East Valley Sheriff's Station. Expansion of the Thousand Oaks Civic Center will provide needed handicapped access.

"The facilities are in various stages of development. It's an ambitious program made possible because the City planned and saved....," said Fiore, who has served on the City Council since incorporation. He explained financial strategies undertaken to reach the goal; the tools of prudent cash management, systematic annual appropriation and saving of funds for designated projects have been utilized.

Approximately \$10 million has been targeted for general improvements, \$1.4 (See *Projects, Page 3*)

## Teen, Senior Centers Set

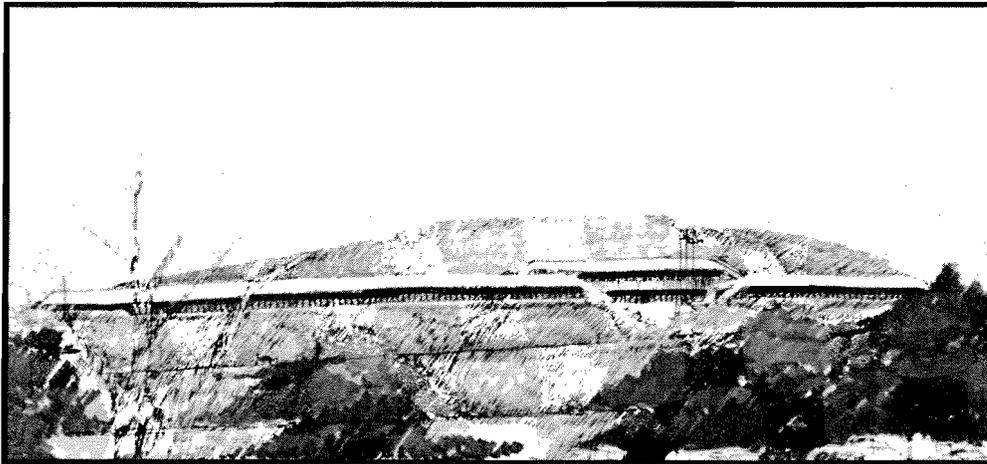
Teens and seniors may soon find the empty acres next to the City of Thousand Oaks Library a thriving nucleus of activities. Within 12 to 18 months two separate centers, one for teens and one for seniors, could be open and operating at the Conejo Creek park site, says Councilman Lee Laxdal.

Facilities to serve both segments of the community have been long-standing priorities which are now being realized. "Teens and seniors have specialized needs and we're working to meet them," says Mayor Pro Tem Frank Schillo, describing extensive efforts involving separate committees composed of City Councilmembers, Conejo Recreation and Park District representatives, and citizens. Schillo also serves on the Senior/Adult Center Committee. Laxdal chairs the Senior/Adult Center Committee and is a Teen Center Committee member. (See *Teen, Senior Centers, Page 3*)

## Citizens' Traffic Committee task: lending assistance

New structures are being built, but there's more to Thousand Oaks' capital improvements than concrete and steel centers serving local citizens. The community's labyrinth of well-maintained streets, neatly manicured landscaping and other infrastructure elements are essential segments of a quality community, says City Councilwoman Madge Schaefer.

As chair of the 15-member Citizen Traffic Committee, which identifies, discusses and seeks resolution to traffic concerns, Schaefer is well aware of the importance of street overlay programs, traffic signals, adequate water and wastewater facilities to a community. (See *Traffic, Page 4*)



*Proposed Civic Center Addition*

## Expansion program commences

### Plans include handicapped access

A two-story addition to the City of Thousand Oaks Civic Center, part of the remodeling and expansion currently in progress will add needed space and refinements to the complex dedicated 13 years ago.

"The new facility will include a City Council chamber, enhanced handicapped access and a main entryway complete with a reception/information center," said City Councilman Lawrence E. Homer.

The initial facility was built to take care of the City's needs through 1985. Since its dedication, Feb. 24, 1973, the community's population has nearly doubled,

going from approximately 50,000 to 97,000 residents.

"It was becoming necessary to rent office space that would meet City needs or construct an additional building," said Public Works Department Director Lou Scherer, in charge of the facility expansion project.

"That happens in the private sector also; recently our community newspaper expanded their offices, they simply outgrew the old building," Homer noted.

An additional 34,000 square feet will be added when the two-story structure between the existing adjacent buildings is completed. (See *Civic Center, Page 4*)



## ***Informed individuals, willing to serve... Committees, Commissions and Boards: input forms vital link***

Open space preservation, noise abatement, library financing, and housing for low-and moderate-income families are among the myriad of issues that have been addressed by Thousand Oaks citizens serving on City Committees, Commissions or Boards.

"The legacy of elected leaders working with Thousand Oaks residents is strong. The City's General Plan was devised by a 100-member citizen

committee," said Mayor Frank Schillo. "Citizen-government interaction has molded our City into its present form."

"The enthusiasm generated during incorporation continued..." says Councilman Alex Fiore, a Council member since 1964.

Initially, City Council set goals and the staff worked to reach those objectives. After establishment of the (See *Citizens*, Page 3)

## ***Volunteers are great resource***

Persons serving on a City of Thousand Oaks Committee, Commission or Board may handle a variety of tasks. One thing is certain, in the opinion of Mayor Pro Tem Lee Laxdal, their volunteer work is "invaluable, the community's greatest resource."

Councilman Larry Horner says, "Citizens' advisory committees are very important...not just at City Hall but in every governmental agency."

"We all benefit from the efforts of people who work on solving problems, whether in support of or opposition to an issue. They grind out solutions, set goals, get things done," Laxdal said.

Citizens serve in an advisory capacity to the City Council. "This fosters greater community participation in local government and provides elected leaders assistance in setting goals," Horner noted.

Commissions and Boards are created either by the City Council adopting a resolution (policy) or ordinance (law), while Committees are generally formed by Council action. Some Commissions, like Planning, are considered permanent. Other groups are created to assist with specific tasks, such as developing recommendations for the Teen Center or Senior Adult Center. Once the job is completed, the committee disbands.

Appointments to various Committees, Commissions or Boards follow procedures established by the State of California Maddy Local Appointive List Act of 1975. The act provides that an appointment list be prepared yearly, noting members serving, appointment and expiration dates and qualifications for the positions. When a vacancy occurs, a special notice is posted

(See *Volunteers*, Page 2)

***'It's a great opportunity...The possibilities are unlimited because youth have direct input into City government.'***

***Commissioner Daric Kozlowski***



***'By serving on the Youth Commission, I can help teens speak up about issues that concern them.'***

***Commissioner Typhanie Kinder***

Members of Thousand Oaks' newest Commission discuss plans for publication of a Youth Services Directory. Commission meetings are held the first Wednesday of each month at the Thousand Oaks Library. (Photo by Pat Shelby.)