

CAPITAL FACILITIES COMMITTEE MEETING

Summary Notes
December 1, 2016

Call to Order: by Mayor Joel R. Price at 1:00 p.m.

Roll Call: Mayor Joel R. Price, Mayor Pro Tem Councilmember Claudia Bill-de la Peña, Interim City Manager Drew Powers, City Attorney Tracy Noonan, Human Resource Director/Deputy City Manager Gary Rogers, Cultural Arts Director Barry McComb, Public Works Director Jay Spurgin, Deputy Public Works Director Cliff Finley, Facilities Manager Elizabeth Perez, Public Works Engineering Division Manager Nader Heydari, and Executive Assistant Donna Garrett

Public: Becca Whitnall – Reporter with *T.O. Acorn*

Public Comments: None

Westlake Boulevard Sidewalks (CI 5337)

Deputy Public Works Director Cliff Finley provided a timeline of the HOA and Community Outreach Efforts for the meandering sidewalk element, which the City Council approved at the February 9, 2016 City Council Meeting. Discussion followed.

Staff contacted the property managers of the four HOAs impacted, requesting a permanent easement. The four HOAs are:

- Westlake Bay
- Westlake Island
- Northshore
- Village Glen

Three of the four HOAs (Westlake Islands, Northshore, and Village Glen) responded requesting a revocable license agreement at the advice of their legal counsel, rather than grant an easement, with the following provisions:

- Maximum of 25 years
- Can be terminated with a 6 month notice without cause
- Non-auto renewable

In addition, according to the Property Managers, current by-laws of the three above-mentioned HOAs, would have to achieve a 2/3's vote from the property owners to approve the easement concept. The property managers were not confident that, should they poll the property owners, they would receive enough ballots to attain the number required.

The fourth HOA, Westlake Bay, is still reviewing the document.

Staff stated the deadline for the grant the City received from Caltrans is June 2017. The City must complete the design and submit the packet to Caltrans for review by the end of February 2017 to meet that schedule. The grant is for \$500,000.

Due to this timeframe, the committee directed City Attorney Tracy Noonan to reach out to the HOAs legal representative to discuss the matter.

Interim City Manager Andrew Powers emphasized the City wants to achieve the highest quality project possible, but does not want to jeopardize the half a million dollars at stake.

Given the scenario that the three HOAs may not reconsider the easements, Deputy Public Works Director Cliff Finley discussed alternatives. One alternative is to install a straight sidewalk and meander it wherever possible to avoid the removal of several mature sycamore trees. Several dead trees and several declining allepo pine trees are proposed to be removed regardless of which alignment is selected.

Next steps:

- Discussion with Westlake Bay
- Discussion on Revocable Licensing Agreement
- Contract Amendment to City Council – January 2017
- Complete Design – February 2017
- Caltrans Approval – June 2017
- Construction Start – September 2017

Staff to come back to City Council in January 2017.

Misc. Facilities Project Updates

Facilities Manager Elizabeth Perez provided the following:

Civic Arts Plaza Fountain – Because of the widespread drought in California, the fountain was drained for conservation purposes. Due to Governor Brown's recent announcement lifting the mandated 25% statewide water reduction, staff



plans to refill the fountain as it is considered to be an important focal point of the plaza. In preparation, repairs need to be made to the lining, drains, etc. These repairs are estimated to be completed by February 2017.

Additionally, under a separate CIP (Capital Improvement Project), staff plans to rewire the fountain, change fixtures, and reduce the height of the water sprays which will both soften the noise element and help to reduce evaporation.

The Gardens (Los Robles Greens Outdoor Event Center) – The new sound equipment has been installed. It is fully programmed and operational. Staff stated that two events have taken place with no complaints from the surrounding neighbors regarding music

Newbury Park Library – The roof is being replaced and staff is recommending that Council award the contract to the second to the lowest bidder at the December 6, 2016 City Council Meeting. The interior and the exterior of library will also be painted.

Equestrian Center – Staff followed up on a recent concern about asphalt in the surrounding landscape. While staff noticed a stockpile of asphalt at the site, none was found in the landscaped areas.

Committee Member Concerns

Mayor Pro Tem Bill-de la Peña commented that some of the signs around the Kavli Theatre need to be replaced. Staff acknowledged they were aware of this and would be taking care of it.

Next Meeting Date

Next meeting to be determined.

Adjournment: 1:55 p.m.

