TO: Andrew P. Powers, City Manager  
FROM: Clifford G. Finley, Public Works Director  
DATE: December 14, 2021  
SUBJECT: Underground Utility District No. 13 – Janss Road between Moorpark Road and Windsor Drive  

RECOMMENDATION:  
1. Conduct public hearing regarding Underground Utility District No. 13 on Janss Road between Moorpark Road and Windsor Drive.  
2. Adopt resolution establishing Underground Utility District No. 13 on Janss Road between Moorpark Road and Windsor Drive  

FINANCIAL IMPACT:  
No Additional Funding Requested. The proposed Janss Road Underground Utility District (UUD) No. 13 will be substantially funded by Southern California Edison (SCE) Program 20A work credits, with a portion, if required, from the City’s Utility Undergrounding Fund Balance. Minimal staff time and costs required to process the district are included in the Adopted FY 2021-22 General Fund Budget.  

BACKGROUND:  
Since 1967, the California Public Utilities Commission (CPUC) has managed the underground conversion of utilities statewide through the Electric Rule 20 Program. The purpose of undergrounding utilities is to improve public safety and electric service reliability and enhance community aesthetics, as well as address limitations to pedestrian use and bicycle access. Parts A, B, and C of the Electric Rule 20 Program are defined as follows:  
1. Rule 20A - Projects funded with ratepayer funds accumulated over time and dedicated to areas prioritized by the City, such as the establishment of UUD No. 12 in 2002 to underground utilities and services along Moorpark Road from Wilbur Road to Olsen Road.  
2. Rule 20B - Projects partially funded by ratepayers that have at least 600 feet of all overhead utilities representing 20-30 percent of the total project cost such
as the Reino Road, Ventu Park Road, Erbes Road, and Hilcrest Drive projects completed over the past 15 years.

3. Rule 20C - Projects that are smaller and funded by developers and not rate payers or SCE funding credits.

In June 2021, the CPUC revised Electric Rule 20A to require SCE as the local electric utility to notify communities of program eligibility, including the accumulated work credit balance available to fund undergrounding above-ground utilities. Rule 20A is funded by SCE in the form of “work credits” that are used to cover the cost of moving overhead electric infrastructure underground. The CPUC also advised SCE of the importance of using the work credits by January 2022 or be subject to losing access to the undergrounding funding allocated to the City.

Per SCE, the City has a current work credit balance of $1,987,365. In accordance with the Rule 20A program, the City’s use of these funds to underground utilities requires that the City identify a project area and conduct a public hearing to determine if the project is in the public’s best interest (Attachment #1). The City is also required to approve a resolution to form a UUD where existing overhead facilities can be removed and replaced with new underground services (Attachment #2). Additional outreach to property owners impacted by this project includes the creation of a Project Website (www.toaks.org/janss) that provides details on the project, including scope, maps, schedule, and contact information.

In 1993, City Council approved a Utility Undergrounding Master Plan that identifies areas within the City that have above-ground utilities to be undergrounded. In 2000, City Council reaffirmed the priorities outlined in the Plan and in 2002, City Council approved the use of Rule 20A program funds to form UUD No. 12 at Moorpark Road from Wilbur Road to Olsen Road. To date, four of the top five project areas in the Utility Undergrounding Master Plan have been completed (Attachment #3).

**DISCUSSION/ANALYSIS:**

The undergrounding of overhead utilities is a priority for the City and since 1993, staff has sought to complete several undergrounding project areas of the City. Under Rule 20A, the CPUC requires SCE to allocate funds or “work credits” for the sole purpose of converting above-ground power poles to underground. Because ratepayers have contributed to the bulk of the costs of Rule 20A programs through utility rates, projects must be in the public interest and meet one of the following criteria:
• Eliminate a heavy concentration of overhead lines;
• Involve a street or road with a high volume of public interest;
• Benefit a civic or public recreation or scenic area; and
• Be an arterial or major collector street.

The proposed UUD No. 13 - Janss Road between Moorpark Road and Windsor Drive Project Area is the highest priority underground project area remaining in the Master Plan. The project site would include the removal of more than 10 poles, including some poles that are in the middle of the sidewalk on Janss Road (Attachment #4). Per SCE, the proposed UUD on Janss Road meets Rule 20A tariff guidelines.

The determination of public interest under these criteria is required to be made by City Council through this public hearing to meet SCE's Rule 20A regulations. Additionally, sufficient Rule 20A work credits to fund the project are required. Thousand Oaks has an SCE work credit balance of $1,987,365, which is sufficient funding to cover overall project costs with no direct cost assumed by property owners. Additional funding to facilitate the undergrounding of the overhead telephone and cable lines that are also on the poles will be covered by the City's Utility Undergrounding Fund. Utility Undergrounding work is exempt from CEQA per Sections 15302 and 15303.

The tentative schedule for completion of the project is as follows:

<table>
<thead>
<tr>
<th>Stage</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Formation of Utility Underground District</td>
<td>Winter 2021</td>
</tr>
<tr>
<td>Preliminary Design and Public Outreach</td>
<td>Calendar Year 2022</td>
</tr>
<tr>
<td>Final Design and Permitting</td>
<td>Early 2023</td>
</tr>
<tr>
<td>Project Construction</td>
<td>Spring 2023 – Winter 2024</td>
</tr>
<tr>
<td>Project Completion</td>
<td>Spring 2024</td>
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</tbody>
</table>

Community Outreach: Staff has established a public outreach plan for the project, with a focus on residents located adjacent to the project as well as the general public. Various communication tools and strategies, including community meetings (if needed), press releases, website updates, and social media posts will be utilized to inform the public and receive feedback. A dedicated project website has been created: [www.toaks.org/janss](http://www.toaks.org/janss) where updated project information is provided related to the design and construction of the project. Staff will also work closely with SCE and perform targeted outreach to property owners impacted by the UUD Project.
This project meets City Council’s Top Ten Priorities #9 to, “Adopt and implement two-year Operating and Capital Improvement budgets that are aligned with best practices on fiscal sustainability and financial resiliency. Make strategic investments in existing critical public works infrastructure including pavement management, sidewalks, water resources, and streetscape.”

**COUNCIL GOAL COMPLIANCE:**

Meets City Council Goals C and F:

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.

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.

**PREPARED BY:** Grahame Watts, Emergency Services Manager

**Attachments:**
- Attachment #1 - Location and Project Boundary Map
- Attachment #2 - Resolution to form Janss Road Underground Utility District
- Attachment #3 - Utility Undergrounding Master Plan
- Attachment #4 - Janss Road Project Area Photos

DPW: 851-10gw/evl/Council/2021/12/14/21_Underground_Utility_District_Janss_Road_staff_report.docx
RESOLUTION NO. 2021-064

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THOUSAND OAKS ESTABLISHING UNDERGROUND UTILITY DISTRICT NO. 13 ON JANSS ROAD BETWEEN MOORPARK ROAD AND WINDSOR DRIVE

WHEREAS, a public hearing was conducted on December 14, 2021, at 6:00 PM in the Council Chambers at City Hall, 2100 Thousand Oaks Boulevard, Thousand Oaks, California to ascertain whether the public necessity, health, safety or welfare requires the removal of poles, overhead structures and the undergrounding of wires and facilities for supplying electric, communication or similar or associated services on streets, easements and ways on Janss Road between Moorpark Road and Windsor Drive and within that territory included generally within the boundaries more particularly described in Exhibit A, attached hereto and incorporated herein by references; and

WHEREAS, the undergrounding of utilities on Janss Road between Moorpark Road and Windsor Drive will improve pedestrian and bicycle accessibility, and improve the City's overall electrical and communication infrastructure; and

WHEREAS, the Public Works Director for the City of Thousand Oaks has consulted with the affected public utilities and such utilities have agreed that the proposed underground conversion district, designated the Janss Road Underground Utility District between Moorpark Road and Windsor Drive, and more particularly described in Exhibit A attached hereto and incorporated herein by reference, meets the criteria established by the rules of the CPUC; and

WHEREAS, Janss Road between Moorpark Road and Windsor Drive is the Number 4 project area on the 1993 City Council approved Underground Utility Master Plan; and

WHEREAS, notice of such hearing has been given to all affected property owners as shown on the last equalized assessment roll and the utilities concerned in the manner and for the time required by law; and

WHEREAS, the California Public Utilities Commission (CPUC) has authorized electric and telecommunication utilities to convert overhead utility lines and facilities to underground pursuant to Electric Rule 20A and Telecommunication Rule 32; and

WHEREAS, such hearing has been duly and regularly held and all persons interested have been given an opportunity to be heard.
APPROVED AS TO FORM:
Office of the City Attorney

[Signature]
Tracy Friedl, Assistant City Attorney

APPROVED AS TO ADMINISTRATION:

[Signature]
Andrew P. Powers, City Manager

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the City of Thousand Oaks City Council on the date cited above.

DPW: 851-10\gwe\v Council\2021\121421\ Underground Utility District Att 2.docx
Janss Road
Underground Utility District (UUD) #13

Public Hearing
December 14, 2021

Nader Heydari - Deputy Public Works Director
Grahame Watts - Emergency Services Manager
Janss Road Utility Undergrounding
Utility Undergrounding - Background

- 1993 City Council established a Citywide Utility Undergrounding Master Plan

- SCE Rule 20 Undergrounding – Prior projects completed citywide:
  - Moorpark Road (Wilbur to Columbia)
  - T.O. Blvd (Duesenberg to Via Merida)
  - Ventu Park Road (Newbury Road to Lynn Road)
  - Lynn Road
  - Olsen Road
  - Reino Road
  - Hillcrest Drive @ Conejo School Road
SCE Rule 20A Program - Background

- CPUC & SCE are “winding down” Rule 20A Program
- SCE has $1.9 million in final funding available for electric utility undergrounding in Thousand Oaks
- City has identified the Janss Road area as the best candidate for the final Program Rule 20A Funding
Janss Road Project Area
Utility Undergrounding Process

- Program Rule 20A requires formation of an Underground Utility District, and notice to all impacted property owners.

- Tonight’s Public Hearing is part of that review and approval process.

- Outreach: City & SCE will coordinate with all affected residents, and will continue to keep the project website updated with project details [www.toaks.org/janss](http://www.toaks.org/janss).
Project Schedule

Formation of Underground District - December 14, 2021

Preliminary Design and Public Outreach - 2022 (estimated)

Final Design and Permitting - 2023 (estimated)

Project Construction - Start 2023 or 2024 (estimated)
Recommendations

1. Conduct public hearing regarding Underground Utility District No. 13 on Janss Road between Moorpark Road and Windsor Drive

2. Adopt resolution establishing Janss Road Underground Utility District No. 13 between Moorpark Road and Windsor Drive