



# City of Thousand Oaks

SCOTT MITNICK  
CITY MANAGER

May 21, 2009

Ventura County Grand Jury  
800 S. Victoria Ave., L#3751  
Ventura, CA 93009

**SUBJECT: RESPONSE TO GRAND JURY REPORT "IS THE CITY CAR A FREE RIDE?"**

To Whom It May Concern:

Thank you for your report dated May 11, 2009. We appreciate your commendation for the City of Thousand Oaks and recognition of our reduction in take-home vehicle costs.

## Findings

We have reviewed the report and concur with your findings with the following exceptions:

**F-08** The report states that the City of Thousand Oaks "reduced the number of take-home vehicles from 39 to 5 (city manager and city attorney per employment contracts and three public works officials based on job-related need)".

**F-08** The report also indicates that the City "reported no offsetting employee compensation". This is incorrect as the City has a policy to report the "personal" portion of the take-home vehicles as employee compensation. The comment is also in direct contradiction to report comment F-10 (which indicates that Thousand Oaks reported imputed income).

## Recommendations

The status of the two applicable recommendations is as follows:

**R-01** The report states that "all Cities with take-home vehicles, especially Ventura, should conduct an evaluation of take-home vehicle practices for opportunities to reduce costs". This recommendation was previously implemented, as the City conducted a comprehensive internal review of fleet operations, including take-home vehicles in 2006.

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**R-03** The report states that "Cities with take-home vehicles should conduct a compliance review of their respective imputed income reporting practices." This recommendation has been implemented, as the City's payroll staff attend an annual conference on benefits taxation that includes the reporting of take-home vehicles. The imputed income reporting practices are also periodically reviewed by the internal auditor.

Sincerely,



Scott Mitnick  
City Manager

c: Honorable Kevin J. McGee, Presiding Judge, Superior Court of California  
John Adams, Interim Finance Director  
Connie Hickman, Human Resources Director  
Mark Watkins, Public Works Director  
Earl Garland, Internal Auditor

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