



## PY 2016-17 CDBG PROGRAM – CAPER REPORT

### GLENN OAKS APARTMENTS IMPROVEMENTS

OWNER/MANAGER: AREA HOUSING AUTHORITY  
OF THE COUNTY OF VENTURA



*With a federal Community Development Block Grant of \$135,072 from the City of Thousand Oaks, the Area Housing Authority improved 39 rental apartments for low-income seniors on Wilbur Road with new energy-efficient HVAC units, refrigerators and common area lighting fixtures. Residents have incomes at or below 80% of the area median income for Thousand Oaks.*



#### CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT FOR THE U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT (HUD)

- PUBLIC REVIEW – AUGUST 14 – SEPTEMBER 12, 2017
  - CITY COUNCIL REVIEW – SEPTEMBER 12, 2017
  - HUD SUBMITTAL DATE – SEPTEMBER 20, 2017

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*\*For more information, contact Senior Analyst Caroline Milton in the Community Development Department at (805)449-2331 or by email to [cmilton@toaks.org](mailto:cmilton@toaks.org)*

## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Thousand Oaks collaborated with the County of Ventura and other Ventura County cities on a regional 2015-2019 Consolidated Plan. However, the City of Thousand Oaks prepares its own annual Action Plan and annual CAPER report, solely for the jurisdiction of Thousand Oaks.

Due to the regional 2015-19 Ventura County Regional Consolidated Plan, that the City shares with the County of Ventura and several neighboring cities, IDIS has pre-populated the IDIS CAPER template with numbers that reflect regional accomplishments, not just those being reported by the City of Thousand Oaks.

Therefore, at several places in this report, the City provides commentary on some pre-populated information that does not relate solely to Thousand Oaks, along with specific Thousand Oaks data, when appropriate.

Also, the City of Thousand Oaks is NOT a HOME jurisdiction nor an ESG recipient.

During the 2016 program year, the City of Thousand Oaks used CDBG funds for the following activities:

Goal: Housing Rehabilitation to Preserve Existing, Affordable Units for Long-Term Availability as Low-Income Housing

Outcome: Decent Housing, Sustainability

- \$135,072 for 2016 Rental Unit Rehabilitation (39 senior rental apartments, restricted to low-income households) at Glenn Oaks Apartments, owned and managed by the Area Housing Authority of the County of Ventura. Units rehabbed = 39.
- \$51,790 for 2015 Homeowner Housing Unit Rehabilitation. No units are being reported as completed in this 2016 CAPER for this 2015 project. Six units were reported in last year's CAPER although, as shown above, the final payments were processed in late 2016. As reported in the 2015 CAPER, 6 owner-occupied, very low-income single-family units, including 4 mobile homes, were rehabbed during the 2015 program year.

- \$16,219 for 2016 Homeowner Mobile Home Rehabilitation at Ranch and Thunderbird Oaks Mobile Home Parks. No units are being reported as completed in this year's CAPER, as the subrecipient's contractor withdrew from the project late in the pre-construction stage of the activity. Costs reported in this CAPER represent pre-construction activity. The subrecipient (Senior Alliance for Empowerment or SAFE) has a new contractor whose bid was approved and who is now in contract discussions. Up to 16 units are expected to be completed during the 2017 program year.

Goal: Provide Supportive Services for Special Needs

Outcome: Suitable Living Environment, Services for Low-Income Persons, Youth, Seniors, Homeless and Persons with Disabilities

- \$88,753 (14.8 percent of City's 2016 entitlement grant) for Operational grants to 6 local, non-profit providers of public and social services to lower-income City residents.)

Goal: Program Administration

Outcome: Suitable Living Environment, Program Administration

- \$119,904 (20 percent of City's 2016 entitlement grant) for reimbursement of Staff costs, public outreach, maintenance and operations to implement CDBG-funded activities.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	0	0				
Fair Housing Opportunity	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
Improve Infrastructure	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
Improve Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
Improve Quality of Housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	75	108	144.00%	39	39	100.00%
Improve Quality of Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	20	6	30.00%	16	0	0.00%
Improve Quality of Housing	Affordable Housing	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0				

Increase Availability of Housing	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	0	0				
Planning and Administration	Administration	CDBG: \$	Other	Other	1	1	100.00%	1	1	100.00%
Provide Non-Homeless Supportive Services	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	27000	11549	42.77%	4000	4263	106.58%
Provide Non-Homeless Supportive Services	Non-Homeless Special Needs	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Provide Services to the Homeless	Homeless	CDBG: \$ / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

In 2012, the State of California dissolved all local government Redevelopment Agencies, including the Thousand Oaks Redevelopment Agency that had formerly received \$4 million annually to invest in the production of new affordable rental housing units. In response, the City of Thousand Oaks has identified the preservation, primarily through housing rehabilitation, of the City's existing affordable rental units as the City's # 1 priority goal.

During the 2016 program year, the City used \$135,072 for the rehabilitation of 39 affordable rental units. In addition, the City used \$51,790 for rehabilitation of 6 owner-occupied, very low-income, single-family units, including 4 mobile homes (these units were reported in 2015 CAPER) and \$16,219 for pre-construction costs for a 2016 mobile-home rehab project that will provide 16 units with improvements to be reported in the 2017 CAPER report.

Another # 1 City priority is to use CDBG funds for the delivery of public and social services to lower-income City residents with special needs. In PY 2016, the City invested \$88,753 (14.8% of the City's 2016 CDBG entitlement grant) in CDBG funds for 6 operational grants to the following non-profit organizations:

- Conejo Free Clinic – Medical Services Program, \$14,000
- County of Ventura RAIN Program – Transitional Housing for Homeless Families, \$8,000
- Long Term Care – Senior Ombudsman Program, \$13,000
- Lutheran Social Services – Emergency Services Program, \$19,907
- Conejo Valley Senior Concerns – Meals on Wheels Program, \$19,846
- Westminster Free Clinic – Economic Response Program, \$14,000.

The following exhibit summarizes the City's Program Year 2016 CDBG expenditures.

<b>FY 2016 – 17 (PY 2016) CDBG PROGRAM EXPENDITURES</b>						
This table summarizes City's CDBG-funded expenditures from 7/1/16 through 6/30/17 and includes unspent CDBG funds from prior years						
Balance 6/30/16	Project/Activity	PY 2016 Allocations	Amendments	Total Budget	PY 2016 Expenses	Balance 6/30/17
<b>189,156</b>	<b>Community Projects (65%)</b>	<b>390,867</b>	<b>-0-</b>	<b>580,023</b>	<b>203,081</b>	<b>376,942</b>
22,334	2013 Low-Income, Single Family Rehab, HS 9939 Surplus (Project Completed)	-0-	-0-	22,334	-0-	22,334
45,604	2014 Low-Income, Single-Family Rehab HS 9943 Surplus (Project Completed)	-0-	-0-	45,604	-0-	45,604
121,218	2015 Low-Income, Single-Family Residential Rehabilitation HS 9946 (Project Completed)	-0-	-0-	121,218	51,790	69,428
-0-	Glenn Oaks Senior Apts. Rehab (HS 9947, Project Completed)	135,072	-0-	135,072	135,072	-0-
-0-	Low-Income Mobile Home Rehab (HS 9949, HS 9950)	189,055	-0-	189,055	16,219	172,836
-0-	Unallocated Funds	66,740	-0-	66,740	-0-	66,740 <sup>1</sup>
<b>-0-</b>	<b>Public Services ( 15% )</b>	<b>88,753</b>	<b>-0-</b>	<b>88,753</b>	<b>88,753</b>	<b>-0-</b>
-0-	Conejo Free Clinic Medical BG 9816	14,000	-0-	14,000	14,000	-0-
-0-	County of Ventura RAIN Program BG 9833	8,000	-0-	8,000	8,000	-0-
-0-	Long Term Care Ombudsman BG 9821	13,000	-0-	13,000	13,000	-0-
-0-	Lutheran Social Services BG 9822	19,907	-0-	19,907	19,907	-0-
-0-	Conejo Valley Senior Concerns BG 9818	19,846	-0-	19,846	19,846	-0-
-0-	Westminster Free Clinic Medical BG 2026	14,000	-0-	14,000	14,000	-0-
<b>-0-</b>	<b>Administration ( 20% )</b>	<b>119,904</b>	<b>-0-</b>	<b>119,904</b>	<b>119,904</b>	<b>-0-</b>
-0-	Administration BGADMN	106,620	-0-	106,620	106,620	-0-
-0-	Fair Housing BGADMN	13,284	-0-	13,284	13,284	-0-
<b>189,156</b>	<b>CDBG Program ( 100% )</b>	<b>599,524</b>	<b>-0-</b>	<b>788,680</b>	<b>411,738</b>	<b>376,942</b>

<sup>1</sup> \$66,740 represents funding not allocated to a project in 2016.

## Budget

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>0</b>
Hispanic	0
Not Hispanic	0

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

The City has not populated the above table because not all of HUD's race categories are represented. Instead, the City is providing the following race and ethnicity data that accurately reflects Thousand Oaks's population. The total of 4,302 shown below represents 39 units assisted with multi-family housing rehab plus 4,263 assisted with public/social services.

The following race data replaces table above:

- White: 3,553
- Black or African American: 127
- Asian: 135
- American Indian or American Native: 9
- Native Hawaiian or Other Pacific Islander: 4
- American Indian/Alaskan Native & White: 0
- Asian and White: 17
- Black/African-American and White: 9
- Amer. Indian/Alaskan Native & Black: 0
- Other Multi-Racial: 448

**Total number of assisted: 4,302**

The following ethnic data replaces table above:

- Hispanic: 2,028
- Non-Hispanic: 2,274

According to Census 2010, approximately 70% of the Thousand Oaks population are non-Hispanic Whites. The Hispanic/Latino population totals 16.8% of the City population, but represents a higher percentage of lower-income persons receiving CDBG assistance from the City. For example, in 2016, the percentage of Hispanic persons benefitting from CDBG-funded public and social services was nearly 53 percent of the assisted populations, more than triple the percentage of Hispanics in the overall population, as reported in the 2010 census.

On the other hand, Asian/Pacific Islanders total 8.7 percent of the City's population but only 3 percent of the CDBG-assisted social services population. The percentage of Black/African American residents in the general population is 1.2% versus 2.9% in the CDBG-assisted population. All other races and ethnicities in the City's population total less than 1% each in the total and/or CDBG-assisted populations.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	599,524	411,738
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

### Narrative

In PY 2016, the City of Thousand Oaks received \$599,524 in CDBG funds. In addition, the City of Thousand Oaks leveraged 15% of this entitlement or \$88,753 for public and social services, with \$100,646 in local Social Services Endowment Funds for a combined public and social services grants budget of \$189,399.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Westside Neighborhood Revitalization Strategy Area			

Table 4 – Identify the geographic distribution and location of investments

### Narrative

IDIS has pre-populated Table 4 with data that pertains only to the City of Ventura. The Westside Neighborhood Revitalization Strategy Area is **not** in the City of Thousand Oaks and **not** included in the City's 2016 CDBG Action Plan.

Program Year 2016 CDBG investments benefitted low-income residents in the following area:

Glenn Oaks Apartments, 45 E. Wilbur Road, Thousand Oaks, CA 91360. Census Tract 7000, Block Group 1.

## **Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

\$88,753 (14.8%) of the PY 2016 CDBG entitlement grant was leveraged with \$100,646 in local Social Services Endowment Funds (SSEF) to fund 25 operational grants to local non-profit organizations to support the delivery of public and social services to low-income City residents with special needs.

No publicly owned land or property located within the jurisdiction was used to address the needs identified in this plan.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	39	39
Number of Special-Needs households to be provided affordable housing units	16	0
<b>Total</b>	<b>55</b>	<b>39</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	39	39
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>39</b>	<b>39</b>

Table 6 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

In Program Year 2016, the City budgeted for the rehabilitation of 39 rental units, and up to 24 low-income owner-occupied, mobile homes. The rental units were completed, but the 24 mobile homes – now reduced to 16 units – are yet to be completed because the subrecipient's contractor withdrew from the activity shortly before the contract was to be signed. Over the past program year, some of the mobile home owners have dropped out of the program and the current number of mobile homes to be

rehabbed in 2017 is 16. The subrecipient has a new contractor and the 16 mobile home units (8 units withdrew) will be completed during the 2017 program year.

**Discuss how these outcomes will impact future annual action plans.**

The City will pursue a different model for single-family residential rehab beginning in 2017, including a Citywide activity that is not subject to federal prevailing wage requirements.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	27	0
Low-income	9	0
Moderate-income	3	0
<b>Total</b>	<b>39</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

Rental Unit Rehabilitation – Of 39 households rehabbed, 27 are Extremely Low-Income, 9 are Low-Income and 3 are Moderate-Income.

CDBG funds were used for non-housing under Public and Social Services – of 4,295 persons served, 2,760 are Extremely Low-income, 952 are Low-income, and 505 are Moderate-income persons. This number includes 32 persons reporting non-low moderate income. The IDIS CAPER report system does not provide for counting non-low mod persons therefore the City's total persons served in IDIS is 4,263.

**Actions Taken to Foster and Maintain Affordable Housing**

The City partners on an ongoing basis with the Area Housing Authority of the County of Ventura, local non-profit affordable housing provider Many Mansions, and local non-profit low-income senior housing advocate Senior Alliance for Empowerment (SAFE). The City is committed to providing CDBG funds to these partners for improving, maintaining and preserving the City's supply of affordable rental and owner housing units.

**Efforts to Address "Worst Case Needs"**

According to the 2014-21 Housing Element Update to the Thousand Oaks General Plan, 55% (7,118 units) of renter households in Thousand Oaks overpay for their housing, meaning their housing costs exceed 30% of gross household income. Of households earning less than \$50,000, 93.9% of renters

(5,056 units) overpay for their housing. This is the group that HUD defines as having the “worst-case housing needs.”

Prior to 2012, Thousand Oaks invested \$4 million annually in Redevelopment Agency revenue for the construction and/or acquisition of affordable housing units. With the demise of the State’s redevelopment agencies, this income was lost and the City no longer has the resources to support the creation of new, affordable rental units.

Instead, the City is using CDBG funds to help low-income households, at risk for losing their housing, with rehabilitation funding through non-profit housing providers. The City dedicates 65% of its annual CDBG entitlement funding to the rehabilitation of multi-family units, restricted to low-income households, and to low-income, owner occupied, single-family units and mobile homes. In addition, effective January 1, 2018, the City will provide \$200,000 a year for a Utility Assistance Program that will help low-income Thousand Oaks residents pay their water and wastewater bills.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City invests CDBG and local Social Services Endowment Funds (SSEF) to support the programs of the following local non-profit organizations that serve homeless persons and assess their individual needs:

- Lutheran Social Services – Emergency Services Program (CDBG funds)
- St. Vincent de Paul Society – Poor and Homeless Program(SSEF funds)
- Conejo Free Clinic – Medical Services Program (CDBG funds)
- Westminster Free Clinic – Economic Response Program (CDBG Funds).

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Emergency Shelter: Annually, from December 1 through March 31, the Conejo Valley Winter Shelter, a nightly 30-bed program, is organized by Lutheran Social Services and implemented by volunteers at seven houses of faith.

Transitional Housing: The City uses CDBG funds to support the County of Ventura's RAIN program, a transitional housing facility with supportive services that serves 2 or 3 Thousand Oaks families each year.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City of Thousand Oaks supports the Ventura County Continuum of Care Alliance, managed by the County of Ventura, County Executive Office. Through the investment of 15% of the City's CDBG funding, the City supports local non-profit organizations that provide essential services to very low-income, at-risk households, assisting them to maintain and stabilize their housing situation.

### **Helping homeless persons (especially chronically homeless individuals and families, families**

**with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City collaborates with the Area Housing Authority of the County of Ventura, and with local non-profit affordable housing developer Many Mansions, to preserve the City's supply of affordable rental units. In 2017, the City also collaborated with the Senior Alliance for Empowerment (SAFE), an advocacy group for very low-income, senior owner-occupants of single-family homes, particularly mobile homes. Through these collaborations, the City supports the local inventory of affordable housing units and maximizes the opportunity for homeless persons to access permanent housing, as well as units with supportive services.

**Addressing the Discharge Needs of Persons Likely to Become Homeless from Publicly Funded Institutions and Systems of Care such as health care facilities, correction programs, mental health facilities, foster care and other youth facilities.**

The City of Thousand Oaks contracts with the Ventura County Sheriff's Department to provide law enforcement services for the City. The Department has a special discharge policy for persons with psychiatric or suicidal issues but does not currently have a specific discharge procedure for persons who are likely to become homeless when leaving detention.

The Sheriff's Department is pursuing with the County of Ventura, Human Services Agency, how to develop an informational protocol that would result in potentially homeless persons leaving detention to receive a packet of information regarding available services before they leave the County jail or other detention facility.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The Area Housing Authority of the County of Ventura (AHA) operates 3 public housing complexes in the City of Thousand Oaks.

- Fiore Gardens – 50 Family Units, 370 Hillcrest Drive (Census Tract 70, Block Group 2)
- Florence Janss – 64 Senior Units, 190-210 Brazil Street (Census Tract 70, Block Group 1)
- Leggett Court – 49 Family Units, 1824 Los Feliz Drive (Census Tract 71, Block Group 1).

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

The AHA provides opportunities for residents to participate in management, as follows:

- 1) Attending Resident Council or Resident Advisory meetings;
- 2) Membership in the Resident Council or Resident Advisory Committee;
- 3) Becoming a Resident Commissioner on the AHA's Board of Commissioners.

To assist residents gain knowledge and move toward home ownership, the AHA offers a free, monthly First-Time Homebuyers Workshop which includes a free credit score. A Home Ownership program is also available through the Housing Choice Voucher Program (Section 8).

### **Actions taken to provide assistance to troubled PHAs**

The Area Housing Authority of the County of Ventura (AHA) is a high-performing agency and is not identified as a troubled agency.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

Together with the adoption of the City's 2014-21 Housing Element (approved by the California Department of Housing and Community Development), as described below, the City amended the Municipal Code, to facilitate the development of future affordable housing units:

- Ordinance 1547-NS defines supportive and transitional housing units such that they are permitted, subject to the same standards as conventional residential uses of the same types in the same zones.
- Ordinance 1555-NS revises the findings for approval of a residential planned development permit to avoid any developmental constraint.
- Ordinance 1569-NS allows parking structures and reduced setbacks for buildings over 25 feet high to accommodate affordable housing.

In February 2015, the Conejo Recreation and Park District, which serves Thousand Oaks, voted to reduce State-mandated Quimby fees for Thousand Oaks Boulevard, clearing a major financial hurdle for developers seeking to build rental housing on the City's main thoroughfare.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The greatest underserved community need is affordable housing for low and moderate-income persons. The City is committed to using CDBG funds to support the rehabilitation of existing affordable rental and owner units to help ensure they remain available for occupancy by lower-income households for the remaining years of the affordability period.

In addition, the City is committed to supporting the delivery of public and social services to low-income persons with special needs. Each year, the City leverages 15% of its CDBG entitlement grant with at least \$100,000 in local Social Services Endowment Funds to create a social services grants budget that funds approximately 25 operational grants annually.

## **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

There is no lead-based paint in any publicly owned or publicly assisted rental housing units in Thousand Oaks. The City's Community Development Department maintains brochures at its public counter to inform contractors, property owners and renters of the Renovation, Repair and Paint (RRP) lead regulations and City staff will discuss with renovators how to comply and reduce the adverse effects of lead paint and lead dust in privately owned buildings.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Public and Social Services Grants: Through its non-profit partners that deliver public and social services to at-risk persons and households, the City supports numerous programs that assist working mothers to retain employment through full or part-time pre-school programs, after-school tutoring, supplemental food, low or no-cost medical care and other services. Examples are:

- Lutheran Social Services – Emergency assistance to homeless and at-risk persons (CDBG and SSEF funds)
- Conejo and Westminster Free Clinics – Low-Cost Medical Services (CDBG Funds)
- Manna Conejo Valley – Community Food Bank (SSEF Funds)
- St. Pascal Baylon/St. Vincent de Paul – Poor and Homeless Assistance (SSEF Funds)
- Conejo Recreation and Park District – Conejo Creek Homework Tutoring (SSEF Funds)

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

To address the needs of low-income residents, the City of Thousand Oaks collaborates with the County of Ventura, the Area Housing Authority of the County of Ventura (AHA), non-profit housing provider Many Mansions, the Senior Alliance for Empowerment (SAFE), Habitat for Humanity of Ventura County, the Ventura County Continuum of Care Alliance, the Conejo Recreation and Park District, the Conejo Valley Unified School District, Lutheran Social Services, Conejo Free Clinic, Westminster Free Clinic, Senior Concerns, Long Term Care Services of Ventura County, United Cerebral Palsy, and at least 12 other non-profit organizations.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City works closely with the Area Housing Authority of the County of Ventura (AHA) and with non-profit affordable housing provider Many Mansions, to preserve, repair and rehabilitate local affordable rental units. The City collaborates with the Senior Alliance for Empowerment (SAFE), and Habitat for Humanity of Ventura County, on the rehabilitation of low-income single-family, owner-occupied single-family homes and mobile homes. The City leverages 15% of the CDBG entitlement grant with at least \$100,000 in local Social Services Endowment Funds (SSEF) to increase the number of low- and very low-income persons that can access these services.

### **Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City collaborates with the County of Ventura to provide a Fair Housing Counseling program for all City residents, including a 1-800 phone number, landlord-renter issues information, advisory services and legal advocacy for verified discrimination cases.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City annually conducts monitoring on a minimum of 10% of its CDBG-funded subrecipients. Items for review are based on the CDBG monitoring checklist (Exhibit 3-16, Guide for Review of Sub-Recipient/Community Based Development Organization management.) The City will monitor for program income.

Residential Rehabilitation Programs (Rental and Homeowner/Occupant): The CDBG Subrecipients will be contractually required to administer Federal prevailing wage and Section 3 programs for activities that require implementation of these programs. The City will monitor Affordable Rent Standards, as published by the Area Housing Authority of the County of Ventura. Current standards, as of 10/01/16 are as follows: 0-Bedroom, \$1,093; 1-Bedroom, \$1,317; 2-Bedrooms, \$1,762; 3-Bedrooms, \$2,490.

Public and Social Services: The purpose of the City's monitoring activities is to help ensure that CDBG funds are used in compliance with Federal regulations. The CDBG program is governed by Final Rule, 24 CFR, Part 85 and 24 CFR Part 570. The basic objective of the monitoring process is for the City to monitor the performance of the Subrecipient, and/or any of Subrecipient's contractors, against goals and performance standards, as required by their contract.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

In accordance with the City's Citizen Participation Plan (Resolution 2015-023), the City provides 30 days for public review and comment for the Consolidated Plan, Analysis of Impediments, annual Action Plan, annual Consolidated Annual Performance and Evaluation Report (CAPER) and Substantial Amendments to the Consolidated Plan and/or Action Plan. The City provides notices of public review and public hearing via announcements on the City's website, through a legal notice published in the Ventura County Star and through a prominent display ad in the Thousand Oaks Acorn free newspaper. The City also provides paper copies for review at City Hall, and at other public buildings (on request). On request,

the City will make CDBG-related documents and reports available in alternative formats for review by persons with disabilities.

Exhibit H to this CAPER report is a copy of the 30-day public review notice, printed as a prominent display ad in the Thousand Oaks Acorn, as well as a legal notice in the Ventura County Star, the City's newspaper of record. The Acorn, a free newspaper, was named by respondents to the City's most recent "Attitude Survey," as their number one source for local news.

Exhibit I is a copy of the 14-day CAPER public hearing notice, also published as above. In addition to these newspaper publications, the City posted notices of these public comment opportunities to the City's website, [www.toaks.org](http://www.toaks.org), on the Community Development Department page. A copy of the CAPER document was also made available for public review at City Hall.

At the September 12, 2017 City Council meeting, Mayor Claudia Bill-de la Peña convened a duly noticed public hearing for review of the City's 2016-17 CAPER document. During the public hearing, one resident, Nick I. Quidwai addressed the CAPER and related matters, and also submitted his comments in writing.

Exhibit K to this CAPER report provides copies of Mr. Quidwai's remarks and the City's response.

Following the public hearing, the Thousand Oaks City Council unanimously (5 – 0) voted to approve this CAPER report for submittal to the U.S. Department of Housing and Urban Development.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

During Program Year 2016, there were no changes in program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

During Program Year 2016, there were no changes in program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

# **Attachment**

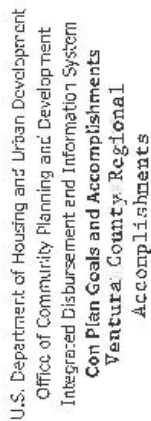
## **Exhibits**

**Program Year 2016-17, City of Thousand Oaks  
Consolidated Annual Performance Evaluation Report (CAPER)**

**Table of Contents**

**Exhibits**

<b>IDIS Report:</b> 2015-19 Con Plan Goals and Accomplishments – Ventura County Region	<b>A</b>
<b>City Exhibit:</b> 2015-19 Con Plan Goals and Accomplishments – Thousand Oaks Only	<b>B</b>
<b>IDIS Report:</b> PR 26 – CDBG Financial Summary Report – Program Year 2016	<b>C</b>
<b>IDIS Report:</b> PR 06 – Summary of Consolidated Plan Projects for Report Year 2016	<b>D</b>
<b>IDIS Report:</b> PR 23 – CDBG Summary of Accomplishments, Program Year 2016	<b>E</b>
<b>Geographic Map:</b> City of Thousand Oaks, Low/Moderate Income Areas	<b>F</b>
<b>Geographic Map:</b> Glenn Oaks Apartments, 145 E. Wilbur Road, Thousand Oaks, CA	<b>G</b>
<b>Public Notice</b> of 30-Day Review of City’s Program Year 2016 CAPER Report	<b>H</b>
<b>Public Notice</b> (14-Day Notice) of City Council Public Hearing to Review CAPER Report	<b>I</b>
<b>City Exhibit:</b> 2015-19 Ventura County Regional Consolidated Plan Goal Allocation to Thousand Oaks	<b>J</b>
<b>CAPER Public Hearing (Sept. 12, 2017):</b> Comments of City Resident Nick I. Quidwai and the City’s Response	<b>K</b>



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### Accomplishments Associated With a Single Strategic Plan Goal

Goal	Category	Funding Source & Amount	Outcome Indicator	Outcome Unit of Measure	Outcome Expected - Strategic Plan	Outcome Actual - Strategic Plan	Percent Complete	Outcome Expected - Strategic Plan Year	Outcome Actual - Program Year	Percent Complete
1	Affordable Housing	CDBG - \$	Rental units rehabilitated	Household Housing Unit	75	0	0.00%	80	0	0.00%
			Homeowner Housing Rehabilitated	Household Housing Unit	300	38	12.00%	39	325.00%	
			Housing Code Enforcement/Enclosed Property Care	Household Housing Unit	4000	0	0.00%			
2	Affordable Housing	CDBG & HOME	Rental units constructed	Household Housing Unit	250	0	0.00%			
3	Anti-Homless Special Needs	CDBG - \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100000	4011	4.01%	500	4011	802.20%
4	Homeless	CDBG - \$ / ESG - \$	Persons Assisted Overnight Shelter	Persons Assisted	0	0	0.00%	0	0	
			Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30000	0				
5	Non-Housing Community Development	CDBG - \$	Public Facility or Infrastructure Activity less than Low/Moderate Income Housing Benefit	Persons Assisted	125000	0	0.00%			
6	Non-Housing Community Development	CDBG - \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	155000	0	0.00%			
7	Non-Housing Community Development	CDBG - \$	Businesses created	Businesses Assisted	75	0	0.00%			
8	Anti-Homless Special Needs	CDBG - \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	0	0.00%			
9	Anti-Homless Special Needs	CDBG - \$	Other	Other	0	0	0.00%	1	0	0.00%

### Accomplishments Associated With More Than One Strategic Plan Goal

EXHIBIT A

**CITY OF THOUSAND OAKS – 2016-17 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)**

**Introduction to Exhibit B (next page)**

One of HUD's required reports associated with the annual program year CAPER review is the IDIS-generated "Con Plan Goals and Accomplishments" report, provided herein as Exhibit A. Thousand Oaks is a participant in the 2015-19 Ventura County Regional Consolidated Plan, together with the County of Ventura (including the cities of Fillmore, Moorpark, Ojai, Port Hueneme and Santa Paula), and the cities of Camarillo, Simi Valley, Thousand Oaks and Ventura.

IDIS Exhibit A therefore reflects aggregate numbers for the 5 entitlement jurisdictions participating in the regional Con Plan (County, Camarillo, Simi Valley, Thousand Oaks and Ventura.) Because Exhibit A does not itemize the individual numerical goals for each Con Plan partner, there is no way to determine what portion of these numbers reflects the individual goals of each jurisdiction participating in the Con Plan.

Recognizing this issue, the County of Ventura's MaryAnn Guariento emailed (July 25, 2017) each Con Plan participant a spreadsheet showing the individual numbers for each jurisdiction, based on data from the Con Plan consultant, Veronica Tam & Associates. A copy of these materials is included in the Exhibits section of this CAPER. Based on the breakdown provided by Ms. Guariento, the following chart shows the categorical and numerical goals for Thousand Oaks during the 2015-19 Consolidated Plan period. Exhibit B shows this data in the IDIS Exhibit A format.

2015-19 Ventura County Regional Consolidated Plan Goals for Thousand Oaks						
Priority	Activity	Con Plan Goal Annual	Con Plan Goal Cumulative (5 yrs.)	2015 Actual Results	2016 Actual Results	Con Plan Results To Date
1	Single-Unit Rehab	4 Units	20 Units	6 / 20	0 / 20	6 units = 30% Complete
1	Multi-Family Rental Rehab	15 Units	75 Units	69 / 75	39 / 75	108 units = 144 % Complete
1	Non-Homeless Services	5,400 Persons	27,000 Persons	7,286 / 27,000	4,263 / 27,000	11,549 persons = 42.77 % Complete
1	Homeless Services	1,034 Persons	5,170 Persons	0 Persons	0 Persons	0 persons = 0 % Complete
2	Infrastructure	1 Project	5 Projects	0 Projects	0 Projects	0 projects = 0 % Complete
2	Fair Housing (Administration)	N / A	N / A	0 Persons	0 Persons	0 Persons = 0 % Complete
2	Administration	N / A	N / A	0 Persons	0 Persons	0 Persons = 0 % Complete

**EXHIBIT B (1 of 2)**

2015-19 Con Plan Goals and Accomplishments THOUSAND OAKS 2016										
Accomplishments Associated With A Single Strategic Plan Goal										
Goal	Category	Funding Source & Amount	Outcome Indicator	Outcome Unit of Measure	Outcome Expected – Strategic Plan	Outcome Actual – Strategic Plan	Percent Complete	Outcome Expected – Program Year	Outcome Actual – Program Year	Percent Complete
Improve Quality of Housing	5 Affordable Housing	CDBG; \$	Rental Units Rehabilitated	Household Housing Unit	75	108	144 %	99	39	100 %
			Homeowner Housing Rehabilitated	Housing Household Unit	20	6	30 %	24	0	0 %
			Housing Code Enforcement/Foreclosed Property Care	Housing Household Unit	0	0	0	0	0	0 %
Increase Availability of Housing	2 Affordable Housing	CDBG; \$	Rental Units Constructed	Household Housing Unit	0	0	0	0	0	0 %
Provide Non Homeless Supportive Services	3 Non-Homeless Special Needs	CDBG; \$	Public service activities other than Low/Mod Income Housing Benefit	Persons Assisted	27,000	11,549	42 %	4,000	4,263	106.5 %
			Homeless Persons Overnight Shelter	Persons Assisted	0	0	0	0	0	0 %
Provide Services to the Homeless	4 Homeless	CDBG; \$	Public services activities other than Low/Mod Income Housing Benefit	Persons Assisted	0	0	0	0	0	0 %
Improve Public Facilities	5 Non-Housing Community Development	CDBG; \$	Public facility or Infrastructure Activities other than Low/Mod Income Housing Benefit	Persons Assisted	0	0	0	0	0	0 %
Improve Infrastructure	6 Non-Housing Community Development	CDBG; \$	Public service activities other than Low/Mod Income Housing Benefit	Persons Assisted	0	0	0	0	0	0 %
Economic Development	7 Non-Housing Community Development	CDBG; \$	Businesses Assisted	Businesses Assisted	0	0	0	0	0	0 %
Fair Housing Opportunity	8 Non-Homeless Special Needs	CDBG; \$	Public service activities other than Low/Mod Income Housing Benefit	Persons Assisted	0	0	0	0	0	0 %
Planning & Administration	9 Administration	CDBG; \$	Other	Other	0	0	100%	1	1	100%

EXHIBIT B (2 of 2) (Note: This is Not an IDIS-generated Report)



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2016  
THOUSAND OAKS, CA

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**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	189,154.19
02 ENTITLEMENT GRANT	599,524.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	788,678.19

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	291,834.08
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	291,834.08
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	119,904.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	411,738.08
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	376,940.11

**PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	135,072.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	156,762.08
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	291,834.08
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2016 PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	291,834.00
25 CUMULATIVE EXPENDITURES BENEFITTING LOW/MOD PERSONS	291,834.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	100.00%

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	88,753.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 + LINE 29 + LINE 30)	88,753.00
32 ENTITLEMENT GRANT	599,524.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	599,524.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.80%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	119,904.00
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 + LINE 39 + LINE 40)	119,904.00
42 ENTITLEMENT GRANT	599,524.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	599,524.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	20.00%

EXHIBIT C (1 of 3)



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System

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PR26 - CDBG Financial Summary Report

Program Year 2016

THOUSAND OAKS, CA

**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

Report returned no data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	1	400	2016 MF Improvements Glenn Oaks	14B	LMH	\$135,072.00
				<b>14B</b>	<b>Matrix Code</b>	<b>\$135,072.00</b>
<b>Total</b>						<b>\$135,072.00</b>

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	3	408	6029732	2016 - County of Ventura HSA-RAIN	03T	LMC	\$8,000.00
					<b>03T</b>	<b>Matrix Code</b>	<b>\$8,000.00</b>
2016	3	404	5991573	2016 - Conejo Valley Sen or Concerns	05A	LMC	\$4,961.50
2016	3	404	6029725	2016 - Conejo Valley Sen or Concerns	05A	LMC	\$4,961.50
2016	3	404	6054674	2016 - Conejo Valley Sen or Concerns	05A	LMC	\$4,961.50
2016	3	404	6057228	2016 - Conejo Valley Sen or Concerns	05A	LMC	\$4,961.50
2016	3	407	5991576	2016 - Long Term Care Services	05A	LMC	\$3,250.00
2016	3	407	6029728	2016 - Long Term Care Services	05A	LMC	\$3,250.00
2016	3	407	6054675	2016 - Long Term Care Services	05A	LMC	\$3,250.00
2016	3	407	6057229	2016 - Long Term Care Services	05A	LMC	\$3,250.00
					<b>05A</b>	<b>Matrix Code</b>	<b>\$32,846.00</b>
2016	3	405	5991572	2016 - Conejo Free Clinic	05M	LMC	\$3,500.00
2016	3	405	6029724	2016 - Conejo Free Clinic	05M	LMC	\$3,500.00
2016	3	405	6054673	2016 - Conejo Free Clinic	05M	LMC	\$3,500.00
2016	3	405	6057227	2016 - Conejo Free Clinic	05M	LMC	\$3,500.00
2016	3	406	6054677	2016 - Westminster Free Clinic	05M	LMC	\$14,000.00
					<b>05M</b>	<b>Matrix Code</b>	<b>\$28,000.00</b>
2016	3	403	5991578	2016 - Lutheran Social Service	05Q	LMC	\$4,965.00
2016	3	403	6029729	2016 - Lutheran Social Service	05Q	LMC	\$5,085.00
2016	3	403	6054676	2016 - Lutheran Social Service	05Q	LMC	\$7,093.40
2016	3	403	6057230	2016 - Lutheran Social Service	05Q	LMC	\$2,763.60
					<b>05Q</b>	<b>Matrix Code</b>	<b>\$19,907.00</b>
2015	2	390	5991565	2015 SF Improvements - Admin & Projects	14A	LMH	\$51,790.13
2016	2	401	5991568	2016 SF Improvements Ranch MHP	14A	LMH	\$500.00
2016	2	401	6029720	2016 SF Improvements Ranch MHP	14A	LMH	\$6,502.85
2016	2	401	6054669	2016 SF Improvements Ranch MHP	14A	LMH	\$292.50
2016	2	401	6067225	2016 SF Improvements Ranch MHP	14A	LMH	\$862.50
2016	2	402	5991569	2016 SF Improvements Thunderbird Oaks MHP	14A	LMH	\$500.00
2016	2	402	6029723	2016 SF Improvements Thunderbird Oaks MHP	14A	LMH	\$6,273.60
2016	2	402	6054670	2016 SF Improvements Thunderbird Oaks MHP	14A	LMH	\$760.00
2016	2	402	6067226	2016 SF Improvements Thunderbird Oaks MHP	14A	LMH	\$1,027.50
					<b>14A</b>	<b>Matrix Code</b>	<b>\$68,009.08</b>
<b>Total</b>							<b>\$156,762.08</b>

**LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	3	408	6029732	2016 - County of Ventura HSA-RAIN	03T	LMC	\$8,000.00
					<b>03T</b>	<b>Matrix Code</b>	<b>\$8,000.00</b>
2016	3	404	5991573	2016 - Conejo Valley Senior Concerns	05A	LMC	\$4,961.50
2016	3	404	6029725	2016 - Conejo Valley Senior Concerns	05A	LMC	\$4,961.50

Exhibit C (2 of 3)



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
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 PR26 - CDBG Financial Summary Report  
 Program Year 2016  
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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	3	404	6054674	2016 - Conejo Valley Senior Concerns	05A	LMC	\$4,961.50
2016	3	404	6067228	2016 - Conejo Valley Senior Concerns	05A	LMC	\$4,961.50
2016	3	407	5991576	2016 - Long Term Care Services	05A	LMC	\$3,250.00
2016	3	407	6029728	2016 - Long Term Care Services	05A	LMC	\$3,250.00
2016	3	407	6054675	2016 - Long Term Care Services	05A	LMC	\$3,250.00
2016	3	407	6067229	2016 - Long Term Care Services	05A	LMC	\$3,250.00
					<b>05A</b>	<b>Matrix Code</b>	<b>\$32,846.00</b>
2016	3	405	5991572	2016 - Conejo Free Clinic	05M	LMC	\$3,500.00
2016	3	405	6029724	2016 - Conejo Free Clinic	05M	LMC	\$3,500.00
2016	3	405	6054673	2016 - Conejo Free Clinic	05M	LMC	\$3,500.00
2016	3	405	6067227	2016 - Conejo Free Clinic	05M	LMC	\$3,500.00
2016	3	406	6054677	2016 - Westminster Free Clinic	05M	LMC	\$14,000.00
					<b>05M</b>	<b>Matrix Code</b>	<b>\$28,000.00</b>
2016	3	403	5991578	2016 - Lutheran Social Service	05Q	LMC	\$4,965.00
2016	3	403	6029729	2016 - Lutheran Social Service	05Q	LMC	\$5,085.00
2016	3	403	6054676	2016 - Lutheran Social Service	05Q	LMC	\$7,093.40
2016	3	403	6067230	2016 - Lutheran Social Service	05Q	LMC	\$2,783.60
					<b>05Q</b>	<b>Matrix Code</b>	<b>\$19,907.00</b>
<b>Total</b>							<b>\$88,753.00</b>

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	4	409	6029733	2016 Administration - Staff Cost	21A		\$106,620.00
					<b>21A</b>	<b>Matrix Code</b>	<b>\$106,620.00</b>
2016	4	410	6029734	2016 Fair Housing	21D		\$13,284.00
					<b>21D</b>	<b>Matrix Code</b>	<b>\$13,284.00</b>
<b>Total</b>							<b>\$119,904.00</b>

EXHIBIT C (3 of 3)

J.S. DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT  
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
PR06 - Summary of Consolidated Plan Projects for Report  
Year

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IDIS

Plan ID# Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year
2016 1	2016 Multi-Family Development Rehabilitation Multi-Family Residential Rehabilitation (Replacement of HVAC units, lighting fixtures, refrigerators)	CD99	\$136,072.00	\$136,072.00	\$136,072.00	\$0.00	\$136,072.00
2	2010 Single-Family Residential Rehabilitation Rehabilitation of Single-Family Units owned/occupied by very low income senior households in all North Mobile Home Park and Thunderbolt Close Mobile Home Park.	CD99	\$190,055.00	\$190,055.00	\$19,268.00	\$172,337.00	\$19,248.00
3	94-66 Public Social Services	CD99	\$80,763.00	\$80,763.00	\$80,763.00	\$0.00	\$80,763.00
4	2646 Program Administration	CD99	\$119,904.00	\$119,904.00	\$119,904.00	\$0.00	\$119,904.00

EXHIBIT D



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Disbursement and Information System  
CDBG Summary of Accomplishments  
Program Year: 2015

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THOUSAND DOLLARS

Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Housing	Rehab; Single-Unit Residential (14A)	2	\$16,218.95	1	\$51,790.13	3	\$68,009.08
	Rehab; Multi-Unit Residential (14B)	0	\$0.00	3	\$135,072.00	3	\$135,072.00
	<b>Total Housing</b>	<b>2</b>	<b>\$16,218.95</b>	<b>4</b>	<b>\$186,862.13</b>	<b>6</b>	<b>\$203,081.08</b>
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	1	\$0.00	0	\$0.00	1	\$0.00
	<b>Total Public Facilities and Improvements</b>	<b>1</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>1</b>	<b>\$0.00</b>
Public Services	Operating Costs of Homeless/AIDS Patients Programs (05T)	0	\$0.00	2	\$0,000.00	2	\$0,000.00
	Senior Services (05A)	0	\$0.00	4	\$32,846.00	4	\$32,846.00
	Handicapped Services (05B)	0	\$0.00	1	\$0.00	1	\$0.00
	Health Services (05M)	0	\$0.00	4	\$28,000.00	4	\$28,000.00
	Subsistence Payment (05Q)	0	\$0.00	2	\$19,907.00	2	\$19,907.00
	<b>Total Public Services</b>	<b>0</b>	<b>\$0.00</b>	<b>13</b>	<b>\$80,753.00</b>	<b>13</b>	<b>\$80,753.00</b>
	General Program Administration (21A)	0	\$0.00	2	\$106,620.00	2	\$106,620.00
General Administration and Planning	Fair Housing Activities (subject to 20% Admin Cap) (21D)	0	\$0.00	2	\$13,784.00	2	\$13,784.00
	<b>Total General Administration and Planning</b>	<b>0</b>	<b>\$0.00</b>	<b>4</b>	<b>\$119,904.00</b>	<b>4</b>	<b>\$119,904.00</b>
<b>Grand Total</b>		<b>3</b>	<b>\$16,218.95</b>	<b>21</b>	<b>\$395,519.13</b>	<b>24</b>	<b>\$411,738.08</b>

EXHIBIT E (1 of 4)



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Disbursement and Information System  
CDBG Summary of Accomplishments  
Program Year: 2015

DATE: 06-09-17  
TIME: 19:41  
PAGE: 2

THOUSAND DOLLARS

**CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type**

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	0	6	6
	Rehab; Multi-Unit Residential (14B)	Housing Units	0	108	108
	<b>Total Housing</b>		<b>0</b>	<b>114</b>	<b>114</b>
Public Services	Operating Costs of Homeless/MDS Patients Programs (03T)	Persons	0	10	10
	Senior Services (05A)	Persons	0	4,320	4,320
	Handicapped Services (05B)	Persons	0	106	106
	Health Services (05M)	Persons	0	5,916	5,916
	Subsistence Payment (05Q)	Persons	0	1,197	1,197
	<b>Total Public Services</b>		<b>0</b>	<b>11,549</b>	<b>11,549</b>
<b>Grand Total</b>			<b>0</b>	<b>11,663</b>	<b>11,663</b>

EXHIBIT E (2 of 4)



THOUSAND DAKS

CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic Persons	Total Households	Total Hispanic Households
Housing	White	0	0	96	21
	Black/African American	0	0	11	0
	Asian	0	0	4	0
	Other multi-racial	0	0	3	0
	<b>Total Housing</b>	<b>0</b>	<b>0</b>	<b>114</b>	<b>21</b>
Non Housing	White	9,853	4,439	0	0
	Black/African American	312	2	0	0
	Asian	457	0	0	0
	American Indian/Alaskan Native	34	0	0	0
	Native Hawaiian/Other Pacific Islander	12	0	0	0
	American Indian/Alaskan Native & White	1	0	0	0
	Asian & White	41	1	0	0
	Black/African American & White	31	2	0	0
	Amer. Indian/Alaskan Native & Black/African Amer.	4	1	0	0
	Other multi-racial	804	110	0	0
	<b>Total Non Housing</b>	<b>11,549</b>	<b>4,558</b>	<b>0</b>	<b>0</b>
Grand Total	White	9,853	4,439	96	21
	Black/African American	312	2	11	0
	Asian	457	0	4	0
	American Indian/Alaskan Native	34	0	0	0
	Native Hawaiian/Other Pacific Islander	12	0	0	0
	American Indian/Alaskan Native & White	1	0	0	0
	Asian & White	41	1	0	0
	Black/African American & White	31	2	0	0
	Amer. Indian/Alaskan Native & Black/African Amer.	4	1	0	0
	Other multi-racial	804	110	3	0
	<b>Total Grand Total</b>	<b>11,549</b>	<b>4,558</b>	<b>114</b>	<b>21</b>

EXHIBIT E (3 of 4)



THOUSAND OAKS

CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	27	0	0
	Low (>30% and <=50%)	9	0	0
	Mod (>50% and <=80%)	3	0	0
	Total Low-Mod	39	0	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	39	0	0
Non Housing	Extremely Low (<=30%)	0	0	2,760
	Low (>30% and <=50%)	0	0	952
	Mod (>50% and <=80%)	0	0	505
	Total Low-Mod	0	0	4,217
	Non Low-Mod (>80%)	0	0	46
	Total Beneficiaries	0	0	4,263

EXHIBIT E (4 of 4)

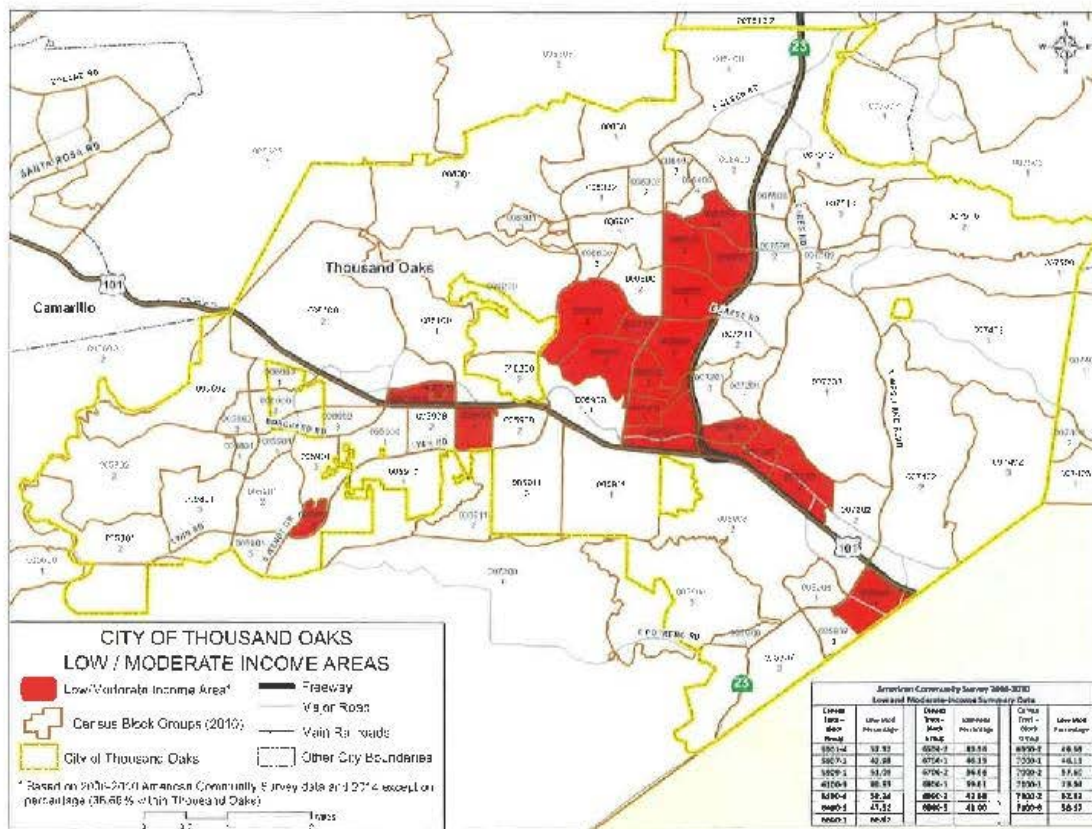
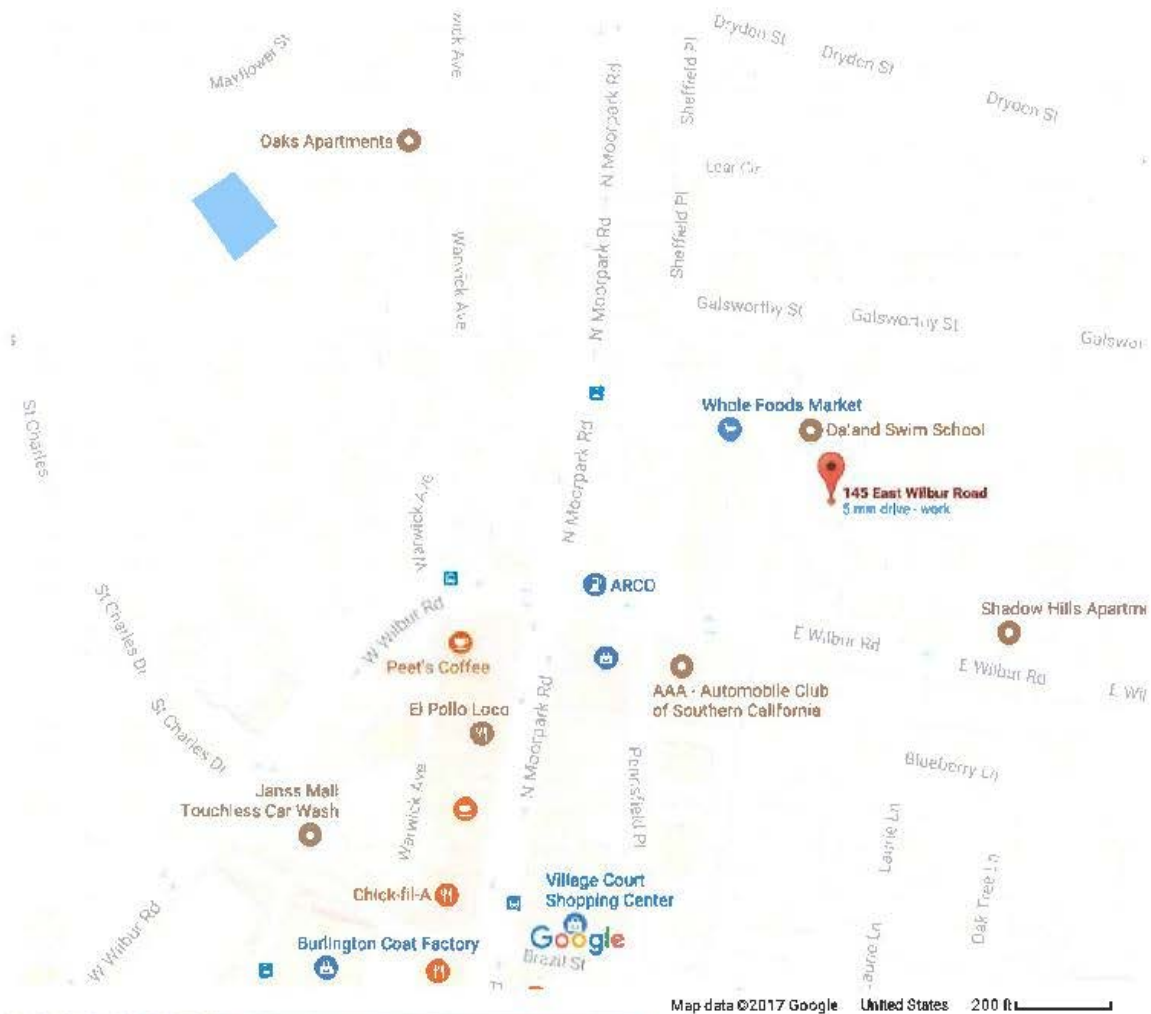


EXHIBIT F

Google Maps 145 E Wilbur Rd



145 E Wilbur Rd  
Thousand Oaks, CA 91360

<https://www.google.com/maps/place/145+E+Wilbur+Rd,+Thousand+Oaks,+CA+91360/@34.167268,-118.8746673,17z/data=!3m1!1e3m1!1s0x80e33as57...> 1/2

EXHIBIT G



2100 Thousand Oaks Boulevard • Thousand Oaks, CA 91362  
Phone 805/449-3121 • Fax 805/449-2125 • [www.toaks.org](http://www.toaks.org)

## PUBLIC NOTICE

THE PUBLIC IS INVITED to review and comment on a draft performance report for the U.S. Department of Housing and Urban Development (HUD). The document is the "Consolidated Annual Performance and Evaluation Report" or CAPER and it describes the City's expenditure of federal Community Development Block Grant (CDBG) funds, including \$599,524 received for the period July 1, 2016 through June 30, 2017.

Effective August 14 through September 12, 2017, the City is making the draft CAPER available for public review and comment. The document will be posted to the City's website ([www.toaks.org](http://www.toaks.org)) and a paper copy will be available for review beginning August 14 at the City's Community Development Department at 2100 Thousand Oaks Boulevard, First Floor, Thousand Oaks, CA 91362.

The City Council will hold a public hearing on September 12, 2017 at 6:00 p.m. to consider and approve the draft CAPER report. Interested persons are requested to submit written comments on the City's draft CAPER report to Senior Analyst Caroline Milton at [cmilton@toaks.org](mailto:cmilton@toaks.org) prior to the public hearing.

In accordance with the Americans with Disabilities Act (ADA), if you need assistance to review the draft CAPER document, please contact Caroline Milton at (805) 449-2331.

DATED THIS 4<sup>th</sup> day of August, 2017.

  
Cynthia M. Rodriguez, City Clerk  
City of Thousand Oaks, California

Publish: August 10, 2017

H:\COMMON\Housing & Redevelopment\2018 CDBG\2018 LEGAL\CAPER\_Review\_Notice.docx

EXHIBIT H (1 of 2)

[illegible]

OMB Control No: 2506-0117 (exp. 06/30/2018)



200 Theatre 1000 Thousand Oaks, CA 91362  
Phone 805/442-1121 • Fax 805/442-4129 • [www.thoak.org](http://www.thoak.org)

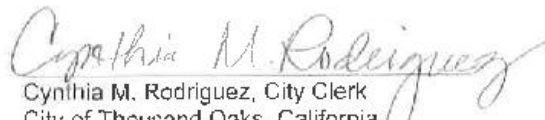
### NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing, as provided by law, will be held by the City Council of the City of Thousand Oaks, to consider and decide the following matter: Approval of City's 2016-17 Program Year Consolidated Annual Performance and Evaluation Report (CAPER), including the expenditure of \$411,738 in federal Community Development Block Grant (CDBG) funds from July 1, 2016 through June 30, 2017.

This Public Hearing is scheduled to be heard at the City Council meeting, Tuesday, September 12, 2017 at 6:00 p.m., in the City Council Chambers/Scherr Forum Theatre, City Hall, 2100 Thousand Oaks Boulevard, Thousand Oaks, California 91362. Any person is privileged to attend and be heard on these matters.

If you challenge the decision of the City Council on these matters in court, you may be limited to raising those issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, this public hearing. Inquiries concerning this Public Hearing may be directed to Senior Analyst Caroline Milton at [cmilton@toaks.org](mailto:cmilton@toaks.org), (805) 449-2331. In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to attend this hearing, please call (805) 449-2331 at least 48 hours in advance to make your request.

DATED THIS 21<sup>st</sup> day of August, 2017.

  
Cynthia M. Rodriguez, City Clerk  
City of Thousand Oaks, California

PUBLISH: August 29, 2017

EXHIBIT I

## Caroline Milton - Regional Con Plan - consolidated goals

---

**From:** "Guariento, MaryAnn"  
<MaryAnn.Guariento@ventura.org>  
**To:** "Hamilton, Cheryl L." <Cheryl.L.Hamilton@hud.gov>  
**Date:** 7/25/2017 9:31 AM  
**Subject:** Regional Con Plan - consolidated goals  
**Cc:** "Palmer, Andrea" <apalmer@cityofventura.ca.gov>,  
"Buckingham, Jennie" <j...  
**Attachments:** Goals by grantee - County.xlsx

---

Hi all,

Attached is the worksheet I created last year to try to break out which individual EA is responsible for which goal/portion of a goal that was aggregated in the Regional Con Plan. This is based on a worksheet that Tam & Assoc. provided during the planning process. Here's how it works:

On the "Funding by Goal" tab, columns A-K are what was provided by Tam. I created the remaining columns to try to split what Tam used for their beginning data into what was actually put into the Con Plan goals, and then what our individual responsibilities toward meeting the aggregate goals are. The bits highlighted in yellow are for the County EA only; since this is my worksheet, I was interested in my share of the goals ☺

How I calculated "my" share (and everyone else's) is based on columns A-K – Tam's starting info. For example, look at Priority 1 (you'll want to have the Con Plan available as you look at these, SP-45):

Priority 1: Improve Quality of Housing

GOIs:

- 300 Homeowner housing units rehabilitated
- 4,000 Code enforcement cases
- 75 Rental units rehabilitated

For the 300 Homeowner housing units rehabilitated, columns A-K show Tam used these numbers of units rehabbed per year:

- Urban County – 15
- Camarillo – 12

EXHIBIT J (1 of 3)

- Simi Valley - 10
- Thousand Oaks -- 4
- Ventura City - 23
- TOTAL ANNUAL UNITS: 64

They extrapolated the 5 year goal to be a total of 320 units ( $64 \times 5$ ). However, the actual *Con Plan* only shows a total of 300 units (the blue columns, M-O, are what was actually reported in the *Con Plan*). So, I allocated our actual responsibilities based on the original data in columns A-K; my calcs are in the green columns, Q-W:

- Urban County - 70
- Camarillo - 56
- Simi Valley - 47
- Thousand Oaks - 19
- Ventura City - 108
- TOTAL UNITS, 5-YEARS: 300

Another example is the next GOI, Code enforcement. Notice, only the County reported an annual goal for Code Enforcement - 882 units per year, for a total of 4,410 over 5 years. 4,000 were reported as the aggregate *Con Plan* goal, but only the *County* is responsible for achieving these goals.

Hopefully this makes sense! If you have questions, I'll be happy to walk folks through it. Cheers,

Mary Ann

EXHIBIT J (2 of 3)

Priority	Activity	Association	Annual Accomplishment	Annual CDBG	Annual HOME	5 Year Accomplishments	Unit	5 Year Allocation	Notes
1	Owner Rents								
1	Residential Rehabilitation	Urban County	14 units	\$ 106,019.00					
1	Housing Unit Rehabilitation	Cambridge	17 units	\$ 213,445.00					
1	Home Rehabilitation	San Valley	10 units	\$ 15,000.00					
1	Single Unit Rehabilitation	Thousand Oaks	4 units	\$ 125,000.00					
1	Home Rehabilitation	Ventura City	71 units	\$ 155,892.00					
	<b>Total</b>		<b>64</b>	<b>\$ 749,396.00</b>			<b>320 SF units</b>	<b>\$ 3,746,650.00</b>	
1	Code Enforcement	Urban County	882 properties inspected	\$ 270,109.00					
	<b>Total</b>		<b>882</b>	<b>\$ 270,109.00</b>			<b>Properties Inspected</b>	<b>\$ 1,350,545.00</b>	
1	MH Rental Rehab	Thousand Oaks	15 units	\$ 161,000.00					
	<b>Total</b>		<b>15</b>	<b>\$ 161,000.00</b>			<b>75 MH units</b>	<b>\$ 625,000.00</b>	
1	<b>Priority Total</b>			<b>\$ 1,184,474.00</b>				<b>\$ 5,872,195.00</b>	<b>CDBG</b>
2	New Construction	Urban County	22 units	\$ 62,500.00	\$ 507,004.50				
2	New Construction	Ventura City	25 units		\$ 710,750.00				
	<b>Priority Total</b>		<b>52</b>	<b>\$ 62,500.00</b>	<b>\$ 1,358,444.50</b>		<b>208 MF units</b>	<b>\$ 312,500.00</b>	<b>CDBG</b>
3	Homeless Services	Cambridge	3,898 persons	\$ 274,150.00					
3	Homeless Services	San Valley	5,153 persons	\$ 89,770.00					
3	Homeless Services	Thousand Oaks	5,400 persons	\$ 73,000.00					
3	Homeless Services	Urban County	10,049 persons	\$ 172,294.00					
3	Homeless Services	Ventura City	351 persons	\$ 97,000.00					
	<b>Priority Total</b>		<b>30,851</b>	<b>\$ 408,614.00</b>			<b>103,755 persons</b>	<b>\$ 1,817,000.00</b>	<b>CDBG</b>
4	Homeless Services	Cambridge	472 persons	\$ 14,900.00					
4	Homeless Services	San Valley	477 persons	\$ 10,000.00					
4	Homeless Services	Thousand Oaks	1,034 persons	\$ 18,000.00					
4	Homeless Services	Urban County	4,395 persons	\$ 147,817.00					
4	Homeless Services	Ventura City	446 persons	\$ 30,000.00					
	<b>Priority Total</b>		<b>6,824 persons</b>	<b>\$ 250,785.00</b>			<b>36,120 persons</b>	<b>\$ 1,251,415.00</b>	<b>CDBG</b>
5	Public Facilities	San Valley	2 facilities	\$ 71,575.00					
5	Public Facilities	Urban County	4 facilities	\$ 440,229.00					
5	Public Facilities	Ventura City	2 facilities	\$ 120,351.00					
	<b>Priority Total</b>			<b>\$ 608,833.00</b>				<b>\$ 3,284,365.00</b>	<b>CDBG</b>
6	Infrastructure	San Valley	2 projects	\$ 345,000.00					
6	Infrastructure	Thousand Oaks	1 projects	\$ 150,000.00					
6	Infrastructure	Urban County	1 projects	\$ 50,000.00					
6	Infrastructure	Ventura City	1 projects	\$ 45,000.00					
	<b>Priority Total</b>		<b>4</b>	<b>\$ 580,000.00</b>				<b>\$ 3,137,500.00</b>	<b>CDBG</b>
7	Economic Development	Urban County	10 jobs	\$ 400,000.00					
7	Economic Development	Ventura City	6 jobs	\$ 63,000.00					
	<b>Priority Total</b>		<b>16 jobs</b>	<b>\$ 463,000.00</b>			<b>80 jobs</b>	<b>\$ 915,000.00</b>	<b>CDBG</b>
8	Fair Housing	Cambridge	45 persons	\$ 6,000.00					
8	Fair Housing	San Valley	130 persons	\$ 24,000.00					
8	Fair Housing	Thousand Oaks	105 persons	\$ 12,500.00					
8	Fair Housing	Urban County	386 persons	\$ 21,000.00					
8	Fair Housing	Ventura City	231 persons	\$ 8,000.00					
	<b>Priority Total</b>		<b>567 persons</b>	<b>\$ 71,500.00</b>			<b>4,195 persons</b>	<b>\$ 356,500.00</b>	<b>CDBG</b>
9	Admin	Cambridge	n/a	n/a	\$ 43,000.00				
9	Admin	San Valley	n/a	n/a	\$ 170,000.00				
9	Admin	Thousand Oaks	n/a	n/a	\$ 113,000.00				
9	Admin	Urban County	n/a	n/a	\$ 364,000.00				
9	Admin	Ventura City	n/a	n/a	\$ 140,000.00				
	<b>Priority Total</b>				<b>\$ 784,000.00</b>			<b>\$ 3,919,000.00</b>	<b>CDBG</b>
		CDBG	HOME	ESG					
	Improve Housing	\$ 5,500,000.00							
	Available to Housing	\$ 300,000.00	\$ 4,717,000.00						
	Homeless Services	\$ 2,000,000.00							
	Homeless Services	\$ 1,000,000.00		\$ 782,000.00					
	Public Facilities	\$ 3,000,000.00							
	Infrastructure	\$ 2,000,000.00							
	Economic Dev.	\$ 915,000.00							
	Fair Housing	\$ 953,000.00							

EXHIBIT J (3 of 3)



## Community Development Department

2100 Thousand Oaks Boulevard • Thousand Oaks, CA 91362  
Planning Division • Phone 805/449.2323 • Fax 805/449.2350 • [www.toaks.org](http://www.toaks.org)  
Building Division • Phone 805/449.2500 • Fax 805/449.2575 • [www.toaks.org](http://www.toaks.org)

September 15, 2017

Mr. Nick Quidwai  
Concerned Citizens of Thousand Oaks  
[concernedcitizTOaks@gmail.com](mailto:concernedcitizTOaks@gmail.com)

Re: TOCC Meeting, September 12, 2017, Agenda Item 8A, Public Hearing CDBG Grants

Dear Mr. Quidwai:

On behalf of the City Council, thank you for your comments concerning the September 12 City Council meeting agenda, the CAPER report public hearing, and related matters. We appreciate your comments and provide our response below.

Regarding Councilmember Price's meeting with U.S. Representative Julia Brownley, during that meeting the congresswoman expressed her support for continued funding for the CDBG and HOME programs and shared her belief that many of her colleagues in Congress also value the continuation of these programs. The City hopes that the 2018 federal budget will, in fact, include appropriations for CDBG and HOME.

Regarding the City's administration of the CDBG program, federal regulations of the U.S. Department of Housing and Urban Development (HUD) specifically authorize CDBG grantees, such as the City of Thousand Oaks, to use up to 20% of each year's entitlement grant to reimburse the City for a portion of its general administration costs. These costs include salaries for staff working with the CDBG program, and related expenses including printing, advertising, public outreach, a fair housing counseling service and other items.

Sincerely,

Caroline Milton, Senior Analyst  
Community Development Department

C: City Manager, City Council

Exhibit K (1 of 3)

H:\COMMON\Housing & Redevelopment\2018 CDBG\2018 CAPER\091217\_Quidwai\_Response.docx.

[toaks.org](http://toaks.org)

**Caroline Milton**

---

**From:** i.quidwai@gmail.com on behalf of NICK I. Quidwai <concernedcitztoaks@gmail.com>  
**Sent:** Tuesday, September 12, 2017 12:20 PM  
**To:** City Clerk's Office; City General Email Account  
**Cc:** Claudia adelph bill; Caroline Milton; Marilee Ullmann; Becca Whitnall; Mike Dunn; Mike Harris  
**Subject:** Sept 12 2017 TOCC Meeting today Agenda 8A Public Hearing CDBG Grants

[concernedcitzTOaks@gmail.com](mailto:concernedcitzTOaks@gmail.com) [www.cctoaks.org](http://www.cctoaks.org) Blog @cctoaks  
Twit 805-390-2857

[https://www.youtube.com/my\\_videos?o=U](https://www.youtube.com/my_videos?o=U) <https://www.facebook.com/> Nick Quidwai

<https://www.facebook.com/NickQcctoaks/?ref=aymt> homepage  
panel Concerned Citz

Sept 12 2017

## **TOCC Meeting today Agenda 8A Public Hearing CDBG Grants**

Dear Council:

Glad that CM Price held the meeting of providers with Cong. J. Brownley. Surprised that she was not aware of the whole enchilada. It is disgrace & a shame that Feds are constantly chopping these much needed programs. The HUD Secty said that programs like Meals on wheels which has been around since the 60's has grown and not shrunk. What a shame that he does not know even the basics about the program and also about poverty & the rise of needs. Also how many VOLUNTEERS around the country & TO give selflessly to help our fellow citizens; besides the dollar savings these volunteers provides much needed contacts to these vulnerable

Exhibit K (2 of 3)

seniors. This and other programs need to be increased to rescind the cuts and also to take care of the many more that are going hungry & are without a roof over their heads.

As a former 20+ yr member of the cities citizen committee for Social Services I am aware of the back ground; the comm. Is being reformulated now & 24 citz applied; one already dropped out. Let's see how many care enough to READ this report & come to the meeting to contribute.

Charge of staff time is being misappropriated; with the Santa Claus Redevelopment Agency's mandate to spend 20% of the millions that they skimmed of businesses there were literally millions available for many pet projects; Instead of having general fund pay \$100k + this should be assigned to the community development dept.

Sincerely,

NICK Iqbal Quidwai

Exe Director CCTO

myem cilbg ccto 091217

*Nick Q. Quidwai*

"Do not take life too seriously. You will never get out of it alive."  
Newbury Park CA 91320-1821 ConcernedCitzTOaks at gmail.com

Cell 805-390-2857  <http://cctoaks-nick.blogspot.com/>

NO registration needed   
<https://www.facebook.com/profile.php?id=100003180981002&sk=wall>

Concernedcitizensthousandoaks NickQuidwai

 Quidwai7860  @cctoaks

Exhibit K (3 of 3)