



# **PY 2013 Consolidated Annual Performance & Evaluation Report (CAPER)**



*Bella Vista Apartments Improvements (Many Mansions) funded through the City's  
Community Development Block Grant (CDBG) Program*

**Prepared for the U.S. Department of Housing  
and Urban Development (HUD)**

***Public Review, August 11 – September 9, 2014***

***City Council Review– September 9, 2014***

***HUD Submittal Date – September 25, 2014***

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

## *On the Cover*

*During the program year (July 1, 2013 to June 30, 2014), the City of Thousand Oaks provided a grant of federal Community Development Block Grant (CDBG) funds totaling \$165,000 to non-profit housing provider Many Mansions for improvements at the 72-unit Bella Vista Apartments on Los Feliz Drive.*

*Improvements funded with CDBG funds included storm drain and sewer line repairs, concrete walkway repairs and tree trimming.*



# *City of Thousand Oaks*

***Program Year 2013-14***

***Consolidated Annual Performance and Evaluation Report (CAPER)  
For U.S. Department of Housing and Urban Development (HUD)***

**Public Review: 8/11/14 to 9/09/14  
City Council Public Hearing: 9/09/14  
Submittal to U.S. Department of HUD: 9/25/14**

## **Thousand Oaks City Council**

**Andrew P. Fox, Mayor  
Al Adam, Mayor Pro Tem  
Claudia Bill-de la Peña, Councilmember  
Jacqui V. Irwin, Councilmember  
Joel R. Price, Councilmember**

## **Thousand Oaks City Administration**

**Scott Mitnick, City Manager**

**Community Development Block Grant (CDBG)  
Program Administration**

**John Prescott, Community Development Director  
Mark Towne, Deputy Director / City Planner  
Caroline Milton, Senior Analyst  
Lynn Oshita, Housing Coordinator**





	<b>Page</b>
<b>SECTION 1-A — PROGRESS IN ACHIEVING PY 2010 - 2015 CONSOLIDATED (STRATEGIC) PLAN GOALS</b>	<b>1</b>
<b><i>Introduction to Resources</i></b>	<b><i>1</i></b>
Community Development Block Grant (CDBG) Program	1
Program Year 2013 CDBG Funds	1
Prior Year CDBG Funds	1
Benefit to Low- and Moderate-Income Residents	1
Summary of PY 2013 CDBG-funded Activities	1
<u>Table 1.1: Status of Prior Year CDBG Funds Carried Forward to PY 2013</u>	2
PY 2013 Administrative Cap (20 Percent)	2
PY 2013 Public Services Cap (15 Percent)	2
PY 2013 CDBG Funding Sources	3
<u>Table 1.2: PY 2013 CDBG Entitlement Grant Funding Sources</u>	3
PY 2013 Other Funding Sources	3
Social Services Endowment Fund	3
HOME Program	4
Thousand Oaks Redevelopment Agency (RDA) Housing Set-Aside Funds	4
<b><i>Strategic Planning</i></b>	<b><i>4</i></b>
Demographic Information	4
<u>Table 1.3: Census 2010 – Race in Thousand Oaks Population (Tables 3A and 3B)</u>	4
Estimated CDBG-Eligible Population in Thousand Oaks	5
<u>Table 1.4: Income Distribution – Thousand Oaks vs. Ventura County</u>	5
Housing Needs of the City's Low-Income Populations	5
Rental Housing Costs	5
Housing Ownership Costs	6
Housing Needs of Special Needs Populations	7
Persons Aged 60 Years and Older	7
Persons with Disabilities	7
Large Families	7
Female-Headed Households	8
Housing Needs of the Homeless Population	8

	<b>Page</b>
<b>Geographic Distribution of CDBG-Funded Projects and Minority Concentrations of CDBG-Eligible Populations</b>	<b>9</b>
Serving the Needs of Minority Persons	9
<u>Table 1.5:</u> Examples of CDBG-Funded Investments and Low-Mod, Minority Concentration Benefit Areas	10
<b>Beneficiaries – Minority Populations Served by CDBG-Funded Activities</b>	<b>10</b>
Hispanic Population in Census Tract 61	10
Assistance to First-Time Home Buyers at Conejo Creek Condominiums (Census Tract 61)	11
<b>Housing for Minority Populations (Census Tracts 61, 66, 69, 70 and 71)</b>	<b>11</b>
Many Mansions (CHDO) Affordable Housing Projects (Census Tracts 69, 71)	11
<u>Table 1.6:</u> Many Mansions Affordable Housing Projects	11
Area Housing Authority of the County of Ventura (AHA) Affordable Housing Projects (Census Tracts 65, 69, 70, 71)	12
<u>Table 1.7:</u> Public Housing (Federally Owned) Managed by Area Housing Authority	12
<u>Table 1.8:</u> Ethnicity of Tenants at Thousand Oaks Public Housing Units	12
<u>Table 1.9:</u> Affordable Housing Owned and Managed by Area Housing Authority (Thousand Oaks)	12
<u>Table 1.10:</u> Ethnicity of Section 8 Tenants at Area Housing Authority-Owned Units in Thousand Oaks	13
<b>Delivery of Social Services to Minority Populations</b>	<b>13</b>
Summary of Minority Population Information	14
<u>Table 1.11:</u> Racial and Ethnic Profile of Lower-Income Persons Assisted with CDBG-Funded Public Services (PY 2012)	16
Comparing PY 2013 Public Services Action Plan Goals to Actual Accomplishments	17
<u>Table 1.12:</u> Estimated & Actual Number of Low-Income Persons Assisted in PY 2013 with CDBG Funds	17
<b>PY 2013 CDBG Program Expenditures</b>	<b>17</b>
<u>Table 1.13:</u> PY 2013 CDBG Program Expenditures	18

**SECTION 1-B -- PY 2013 PROGRESS DURING PROGRAM YEAR  
— CDBG PROJECT SUMMARY SHEETS (ACCOMPLISHMENTS) 19**

**Capital Projects 19**

Bella Vista 2013 Improvements (HS 9939) 19

Single-Unit Residential Rehabilitation (HS 9939) 22

Non-Profit Capacity Building (HS 9937) 24

**Code Enforcement Activity 27**

Day Labor Site Code Enforcement (BG 2025) 27

**Public Services 29**

Conejo Free Clinic (BG 9816) 29

Long Term Care Ombudsman Program (BG 9821) 32

Lutheran Social Services Homeless Services (BG 9822) 35

Westminster Free Clinic (BG 2026) 38

Senior Concerns – Meals on Wheels (BG 9818) 41

United Cerebral Palsy (BG 9832) 44

**Program Administration 47**

Fair Housing Program 47

CDBG Program Administration 51

**Nature and Reasons for Program Objectives and Changes 54**

**SECTION 2-A — HOUSING ISSUES: FOSTERING  
AND MAINTAINING AFFORDABLE HOUSING 55**

**A. Removal of Barriers to Affordable Housing 55**

Public Policies and Other Efforts to Foster and Maintain Affordable Housing 55

Consolidated Plan Housing Goals 55

Housing Priorities 2010-2015 55

2006 - 2014 Housing Element Goals 56

Table 2.1: Cumulative Low and Moderate-Income Housing Production in Thousand Oaks – PY 2007 – 2012 57

	<b>Page</b>
<b>B. PY 2013 Implementation of Housing Goals</b>	<b>57</b>
<b>1. Allocate Funding to Assist Development of Affordable Units</b>	<b>57</b>
Program A: Land Assembly	58
Program B: Affordable Housing Program	58
<b>2. Facilitate Apartment Improvements</b>	<b>59</b>
<b>3. Preserve Existing Units as Affordable to Low and Moderate-Income Households</b>	<b>59</b>
Program A: Park Lane Townhomes	60
<b>4. Provide Financial Assistance to Non-Profit Groups</b>	<b>60</b>
Program A: Revenue Sharing with Many Mansions	60
<b>5. First-Time Home Buyer Programs</b>	<b>61</b>
Program A: Ownership Assistance Program	61
Program B: Mortgage Credit Certificates	61
<b>6. Housing Rehabilitation Program</b>	<b>62</b>
<b>7. Provide Housing Inspections</b>	<b>63</b>
<b>8. Mobile Home Parks Rent Stabilization Ordinance</b>	<b>63</b>
<b>9. Supplemental Rent/Utilities Payments</b>	<b>64</b>
Program A: Housing Assistance Program (HAP)	64
<u>Table 2.2:</u> PY 2013 Housing Assistance Program (HAP)	64
<b>10. Public Housing</b>	<b>65</b>
Fostering Public Housing Improvements and Resident Initiatives	65

	<b>Page</b>
Creation of New Public Housing Units	65
<u>Table 2.3:</u> RDA and City Investments in Public Housing (1973-2012)	65
Section 8 Certificates	65
<u>Table 2.4:</u> Section 8 Certificate Information (Area Housing Authority)	66
Board of Commissioners	66
Community Service and Self-Sufficiency	66
Resident Advisory Board	67
Regional Resident Council	67
Resident Services Program	67
<b>11. Evaluate and Reduce Lead-Based Paint Hazards</b>	<b>67</b>
Program A: Residential Lead Hazard Reduction Program	68
<b>12. Provide Fair Housing Activities</b>	<b>68</b>
 <b>SECTION 2-B—HOUSING ISSUES: AFFIRMATIVELY FURTHERING FAIR HOUSING</b>	 <b>70</b>
<b><i>Ventura County Analysis of Impediments to Fair Housing Choice</i></b>	<b>70</b>
<b>2013 Update to the Analysis of Impediments (AI) to Fair Housing Choice in Ventura County</b>	<b>70</b>
Fair Housing Services	70
Housing Rights Center (HRC) (Services Provider)	71
Housing Rights Center (HRC) – Public Outreach	71
<b>2013 Responses to AI Impediments &amp; Recommendations</b>	<b>72</b>
<b>1. DEMOGRAPHICS</b>	<b>72</b>
Impediment B-1 (Linguistic Isolation)	72
Impediment B-2 (Residential Segregation)	73
Impediment B-3 (Housing Affordability)	74

	<i><b>Page</b></i>
<b>2. HOUSING MARKET CONDITIONS</b>	<b>75</b>
Impediment B-4 (Need for Housing Rehabilitation)	75
<b>3. PUBLIC POLICIES</b>	<b>76</b>
Impediment B-5 (City's Housing Element)	76
Impediment B-6 (Zoning Ordinance)	76
Impediment B-7 (Density Bonus Policy)	77
Impediment B-8 (Parking Space Requirements)	77
Impediment B-9 (Pyramid or Cumulative Zoning)	78
Impediment B-10 (Second Residential Unit)	78
Impediment B-11 (Manufactured & Mobile Homes)	79
Impediment B-12 (Residential Care Facilities)	79
Impediment B-13 (Emergency Shelters)	80
Impediment B-14 (Transitional & Supportive Housing)	81
Impediment B-15 (Single Room Occupancy Housing)	81
 <b>SECTION 3 — HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES</b>	 <b>83</b>
 <b>A. <i>Housing and Services for Special Needs Populations</i></b>	 <b>83</b>
1. Provide Housing Opportunities for Disabled Persons	83
2. Housing Assistance Program (for Disabled and Elderly)	84
<u>Table 3.1:</u> PY 2013 Housing Assistance Program	84
3. Provide Special Needs Housing	84
4. Provide Supportive Services for Special Needs Persons	85
<u>Program A:</u> Supportive Services for Seniors	87



	<b>Page</b>
<u>Table 3.2:</u> PY 2013 Public Services Grants for Seniors	87
<u>Program B:</u> Supportive Services for Children and Youth	89
<u>Table 3.3:</u> PY 2013 Public Services for Children and Youth	89
<u>Program C:</u> Supportive Services for Individuals and Families in Crisis	90
<u>Table 3.4:</u> PY 2013 Public Services for Crisis Programs	91
<u>Program D:</u> Supportive Services for Other Special Needs Persons	92
<u>Table 3.5:</u> PY 2013 Public Services for Special Needs Persons	93
5. Programs for Homeless & At-Risk Persons	93
<u>Table 3.6:</u> FY 2013 Ventura County Continuum of Care Funding	93
Continuum of Care	94
A. Recalibrated 10-Year Plan to End Homelessness in Ventura County (2007-2017)	94
Annual Survey of Homeless Population	94
2013 Continuum of Care Grant Funding	95
B. Public Services for Homeless and At-Risk Persons	95
C. Emergency Shelter and Transitional Housing	96
D. Supportive Housing	97
E. Homeless Prevention	97
<b>SECTION 4 — ADDRESSING OTHER HUD PRIORITIES (OTHER ACTIONS)</b>	<b>98</b>
<b>A. Overcoming Obstacles to Meeting Underserved Needs</b>	<b>98</b>
Affordable Housing	98
Suitable Living Environment	98
Community Development	99
Economic Development	99

	<b>Page</b>
<u>Program</u> : Commercial Revitalization Grants	99
<b>B. Overcoming Gaps in the Institutional Structure</b>	<b>99</b>
Supportive Housing for Disabled Persons	100
<b>C. Leveraging Resources</b>	<b>100</b>
Leveraging Housing Resources	100
Leveraging Public Improvements Funding	100
Leveraging Economic Development Resources	101
Leveraging Public Services Funding	101
<b>D. Reducing the Number of Poverty-Level Families</b>	<b>101</b>
Estimated CDBG-Eligible Population in Thousand Oaks	101
Table 1.4: Income Distribution – Thousand Oaks vs. Ventura County	101
Programs and Activities to Reduce the Number of Poverty-Level Families	102
1. Mobile Home Park Rent Stabilization Ordinance	102
Mobile Home Park Resident Protection Ordinance	102
2. Social Services Providers	102
3. Housing Partnerships	102
A. Improving Coordination With Public and Private Housing Providers	102
Housing Collaborations with the Area Housing Authority	103
Table 4.1: City/Former Agency Housing Partnerships with the Area Housing Authority	103
Organizational Relationship of City and PHA and Appointing Authority for Housing Agency Board Commissioners	103
PY 2013 Area Housing Authority Assistance to Thousand Oaks Households	103

	<b>Page</b>
Table 4.2: Area Housing Authority Statistics – June 30, 2014	104
B. Housing Partnerships with Non-Profit Housing Developer Many Mansions	104
Table 4.3: City/Agency Housing Partnerships with Many Mansions	104
Housing Partnerships with Other Affordable Housing Developers	104
Table 4.4: City/Agency Housing Partnerships with Other Affordable Housing Providers	105
<b>SECTION 5 — PROGRAM EVALUATION, ADMINISTRATION AND MONITORING</b>	<b>106</b>
<b>A. Assessment of Strategic Plan Goals and Objectives</b>	<b>106</b>
<b>B. Program Evaluation</b>	<b>106</b>
Self-Evaluation	106
Meeting Program and Consolidated Plan Requirements	106
IDIS Financial Summary Report	106
Program Timeliness	106
<b>C. Program Administration</b>	<b>107</b>
Community Development Projects (Capital Improvement Projects)	107
Public Services	107
Commercial Revitalization	108
Public Review of Consolidated Plan, Annual Action Plan and Annual Performance Report	108
Compliance with Davis-Bacon Act and Section 3 Requirements	108
Integrated Disbursement and Information Systems (IDIS)	109
Grant Agreements	109

	<b>Page</b>
<b>D. Program Monitoring</b>	<b>109</b>
Monitoring of Construction Projects	109
Monitoring of Subrecipients	109
HUD Monitoring of City's Program Year 2012 CDBG Program	110
<b>E. Environmental Review of CDBG Projects</b>	<b>110</b>
Table 5.1: PY 2013 CDBG-Funded Activity Environmental Review	110
<b>F. Managing Changes in Program Objectives</b>	<b>111</b>
Nature and Reasons for Program Objectives and Changes	111
(Substantial) Amendment # 1 to CDBG Action Plan	111
(Minor) Amendment # 2 to CDBG Action Plan	111
<b>G. Citizen Participation Process</b>	<b>112</b>
Citizen Participation Plan	112
Public Hearings	112
Table 5.2: PY 2012 Consolidated Plan Public Hearings	112
Citizen Participation and Public Comments	112
Public Hearing Comments	112
Public Hearing # 1 (Needs Assessment) (January 13, 2014)	113
Table 5.3: Public Comments	113
Written Submittals Received During the Needs Assessment Process Assessment by City	113
Table 5.4: Written Submittals Received by City	113
Responses to Written Submittals for the 2013 Needs Assessment	113
Table 5.5: City's Responses to Written Submittals Received	113
Public Comments at Public Hearing # 2 (Action Plan Review & Approval)	113

	<b>Page</b>
Table 5.6: Public Comments at Public Hearing # 2: May 27, 2014	113
Public Review and Comment on this CAPER Report; Public Hearing # 3, September 10, 2013	114
<b>H. Other CDBG Submittal Requirements</b>	<b>114</b>
Float-Funded Activities	114
Contingency	114
Urgent Needs	114
Certificate of Consistency	114
Consolidated Plan and/or Action Plan Implementation	114
Locations of PY 2013 CDBG-Funded Projects	114
Table 5.7: PY 2013 CDBG-Funded Activity Locations and Service Areas / Clientele	115
<u>Section 6 – List of Exhibits – Begins on Next Page</u>	

**SECTION 6 — PY 2013 CAPER EXHIBITS**

PY 2013 CDBG Activities and Expenses	Exhibit A
PY 2013 Year Four Action Plan and CDBG Activity Locations (Map)	Exhibit B
CDBG-Eligible Census Tracts and Block Groups (Map)	Exhibit C
PY 2013 Public/Social Services Grants	Exhibit D
Citizen Participation Plan (Resolution 2010 – 085)	Exhibit E
PY 2010-2015 Consolidated Plan Accomplishments (CDBG and Other Funds)	Exhibit F
Commercial Revitalization Program: 1998 - 2009	Exhibit G
City of Thousand Oaks and Redevelopment Agency Affordable Housing Investment History 1973 to 2012	Exhibit H
PY 2013 Fair Housing Program Report	Exhibit I
<u>PY 2013 Integrated Disbursement and Information System (IDIS) Required Reports for CAPER</u>	Exhibit J
<ul style="list-style-type: none"> <li>• PY 2013 CDBG Activity Summary Report (GPR) (C04PR03)</li> <li>• PY 2013 Summary of Consolidated Plan Projects (C04PR06)</li> <li>• PY 2013 (C04PR23)</li> <li>• PY 2013 Financial Summary Report (C04PR26)</li> </ul>	<p>J - 1</p> <p>J - 2</p> <p>J - 3</p> <p>J - 4</p>
<u>PY 2013 Public Notices</u>	Exhibit K
<ul style="list-style-type: none"> <li>• <u>Public Hearing</u> – (Substantial) Amendment # 1 (October 22, 2013)</li> <li>• <u>Public Hearing</u> -- PY 2014 Action Plan Needs Assessment (January 13, 2014)</li> <li>• <u>Public Review</u> -- PY 2014 Action Plan Public Review (March 10-April 8, 2014)</li> <li>• <u>Public Hearing</u> – PY 2014 Action Plan Approval (May 27, 2014)</li> </ul>	<p>K - 1</p> <p>K - 2</p> <p>K - 3</p> <p>K - 4</p>



	<i><b>Page</b></i>
• <u>Public Review</u> – PY 2013 CAPER Report	K - 5
• <u>Public Hearing</u> – PY 2013 CAPER Report	K - 6
PY 2013 Action Plan Amendments	Exhibit L
• Substantial Amendment # 1 (10/22/2013)	L - 1
• Minor Amendment # 2 (11/27/2013)	L - 2
PY 2014 City Council approval of CAPER Report (9/09/14)	Exhibit M
PY 2010-2015 Consolidated Plan Update Reports	Exhibit N
• <u>HUD Transition Table 1-C:</u> Summary of Specific Housing / Community Development Objectives (Table 1A/1B Continuation Sheet)	N - 1
• <u>HUD Transition Table 2-C:</u> Summary of Specific Housing / Community Development Objectives (Table 2A/2B Continuation Sheet)	N - 2
• <u>HUD Table 3-A:</u> Summary of Specific Annual Objectives	N - 3
• <u>HUD Table 3-B:</u> Annual Affordable Housing completion Goals	N - 4
City of Thousand Oaks Housing Opportunities 2014	Exhibit O
Ventura County Continuum of Care, PY 2013 Approved Funding	Exhibit P
City's PY 2013 Draft Subrecipient Monitoring Survey	Exhibit Q
April – August 2014: HUD Administrative Monitoring Findings & City's Responses	Exhibit R
References	Exhibit S
• HUD Section 8 Income Limits Table for PY 2013-14 (Oxnard-Thousand Oaks-Ventura Metro Statistical Area)	S - 1
• National Low-Income Housing Coalition's "Out of Reach California 2014"	S - 2
• Ventura County Housing Market Overview, June 2014	S - 3

***END PY 2013 CAPER EXHIBITS***



<p><b>Section 1-A — Progress in Achieving PY 2010 - 2015 Consolidated (Strategic) Plan Goals</b></p>
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## **Introduction to Resources**

### **Community Development Block Grant (CDBG) Program**

#### **Program Year 2013 CDBG Funds**

The City of Thousand Oaks receives an annual Community Development Block Grant (CDBG) entitlement from the U.S. Department of Housing and Urban Development (HUD). The PY 2013 (July 1, 2013 through June 30, 2014) annual grant totaled \$563,128.

#### **Prior Year CDBG Funds**

In addition, of \$25,791 in prior year CDBG funds carried forward to PY 2013, \$359 representing a reimbursement of social services funding drawn down in error, was returned to HUD. This left a total of \$588,560 in CDBG funding for FY 2013. As shown in Table 1.13 on page 18, \$472,100 of these CDBG funds were expended in PY 2013 and \$116,460 is being carried forward to PY 2014 (July 1, 2014 through June 30, 2015.)

#### **Benefit to Low- and Moderate-Income Residents**

Eighty (80) percent of the City's PY 2013 CDBG funds were used for community development and public/social services activities that primarily benefit lower-income (Low- and Moderate-Income) persons.

For definitional purposes, the term "Low-Income Person" means a member of a households whose gross income is equal to, or less than, the published Section 8 "Very Low-Income" limit established by HUD. Unrelated persons living together shall each be considered as a one-person household for determining gross collective household income.

For definitional purposes, the term "Moderate-Income Person" means a member of a household whose gross income is equal to, or less than, the published Section 8 "Low-Income" limit established by HUD. Unrelated persons living together shall each be considered as a one-person household for determining gross collective household income.

### **Summary of PY 2013 CDBG-funded Activities**

As required by HUD, the City prepared this Consolidated Annual Performance and Evaluation report (CAPER) to describe the City's expenditure of CDBG funds totaling \$472,100 (see table on page 18) in CDBG funds between July 1, 2013 and June 30, 2014.

These CDBG expenditures included funds carried forward to PY 2013 from PY 2012. As of July 1, 2013, the City had a total CDBG budget of \$588,560 including \$25,432 from prior program years (see Table 1.1 on next page) and \$563,128 from the PY 2013 program year CDBG grant.

Following expenditures for low-income housing rehabilitation, day labor site coordination, social services grants, fair housing counseling and program administration totaling \$472,100, the City will carry forward a balance of \$116,460 to program year (PY) 2014.

As described below, \$25,791 of the City's CDBG budget was carried forward from PY 2012.

**Table 1.1: Status of Prior Year CDBG Funds Carried Forward to PY 2013**

CDBG Funds	Activity Description	Activity Status as of June 30, 2014
\$ 24,417	Neighborhood Improvements Program  (Old Town West Master Plan Streetscape Improvements, CI 4298)	Project construction was completed in PY 2012. In the current year, \$2,119 was spent for final labor compliance review and the remaining \$22,298 was transferred to other PY 2013 activities.
\$ 1,015	Bella Vista Apartments 2011 Improvements (HS 9936)	This rehabilitation activity was completed in PY 2012. The balance of \$1,015 was transferred to another PY 2013 activity.
(\$ 359)	United Cerebral Palsy (BG 9832)	After reporting this amount to the City as an approved expense, United Cerebral Palsy advised the City that the funds had been claimed in error and reimbursed the City. Subsequently, the City reimbursed HUD but the funds are no longer showing up in the City's CDBG account.
\$ 25,432	<i>Total PY 2012 Funds Carried Forward to PY 2013</i>	

### **PY 2013 Administrative Cap (Up to 20 Percent)**

A total of \$112,625 (20% of the \$563,128 PY 2013 CDBG entitlement grant) was expended for program administration, including \$12,300 for a Fair Housing counseling program.

### **PY 2013 Public Services Cap (Up to 15 Percent)**

A total of \$83,968 (14.9% of the \$563,128 PY 2013 CDBG entitlement grant) was expended for public/social services.

## PY 2013 CDBG Funding Sources

As shown below, the City's PY 2013 CDBG budget totaled \$588,560 including the PY 2013 CDBG entitlement grant of \$563,128 and \$25,791 in prior year funds.

**Table 1.2: PY 2013 CDBG Entitlement Grant Funding Sources**

<b>1. PY 2013 CDBG Entitlement Grant</b>	<b>\$ 563,128</b>
2. Program Income received:	\$ 0
(a) Amount generated by and deposited to Revolving Loan Funds	\$ 0
(b) Amount received from each new Float-Funded activity	\$ 0
(c) Amount received from a Float-Funded activity described in a prior statement or plan	\$ 0
3. Program Income	\$ 0
4. Proceeds from Section 108 loan guarantees to be used during the year to address priority needs and specific strategic plan objectives	\$ 0
5. Surplus funds from any Urban Renewal Settlement for community development and housing activities	\$ 0
6. Any grant funds returned to the line of credit (LOCCS) for which the planned use has not been included in a prior statement or plan	\$ (359)
<b>7. CDBG funds carried forward from prior years</b>	<b>\$25,791</b>
<b>TOTAL (2013 CDBG Entitlement Grant Plus PY 2012 CDBG Funds)</b>	<b>\$588,560</b>

## PY 2013 Other Funding Sources

### Social Services Endowment Fund (SSEF)

The City annually matches up to 15 percent of its CDBG entitlement grant with at least \$100,000 from the City's Social Services Endowment Fund (SSEF) to provide grant funding to local non-profit organizations delivering social services to lower-income City households. In PY 2013, the City matched \$84,468 in CDBG funds with \$111,342 in matching SSEF grant funds for public and social services, for a total PY 2013 public/social services budget of \$195,810. PY 2013 grants are summarized in **Exhibit D** and highlighted in Section 3 of this Report, "Homeless and Other Special Needs Activities".

## HOME Program

Thousand Oaks is not a HOME funds participating jurisdiction but is eligible to receive HOME funds from the State of California on a project-by-project basis.

## Thousand Oaks Redevelopment Agency (RDA) Housing Set-Aside Funds

The Thousand Oaks Redevelopment Agency (RDA) was dissolved by legislative act AB 1x 26 on February 1, 2012. Prior to that date, the City's RDA was the City's primary source to fund affordable housing activities, to stimulate the economy to create jobs, and to revitalize blighted areas. The City continues to seek alternative funding resources. (See Section 2-A for more information on the City's RDA-funded affordable housing activities prior to February 2012.)

## Strategic Planning

### Demographic Information

According to the California Department of Finance:

As of January 1, 2014, Thousand Oaks's population was estimated at 129,039, an increase of 0.6 percent from the January 1, 2013 population of 128,143.

According to Census 2010, the number of occupied City households is 45,836, and the average household size is 2.73 persons.

The FY 2014 Median Family Income (MFI) for the Oxnard-Thousand Oaks-Ventura Metropolitan Statistical Area (MSA) is **\$88,700**, an increase of .023 percent from the PY 2013 MSA of \$86,700.

According to Census 2010, the racial and Hispanic/Latino ethnicity of the Thousand Oaks populations is as follows:

**Table 1.3: Census 2010 – Race in Thousand Oaks Population (Tables 3A and 3B)**

Race Category	# of Persons	Percentage	
White	101,702	80.3	
Black or African-American	1,674	1.3	
American Indian & Alaska	497	0.4	(Estimate)
Asian	11,043	8.7	
Native Hawaiian & Other Pacific Islander (NHOPI)	146	0.1	(Estimate)
Other Race (1 Race)	6,869	5.4	
Two or More Races	4,752	3.8	
<b>TOTALS</b>	<b>126,683</b>	<b>100.00</b>	
Hispanic or Latino Ethnicity (All Races)	21,341	16.8	



### **Estimated CDBG-Eligible Population in Thousand Oaks**

The City uses CDBG funding, local Social Services Endowment Fund (SSEF) dollars and other resources to support and provide housing and services for the low-income, very low-income and extremely low income City households.

According to the 2010 American Community Survey (Table II-7B), approximately 12,376 (27%) of the City's 45,836 households earn less than \$50,000 annually. Based on a household occupancy rate for Thousand Oaks of 2.73 persons, the population which could benefit from CDBG-funded activities totals 33,786 persons. Households with limited income usually have a higher incidence of housing problems, such as overpayment (paying more than 30% of income on housing) and overcrowding. As show in Table 1.4 below, the 27% of Thousand Oaks households earning less than \$50,000 annually, compares with 35% in that income category in all of Ventura County.

**Table 1.4 Income Distribution – Thousand Oaks vs. Ventura County**

<b>Household Income and Benefits</b>	<b>Thousand Oaks</b>		<b>Ventura County</b>	
	<i>Households</i>	<i>Percent</i>	<i>Households</i>	<i>Percent</i>
Less than \$10,000	1,777	3.9	9,235	3.5
\$10,000 to \$14,999	1,109	2.4	11,258	4.2
\$15,000 to \$24,999	3,079	6.8	21,796	8.2
\$25,000 to \$34,999	2,709	6.0	19,825	7.5
\$35,000 to \$49,999	3,598	7.9	30,816	11.6
\$50,000 to \$74,999	6,086	13.4	45,462	17.1
\$76,000 to \$99,999	5,264	11.6	35,235	13.3
\$100,000 to \$149,999	9,666	21.3	47,914	18.0
\$150,000 to \$199,999	4,683	10.3	21,439	8.1
\$200,000 or more	7,345	16.2	22,924	8.6
<b>Mean (Average)</b>	\$120,468		\$92,290	
<b>Median</b>	\$95,281		\$71,864	

Source: 2010 American Community Survey, Table DP03: Selected Economic Characteristics: 1-Year Estimates

### **Housing Needs of the City's Low-Income Populations**

#### Rental Housing Costs

Affordable housing is the greatest need of the City's lower-income residents, many of whom are employed in local service and retail jobs. According to the National Low Income Housing Coalition's latest survey of rental housing costs, "Out of Reach California 2014", rental housing costs in the Oxnard-Thousand Oaks-Ventura Metropolitan Statistical Area (MSA) are 9.23% higher than the statewide average.

- In 2014 the average Fair Market Rent (FMR) for a 2-bedroom apartment in California is \$1,354/month compared with \$1,479, \$125 higher (+9.23%) in the Oxnard-Thousand Oaks-Ventura MSA for the same size unit.

Also, in the Oxnard-Thousand Oaks-Ventura (MSA) in 2014:

- The Fair Market Rent (FMR) for a 2-bedroom apartment in the MSA is \$1,479, compared with a maximum affordable monthly housing cost of \$665, based on 30% of the household Area Median Income (AMI) totaling \$88,700.
- In order to afford the 2-bedroom unit plus utilities, without paying more than 30 % of income for housing costs, a household must earn \$4,514 monthly or \$54,168 annually. Assuming a 40-hour work week, 52 weeks per year, this level of income translates into a Housing Wage of \$28.44 per hour
- In California, a minimum wage worker earns an hourly wage of \$8.00. In order to afford the \$1,479 FMR for a 2-bedroom apartment in the Oxnard-Thousand Oaks-Ventura MSA, a minimum wage household must work more than 144 hours per week, 52 weeks a year, or the equivalent of 3.6 minimum wage earner(s) working 40 hours per week year-round in order to afford the 2-bedroom FMR.
- In the Oxnard/Thousand Oaks/Ventura MSA, the mean or average renter wage is \$15.20 an hour. In order to afford the FMR for a 2-bedroom apartment in Thousand Oaks at this wage, a single wage earner at the mean renter wage must work 81 hours per week, 52 weeks a year. Or, working 40 hours per week year-round, a Thousand Oaks household must include 1.9 worker(s) earning the mean renter wage in order to afford a 2-bedroom FMR.
- Monthly Supplemental Security Income (SSI) for a California resident is approximately \$853. If SSI represents an individual's sole source of income, \$256 in monthly rent would be considered affordable, while the FMR for a zero-bedroom unit (studio apartment) in Thousand Oaks is \$1,022. The gap between affordable rent and FMR for an SSI recipient is \$766 per month.

#### Housing Ownership Costs

Despite a significant decline in the cost of housing that peaked in 2006, home ownership remains difficult to attain for a sizable proportion of moderate-income professionals such as teachers, police officers, firefighters, nurses and public employees. According to the Zillow Home Value Index, as of June 2014, the median home value in Ventura County is \$489,100. Ventura County home values have increased 11.1% over the past year and Zillow predicts an additional 4.6% in the next year.

In order to afford a mortgage, taxes, insurance and utilities, without paying more than 35% of income for housing costs, a household must earn approximately \$50 per hour. In addition to having a moderate income salary, a potential buyer of a median priced house or condo would need to pay approximately 10% of the purchase price as a down payment and an additional 10% for closing costs which equates to 20% or \$72,000. These costs place home-buying beyond the reach of low income and lower middle-income households.

## **Housing Needs of Special Needs Populations**

### Persons Aged 60 Years and Older

According to the California Department of Aging, the number of persons aged 60 years and older has increased rapidly as the Baby Boomer generation (persons born between 1946 and 1964) reached this milestone between 2000 and 2010, resulting in a 32 percent increase by 2010. Beginning in 2010, 1 in 5 Californians are at least 60 years of age. This population will increase another 38 percent by 2020.

Over time, the elderly population itself becomes “older”. In 1990, the oldest old age group (age 85 years and older) comprised 7 percent of the elderly population, compared to only 2.6 percent in 1950. As of 2000, this group climbed to 9 percent of the population. Between 2030 and 2040, when the first of the Baby Boom generation reaches age 85, the percent of elderly in this oldest age group will reach 14 percent.

The rapid increase in California’s oldest population is best seen when compared to that of the total population. While the total population will approximately double in size between 1990 and 2040, the oldest old will experience a nearly 6-fold increase, growing from just under 300,000 to over 1.7 million persons. As a result, whereas only 1 in 99 persons in 1990 were in the oldest age group, 1 in 34 persons will be in this age group by 2040. Because the oldest often have severe chronic health problems which demand special services, the supply of senior housing and supportive housing units would need to expand rapidly to meet this accelerated demand.

According to Census 2010, Table 1, “Population, Age and Sex Characteristics”, as of April 1, 2010, there were 26,443 persons aged 60 and over in Thousand Oaks, representing 20.8 percent of the total population of 126,683. The number of individuals aged 65 and over was 18,564 (14.6 %).

Using Census 2000 (Table DP-1) percentages as a guide, in PY 2009, 15 % or 6,825 Thousand Oaks households were headed by people aged 65 and over. Of these senior-headed households, 24 percent (1,638) were renters and particularly vulnerable to rising housing costs. As seniors age, they may require assistance to remain independent and eventually may require some form of assisted living. As of 2010, with 18,564 City residents (14.6 %) over age 65, the need for additional supportive housing options remains high.

### Persons with Disabilities

According to Census 2000 (Table QT-P21), 16,534 or 15.2 percent of City residents had a disability. As of 2010, this segment of the population is estimated to have grown to 19,792 persons (estimated 7,197 total households). Disabled persons generally need assistance in the form of special housing design features, income support and in-home supportive devices.

### Large Families

Large households (5 or more members) are estimated to comprise 12% (5,015) of total City households (41,793). Household overcrowding and overpayment particularly impact large renter households.

### Female-Headed Households

Female-headed households comprise a particularly vulnerable special needs group. Census 2010 reports that 10.8 % of City households (4,525 units) are headed by females including 4,160 females with no spouse present and another 2,065 females living with children under the age of 18. Approximately 11% (498 units) of these female-headed households are estimated to be living in poverty.

### **Housing Needs of the Homeless Population**

The County of Ventura (County Executive Office) is the lead coordinator for the regional process to implement the “Recalibrated 10-Year Plan to End Homelessness in Ventura County” (January 2013). Participants in the Ventura County Continuum of Care Alliance (CofC) include the ten cities of Ventura County, the County of Ventura, the Ventura County Homeless and Housing Coalition, Lutheran Social Services, Salvation Army, Society of St. Vincent de Paul, the Rescue Mission, United Way and Ventura County Office of Education.

On January 28, 2014, the Ventura County CofC conducted a count of homeless persons on the streets, in homeless shelters and in transitional housing facilities throughout the County.

- In Thousand Oaks, 65 unsheltered adults and 9 unsheltered children were counted. The number of unsheltered persons counted in Thousand Oaks represents approximately 8% of the County-wide total of 910 persons who lack a permanent home.

To address local homelessness issues, the City is collaborating with the local CofC affiliate, the Conejo Valley Affordable Housing Workgroup, a grassroots group of local stakeholders, to implement the “Recalibrated 10-Year Regional Plan to End Homelessness in Ventura County” (2008-2017), for the Thousand Oaks area. The Plan was recently re-adopted by local governments (in Ventura County), as part of HUD’s regional Continuum of Care process.

The Conejo Valley Affordable Housing Workgroup has tentatively identified its top 3 priorities for Thousand Oaks as:

- Homeless Prevention Programs
- Transitional Housing
- Year-Round Shelter Beds.

These priorities will become the focus of public discussion as the group seeks to collaborate with public and private funders to make additional resources available to end homelessness in Thousand Oaks. Pending implementation of 10-Year Plan objectives, the following resources are available for homeless persons in Thousand Oaks:

- Esseff Village: 50 units of very low-income studio apartments (permanent housing) plus support services for formerly homeless persons and those with disabilities.

- Richmond Terrace: 27 units of very-low income units (permanent housing), including 13 units of supportive housing, for formerly homeless persons with disabilities.
- Hillcrest Villas: 15 units of permanent, supportive housing for homeless persons or families
- Stoll House: 10 transitional housing units for single-parent families with support services.
- Conejo Rotating Winter Shelter: 25 to 30 overnight beds for homeless persons at rotating faith sites between December 1 and March 31, coordinated by Lutheran Social Services.
- Conejo Meals Program: a hot evening meal offered 365 days at rotating faith sites.
- Under One Roof Drop-In Center: Lutheran Social Services offers showers, laundry facilities, mail drop, gas vouchers, job leads and job training to assist homeless persons obtain and retain employment.

## **Geographic Distribution of CDBG–Funded Projects and Minority Concentrations of CDBG-Eligible Populations**

### **Serving the Needs of Minority Persons**

According to Census 2010, the largest minority population in Thousand Oaks are persons of Hispanic or Latino descent (of all races.) This information is summarized in Table 1.3 on page 4. As shown in Table 1.3, 2010 census data indicate the City's second largest minority population (8.7 %) are persons of Asian descent.

According to a 1997 census estimate, the City's Asian population is concentrated (6.5 to 11 percent) in Census Tracts 60, 61, 62, 63, 74 and 75. 2010 census data also show the third largest minority in the City population are Other Race persons totaling 5.4 percent, followed by persons of Two or More Races (3.8 percent), persons of Black or African-American heritage (1.3 percent).

Persons of American-Indian and Alaska Native heritage and those of Native Hawaiian and Other Pacific Islander descent each totaled less than 1 percent of the City's population.

According to a 1997 census estimate, the City's Black residents are concentrated (2.5 to 20 percent) in Census Tracts 61, 66, 69 and 71. The following chart lists some of the City's CDBG projects and the Low and Moderate-Income, minority-concentration areas benefiting from these improvements.

**Table 1.5: Examples of CDBG-Funded Investments and Low-Mod, Minority Concentration Benefit Areas**

Census Tract	Activity
61	Conejo Creek Neighborhood Center - Social Services Delivery Point Conejo Creek Traffic Median and Community Gateway
66	Moorpark Road Masonry Wall
70	Human Services Center - Multiple Social Services Delivery Point Fitzgerald Center - Senior Day Care and Activities
70	Micro-Enterprise Assistance to Coin-Operated Laundry Heritage Park Thousand Oaks Boulevard Streetscape Improvements, Phase 1
71	Esseff Village Affordable Housing, Public Safety Resource Center Commercial Revitalization Program, Thousand Oaks Child Care Center Bella Vista Affordable Housing Improvements Los Feliz Drive Future Affordable Housing Construction Old Town West Master Plan Improvements Day Labor Site Coordination

## Beneficiaries — Minority Populations Served by CDBG-Funded Activities

The following section profiles the minority populations served in the City's low- and moderate-income census tracts.

### Hispanic Population in Census Tract 61

The Conejo Creek Condominiums neighborhood of 540 units is occupied by approximately 3,000 residents (estimated 5.5 persons per household<sup>1</sup>.) 92 percent of the community consists of very low, low and moderate-income Hispanic households. Since 1999, the City of Thousand Oaks has collaborated with local social services providers to address the special needs of this sub-population.

For example, in PY 1998/99, the City used \$100,000 in CDBG funds to construct a traffic median and landscaped/lighted community gateway sign at Avenida de la Plata and Hillcrest Drive. In the same year, the City used \$67,500 in CDBG funds to purchase a condominium unit (1632 Calle Turquesa) for conversion to a public facility, the first Conejo Creek Neighborhood Center.

The Neighborhood Center quickly became the site for public safety outreach activities by the Thousand Oaks Police Department (TOPD); daily educational, social and recreational activities for parents and children offered by local non-profit organizations and a location for homeowner association and Neighborhood Watch meetings. Since the Conejo Creek Neighborhood Center opened in June 1999, the Thousand Oaks Police Department reported a 23 percent decrease in criminal activities. In 2000, Manzanita Elementary School was identified by the State of California as

<sup>1</sup>Estimated by the Conejo Creek Condominiums Association.



the only under-performing public elementary school in Thousand Oaks. Sixty percent of students (approximately 340 children) were found to reside at Conejo Creek and a majority of those children were identified as the sole English speakers in their households.

Assisted by a CDBG grant from the City of Thousand Oaks, the Conejo Recreation and Park District (CRPD) initiated an after-school homework club which was later relocated to Manzanita Elementary School. A collaboration of the CRPD, the City of Thousand Oaks, California Lutheran University, the Conejo Valley Unified School District and the Neighborhoods for Learning, this after-school homework activity provided tutoring by college students, supervised by CRPD staff. The homework club remains active and is supplemented by CRPD-led recreational and social activities for Conejo Creek residents

In 2002, the City donated the 1632 Calle Turquesa property to the Conejo Creek Condominium Association for \$1.00. In turn, the Association agreed to sell the property to a moderate-income, first-time homebuyer and to use the proceeds to build a newer, larger Neighborhood Center. The current Center at 1707 Calle Diamonte was inaugurated in September 2005 and continues to be a vibrant focus for community activities.

### **Assistance to First-Time Home Buyers at Conejo Creek Condominiums (CT 61)**

During the 2000-2005 Consolidated Plan period, the City's Ownership Assistance Program provided mortgage loans totaling \$198,835 to 15 low and moderate-income first-time homebuyers at Conejo Creek, including 11 Hispanic households, 2 Asian households and 2 White households.

### **Housing for Minority Populations (Census Tracts 61, 66, 69, 70, 71)**

#### **Many Mansions (CHDO) Affordable Housing Projects (Census Tracts 69, 71)**

The second largest minority concentration of Hispanic households in the City resides at several affordable housing projects constructed or developed and managed/operated by Many Mansions, a non-profit community organization. Seventy-eight percent (approximately 780 persons) of Many Mansions' tenant population is Hispanic. An additional 7 percent (70 persons) is African-American and 1 percent (8 persons) is of Asian descent.

Many Mansions serves low-income households in the following Census Tract/Block Groups:

*Table 1.6: Many Mansions Affordable Housing Projects (Thousand Oaks)*

Shadow Hills (100 units)	227 E. Wilbur Road	Census Tract 68
Schillo Gardens (28 units)	2825-2861 Los Robles Road	Census Tract 71
Villa Garcia (80 units)	1379-1417 Th. Oaks Boulevard	Census Tract 71
Esseff Village (50 units)	1423-1425 Th. Oaks Boulevard	Census Tract 71
Stoll House (11 units)	Transitional Housing	Census Tract 71
Richmond Terrace Apts (27 units)	760 Warwick Avenue	Census Tract 69
Hacienda de Feliz (25 units)	2906 Los Feliz Drive	Census Tract 71
Bella Vista Apartments (72 units)	2011-2025 Los Feliz Drive	Census Tract 71
Hillcrest Villas Apartments (60 units)	2686-2736 E. Hillcrest Drive	Census Tract 71

To better serve its 86 percent minority population, Many Mansions provides supportive, on-site programs and services to residents not reached by other local service providers. Many Mansions houses several special needs populations including battered women and their children, single parents, the working poor, homeless persons, the disabled, and seniors not able to afford market-rate rents. This housing is supplemented by an extensive Resident Services program, including a daily homework/literacy program.

**Area Housing Authority of the County of Ventura (AHA)  
Affordable Housing Projects (Census Tracts 65, 69, 70, 71)**

The Area Housing Authority of the County of Ventura operates the following public housing properties in Thousand Oaks:

**Table 1.7: Public Housing (Federally Owned) Managed by  
Area Housing Authority**

Fiore Gardens (50 Family Units)	370 Hillcrest Drive	Census Tract 70
Florence Janss (64 Senior Units)	190-210 Brazil Street	Census Tract 70
Leggett Court (49 Family units)	1824 Los Feliz Drive	Census Tract 71

Current ethnic information for Area Housing Authority's Thousand Oaks public housing tenants is as follows:

**Table 1.8: Ethnicity of Tenants  
at T.O. Public Housing Units**

Hispanic	59	38%
Non-Hispanic	97	62%
White	137	88%
Asian	13	8%
Black	4	3%
Am. Indian	2	1%
<b>Total</b>	<b>156</b>	<b>100%</b>

AHA also owns and manages the following Section 8 rental properties:

**Table 1.9: Affordable Housing in Thousand Oaks Owned and Managed by  
Area Housing Authority (AHA)**

Glenn Oaks (39 Senior units)	145 E. Wilbur Road	Census Tract 70
Los Arboles (44 Family units)	801-886 Calle Haya	Census Tract 65
Royal Oaks (5 Family units)	3210 Royal Oaks Drive	Census Tract 71
Sunset Villas (11 family units)	90-110 Sunset Drive	Census Tract 71
Oak Creek (57 Senior units)	367 Thousand Oaks Bl.	Census Tract 70

The ethnic profile for these tenants is as follows:

<b>Table 1.10: Ethnicity of Section 8 Tenants at AHA-owned Housing Units in Thousand Oaks</b>		
Hispanic	151	27%
Non-Hispanic	418	73%
White	504	89%
Asian	30	5%
Black	31	5%
Am. Indian	4	1%
<b>Total</b>	<b>569</b>	<b>100%</b>

The Area Housing Authority also manages supportive services for its residents including youth recreation and esteem-building activities, adult education scholarships, summer day camp, teen program, school incentive program, English as a second language, after-school tutoring and other activities.

### **Delivery of Social Services to Minority Populations**

The City of Thousand Oaks has a long history of supporting local delivery of public and social services. For example, in PY 1997, the City acquired the Human Services Center with funding including \$615,000 in CDBG funds. Called “Under One Roof”, the building at 80 East Hillcrest Drive houses a dozen providers of social services. The location of these service providers “under one roof” facilitates the creation of a safety net for clients who, according to their needs, can be referred from one agency to another to implement the Continuum of Care concept.

Located in low/moderate Census Tract 70, and near to low/mod Census Tracts 68 and 69, in PY 2013, the Under One Roof facility housed the following social services providers:

**Under One Roof** providers include Community Conscience, Conejo Free Clinic, Conejo Pregnancy Center, Conejo Youth Employment Service, County of Ventura Human Services Agency, Food Forward, Holy Family Services, Hospice of the Conejo, Interface Children and Family Services, Lutheran Social Services Community Care Center, Senior Concerns Bargain Boutique, Ventura County Jewish Family Services, and Villa Esperanza Services.

Other primary social service delivery points in the community are:

**Fitzgerald Center**, 401 Hodencamp Road (Conejo Valley Senior Concerns)

**Goebel Senior Adult Center**, 1375 Janss Road (Conejo Recreation and Park District)

**Shadow Hills Community Room**, 227 E. Wilbur Road (Many Mansions)

**Villa Garcia Community Room**, 1379 Thousand Oaks Boulevard (Many Mansions)

**Hacienda de Feliz**, 2906 Los Feliz Drive (Many Mansions)

**Conejo Creek Neighborhood Center**, 1707 Calle Diamonte, Newbury Park (Conejo Recreation and Park District).

**Exhibit D** lists PY 2013 social services funded with \$84,468 in CDBG funds and \$111,342 in City of Thousand Oaks Social Services Endowment Fund (SSEF). The percent of minority persons receiving CDBG-funded social services in Thousand Oaks, compared to their representation in the general population, is as follows:

In PY 2013, the total low-income population receiving CDBG-funded social services was 7,232 or 5.60% of the City's January 2014 population of 129,039 (estimated by the California Department of Finance). Of the lower-income persons assisted with these social services:

- 37.82% (2,735 persons) of the population receiving social services are ethnically Hispanic persons (of all races). This percentage is more than two times the group's representation in the population at large (16.8 %) as reported in Census 2010.
- The percentage (1.95%) of Black or African-American persons receiving services is the same as the group's representation in the population at large (1%) although the total number receiving services is small (141 persons).
- Asians receiving social services comprised 5.68% of the total services population compared with 8.7 % of Asians in the population at large. The total number of Asians receiving social services in Thousand Oaks in PY 2013 totaled 411.

### **Summary of Minority Population Information**

The City's minority populations are primarily Hispanic and are concentrated in Census Tracts 61, 66, 69, 70 and 71.

In PY 2013, the City used federal CDBG funds to support housing rehabilitation for low-income households in Census Tract 71. Prior to February 1, 2012 when California redevelopment agencies were abolished, 20 percent of Redevelopment Agency revenue, the "housing set-aside" was used to support activities including first-time homebuyer programs, to assist the Conejo Creek Condominiums Association, Many Mansions and the Area Housing Authority of the County of Ventura to provide affordable housing and life-enhancing supportive services for these populations.

- 92 percent of the Conejo Creek Condominiums population is Hispanic;
- 86 percent of Many Mansions affordable housing tenants are minorities; and
- 36 percent of public housing and Section 8 tenants are Hispanics, compared with 16.8 percent Hispanic households in the total population.

- Minority residents receive a variety of social services from sites including the Human Services Center (Under One Roof), Goebel Senior Adult Center, Fitzgerald Center, Conejo Creek Neighborhood Center, and in community rooms at Many Mansions' and Area Housing Authority affordable housing complexes.

**The tables on the following pages show the number of lower-income Thousand Oaks residents assisted with CDBG-supported social services in PY 2013.**

**Table 1.11: Racial and Ethnic Profile of Lower-Income Persons Assisted with CDBG-funded Public Services (7/1/13 – 6/30/14)**

Provider	A Hispanic Ethnicity	Race Categories										Total B - K
		B	C	D	E	F	G	H	I	J	K	
Conejo Free Clinic	416	876	65	140	20	3	11	6	7	2	60	1,190
Long Term Care	507	2,986	9	241	11	-	-	-	-	-	-	3,247
Lutheran Social Services	503	696	57	9	8	4	2	-	3	-	255	1,034
Senior Concerns - Meals	10	166	1	3	-	3	1	-	-	-	-	174
Westminster Free Clinic	1,295	1,504	9	18	4	8	-	-	-	-	14	1,557
United Cerebral Palsy	4	30	-	-	-	-	-	-	-	-	-	30
<b>TOTALS</b>	<b>2,735</b>	<b>6,258</b>	<b>141</b>	<b>411</b>	<b>43</b>	<b>18</b>	<b>14</b>	<b>6</b>	<b>10</b>	<b>2</b>	<b>329</b>	<b>7,232</b>

		# Persons	Percent				# Persons	Percent
A.	Hispanic Ethnicity (All Races)	2,735	37.82		I.	Black /African-American and White	10	0.14
B.	White	6,258	86.53		J.	Amer. Indian/Alaskan Native & Black	2	0.03
C.	Black/African American	141	1.95		K.	Other Multi-Racial	329	4.55
D.	Asian	411	5.68					
E.	American Indian/ Alaskan Native	43	0.59					
F.	Native Hawaiian/Other Pacific Islander	18	0.25		L.	Female Household Heads: # persons	577	7.98
G.	American Indian/Alaskan Native & White	14	0.19		M.	Disabled Persons: # persons	2,913	40.28
H.	Asian and White	6	0.08		N.	Seniors: #: persons	3,797	52.50

## Comparing PY 2013 Action Plan Goals to Actual Public Services Accomplishments

The following chart compares PY 2013 Action Plan public services goals with actual results achieved. The number of *estimated* clients includes moderate-income as well as CDBG-eligible low-income persons. The number of *actual* clients lists only those whose incomes qualify them to be assisted with CDBG funds.

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**Table 1.12: Estimated and Actual Number of Low-Income Persons  
Benefiting from PY 2013 CDBG-Funded Public Services**

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	# Estimated Clients	# Actual Clients	Difference + or (-)
Conejo Free Clinic	1,000	1,190	+190
Long Term Care	3,000	3,247	+247
Lutheran Social Services	1,000	1,034	+34
Senior Meals on Wheels	180	174	-6
Westminster Free Clinic	950	1,557	+607
United Cerebral Palsy	30	30	-
Totals	6,160	7,232	+1

## PY 2013 CDBG Program Expenditures

**The following table describes the City's CDBG expenditures of \$469,087 for community development activities, public/social services and program administration activities from July 1, 2013 through June 30, 2014.**

These CDBG-funded activities are also described in Section 1-B, Activity Summary Sheets, detailing the nature, location, beneficiaries and accomplishments of each activity.

**◆ City of Thousand Oaks ◆ CDBG Program ◆ PY 2013 CAPER**

**Table 1.13: FY 2013 – 2014 (PY 2013) CDBG PROGRAM EXPENDITURES**

This table summarizes City's CDBG-funded expenditures from 7/1/13 through 6/30/14 and includes unspent CDBG funds from prior years

Balance 6/30/13	Project	PY 2013 Allocations	Amendments	Total Budget	PY 2013 Expenses	Balance 6/30/14
<b>\$25,432</b>	<b>Capital Projects ( 50% )</b>	<b>\$ 269,035</b>	<b>-0-</b>	<b>\$ 294,467</b>	<b>\$ 179,914</b>	<b>\$114,553</b>
24,417	Old Town West Street Improvements CI 4298	-0-	(22,298) <sup>B.</sup>	2,119	2,119	-0-
1,015	Bella Vista 2011 Improvements HS 9936	-0-	(1,015) <sup>B.</sup>	-0-	-0-	-0-
-0-	Non-Profit Capacity Building (Future Shelter) HS 9937	60,000	(60,000) <sup>A.</sup>	-0-	-0-	-0-
-0-	Bella Vista 2013 Improvements HS 9939	151,535	+13,465 <sup>B.</sup>	165,000	162,767	2,233
-0-	Single-Family Low-Income Residential Rehab HS 9939	57,500	+ 67,500 <sup>B.</sup>	125,000	15,028	109,972
<b>-0-</b>	<b>Uncommitted Funds</b>	<b>-0-</b>	<b>2,348</b>	<b>2,348</b>	<b>-0-</b>	<b>2,348</b>
-0-	Uncommitted Funds	-0-	+2,348 <sup>B.</sup>	2,348	-0-	2,348
<b>\$ -0-</b>	<b>Code Enforcement ( 14% )</b>	<b>\$ 97,000</b>	<b>-0-</b>	<b>\$97,000</b>	<b>\$ 95,593</b>	<b>\$ 1,407</b>
0-	Day Labor Site Code Enforcement BG 2025	97,000	-0-	97,000	95,593	1,407 <sup>C.</sup>
<b>\$ 359</b>	<b>Public Services ( 15% )</b>	<b>\$ 84,468</b>		<b>\$ 84,468</b>	<b>\$ 83,968</b>	<b>\$ 500</b>
-0-	Conejo Free Clinic BG 9816	15,000	-0-	15,000	14,500	500
-0-	Long Term Care BG 9821	15,000	-0-	15,000	15,000	-0-
-0-	Luth Soc Services BG 9822	19,468	-0-	19,468	19,468	-0-
-0-	Meals on Wheels BG 9818	20,000	-0-	20,000	20,000	-0-
-0-	West. Free Clinic BG 2026	10,000	-0-	10,000	10,000	-0-
359	United Cerebral Palsy BG 9832	5,000	(359) <sup>D.</sup>	5,000	5,000	-0-
<b>\$-0-</b>	<b>Administration ( 20% )</b>	<b>\$ 112,625</b>	<b>-0-</b>	<b>\$112,625</b>	<b>\$112,625</b>	<b>-0-</b>
-0-	Administration BGADMN	90,325	-0-	90,325	90,325	-0-
-0-	Fair Housing BGADMN	12,300	-0-	12,300	12,300	-0-
-0-	Ventura County 2015-2019 Con Plan Consortium	10,000	-0-	10,000	10,000	-0-
<b>\$ 25,791</b>	<b>CDBG Program ( 100% )</b>	<b>\$ 563,128</b>	<b>(359)</b>	<b>\$ 588,560</b>	<b>\$ 472,100</b>	<b>\$ 116,460</b>

**Amendments to PY 2013-14 CDBG Action Plan**

- A. (Major) Amendment # 1 (10/22/13 – approved by the City Council)  
 \$60,000 from Non-Profit Capacity Building to Single-Family  
 Residential Rehab \$60,000
- B. (Minor) Amendment # 2 (11/27/13) – approved by the City Manager  
 \$13,465 from Old Town West to Bella Vista 2013 \$ 13,465  
 7,500 from Old Town West to Single-Family Rehab 7,500  
 1,333 from Old Town West to Unallocated Funds 1333  
 \$ 22,298  
 \$ 1,015 from 2011 Bella Vista to Unallocated Funds \$ 1,015
- C. Sub-recipient reimbursement to City for computer purchase \$ 1,407
- D. Amount drawn down in error in 2012; funds returned to HUD. (359.00)





**Section 1-B – PY 2013 Progress During Program Year**  
**CDBG Activity Summary Sheets**  
**(Accomplishments)**

**CAPITAL PROJECTS**

IDIS Project ID: 2013-7      IDIS Activity ID: 352      Local ID: HS 9939

Name: *Bella Vista 2013 Improvements*

Activity: Storm drain and sewer line repairs and improvements; concrete walkway repairs; tree trimming.

**Funding Summary:**

PY 2011 Carry Over Funds	\$ -0-
PY 2013 CDBG Allocation	\$ \$151,535
PY 2013 Transfer from CI 4298	\$ 13,465
Revised Budget	\$ \$165,000
PY 2013 Draw Down	\$ (165,000)
Balance Forward to PY 2014	\$ -0-

Project Eligibility: 14-B 570.202

National Objective: Low/Mod Housing Benefit

Census Tract: See below.

Low/Mod

Population: Project serves 170 low- and very low-income residents of the Bella Vista Apartments, located on Los Feliz Drive in Census Tract/Block Group 71.2.

Description: Priority rehabilitation at a 72-unit affordable rental complex owned and managed by non-profit housing corporation Many Mansions.

Justification: The improvement of buildings and systems at this 72-unit rental apartment complex is critical for ensuring public health and welfare.

Activity Summary: During PY 2013, the City provided a CDBG grant to sub-recipient and non-profit residential developer/manager Many Mansions for improvements at the 72-unit, affordable rental complex, the Bella Vista Apartments located at 2013, 2015 and 2021 Los Feliz Drive.

Project Output: Storm drain and sewer line repairs and improvements; concrete walkway repairs; tree trimming.

*Project Outcome:* Improved living environment, decent housing for 72, low- and very low-income City households.

*Outcome*

*Measurement:* Increase in well-being and decent housing for all Bella Vista tenants.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Bella Vista 2013 Apartments Improvements**

**Objective** for this Low/Mod Area  
Benefit Activity:

**Decent Housing**

**Outcome** for this Low/Mod Area  
Benefit Activity:

**Sustainability**

	Outcome 1: Availability/Accessibility	Outcome 2: Affordability	<b>Outcome 3: Sustainability</b>
OBJECTIVE #1 Suitable Living Environment	Accessibility for the purpose of creating Suitable Living Environments	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	<b>Sustainability for the purpose of providing Decent Housing</b>
OBJECTIVE #3 Economic Opportunity	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged	
2. # Households Assisted	# Persons Assisted: 72 L/M persons
3. Income Levels of Persons Assisted	# Moderate-Income Persons: -0- # Low-Income Persons: 72
4. Race, Ethnicity and Disability Data	N/A

**SPECIFIC INDICATORS: LOW/MOD AREA ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Facility or Infrastructure Benefit	-0-
6. # Persons Assisted with Improved Access to a Facility or Infrastructure Benefit	170
7. # Persons No longer having (or continuing to have) access to a Substandard Facility or Infrastructure	-0-

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◆ *City of Thousand Oaks* ◆ *CDBG Program* ◆ *PY 2013 CAPER*

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IDIS Project ID: 2013-5

IDIS Activity ID: 354

Local ID:

HS 9939

Name: *Single-Unit Residential Rehabilitation*

Activity: CDBG grants of up to \$10,000 to very low-income owner-occupants of single-family units, including mobile homes, for critical and essential repairs.

**Funding Summary:**

PY 2013 CDBG Allocation	\$ \$ 57,500
PY 2013 Transfer # 1 (Major) Amendment	+ \$ 60,000
PY 2013 Transfer # 2 (Minor) Amendment	+ \$ 7,500
Revised Budget	\$ 125,000
PY 2013 Draw Down	\$ 15,028
Balance Forward to PY 2014	\$ 109,972

Project Eligibility: 14-B 570.202

National Objective: Low/Mod Housing Benefit

Census Tract: See below.

Low/Mod Population: Project serves very low-income persons who must document their income to the City's consultant. Incomes cannot exceed the HUD 2014 Section 8 income limits.

Description: The City placed display ads in the local free newspaper, the Thousand Oaks Acorn and received 166 paper applications clipped from the paper and/or sent by e-mail to the City staff. A random drawing of 10 names was conducted in the Community Development Department and these applicants are invited to apply for a rehabilitation grant of up to \$10,000.

Justification: Very low-income single-family owner-occupants are at risk of injury or harm if they cannot afford to make critical repairs and improvements at their residence. This program seeks to help as many of these households as the budget permits.

Activity Summary: During PY 2013, the City's consultant qualified up to 10 very low-income owner-occupants for essential improvements including mobile home owners.

Project Output: Structural repairs, roofs, insulation, electrical and plumbing, heating and cooling, access improvements for the disabled.

Project Outcome: Improved living environment, decent housing for up to 10 very low-income City households.

**Outcome**

Measurement: Increase in well-being and decent housing for all Bella Vista tenants.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Single-Family Unit Rehabilitation**

**Objective** for this Low/Mod Area  
Benefit Activity:

**Decent Housing**

**Outcome** for this Low/Mod Area  
Benefit Activity:

**Sustainability**

	Outcome 1: Availability/Accessibility	Outcome 2: Affordability	<b>Outcome 3: Sustainability</b>
OBJECTIVE #1 Suitable Living Environment	Accessibility for the purpose of creating Suitable Living Environments	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	<b>Sustainability for the purpose of providing Decent Housing</b>
OBJECTIVE #3 Economic Opportunity	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged	
2. # Households Assisted	9
3. Income Levels of Persons Assisted	# Low-Income Households: 9
4. Race, Ethnicity and Disability Data	N/A

**SPECIFIC INDICATORS: LOW/MOD AREA ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Facility or Infrastructure Benefit	-0-
6. # Persons Assisted with Improved Access to a Facility or Infrastructure Benefit	9
7. # Persons No longer having (or continuing to have) access to a Substandard Facility or Infrastructure	-0-

IDIS Project ID: 2011-2

IDIS Activity ID: 317

Local ID: HS 9937

Name: *Non-Profit Capacity Building*

Activity: Assistance to Many Mansions and the Conejo Workforce Housing Workgroup for non-profit, capacity building activities for a future year-round emergency shelter for single-parent families.

*Funding Summary:*

PY 2011 Carry Over Funds	\$ -0-
PY 2013 CDBG Allocation	\$ 60,000
PY 2013 Transfers to Other Activities	\$ (60,000)
Revised Budget	\$ -0-
Forward to PY 2014	\$ -0-

*Project Eligibility:* 19-C Non-Profit Organizations, Capacity Building

*National Objective:* Low/Mod Income Benefit

*Census Tract:* Census Tract 61, Block Group 1.

*Low/Mod Population:* Project would serve a low/mod limited clientele.

*Description:* Non-profit capacity building activities for future development of a year-round emergency shelter for homeless single-parent families.

*Justification:* Objective meets a critical community need and is a component of the local Continuum of Care and the Recalibrated 10-Year Plan to End Homelessness in Ventura County.

*Activity Summary:* During PY 2012, local non-profit organization Many Mansions used CDBG funds for organizational capacity building to better serve extremely low-income and homeless persons in our community. Activities included staff development and training related to housing options for extremely low-income and homeless persons in the community, particularly homeless shelters and homeless prevention and/or rapid re-housing.

In June 2013, the Ventura County Board of Supervisors approved the purchase of land for a new Fire Station # 35 in the Newbury Park section of Thousand Oaks. The site of the current fire station at West Hillcrest Drive at southern terminus of Lawrence Drive has been proposed by non-profit housing corporation Many Mansions to be re-purposed as a year-round homeless shelter for single-parent families. However, Ventura County officials will not make a decision on the future disposition of the current site until at least 2016. Until such time as Many Mansions could obtain site control to pursue conversion of the site for a homeless shelter, no funding is currently needed.

With the concurrence of Many Mansions, the Thousand Oaks City Council agreed on October 22, 2013 to cancel its current year CDBG allocation for a future year-round homeless shelter and to transfer those funds to other CDBG-funded priorities.

For more information, please see page 55 for a description of (Substantial) Amendment No. 1 and the transfer of \$60,000 to other activities.

*Project Output:* Some of the new skills and information learned were the available local/state/federal programs, local shelter requirements/codes and best practices from homeless services and shelter providers in the region.

*Project Outcome:* The increase in organizational capacity has and will enable Many Mansions to revitalize neighborhoods and increase economic development by helping to get extremely low-income and homeless families off the streets, linked to available services and into permanent housing.

*Outcome Measurement:* Increased organizational capacity toward the future development of a year-round emergency shelter facility for homeless, extremely low-income, single-parent families.



**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Non-Profit Capacity Building**

**Objective** for this Low/Mod  
Limited Clientele Benefit Activity:

**Suitable Living Environment**

**Outcome** for this Low/Mod  
Limited Clientele Benefit Activity:

**Availability/Accessibility**

	Outcome 1: Availability/Accessibility	Outcome 2: Affordability	Outcome 3: Sustainability
<b>OBJECTIVE #1 Suitable Living Environment</b>	<b>Accessiblilty for the purpose of creating Suitable Living Environments</b>	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
OBJECTIVE #2 Decent Housing	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
OBJECTIVE #3 Economic Opportunity	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged	
2. # Persons Assisted	# Persons Assisted: Est. 120 L/M persons annually
3. Income Levels of Persons Assisted	# Moderate-Income Persons: -0- # Low-Income Persons: -0-
4. Race, Ethnicity and Disability Data	N/A

**SPECIFIC INDICATORS: LOW/MOD AREA ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Facility or Infrastructure Benefit	-0-
6. # Persons Assisted with Improved Access to a Facility or Infrastructure Benefit	-0-
7. # Persons No longer having (or continuing to have) access to a Substandard Facility or Infrastructure	-0-

### CODE ENFORCEMENT ACTIVITY

IDIS Project ID: 2013-04      IDIS Activity ID: 347      Local ID: BG 2025

Name: *Day Labor Site*

Activity: *Code Enforcement Activities at 3120 Royal Oaks Drive*

Funding Summary:      PY 2013 Project Budget:      \$ 97,000  
                                 PY 2013 Draw Down:      \$ 95,593  
                                 Forward to PY 2014      \$ -0-

Project Eligibility: 15 -- Code Enforcement

National Objective: Low / Mod Area Benefit

Service Area: The southwestern quadrant of Census Tract 0071, Block Group 2 located south of Thousand Oaks Boulevard, west of Hampshire Road and east of Conejo School Road.

Low/Mod  
Population: 67.5 percent Low and Moderate-Income Households in Census Tract 71, Block Group 1 and 63.3 percent Low and Moderate-Income Households in Census Tract 71, Block Group 2.

Description: Code enforcement activity at the designated outdoor location for day laborers to meet employers.

Justification: In 2002, local day laborer activity was relocated from a residential neighborhood, where conflicts with homeowners and residents were frequent, to a public greenbelt area adjacent to the U.S. 101 freeway northbound on-ramp on the west side of Hampshire Road, south of Royal Oaks Drive.

Activity Summary: In PY 2013, the City continued contracting with a non-profit organization to provide two, part-time bilingual coordinators who help enforce traffic and parking laws and discourage jaywalking and loitering by approximately 50 day laborers from 6 am to Noon daily. The City's CDBG-funded activity at the Day Labor Site ended on June 30, 2014. During PY 2013, the subrecipient reimbursed the City for \$1,407 expended for a computer/software purchased in a prior year.

Project Output: Code enforcement and compliance at the City's designated Day Labor gathering site.

Project Outcome: Orderly day laborer activity in a public greenbelt facilitates the hiring of very low-income workers by local employers while maximizing compliance with local traffic and parking restrictions.

Outcome  
Measurement: The contractor provides monthly activity reports and has indicated that the use benefits low and very low-income workers to find temporary work.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Day Labor Site (BG 2025)**

**Objective** for this Low/Mod Area  
Benefit Activity:

**Suitable Living Environment**

**Outcome** for this Low/Mod Area  
Benefit Activity:

**Sustainability**

	Outcome 1: Availability/Accessibility	Outcome 2: Affordability	Outcome 3: Sustainability
<b>OBJECTIVE #1 Suitable Living Environment</b>	Accessibility for the purpose of creating Suitable Living Environments	Affordability for the purpose of creating Suitable Living Environments	<b>Sustainability for the purpose of creating Suitable Living Environments</b>
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
<b>OBJECTIVE #3 Economic Opportunity</b>	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged	-0-
2. # Persons Assisted	# Persons Assisted: 350
3. Income Levels of Persons Assisted	# Low-Income Persons: -0- # Very Low-Income Persons: 350
4. Race, Ethnicity and Disability Data	Estimated 99% Hispanic Ethnicity

**SPECIFIC INDICATORS: LOW/MOD AREA ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Facility or Infrastructure Benefit	-0-
6. # Persons Assisted with Improved Access to a Facility or Infrastructure Benefit	350
7. # Persons No longer having (or continuing to have) access to a Substandard Facility or Infrastructure	-0-

**PUBLIC / SOCIAL SERVICES**

IDIS Project ID: 2013-04      IDIS Activity ID:      361      Local ID:      BG 9816

Name:      *Conejo Free Clinic*  
Activity:      *Medical Exams and Lab Tests*

Funding Summary:      PY 2013 Funds Allocation:      \$      15,000  
                                 PY 2013 Draw Down:      \$      14,500  
                                 Forward to PY 2014      \$      500

Project Eligibility:      05 Public Services (General) [570.201(e)]

National Objective:      Benefits Low/Mod Income Persons

Census Tract:      Community Wide

Low-Income  
Population:      1,190 primarily lower-income persons were served from the City's Human Services Center ("Under One Roof") at 80 E. Hillcrest Drive in low/mod Census Tract 70

Description:      This grant provided funds for free medical exams and low-cost routine and diagnostic lab tests for low and very-low income persons without medical insurance. Without this resource, the persons served might otherwise go undiagnosed or untreated.

Justification:      The Clinic serves the unemployed, uninsured, homeless and all others who have no access to medical care.

Activity Summary:      In PY 2013, this program provided routine medical exams and lab tests to persons otherwise unlikely to receive medical attention. Program funding is used to cover costs for those who cannot afford to pay for care. An adult vaccine clinic is a collaboration with the Thousand Oaks Rotary Club.

Project Output:      Medical exams, lab tests, medication, counseling for non-insured, lower-income persons.

Project Outcome:      Helps prevent spread of communicable diseases; provides diagnosis of and treatment of conditions that would otherwise go untreated.

Measurement:      Improved public health; medical care and treatment for those who cannot afford to pay.

Client Profile:      Ethnic and demographic information of persons served and services provided is shown in the table on the following pages.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Conejo Free Clinic**

**Objective** for this Limited Clientele  
– Public Services Activity:

**Suitable Living Environment**

**Outcome** for this Limited Clientele  
– Public Services Activity:

**Availability/Accessibility**

	<b>Outcome 1: Availability/Accessibility</b>	<b>Outcome 2: Affordability</b>	<b>Outcome 3: Sustainability</b>
<b>OBJECTIVE #1 Suitable Living Environment</b>	<b><i>Accessibility for the purpose of creating Suitable Living Environments</i></b>	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
<b>OBJECTIVE #3 Economic Opportunity</b>	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged

2. # Persons Assisted	# Persons Assisted:	1,190
3. Income Levels of Persons Assisted	# Extremely Low-Income Persons	732
	# Low-Income Persons:	169
	# Moderate-Income Persons:	165
	# Non Low-Mod Persons	124
4. Race, Ethnicity and Disability Data	See table on next page.	

**SPECIFIC INDICATORS: PUBLIC SERVICE ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Service	1,190
6. # Persons Assisted with Improved Access to a Service	-0-
7. # Persons No longer having (or continuing to have) access to a substandard service	-0-

**FY 2013-14 Statistical Summary for  
Grant-Funded Social Services Activities**

**QUARTER:** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☒ 4<sup>th</sup> (check one)

**GRANTEE NAME:** Conejo Free Clinic

**PROGRAM NAME:** MEDICAL SERVICES PROGRAM

**CLIENTS SERVED BY HOUSEHOLD INCOME CATEGORIES (UNDUPLICATED)**

	<i>Total Client This Qtr.</i>	<i>Total Client This Year</i>
a. Extremely Low-Income (0-30% AMI):	169	732
b. Low-Income (31-50% AMI):	42	169
c. Moderate-Income (51-80% AMI):	37	165
d. Non-Low/Moderate-Income (< 81% AMI):	28	124
<b>Total Clients Served* (a + b + c + d):</b>	<b>276</b>	<b>1190</b>
Total Clients Served total must equal Race totals below.		

**RACE & ETHNICITY CATEGORIES**

		<i>Race</i>		<i>ETHNICITY HISPANIC CULTURE</i>	
		<i>This Qtr.</i>	<i>This Year</i>	<i>This Qtr.</i>	<i>This Year</i>
1.	White	209	876	98	416
2.	Black/African American	16	65		
3.	Asian	32	140		
4.	American Indian/Alaska Native	5	20		
5.	Native Hawaiian/Other Pacific Islander	1	3		
6.	American Indian/Alaska Native <i>and</i> White	4	11		
7.	Asian <i>and</i> White	2	6		
8.	Black/African American <i>and</i> White	2	7		
9.	Amer. Indian/Alaska Native <i>and</i> Black/African American	0	2		
10.	Other Multi-Racial	5	60		
<b>Total Race* and Ethnicity (add rows 1 thru 10):</b>		<b>276</b>	<b>1190</b>	<b>98</b>	<b>416</b>
Total Race totals must equal Total Clients Served totals above.					

**DEMOGRAPHIC INFORMATION**

	<i>This Qtr.</i>	<i>This Year</i>
Total Clients in Female-Headed Households:	4	7
Total Disabled Clients served:	1	8
Total Elderly served (age 62 years and older):	42	193

**Report Totals:**

**The total for 'Client Served' and the total for 'Race' must equate to the same number.**

✓ 158  
7/10/14

IDIS Project ID: 2013-04 IDIS Activity ID: 358 Local ID: BG 9821

Name: Long Term Care Senior Ombudsman Program

Activity: Public Services Grant

Funding Summary: PY 2013 Funds Allocation: \$ 15,000  
PY 2013 Draw Down: \$ 15,000  
Forward to PY 2014: \$ -0-

Project Eligibility: 05 Public Services (General) [570.201(e)]

National Objective: Benefits Low/Mod Income Seniors

Census Tract: Community Wide in Long Term Care or Nursing Home Facilities

Low/Mod Population: 3,247 predominately low-income, disabled seniors were served in PY 2013.

Description: Program trains volunteers to make unannounced visits to long-term care and nursing home facilities to advocate for residents, investigate abuse complaints and help ensure quality care for vulnerable and frail seniors, as required by law.

Justification: Mandated by federal government.

Activity Summary: In PY 2013, State-certified Ombudsman program volunteers provided the following services.

Project Output: 1,262 visits (2,017 hours) by trained volunteers at 63 long-term care facilities.

Project Outcome: 305 abuse cases were handled and resolved; 428 non-compliant related problems were resolved; 11 advanced health care directives were witnessed; 26 families received pre-admission counseling for their loved ones; 125 resident councils were attended; 2 family councils were attended.

Outcome Measurement: Statistics provided to California Department on Aging and U.S. Department of Aging.

Client Profile: Ethnic and demographic information of persons served and services provided is as follows.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS** for Long Term Care Services

**Objective** for this Limited Clientele

– Public Services Activity:

**Suitable Living Environment**

**Outcome** for this Limited Clientele

– Public Services Activity:

**Availability/Accessibility**

	<b>Outcome 1: Availability/Accessibility</b>	<b>Outcome 2: Affordability</b>	<b>Outcome 3: Sustainability</b>
<b>OBJECTIVE #1 Suitable Living Environment</b>	<b><i>Accessibility for the purpose of creating Suitable Living Environments</i></b>	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
<b>OBJECTIVE #3 Economic Opportunity</b>	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged		
2. # Persons Assisted		3,247
3. Income Levels of Persons Assisted	# Extremely Low-Income Persons	812
	# Low-Income Persons	1,136
	# Moderate-Income Persons:	650
	# Non LowMod Persons	649
4. Race, Ethnicity and Disability Data	See table on next page.	

**SPECIFIC INDICATORS: PUBLIC SERVICE ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Service	3,247
6. # Persons Assisted with Improved Access to a Service	-0-
7. # Persons No longer having (or continuing to have) access to a substandard service	-0-



**FY 2013-14 Statistical Summary for  
Grant-Funded Social Services Activities**

**QUARTER:** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☒ 4<sup>th</sup> (check one)

**GRANTEE NAME:** Long Term Care Services of Ventura County, Inc.

**PROGRAM NAME:** LONG TERM CARE OMBUDSMAN PROGRAM

**CLIENTS SERVED BY HOUSEHOLD INCOME CATEGORIES (UNDUPLICATED)**

	<i>Total Client This Qtr.</i>	<i>Total Client This Year</i>
a. Extremely Low-Income (0-30% AMI):	218	812
b. Low-Income (31-50% AMI):	305	1136
c. Moderate-Income (51-80% AMI):	174	650
d. Non-Low/Moderate-Income (< 81% AMI):	174	649
<b>Total Clients Served* (a + b + c + d):</b>	<b>871</b>	<b>3247</b>
Total Clients Served total must equal Race totals below.		

**RACE & ETHNICITY CATEGORIES**

		<i>Race</i>		<i>ETHNICITY HISPANIC CULTURE</i>	
		<i>This Qtr.</i>	<i>This Year</i>	<i>This Qtr.</i>	<i>This Year</i>
1.	White	801	2986	136	507
2.	Black/African American	82	9		
3.	Asian	65	241		
4.	American Indian/Alaska Native	3	11		
5.	Native Hawaiian/Other Pacific Islander				
6.	American Indian/Alaska Native <i>and</i> White				
7.	Asian <i>and</i> White				
8.	Black/African American <i>and</i> White				
9.	Amer. Indian/Alaska Native <i>and</i> Black/African American				
10.	Other Multi-Racial				
<b>Total Race* and Ethnicity (add rows 1 thru 10):</b>		<b>871</b>	<b>3247</b>	<b>136</b>	<b>507</b>
Total Race totals must equal Total Clients Served totals above.					

**DEMOGRAPHIC INFORMATION**

	<i>This Qtr.</i>	<i>This Year</i>
Total Clients in Female-Headed Households:	N/A	N/A
Total Disabled Clients served:	697	2598
Total Elderly served (age 62 years and older):	871	3247

**Report Totals:**

**The total for 'Client Served' and the total for 'Race' must equate to the same number.**

Vox  
7/11/14

IDIS Project ID:2013-04      IDIS Activity ID:      357      Local ID:      BG 9822

Name:      *Lutheran Social Services  
Emergency Services/Meal & Shelter Program*

Activity:      *Public Services Grant*

Funding Summary:      PY 2013 Funds Allocation:      \$    19,468  
PY 2013 Draw Down:      \$    19,468  
Forward to PY 2014:      \$      -0-

Project Eligibility:      05 Public Services (General) [570.201]

National Objective:      Benefits Low/Mod Income Persons

Census Tract:      Community Wide

Low/Mod  
Population:      98 % of clients are extremely low-income persons who are either homeless or at-risk of losing their shelter.

Description:      Grant funds partially fund a coordinator for the year-round meals program and the cold weather shelter program plus a coordinator for the Emergency Services Program that primarily assists chronically unemployed or underemployed persons, including the homeless.

Justification:      Program assists homeless and persons at-risk for homelessness including chronically unemployed and underemployed adults who need shelter, supplemental food, and/or rent and utility payment assistance.

Activity Summary:      In PY 2013, the Emergency Services Program provided the following services:

- An evening meal program serves over 21,000 meals annually, 365 days.
- The emergency shelter from December 1 through March 31 serves an average of 25 homeless clients per night for 120 bed nights.
- The Rental/Mortgage Assistance Program served approximately 123 clients with rental assistance to prevent eviction.
- An additional 244 clients received utility payment assistance.
- Another 121 clients were served with medical, dental, vision and/or prescription services.

Project Output:      Coordination of year-round meals program, revolving winter shelter program for single males and employment assistance for very-low income persons.

Project Outcome:      Homeless and unemployed individuals progressing toward self-sufficiency and decreasing reliance on public services.

Outcome  
Measurement:      All programs require an intake/assessment form to be completed by the client and careful records are maintained for each client.

Client Profile:      Following are ethnic and demographic information of persons served.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Lutheran Social Services**

**Objective** for this Limited Clientele  
– Public Services Activity:

**Suitable Living Environment**

**Outcome** for this Limited Clientele  
– Public Services Activity:

**Availability/Accessibility**

	<b>Outcome 1: Availability/Accessibility</b>	<b>Outcome 2: Affordability</b>	<b>Outcome 3: Sustainability</b>
<b>OBJECTIVE #1 Suitable Living Environment</b>	<b><i>Accessibility for the purpose of creating Suitable Living Environments</i></b>	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
<b>OBJECTIVE #3 Economic Opportunity</b>	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged

2. # Persons Assisted	# Persons Assisted:	1,034
3. Income Levels of Persons Assisted	# Extremely Low-Income Persons:	1,014
	# Low-Income Persons:	20
4. Race, Ethnicity and Disability Data	See table on next page.	

**SPECIFIC INDICATORS: PUBLIC SERVICE ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Service	1,034
6. # Persons Assisted with Improved Access to a Service	-0-
7. # Persons No longer having (or continuing to have) access to a substandard service	-0-

**FY 2013-14 Statistical Summary for  
Grant-Funded Social Services Activities**

**QUARTER:** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☒ 4<sup>th</sup> (check one)

**GRANTEE NAME:** Lutheran Social Services

**PROGRAM NAME:** EMERGENCY SERVICES/MEAL & SHELTER PROGRAM

**CLIENTS SERVED BY HOUSEHOLD INCOME CATEGORIES (UNDUPLICATED)**

**Total Client  
This Qtr.** **Total Client  
This Year**

- a. Extremely Low-Income (0-30% AMI):
- b. Low-Income (31-50% AMI):
- c. Moderate-Income (51-80% AMI):
- d. Non-Low/Moderate-Income (< 81% AMI):

103 1014  
20  
  
  
103 1034

**Total Clients Served\* (a + b + c + d):**  
Total Clients Served total must equal Race totals below.

**RACE & ETHNICITY CATEGORIES**

**Race**

**ETHNICITY  
HISPANIC CULTURE**

**This Qtr. This Year This Qtr. This Year**

- 1. White
- 2. Black/African American
- 3. Asian
- 4. American Indian/Alaska Native
- 5. Native Hawaiian/Other Pacific Islander
- 6. American Indian/Alaska Native *and* White
- 7. Asian *and* White
- 8. Black/African American *and* White
- 9. Amer. Indian/Alaska Native *and* Black/African American
- 10. Other Multi-Racial

70 696 12 454  
6 57  
9  
8  
1 4  
2  
  
3  
0  
26 255 26 49

**Total Race\* and Ethnicity (add rows 1 thru 10):**  
Total Race totals must equal Total Clients Served totals above.

103 1034 38 503

**DEMOGRAPHIC INFORMATION**

**This Qtr. This Year**

Total Clients in Female-Headed Households:  
Total Disabled Clients served:  
Total Elderly served (age 62 years and older):

9 138  
6 72  
4 48

**Report Totals:**

The total for 'Client Served' and the total for 'Race' must equate to the same number.

VOK  
7/25/14

IDIS Project ID:2013-04      IDIS Activity ID:      359      Local ID:      BG 2026

*Name:*                      *Westminster Free Clinic*  
*Activity:*                      *Economic Response Program*

*Funding Summary:*      PY 2013 Funds Allocation:      \$    10,000  
                                 PY 2013 Draw Down:              \$    10,000  
                                 Forward to PY 2014:              \$     -0-

*Project Eligibility:*      05 Public Services (General) [570.201 (e)]

*National Objective:*      Benefits Low/Mod Income Persons

*Census Tract:*              Community Wide

*Low/Mod Population:*      1,557 low-income persons were served

*Description:*              Program offers free, direct patient care of local, low-income uninsured City residents including free doctor visits, chiropractic and physical therapy services, mental health counseling, free lab tests, generic medications and related services.

*Justification:*              Provides access to primary health care that could otherwise increase health risks and costs for individual households and the community at large.

*Activity Summary:*        In PY 2013, this provider used CDBG funds to support the provision of health care services to low-income, medically uninsured City residents with no other access to these services.

*Project Output:*              Life-enhancing activities, social interaction and practical advice and assistance for youth with developmental disabilities.

*Project Outcome:*        Unduplicated support services for developmentally disabled youth leading to better school grades, improved social interactions, team building opportunities and assistance in coping with practical life experiences.

*Outcome Measurement:*      Quarterly reports are evaluated for individual goal achievement and results reported to each student's parents and to the Tri-Counties Regional Center.

*Client Profile:*              Ethnic and demographic information of persons served and services is provided on the following pages.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Westminster Free Clinic**

**Objective** for this Limited Clientele  
– Public Services Activity:

**Suitable Living Environment**

**Outcome** for this Limited Clientele  
– Public Services Activity:

**Availability/Accessibility**

	<b>Outcome 1: Availability/Accessibility</b>	<b>Outcome 2: Affordability</b>	<b>Outcome 3: Sustainability</b>
<b>OBJECTIVE #1 Suitable Living Environment</b>	<b><i>Accessibility for the purpose of creating Suitable Living Environments</i></b>	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
<b>OBJECTIVE #3 Economic Opportunity</b>	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged

2. # Persons Assisted

# Persons Assisted: 1,557

3. Income Levels of Persons Assisted

# Extremely Low-Income Persons: 1,467  
# Low-Income Persons: 90

4. Race, Ethnicity and Disability Data

See table on next page.

**SPECIFIC INDICATORS: PUBLIC SERVICE ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Service	1,557
6. # Persons Assisted with Improved Access to a Service	-0-
7. # Persons No longer having (or continuing to have) access to a substandard service	-0-

**FY 2013-14 Statistical Summary for  
Grant-Funded Social Services Activities**

**QUARTER:** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☒ 4<sup>th</sup> (check one)

**GRANTEE NAME:** Westminster Free Clinic

**PROGRAM NAME:** ECONOMIC RESPONSE PROGRAM

**CLIENTS SERVED BY HOUSEHOLD INCOME CATEGORIES (UNDUPLICATED)**

	<i>Total Client This Qtr.</i>	<i>Total Client This Year</i>
a. Extremely Low-Income (0-30% AMI):	301	1467
b. Low-Income (31-50% AMI):	65	90
c. Moderate-Income (51-80% AMI):	0	0
d. Non-Low/Moderate-Income (< 81% AMI):	0	0
<b>Total Clients Served* (a + b + c + d):</b>	<b>366</b>	<b>1557</b>
Total Clients Served total must equal Race totals below.		

**RACE & ETHNICITY CATEGORIES**

		<i>Race</i>		<i>ETHNICITY HISPANIC CULTURE</i>	
		<i>This Qtr.</i>	<i>This Year</i>	<i>This Qtr.</i>	<i>This Year</i>
1.	White	351	1504	305	1295
2.	Black/African American	2	9		
3.	Asian	9	18		
4.	American Indian/Alaska Native	1	4		
5.	Native Hawaiian/Other Pacific Islander	2	8		
6.	American Indian/Alaska Native <i>and</i> White	0	0		
7.	Asian <i>and</i> White	0	0		
8.	Black/African American <i>and</i> White	0	0		
9.	Amer. Indian/Alaska Native <i>and</i> Black/African American	0	0		
10.	Other Multi-Racial	1	14		
<b>Total Race* and Ethnicity (add rows 1 thru 10):</b>		<b>366</b>	<b>1557</b>	<b>305</b>	<b>1295</b>
Total Race totals must equal Total Clients Served totals above.					

**DEMOGRAPHIC INFORMATION**

	<i>This Qtr.</i>	<i>This Year</i>
Total Clients in Female-Headed Households:	103	328
Total Disabled Clients served:	11	43
Total Elderly served (age 62 years and older):	54	129

**Report Totals:**

**The total for 'Client Served' and the total for 'Race' must equate to the same number.**

*Vol  
7/29/14*

IDIS Project ID: 2013-04      IDIS Activity ID:      356      Local ID:      BG 9818

Name:      *Conejo Valley Senior Concerns Meals on Wheels*

Activity:      *Public Services Grant*

Funding Summary:      PY 2013 Funds Allocation:      \$ 20,000  
PY 2013 Draw Down:      \$ 20,000  
Forward to PY 2014:      \$ -0-

Project Eligibility:      05 Public Services (General) [570.201(e)]

National Objective:      Benefits Low/Mod Income Persons

Census Tract:      Community Wide

Low/Mod  
Population:      174 low-income, homebound seniors were served.

Description:      This grant provided funds for the delivery of nutritionally balanced hot lunches and light evening meals for seniors unable to cook for themselves.

Justification:      Clients are homebound seniors who either cannot shop for themselves, are unable to cook for themselves or are not kitchen safe and do not have family to do this for them. The program maintains the health of these special-needs seniors and delays or prevents institutionalization.

Activity Summary:      In PY 2013, the Program delivered hot noontime meals and cold evening snacks to 174 homebound low and very-low income seniors, all of whom were unable to shop or cook for themselves. Using volunteers to deliver the meals purchased from Los Robles Regional Medical Center, the program helps at-risk seniors maintain their nutritional health and helps them to remain living at home.

Project Output:      Home delivery of meals to homebound seniors who do not or cannot shop or cook for themselves.

Project Outcome:      Delays entry into long-term care facilities, improves health and functioning, provides opportunity for social interaction.

Measurement:      Case management, compilation of data on participants for comparison and analysis.

Client Profile:      Ethnic and demographic information of persons served and services provided is as shown on the following pages.



**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Conejo Valley Senior Meals on Wheels**

**Objective** for this Limited Clientele  
– Public Services Activity:

**Suitable Living Environment**

**Outcome** for this Limited Clientele  
– Public Services Activity:

**Availability/Accessibility**

	<b>Outcome 1: Availability/Accessibility</b>	<b>Outcome 2: Affordability</b>	<b>Outcome 3: Sustainability</b>
<b>OBJECTIVE #1 Suitable Living Environment</b>	<b><i>Accessibility for the purpose of creating Suitable Living Environments</i></b>	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
<b>OBJECTIVE #3 Economic Opportunity</b>	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged

2. # Persons Assisted	# Persons Assisted:	174
3. Income Levels of Persons Assisted	# Extremely Low-Income Persons:	47
	# Low-Income Persons:	66
	# Moderate-Income Persons	36
	# Middle-Income Persons	25
4. Race, Ethnicity and Disability Data	See table on next page.	

**SPECIFIC INDICATORS: PUBLIC SERVICE ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Service	174
6. # Persons Assisted with Improved Access to a Service	-0-
7. # Persons No longer having (or continuing to have) access to a substandard service	-0-

**FY 2013-14 Statistical Summary for  
Grant-Funded Social Services Activities**

**QUARTER:** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☒ 4<sup>th</sup> (check one)

**GRANTEE NAME:** Conejo Valley Senior Concerns

**PROGRAM NAME:** MEALS ON WHEELS

**CLIENTS SERVED BY HOUSEHOLD INCOME CATEGORIES (UNDUPLICATED)**

	<i>Total Client This Qtr.</i>	<i>Total Client This Year</i>
a. Extremely Low-Income (0-30% AMI):	8	47
b. Low-Income (31-50% AMI):	10	66
c. Moderate-Income (51-80% AMI):	6	36
d. Non-Low/Moderate-Income (< 81% AMI):	0	25
<b>Total Clients Served* (a + b + c + d):</b>	<b>24</b>	<b>174</b>
Total Clients Served total must equal Race totals below.		

**RACE & ETHNICITY CATEGORIES**

		<i>Race</i>		<i>ETHNICITY HISPANIC CULTURE</i>	
		<i>This Qtr.</i>	<i>This Year</i>	<i>This Qtr.</i>	<i>This Year</i>
1.	White	23	166	2	10
2.	Black/African American		1		
3.	Asian	1	3		
4.	American Indian/Alaska Native				
5.	Native Hawaiian/Other Pacific Islander		3		
6.	American Indian/Alaska Native <i>and</i> White		1		
7.	Asian <i>and</i> White				
8.	Black/African American <i>and</i> White				
9.	Amer. Indian/Alaska Native <i>and</i> Black/African American				
10.	Other Multi-Racial				
<b>Total Race* and Ethnicity (add rows 1 thru 10):</b>		<b>24</b>	<b>174</b>	<b>2</b>	<b>10</b>
Total Race totals must equal Total Clients Served totals above.					

**DEMOGRAPHIC INFORMATION**

	<i>This Qtr.</i>	<i>This Year</i>
Total Clients in Female-Headed Households:	11	104
Total Disabled Clients served:	15	165
Total Elderly served (age 62 years and older):	23	170

**Report Totals:**

**The total for 'Client Served' and the total for 'Race' must equate to the same number.**

✓OK  
7/11/14

IDIS Project ID: 2013-04      IDIS Activity ID:      360      Local ID:      BG 9832

Name:      *United Cerebral Palsy*  
Activity:      *Transportation for Disabled UCP Clients*

Funding Summary:

PY 2012 Funds Balance:	\$    359
PY 2012 Funds Returned to HUD	\$    (359)
PY 2013 Funds Allocation:	\$   5,000
PY 2013 Activity Budget:	\$   5,000
PY 2013 Draw Down:	\$   5,000
Forward to PY 2014	\$   -0-

Project Eligibility:      05 Public Services (General) [570.201(e)]

National Objective:      Benefits Low/Mod Income Persons

Census Tract:      Community Wide

Low/Mod  
Population:      30 disabled residents of Thousand Oaks-area UCP residences were served.

Activity  
Description:      This grant provided funds for specially-equipped vans to accommodate UCP facility residents with severe disabilities on life-enriching excursions and destinations.

Justification:      Clients are severely disabled persons who need special accommodations to be transported around the city and to nearby destinations for shopping, recreation and related activities.

Activity Summary:      In PY 2013, these disabled residents were transported to restaurants, to the local mall for shopping excursions, taken to friends' homes and escorted to church services. All transportation expenses were free to clients who could not afford to pay.

Project Output:      Transportation in specially equipped vans, including fuel costs and services, for persons in wheelchairs and needing special care and handling.

Project Outcome:      Life-enhancing interactions with family, friends and community for severely disabled persons who would otherwise be house-bound and isolated.

Outcome  
Measurement:      Number of persons served and number of total trips made.

Client Profile:      Persons with severe physical disabilities who reside in local Cerebral Palsy residences in the Thousand Oaks-Westlake area.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS** for United Cerebral Palsy Disabled Transportation

**Objective** for this Limited Clientele

– Public Services Activity:

**Suitable Living Environment**

**Outcome** for this Limited Clientele

– Public Services Activity:

**Availability/Accessibility**

	<b>Outcome 1: Availability/Accessibility</b>	<b>Outcome 2: Affordability</b>	<b>Outcome 3: Sustainability</b>
<b>OBJECTIVE #1 Suitable Living Environment</b>	<b><i>Accessibility for the purpose of creating Suitable Living Environments</i></b>	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
<b>OBJECTIVE #3 Economic Opportunity</b>	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged

2. # Persons Assisted	# Persons Assisted:	30
3. Income Levels of Persons Assisted	# Extremely Low-Income Persons:	30
	# Low-Income Persons:	-0-
	# Moderate-Income Persons	-0-
	# Middle-Income Persons	-0-
4. Race, Ethnicity and Disability Data	See table on next page.	

**SPECIFIC INDICATORS: PUBLIC SERVICE ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Service	30
6. # Persons Assisted with Improved Access to a Service	-0-
7. # Persons No longer having (or continuing to have) access to a substandard service	-0-

**FY 2013-14 Statistical Summary for  
Grant-Funded Social Services Activities**

**QUARTER:** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☒ 4<sup>th</sup> (check one)

**GRANTEE NAME:** United Cerebral Palsy of Los Angeles and Ventura Counties

**PROGRAM NAME:** UNITED CEREBRAL PALSY DISABLED TRANSPORTATION PROJECT

**CLIENTS SERVED BY HOUSEHOLD INCOME CATEGORIES (UNDUPLICATED)**

	<i>Total Client This Qtr.</i>	<i>Total Client This Year</i>
a. Extremely Low-Income (0-30% AMI):		30
b. Low-Income (31-50% AMI):		
c. Moderate-Income (51-80% AMI):		
d. Non-Low/Moderate-Income (< 81% AMI):		
<b>Total Clients Served* (a + b + c + d):</b>	<b>30</b>	<b>30</b>

Total Clients Served total must equal Race totals below.

**RACE & ETHNICITY CATEGORIES**

ETHNICITY CATEGORIES		Race		ETHNICITY HISPANIC CULTURE	
		This Qtr.	This Year	This Qtr.	This Year
1.	White	0	30	0	4
2.	Black/African American				
3.	Asian				
4.	American Indian/Alaska Native				
5.	Native Hawaiian/Other Pacific Islander				
6.	American Indian/Alaska Native <i>and</i> White				
7.	Asian <i>and</i> White				
8.	Black/African American <i>and</i> White				
9.	Amer. Indian/Alaska Native <i>and</i> Black/African American				
10.	Other Multi-Racial				
Total Race* and Ethnicity (add rows 1 thru 10):		0	30	0	4
Total Race totals must equal Total Clients Served totals above.					

**DEMOGRAPHIC INFORMATION**

	<i>This Qtr.</i>	<i>This Year</i>
Total Clients in Female-Headed Households:		
Total Disabled Clients served:	0	30
Total Elderly served (age 62 years and older):	0	10

**Report Totals:**

**The total for 'Client Served' and the total for 'Race' must equate to the same number.**

✓ 10/7/23/14

**PROGRAM ADMINISTRATION**

IDIS Project ID: 2013-03 IDIS Activity ID: 338 Local ID: BG ADMN

Name: *County of Ventura*

Activity: *Fair Housing Program*  
*(Housing Rights Center (Housing Counseling))*

Funding Summary: PY 2013 Funds Allocation: \$ 12,300  
PY 2013 Draw Down: \$ 12,300  
Forward to PY 2014: \$ -0-

Project Eligibility: 21D Fair Housing Activities [570.206 (c)]

National Objective: Benefits Low/Mod Income Persons

Census Tract: Community Wide

**Low/Mod**

Population: The City of Thousand Oaks collaborates with the County of Ventura and other Ventura County cities to contract with the Housing Rights Center (HRC) of Los Angeles to provide a Fair Housing counseling program for City residents, regardless of income level.

The City's updated (May 2005) "Analysis of Impediments to Fair Housing Choice in Ventura County" included a random survey of County residents. In response to that survey, 71% of those reporting housing discrimination resided in apartment complexes (50%) or public/subsidized housing (21%). Because these households are predominantly low and moderate-income, this segment of the population appears to be more likely to be subject to housing discrimination and to have an increased need for fair housing counseling.

Justification: One of the City's obligations as a HUD grantee is to affirmatively further fair housing. The City's contract with the Housing Rights Center (through a collaboration with the County of Ventura) meets the City's requirement to implement a fair housing program for residents and fair housing counseling costs are an eligible public services activity.

**Activity**

Summary: According to HRC's PY 2013 report for Thousand Oaks, a total of 105 Thousand Oaks residents were assisted, as follows:

**2013-14 Fair Housing Activity (Thousand Oaks)**

General Housing	91
Discrimination	14
Inquiries	8
Cases	6
Total	105

City residents were offered fair housing assistance via a toll-free phone number (800) 477-5977 and offered multilingual staff and brochures.

- The City linked its Internet website ([www.toaks.org](http://www.toaks.org)) to the Housing Rights Center's website ([www.hrc-la.org](http://www.hrc-la.org)) to make it easier for residents to access information about fair housing law and to access housing counselors who can respond to their questions about housing rights and landlord-tenant issues.
- During the program year, the Housing Rights Center offered a Fair Housing workshop for Thousand Oaks residents on June 21, 2012. Seven (7) residents attended this event.
- In addition, HRC held a training workshop for Ventura County and local City staffs at the Ventura County Hall of Administration on April 24, 2014.

*Project  
Output:*

Fair housing information, counseling and advocacy for City residents, particularly those living in lower-income households that are statistically more likely to be subject to housing discrimination.

*Project  
Outcome:*

Housing counseling was provided to 105 Thousand Oaks residents.

*Measurement:* Comparative statistical analyses to be maintained by City's consultant.

*Client Profile:* Ethnic and demographic information of persons served and services provided is as shown on the following page.

**PERFORMANCE MEASUREMENT SYSTEM (OCT. 1, 2006)**

**OUTCOME STATEMENTS for Fair Housing Counseling Program**

**Objective** for this Fair Housing Activity: **Suitable Living Environment**

**Outcome** for this Fair Housing Activity: **Availability/Accessibility**

	<b>Outcome 1: Availability/Accessibility</b>	<b>Outcome 2: Affordability</b>	<b>Outcome 3: Sustainability</b>
<b>OBJECTIVE #1 Suitable Living Environment</b>	<b><i>Accessibility for the purpose of creating Suitable Living Environments</i></b>	Affordability for the purpose of creating Suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environments
<b>OBJECTIVE #2 Decent Housing</b>	Accessibility for the purpose of providing Decent Housing	Affordability for the purpose of providing Decent Housing	Sustainability for the purpose of providing Decent Housing
<b>OBJECTIVE #3 Economic Opportunity</b>	Accessibility for the purpose of creating Economic Opportunity	Affordability for the purpose of creating Economic Opportunity	Sustainability for the purpose of creating Economic Opportunity

**COMMON INDICATORS**

1. Amount of Money Leveraged

2. # Persons Assisted

# Persons Assisted: 105

3. Income Levels of Persons Assisted

# Moderate-Income Persons 20  
# Low-Income Persons 12  
# Very Low-Income Persons 29  
# Extremely Low-Income Persons 44

4. Race, Ethnicity and Disability Data See table on next page.

**SPECIFIC INDICATORS: PUBLIC SERVICE ACTIVITIES**

5. # Persons Assisted with New (or Continued) Access to a Service 105  
6. # Persons Assisted with Improved Access to a Service -0-  
7. # Persons No longer having (or continuing to have) access to a substandard service -0-



FY 2013-14 Fair Housing Counseling Statistical Summary*					
PERIOD/QUARTER JULY 1, 2013 THROUGH JUNE 30, 2014					
<b>GRANTEE NAME:</b> <i>City of Thousand Oaks – Housing Rights Center of Los Angeles (Sub-Recipient)</i>					
<b>PROGRAM NAME:</b> <i>Fair Housing Counseling 1-800 Line Activity</i>				<b>TOTAL CLIENTS</b>	
<b>CLIENTS SERVED BY HOUSEHOLD INCOME CATEGORIES (UNDUPLICATED):</b>				<i>Total Clients Served</i>	<i>Percentage</i>
a. Extremely Low-Income (0-30% AMI):				44	42%
b. Very Low-Income (31-50% AMI):				29	28%
c. Low-Income (51-80% AMI):				12	11%
d. Non-Low/Moderate Income (<81% AMI):				20	19%
Total Clients Served				105	100%
<b>DEMOGRAPHIC INFORMATION:</b>					
Total Clients residing in Female-Headed Households:				7	7%
Total Disabled Clients served:				11	10%
Total Senior Clients served (age 62 years and older):				10	10%
<b>RACE CATEGORIES*</b>				<b>ETHNICITY*</b>	
	RACE	RACE		HISPANIC CULTURE	
		<i>Clients Served</i>	<i>Percentage</i>	<i>Clients Served</i>	<i>Percentage</i>
1	White	79	75%	9	9%
2	Black/African American	3	3%	0	0
3	Asian	4	4%	0	0
4	American Indian/Alaska Native	6	6%	0	0
5	Native Hawaiian/Other Pacific Islander	0	0	0	0
6	American Indian/Alaska Native <i>and</i> White	4	4%	0	0
7	Asian <i>and</i> White	1	0%	0	0
8	Black/African American <i>and</i> White	0	0	0	0
9	Amer. Indian/Alaska Native <i>and</i> Black/African Amer.	0	0	0	0
10	Other Multi-Racial	8	8%	7	7%
	<b>Total</b>	105	<b>100%</b>	16	<b>16%</b>

IDIS Project ID: 2013-04      IDIS Activity ID: 350 – 351      Local ID: BG ADMN

Name: *Program Administration*

Activity: *Administrative and Operating Expenses*

Funding Summary:

PY 2013 Funds Allocation:	\$	112,265
PY 2013 Draw Down:	\$	112,265
Forward to PY 2014:	\$	-0-
Total Expended for Program Support = \$ 89,965		
Fair Housing Counseling Program =		12,300
Ventura County 2015-2019		
Consolidated Plan Consortium =		<u>10,000</u>
		\$112,265

Project Eligibility: 21A General Program Administration [570.206]

National Objective: Benefits Low/Mod Income Persons

Census Tract: Community Wide

Low/Mod Population: According to the California Department of Finance, as of January 1, 2014, Thousand Oaks's population was estimated at **129,039**, an increase of 0.6 percent from the January 1, 2013 population of 128,143.

- According to Census 2010, the number of occupied City households is 45,836, and the average household size is 2.73 persons.
- The FY 2014 Median Family Income (MFI) for the Oxnard-Thousand Oaks-Ventura Metropolitan Statistical Area (MSA) is **\$88,700**, an increase of .023 percent from the PY 2013 MSA of \$86,700.
- According to the 2010 American Community Survey (Table II-7B), approximately 12,376 (27%) of the City's 45,836 households earn less than \$50,000 annually. Based on a household occupancy rate for Thousand Oaks of 2.73 persons, the population which could benefit from CDBG-funded activities totals 33,786 persons. Households with limited income usually have a higher incidence of housing problems, such as overpayment (paying more than 30% of income on housing) and overcrowding. As show in Table 1.4 below, the 27% of Thousand Oaks households earning less than \$50,000 annually, compares with 35% in that income category in all of Ventura County.

Activity

Description: The City's CDBG Administrative allowance (20 percent of the total CDBG grant) helps the City to recover its costs to administer the Community Development Block Grant (CDBG) program including project coordination and management and administration of social services grants. Includes staff salaries/benefits and outreach expenses, including advertising, meeting support and federal wage compliance.

**Justification:** Facilitates the provision of essential public services to low/mod income individuals and households and implements activities that increase the quality of life for this population and the community at large.

**Activity**

**Summary:** Following is a summary of the City's PY 2013 CDBG accomplishments:

Bella Vista 2013 Improvements (Multi-Unit) Residential Rehabilitation HS 9939

With a CDBG grant totaling \$165,000, the City's sub-recipient Many Mansions, a non-profit housing developer/manager constructed improvements including storm drain and sewer line repairs, concrete walkway repairs and tree trimming, at the 72-unit Bella Vista Apartments at 2013, 2015 and 2021 Los Feliz Drive in low-income Census Tract/Block Group 71.2.

Single-Unit Residential Rehabilitation HS 9939

From an activity budget of \$125,000, the City is funding up to 10 rehabilitation grants to very low-income, owner-occupants of mobile homes and other single-family units, for essential health and safety repairs and improvements. An additional \$18,000 funds a contract with Comprehensive Housing Services (CHS) which is administering the program on behalf of the City.

Day Labor Site Code Enforcement - \$ 97,000

The City used \$97,000 in CDBG funds for supplemental coordination and code enforcement at a public greenbelt designated as the local site for casual laborers to meet with potential employers. The City's final day of CDBG funding for this activity was June 30, 2014. \$1,407 in CDBG funding previously expended for a coordination computer/software was reimbursed to the City.

Public and Social Services Grants

The City allocated \$84,468 in CDBG funds and \$111,342 from the local Social Services Endowment Fund (SSEF) – total budget of \$195,810 – to finance 25 grants to local public and social services providers, as follows. (All but \$359 of this funding was used.) In the chart below, "C" indicates CDBG funds and "S" indicates Social Services Endowment Funds (SSEF).

- Senior Services – \$57,310

- \$ 20,000 to Senior Concerns for Meals on Wheels program (C)
- \$ 15,000 to Long Term Care for Senior Ombudsman program (C)
- \$ 9,000 to Senior Concerns for Adult Day Care Scholarships (S)
- \$ 7,310 to Livingston Memorial VNA for Subsidized Care (S)
- \$ 3,000 to Grey Law for Senior Legal Services (S)
- \$ 3,000 to Senior Concerns – Senior Advocates Program (S)

- Family Services – \$58,000

- \$ 15,000 to Conejo Free Clinic for Medical Services (C)
- \$ 10,000 to Westminster Free Clinic for Medical Services (C)
- \$ 8,000 to St. Vincent de Paul for Poor/Homeless program (S)
- \$ 7,500 to Food Share for Regional Food Bank (S)
- \$ 8,000 to Manna for Community Food Bank (S)
- \$ 3,500 for Jewish Family Service Counseling Program (S)
- \$ 3,000 to Rotary Club for Immunization Clinic (S)
- \$ 3,000 to Interface for 2-1-1 Referral Service (S)

- Homeless Services – \$37,000

- \$ 25,000 to Lutheran Social Serv. for Homeless Programs (C, S)
- \$ 4,000 to Turning Point Foundation for Appleton House (S)
- \$ 8,000 to County of Ventura for RAIN Transitional Housing (S)

- Youth Services -- \$26,562

- \$ 8,000 to Assistance League for Operation School Bell (C)
- \$ 8,000 to Conejo Rec./Park District for Conejo Creek prog. (S)
- \$ 4,000 to Big Brothers, Big Sisters for Youth Mentoring (S)
- \$ 3,500 to Conejo Valley YMCA for Scholarships program (S)

- Services for Special Needs (Disabled) Persons -- \$20,000

- \$ 8,500 to Hospice Conejo for Hospice Support Services (S)
- \$ 5,000\* to United Cerebral Palsy for Disabled Transportation (C)
- \$ 3,500 to ARC Ventura County for After-School for Disabled (S)
- \$ 3,000 to Villa Esperanza for Employment Services (S)

CDBG Program Administration - \$ 89,965

As part of the overall management of PY 2012 CDBG program activities, the City's staff and consultants performed the following tasks, for which CDBG funds were expended:

- |                             |                                     |
|-----------------------------|-------------------------------------|
| ✓ CDBG-Program Management   | ✓ Records Management                |
| ✓ Labor and Wage Compliance | ✓ Public Hearings & Document Review |
| ✓ Environmental Reviews     | ✓ Contract Administration           |
| ✓ Grants Administration     | ✓ Residents Roundtable              |
| ✓ IDIS Administration       | ✓ CDBG Program Compliance           |

Fair Housing Program — \$ 12,300

\$12,300 to the County of Ventura for Fair Housing Counseling services through the Housing Rights Center of Los Angeles.

Ventura County 2015-19 Consolidated Plan Consortium -- \$10,000

The City used \$10,000 to fund a collaboration with the County of Ventura and other local cities toward preparation of a regional 2015-19 Consolidated Plan document.

**Nature and Reasons for Program Objectives and Changes**

There were two (2) amendments to Thousand Oaks's approved PY 2013 Action Plan:

(Substantial) Amendment # 1 to CDBG Action Plan

On October 22, 2013, the Thousand Oaks City Council approved the transfer of \$60,000 in PY 2013 CDBG funds from "Future Year-Round Emergency Shelter" (Non-Profit Capacity Building) to "Single Family Rehabilitation, HS 9940". (See Exhibit \_\_\_\_ to this CAPER report.)

(Minor) Amendment # 2 to CDBG Action Plan

As shown in the table below, on November 27, 2013, the City Manager approved the transfer of \$23,314.00 from closed activities to Bella Vista 2013 and Single-Unit Rehab activities.

<b>IDIS Activity # 336 (Old Town West)</b>		
	Activity Balance on 12/02/2013	\$ 24,417
12/03/2013	Final Draw Down – Comprehensive Housing Services	(2,119)
12/03/2013	Transfer # 1 -- \$13,465.00 to # 352 (Bella Vista 2013)	(13,465)
12/03/2013	Transfer # 2 -- \$7,500.00 to # 354 (Single-Unit Rehab)	( 7,500)
12/03/2013	Transfer # 3 -- \$1,333.60 to Unallocated Funds	( 1,334)
<b>IDIS Activity # 313 (Bella Vista 2011)</b>		
	Activity Balance on 12/02/2013	\$ 1,015
12/03/2013	Transfer # 4 -- \$1,014.90 to Unallocated Funds	( 1,015)
<b>IDIS Funding Status as of 12/04/2013</b>		
IDIS Activity # 336 – Old Town West		-0-
IDIS Activity # 313 – Bella Vista 2011		-0-
		\$ 151,535
IDIS Activity # 352 – Bella Vista 2013		+ 13,465
		\$ 165,000
		\$ 57,500
IDIS Activity # 354 – Single-Unit Rehab		+ 60,000*
		+ 7,500
		\$ 125,000
Unallocated Funds		\$ 2,348.50
*(Substantial Amendment # 1)		

Please see **Exhibit L** to this CAPER report for a complete explanation of (Minor) Amendment # 2.

*End of Section 1 -- B*



## **Section 2 - A — Housing Issues: Fostering and Maintaining Affordable Housing**

### **A. Removal of Barriers to Affordable Housing**

Ventura County is one of the most expensive areas in the country to buy or rent a home. Although the recent housing downturn has resulted in housing price reductions, credit availability and home loan qualifications continue to create constraints on lower income homebuyers. Because Thousand Oaks has a high living costs and land for new construction is diminishing, it is much more lucrative for developers to construct market-rate housing rather than affordable units.

Until February 1, 2012, the City's primary resource for acquisition, construction or rehabilitation of affordable housing units was the 20 percent Housing Set-Aside funding totaling \$4.6 million annually from the redevelopment tax revenue accruing to the Thousand Oaks Redevelopment Agency. With the cessation of Redevelopment Agency activity throughout the State of California, the City lacks the ability to continue to invest in affordable housing projects for the foreseeable future.

Notwithstanding the elimination of the State redevelopment, new affordable housing units and housing assistance programs continue to be pursued, particularly with the State of California through the federally funded HOME program and existing Tax Credit programs. The City's PY 2013 accomplishments to make housing more affordable to lower-income persons are summarized in this section of the CAPER report.

### **Public Policies and Other Efforts to Foster and Maintain Affordable Housing**

#### **Consolidated Plan Housing Goals**

#### **Housing Priorities 2010-2015**

The 2010-2015 Consolidated Plan included the following five-year strategic goals and objectives. Thousand Oaks identified the following to achieve the goals of expanding, maintaining, and providing equal access to the City's affordable housing stock.

1. Increase and improve the supply of affordable housing through the acquisition and rehabilitation of both renters and owner-occupied units.
2. Promote homeownership opportunities inside and outside of low-income concentration areas by providing financial assistance to first-time homebuyers.
3. Provide rental assistance to Very Low-Income renters to alleviate cost burdens.

4. Construct new rental and for-sale affordable housing for Families and Seniors.
5. Encourage the preservation of existing affordable units for Very Low, Low and Moderate-Income households.
6. Prevent Very Low- and Low-Income individuals and families with children from becoming homeless and assist persons with special needs.
7. As appropriate, adopt replacement and relocation plans providing for the construction of affordable housing within Redevelopment project areas.
8. Identify potential site opportunities for development of affordable housing.

**2006-2014 Housing Element Goals**

The City's 2006-2014 (July 1, 2006 through June 30, 2014) Housing Element to the General Plan was approved by the State of California, Department of Housing and Community Development in May 2010. The Housing Element includes the following Housing Action Plan goals:

1. Provide a wide range of housing opportunities for persons of all income levels.
2. Provide housing opportunities for persons with special needs
3. Maintain and improve the existing housing stock of the City by reducing housing deterioration.
4. Preserve existing affordable housing opportunities in the City.
5. Provide equal access to housing regardless of race, color, religion, sex, marital status, age, or disability.
6. Promote energy conservation in housing.

**Exhibit H** shows Thousand Oaks city and former Redevelopment Agency investments in affordable housing from 1973 through June 2013.

**Cumulative Low and Moderate-Income Housing Production in Thousand Oaks**

Table 2.1 on the next page provides information on affordable housing production in the City from 2008 through 2013.



**Table 2.1: Cumulative Low and Moderate-Income Housing Production  
In Thousand Oaks -- PY 2008-2013**

<i>Programs / Projects</i>	<i>Category</i>	<i>Income Level</i>	<i>FY 09-10</i>	<i>FY 10-11</i>	<i>FY 11-12</i>	<i>FY 12-13</i>	<i>FY 13-14</i>	<i>Totals</i>
<b>Category - Programs</b>								
<b>Housing Rehabilitation Program RDA (HRP)</b>	Single Family & Mobile Home Rehabilitation	VL L M	9 8 0	5 - -	- - -	- - -	- - -	<b>14 7 0</b>
<b>Mortgage Credit Certificate (MCC)</b>	First-Time Homebuyer	VL L M	0 1 0	- - -	- - 1	- - 1	- - -	<b>0 1 2</b>
<b>Tenant Based Rental Assistance (TBRA)</b>	Rental Assistance	VL L M	15 - -	29 - -	27 - -	10 - -	- - -	<b>81 - -</b>
<b>Housing Assistance Program for Seniors (HAPS)</b>	Utility Assistance	VL L M	553 49 -	512 50 -	515 44 -	434 40 -	380 36 -	<b>2,394 219 -</b>
<b>Totals - Programs</b>			<b>635</b>	<b>596</b>	<b>587</b>	<b>485</b>	<b>416</b>	<b>2,718</b>
<b>Category – Projects</b>								
<b>Habitat (200 Houston)</b>	New Construction Ownership	VL L M	- - -	1 - -	- - -	- - -	- - -	<b>1 - -</b>
<b>Hillcrest Villas</b>	New Construction Rental	VL L M	- - -	- - -	- - -	30 21 8	- - -	<b>30 21 8</b>
<b>Totals - Projects</b>			<b>0</b>	<b>1</b>	<b>0</b>	<b>59</b>	<b>0</b>	<b>60</b>
<b>TOTAL UNITS</b>			<b>635</b>	<b>696</b>	<b>596</b>	<b>544</b>	<b>416</b>	<b>2,778</b>

## B. PY 2013 Implementation of Housing Goals

In PY 2013, the City completed the following affordable housing accomplishments. These projects, based on the California Code of Regulations, Part 25, Section 6932, benefit households with median incomes as follows: Extremely-Low Income households earning up to 30 percent of the Area Median Income (AMI); Very Low-Income households earning up to 50 percent AMI, and Lower-Income households earning up to 80 percent AMI, and Moderate-Income households earning up to 120 percent AMI.

### 1. Allocate Funding to Assist Development of Affordable Units

**Goal:** To allocate funds to assist with development of additional affordable housing opportunities for extremely low, low, moderate and middle-income households, including the elderly and single-parent families.

Objective:	Allocate funds for affordable housing
Benefit:	Very low and low-income residents
Source:	Former RDA, CDGB Funds & City's In-Lieu Housing Fund
Performance	
Measurement:	Affordability for the purpose of creating a Suitable Living Environment

**Program A:        Land Assembly**

In PY 2005, the City Council directed staff to examine potential land banking sites in order to secure property for the future development of additional affordable housing units.

**PY 2013 Accomplishments:**

Los Feliz Project: The Area Housing Authority of the County of Ventura (AHA) is in the pre-construction stage for an additional 56 permanent, affordable family units. The Former RDA has invested \$6.6 million toward the \$28 million project and the city has awarded \$608,050 in CDBG funds for pre-construction costs. AHA seeks to apply for Tax Credit financing. In PY 2013 the City was awarded \$1 million in State funds for the Housing Trust Fund of which in PY 2012 funds were applied to the Los Feliz Phase II project as well as an additional \$1 million match from the City's Housing Trust Fund)

**Program B:        Affordable Housing Program**

In PY 2005, the City Council directed staff to assess the feasibility of establishing a Housing Programs. In October 2008, the Affordable Housing Ordinance went into effect to establish an affordable housing trust fund to be financed through fees collected through an Inclusionary Housing Program and a Nonresidential Development Linkage Fee Program that will assess fees on certain types of new residential and non-residential projects. Future revenues from the Affordable Housing Trust Fund can be used to finance the construction, acquisition or rehabilitation of affordable housing. In PY 2010 the City adopted amendments to the City's Density Bonus program.

**PY 2013 Accomplishments:**

In PY 2013 the City matched the \$1 million in State fund award for the Housing Trust Fund of from the City's Housing Trust Fund. This gave the Los Feliz Project a total of \$2 million for phase II.

## **2. Facilitate Apartment Improvements**

<b>Goal:</b>	To facilitate the construction of priority improvements at local affordable rental housing projects:
<b>Objective:</b>	400 Units
<b>Benefit:</b>	Low and moderate-income renters
<b>Source:</b>	CDGB Funds
<b>Performance Measurement:</b>	Affordability and Sustainability for the purpose of providing Decent Housing

In February 2012, the City approved CDBG Funds at two affordable apartment complexes in Thousand Oaks. Many Mansions' Richmond Terrace Apartments was approved for the amount of \$230,400 for roof repair, replacement of wood shingles siding, installing lighting, and replace water heaters. The Area Housing Authority of the County of Ventura's Glen Oaks Apartments was approved in the amount of \$77,600 for purchasing and installing 110 double-pane energy-efficient windows. Both projects improved the health, safety and welfare of the low-income residents.

### **PY 2013 Accomplishment:**

In PY 2013 opportunities in assisting Many Mansions' low-income \$165,000 rental rehabilitation projects included storm drain, sewer line and concrete walkway repairs plus replacement of gazebo structures and tree trimming at the 72-unit low-income rental complex, Bella Vista Apartments.

## **3. Preserve Existing Units as Affordable to Low and Moderate-Income Households**

<b>Goal:</b>	Preservation of low-income rental units through working with property owners, non-profit groups and/or other interested parties to prevent conversion of existing low-income rental units.
<b>Objective:</b>	Prevent conversion of low-income rental units
<b>Benefit:</b>	Very low and low-income owners
<b>Source:</b>	Former RDA, CDGB Funds & City's In-Lieu Housing Fund
<b>Performance Measurement:</b>	Affordability and Sustainability for the purpose of providing Decent Housing

**Program A: Park Lane Townhomes**

In 2005 and 2006, the Former RDA used Housing Set-Aside funds to purchase two (2) affordable housing units at this privately owned complex. These units will remain affordable for at least 30 years. The Former RDA used its option to purchase an affordable unit at this complex for \$340,000.

**PY 2013 Accomplishment:**

The City is reviewing options for their resale and anticipates selling these units to eligible buyers in the future.

**4. Provide Financial Assistance to Non-Profit Groups**

**Goal:** Provide financial assistance to private developers and non-profit groups to build affordable housing.

**Objective:** 10 - 40 Units

**Benefit:** Low and Moderate-Income Owners

**Source:** Former RDA, & City's In-Lieu Housing Fund

**Performance**

**Measurement:** Affordability – Suitable Living Environment

**Program A: Revenue Sharing with Many Mansions**

**PY 2013 Accomplishments:**

In 2006 the Former RDA purchased the 29-unit Schillo Gardens affordable family rental complex, managed by Many Mansions. On October 13, 2009, the Former RDA approved a new management and revenue-sharing agreement that grants Many Mansions a 50% share of net cash flow from the project, currently approximating \$84,000 annually, up to a maximum of \$95,000 annually. Many Mansions uses this revenue for its supportive services programs in Thousand Oaks (1,000 adults and 200 children). With the dissolution of the Former RDA, the land and buildings were considered Housing Assets and transferred to the City. In PY 2013 the City and Many Mansions continued with the revenue-sharing agreement.

## **5. First-Time Home Buyer Programs**

**Goal:** Provides assistance to income-eligible applicants to cover gap needed for down-payment as required by first mortgage lender.

**Objective:** Assist lower income household purchase first home

**Benefit:** Low and moderate-income households

**Source:** Former RDA

**Performance Measurement:** Affordability and Sustainability for the purpose of providing Decent Housing

### **Program A: Ownership Assistance Program**

The Program offered low-interest soft Second Trust Deed Loans (STDL) to low and moderate-income households as gap financing to meet down-payment requirements as required by the first mortgage lender. This program was funded with the Former RDA Housing Set-Aside Funds. No CDBG funds were used for this project.

#### **PY 2013 Accomplishments:**

No new loans were provided in PY 2013; however, the City continues to monitor 10 loans from prior years with the Former RDA.

### **Program B: Mortgage Credit Certificates**

The program provides first-time homebuyers with a Federal tax credit equal to 20 percent of the mortgage interest paid. Tax savings are calculated as income to help buyers qualify to purchase a home. The City provides a nominal administration fee to the County of Ventura for program administration by Affordable Housing Associates, and participates in the joint regional partnership with other local jurisdictions.

#### **PY 2013 Accomplishments:**

In Thousand Oaks, there were no homebuyers for the mortgage credit certificate program in PY 2013.

## **6. Housing Rehabilitation Program**

**Goal:** Implement housing rehabilitation program to assist property owners with repair and maintenance of their housing units.

**Objective:** Assist lower income household improve quality of home.

**Benefit:** Low and Moderate-Income Residents

**Source:** Former RDA and CDBG

**Performance**

**Measurement:** Affordability and Sustainability for the purpose of providing Decent Housing

### **Program A: Housing Rehabilitation Program (RDA)**

#### **PY 2013 Accomplishments:**

Since the early 1980's, the Thousand Oaks Redevelopment Agency (RDA) has administered a Housing Rehabilitation program. No new loans were provided in PY 2013; however, the City continues to monitor 40 loans from prior years with the Former RDA.

### **Program B: Low-Income Residential Rehabilitation Program (CDBG)**

The CDBG Very Low-Income Owner-Occupants of Single-Family Residences Rehabilitation Grants Program for health and safety improvements offers up to \$10,000 grants to eligible households in Thousand Oaks. This program includes mobile homes and condominiums.

#### **PY 2013 Accomplishments:**

In PY 2013 the City conducted an RFP/Q and selected Comprehensive Housing Services (CHS) to provide professional administrative and construction-management services, for the Residential Rehabilitation Grant Program for very low-income, single-family, owner-occupied residences. The City marketed the program and received 166 pre-applications. CHS is in various stages of processed 15 grant applicants from reviewing applications, reviewing bids, and construction management.

## **7. Provide Housing Inspections**

**Goal:** Provide housing inspections for resale housing to encourage maintenance of the existing housing stock.

**Objective:** 1,000 - 1,500 inspections/annum  
**Benefit:** Low and Moderate-Income Owners  
**Source:** No Public Financing

**Performance**

**Measurement:** Sustainability for the purpose of providing Decent Housing

The City of Thousand Oaks no longer requires purchasers of residential property to schedule a building inspection. Instead, since August 1997, the City requires a Records Search for each housing re-sale to determine if the property being sold has received the appropriate City permits. These searches provide important information for buyers and have lessened the need for the City to personally inspect homes for re-sale.

### **PY 2013 Accomplishments:**

In PY 2013, the City streamlined the administrative resale research process by providing electronic reports. The City performed 1,671 record searches, 1 physical home inspection and 290 inspections for open, not final, permits under the City's Residential Resale Program.

## **8. Mobile Home Parks Rent Stabilization Ordinance**

**Goal:** Regulate restricted rents on mobile home pads.

**Objectives:** All Mobile Home pads within the City of Thousand Oaks  
**Benefit:** Mobile Home Owners  
**Source:** No Public Financing

**Performance**

**Measurement:** Affordability for the purpose of providing Decent Housing

### **PY 2013 Accomplishments:**

The City continued to enforce the City's Mobile Home Rent Stabilization Ordinance to ensure restricted rents on these units. In 2011, the City Council appointed the Mayor to facilitate discussions between mobile home park owners and tenants to explore ways to update the City's Mobile Home Rent Stabilization Program in which brought about a revised ordinance with a new definition for a decontrolled space and a new base rent methodology calculation.

## 9. Supplemental Rent/Utilities Payments

### Program A: Housing Assistance Program (HAP)

**Goal:** Provide utility payment assistance to very low and lower income senior and persons with disabilities.

**Objective:** 400 - 550 Households

**Benefit:** Very Low and Lower-Income seniors and persons with disabilities

**Source:** Former RDA

**Performance Measurement:** Affordability and Accessibility for the purpose of providing Decent Housing

Funded through the Former RDA, this program provides quarterly supplemental rent and/or utilities payments to lower-income seniors and qualifying persons of any age meeting disability requirements and annual household income limitations.

### PY 2013 Accomplishments:

With the dissolution of the former RDA, the City did not accept new applications in PY 2013. The program is currently under review. During the past year, the HAPS program disbursed \$126,066 in benefits to 416 lower-income households who were under contract with the City prior to February 1, 2012 and remained in the program for PY 2013, as follows:

**Table 2.2: PY 2013 Housing Assistance Program**

<b>Total Very Low and Low: Income:</b>	<b>416</b>
Low Income	36
Very Low Income	380

#### Selected Demographics

<b>Household:</b>	1 Person	355
	2 Persons	59
	3 Persons	2
<b>Owner/Tenant:</b>	Owner	229
	Tenant	187
<b>Disabled:</b>	Mental	49
	Physical	137
<b>Female Head Of Household:</b>		285
<b>Senior:</b>		380



## 10. Public Housing

### Fostering Public Housing Improvements and Resident Initiatives

To help meet Consolidated Plan and Housing Element goals for Affordable Housing, the City of Thousand Oaks partners with the Area Housing Authority (AHA) to develop new affordable housing units and improve the quality of life for public housing residents.

### Creation of New Public Housing Units

As shown below, the former Thousand Oaks Redevelopment Agency (RDA) provided funding for the development of 163 local public housing units including Leggett Court, Fiore Gardens and Florence Janss Apartments. In addition, the City/RDA provided financing for 155 locally owned Area Housing Authority (AHA) units including Glenn Oaks, Royal Oaks, Los Arboles Apartments, Sunset Villas and Oak Creek Senior Villas. The City and former RDA have also worked with Many Mansions, and other developers, to create an additional 670 affordable rental units.

<b>Table 2.3: RDA and City Investments in AHA Housing Projects (1973-2014)</b>				
<i>Project Name</i>	<i>Rental Units</i>	<i>Yr Complete</i>	<i>Affordable Units</i>	<i>City&amp; RDA Investment</i>
Los Arboles	43	1973	43	\$1 million
Florence Janss	64	1988	64	**See below
Leggett Court	49	1989	49	\$405,000
Glenn Oaks	39	1990	39	\$350,000
Fiore Gardens	50	1996	50	\$3.3 million
Royal Oaks	5	1998	5	**See below
Sunset Villas	11	2001	11	\$750,000
Oak Creek Senior Villas	57	2004	57	\$3.5 Million
TOTALS	318		318	\$9.3 Million
**A density bonus or development agreement was negotiated for these units.				

### Section 8 Certificates

Managed by the Area Housing Authority (AHA) of the County of Ventura, a total of 529 Section 8 vouchers were used by Thousand Oaks residents as of June 30, 2014. These vouchers subsidize rental costs for lower-income Thousand Oaks households and are a critical component of the area's 10-Year Plan to End Homelessness in Ventura County. The demographics of Section 8 families assisted in Thousand Oaks are shown in the following table.

<b>Table 2.4: Area Housing Authority June 30, 2014</b>					
Population: 128,412 Number of dwelling units: 47,494					
Total units receiving assistance from the AHA: 847					
<b>AHA Owned Housing</b>	Families	Elderly	Disabled	Total	Acquired For
Fiore Gardens	44	0	6	50	\$5,752,500
Florence Janss	0	32	32	64	\$4,847,150
Leggett Court	41	1	7	49	\$4,837,150
Glen Oaks	0	33	6	39	\$2,500,000
Los Arboles	43	0	0	43	\$2,800,000
Oak Creek Sr. Villas	0	57	0	57	\$11,875,324
Royal Oaks	5	0	0	5	\$625,000
Sunset Villas	11	0	0	11	\$2,215,000
<b>Total AHA Owned</b>	<b>144</b>	<b>123</b>	<b>51</b>	<b>318</b>	<b>\$35,452,124</b>
<b>Section 8 Assistance</b>	<b>166</b>	<b>236</b>	<b>127</b>	<b>529</b>	Annual Housing Payments \$5,697,036
<b>Total AHA Assisted</b>	<b>310</b>	<b>359</b>	<b>178</b>	<b>847</b>	

The percentage of households assisted by the AHA in Thousand Oaks in 2013 is as follows:

	<b>Units</b>	<b>%</b>
<b>Families</b>	313	37%
<b>Elderly</b>	356	42%
<b>Disabled</b>	178	21%
<b>Total</b>	847	100%

Several affordable housing projects besides AHA projects listed above benefit from project-based rental subsidies.

### Board of Commissioners

The Area Housing Authority is governed by a 15-member Board of Commissioners. Each jurisdiction (Camarillo, Fillmore, Moorpark, Ojai, Simi Valley, Thousand Oaks and unincorporated Ventura County) appoints two Commissioners to serve a one-year term. In addition, one Resident Commissioner is appointed "at large". In 2012-13, Commissioners Chuck Lech and Mark Lunn represented the City of Thousand Oaks.

### Community Service and Self-Sufficiency

The Area Housing Authority (AHA) of Ventura County provides the following services and amenities for Public Housing-assisted families.

- Adult residents contribute 8 hours per month of community service or can participate in the economic self-sufficient program.
- After-school programs for youth are held at several sites.
- Nutrition classes are held to educate seniors of the importance of a healthy, balanced diet.
- Free screening clinics are offered for early diagnosis of potential health problems.
- Local service providers make presentations to residents.
- During the summer months, the Lunch Program serves lunches to resident children.
- Transportation is available to local agencies and doctors' appointments.
- Local agencies offer informative presentations on senior issues.
- Referrals to supportive agencies are offered to seniors through the Case Management Program.

#### Resident Advisory Board

In conjunction with the development of its 5-Year and Annual Public Housing Authority (PHA) plans, the AHA established this 8-member Board comprised of both public housing residents and Section 8 program participants to adequately reflect and represent the residents assisted by the AHA. The Board collaborates with the AHA and makes recommendations regarding development of the Annual Plan.

#### Regional Resident Council

Since the AHA serves 6 cities and the unincorporated areas of Ventura County, a regional-wide resident council was established and is supported by the AHA. The Council members are residents from various public housing developments and are elected and serve 2-year terms. The Council assists Housing Site Technicians and Resident Services with program information and evaluation. The group is also involved with community projects, provides comments on proposed policy changes and supports Resident Services' grant activities.

#### Resident Services Program

In collaboration with social services providers throughout Ventura County, and the community at large, the AHA's Resident Services staff has established partnerships to provide supportive and enrichment programs for AHA residents.

### **11. Evaluate and Reduce Lead-Based Paint Hazards**

**Goal:** Provide Lead-Based Paint/Hazard Assessment and Referrals

**Objective:** Implement City's Residential Lead Hazard Reduction Plan for structures build prior to 1978 and housing children seven years or younger and/or pregnant mothers.

**Benefit:** Children and adults

**Source:** CDBG Funds

**Program A:            Residential Lead Hazard Reduction Program**

There is no lead paint in any of the City's public housing units (HUD-owned units) or those owned by the Area Housing Authority (AHA); all such housing was constructed after 1978. However, the City and the AHA collaborated on a training program for City housing staff, building inspectors and AHA Housing Quality Standards (HQS) inspectors to recognize potential lead paint and related lead hazards in the privately owned housing units participating in the City's Section 8 rent subsidy program.

In May 2001, 8 members of the City and AHA staff, including 4 housing inspectors, 2 code compliance officers and 1 building department staffers, attended a 3-day lead worker training course from Allstate Services Environmental. This training prepared the participants to advise and inform the owners of Section 8 housing regarding available resources for performing lead paint containment and abatement.

The City completed its Residential Lead Hazard Reduction and Implementation Plan in December 2000 and implemented the Plan effective March 2001.

City and AHA inspectors now provide information and referrals to renters and landlords regarding options to assess and encapsulate or abate potential sources of lead contamination.

**PY 2013 Accomplishments:**

Area Housing Authority (AHA) Housing Quality Assurance (HQA) inspectors certified that publicly-assisted housing units participating in the Section 8 program in Thousand Oaks do not contain any lead-based paint.

The Conejo Free Clinic referred children under age 7 to the Ventura County Public Health Department for blood lead level testing.

**12.    Provide Fair Housing Activities**

<b>Goal:</b>	Provide Fair Housing counseling, information and referrals for Thousand Oaks Residents.
<b>Objective:</b>	5,000 residents (2010-2015)
<b>Benefit:</b>	All residents benefit but the program is particularly beneficial to renters, many of whom are Very-low and Low-Income Residents
<b>Source:</b>	CDGB Funds

**PY 2013 Accomplishments:**

The City participates in a Fair Housing Program collaboration with the County of Ventura and several other area cities. Through an agreement with the County, the Housing Rights Center of Los Angeles includes the City of Thousand Oaks in its regional Fair Housing program for Ventura County.

During PY 2013, the Housing Rights Center served a total of 105 Thousand Oaks residents. Of the Thousand Oaks callers, 91 had general housing-related questions and 14 callers reported potential discrimination.

***END SECTION 2-A***



**Section 2 - B — Housing Issues: Affirmatively Furthering Fair Housing**

Since 2004, the City of Thousand Oaks has collaborated with the County of Ventura and other Ventura County cities to:

- Comprehensively review participating jurisdictions' law, regulations and administrative policies, procedures and practices;
- Assess how those laws, regulations and administrative policies, procedures and practices affect the location, availability and accessibility of housing; and
- Determine how these factors, both public and private, affect fair housing choice.

**VENTURA COUNTY ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE**

**2013 UPDATE TO THE ANALYSIS OF IMPEDIMENTS (AI) TO FAIR HOUSING CHOICE IN VENTURA COUNTY**

In conjunction with the preparation of the City's 2010 – 2015 Consolidated Plan, the City of Thousand Oaks collaborated with the County of Ventura and 9 other Ventura County cities to update the regional Analysis of Impediments to Fair Housing Choice. This activity included an analysis and report assessing the extent of fair housing issues among specific groups throughout the County and an evaluation of the conditions in the private market and public sector that may limit the range of housing choices or impede a person's access to housing.

The 2010 Analysis of Impediments (AI), adopted by the City Council in April 2010, contains a number of recommended actions for the City to implement during the Consolidated Plan period. These recommendations and the City's PY 2013 responses are provided below.

**Fair Housing Services**

As part of its ongoing commitment to affirmatively further Fair Housing, the City of Thousand Oaks collaborates with the County of Ventura, and other local cities, on a Housing Counseling program managed by the Housing Rights Center (HRC) of Los Angeles. HRC's services include the investigation and resolution of housing discrimination complaints, discrimination auditing and testing, and education/outreach, including the dissemination of fair housing information such as written material, workshops and seminars.

### **Housing Rights Center (HRC) (Services Provider)**

HRC is a non-profit agency whose mission is to actively support and promote fair housing through education and advocacy. The following services are provided:

- Counseling on fair housing rights and responsibilities through their toll-free fair housing hotline: 1-800-477-5977.
- Investigations of housing discrimination complaints filed by renters, homebuyers and home seekers, including lending and advertising complaints.
- Enforcement of fair housing laws through conciliation, litigation, or administrative referrals.
- Landlord/tenant counseling.
- Hosts an Annual Housing Rights Summit that brings interested parties together to discuss fair housing and raises public awareness of fair housing issues and services.
- Fair Housing Certification Training Seminars for landlords and property managers in English, Spanish and Korean.
- Multilingual outreach and education to tenants, home seekers, social service and community groups, city departments, and the public at large, which may be conducted in English, Spanish, Armenian, Korean, Mandarin, or Russian (depending on the audience) and all offices are accessible to disabled persons.
- Fair housing literature (available in English, Spanish, Korean, Russian, Mandarin and Armenian.)
- Legal services and advocacy.
- Education and training for housing professionals.

### **Housing Rights Center (HRC) – Public Outreach**

Education is one of the most important components of providing fair housing services. It is also believed to be one of the most important tools in ensuring that fair housing opportunities are provided. HRC gives City residents the knowledge to understand their rights and responsibilities, the ability to recognize discrimination, knowledge of the resources they need to file a complaint and many other kinds of assistance.

In PY 2013, the Housing Rights Center provided the following Fair Housing services to Thousand Oaks residents. Please see **Exhibit I** for a copy of HRC's Thousand Oaks report.

- In PY 2013, HRC assisted 105 residents via the 1-800 call line including 91 general housing concerns and 14 callers with potential discrimination issues.



- A workshop for local government and non-profit organization staffs was held at the Ventura County Hall of Justice on April 24, 2014.

## **CITY'S 2013 PROGRESS & RESPONSES TO AI IMPEDIMENTS, RECOMMENDATIONS &**

### **1. Demographics**

#### **Impediment B-1 (Linguistic Isolation):**

*According to Census 2000, the racial/ethnic composition of Ventura County's population was 57 percent White (non-Hispanic); 33 percent Hispanic; 5 percent Asian and Pacific Islander; 2 percent Black; 2 percent indicating two or more races; and less than 1 percent other ethnic groups.*

*Linguistic isolation can be an issue in the County's Hispanic and Asian populations. In 2000, approximately 28 percent of all Ventura County residents speak languages other than English at home, and only 15 percent speak English "less than very well." Linguistic isolation is slightly more prevalent among the Hispanic population. Approximately 27 percent of County residents speak Spanish at home and approximately 14 percent of these persons speak English "less than very well."*

*In comparison, 4 percent of Ventura County residents speak Asian languages at home and less than 2 percent of these persons speak English "less than very well." Language barrier can be an impediment to accessing housing of choice. Participants of the fair housing workshops indicated that the Mixteco population has a problem accessing services and information due to language barriers.*

#### **Recommendation B-1:**

Currently, all jurisdictions have bilingual capabilities to serve Spanish-speaking residents. All jurisdictions should continue bilingual efforts and consider expanding the number of languages offered.

#### **PY 2013 Response B-1:**

In addition to English, the City of Thousand Oaks serves residents in the following languages: Chinese, Persian/Farsi, Spanish and Tagalog.

**Impediment B-2 (Residential Segregation):**

*Residential segregation refers to the degree to which groups live separately from one another. The term "segregation" historically has been linked to the forceful separation of racial groups. However, as more minorities move into suburban areas and outside of traditional urban enclaves, segregation is becoming increasingly self-imposed. The dissimilarity index represents the percentage of one group that would have to move into a new neighborhood to achieve perfect integration with another group. An index score can range in value from zero, indicating complete integration, to 100, indicating complete segregation. In Ventura County, the dissimilarity indices reveal that the region is a moderately segregated community on which people of different races and ethnic backgrounds tend to live in relative isolation to one another, The highest level of segregation exists between Hispanics and Whites (58.1 percent) and the lowest between Asians and Whites (34 percent).*

**Recommendation B-2:**

Jurisdictions should continue to offer a range of housing options to allow the greatest residential mobility among its residents.

**PY 2013 Response B-2:**

The City's 2014-2021 Housing Element provides for a wide variety of zoning options and housing types to meet the needs of low, moderate and upper-income households, including single-family and multi-family development, rental housing, second units or granny flats, protection of mobile home park tenants, special needs housing, supportive and transitional housing and housing for persons with disabilities. For example,

- In July 2008, the City adopted Ordinance 1503-NS to increase protections for mobile home park tenants by discouraging closures and ensuring the provision of adequate relocation assistance if closure occurs.
- The City collaborates with the Area Housing Authority of the County of Ventura (AHA) which operates several family and senior affordable rental complexes in Thousand Oaks and which manages and distributes Section 8 subsidized housing vouchers for lower-income households.
- The City also collaborates non-profit housing provider Many Mansions which operates several affordable family rental complexes as well as permanent supportive housing units for persons with special needs at its Esseff Village, Hillcrest Villas and Richmond Terrace complexes.
- The City has a Secondary Unit Ordinance (Ordinance 1412-NS, adopted July 15, 2003) to generate more secondary unit (i.e. granny flat) development.

- The Housing Element requires the City to support local groups that provide assistance to special needs households and to promote better accessibility through the use of elevators in multi-story developments. [City staff: please update and respond to highlighted recommendation above].
- As of January 2014, the City of Thousand Oaks has a program to provide rehabilitation grants of up to \$10,000 each to very low-income owner occupants of single-family residences, including mobile homes. The City also regularly provides.
- The Thousand Oaks Boulevard Specific Plan was approved by the City Council on November 15, 2011. The Plan allows for 214 units of multi-family housing in the vicinity of Thousand Oaks Boulevard as mixed-use or stand-alone housing development. Since Specific Plan adoption, a 36-unit and a 4-unit apartment project were recently approved within the Specific Plan area.

**Impediment B-3 (Housing Affordability):**

Ventura County has one of the highest Median Incomes in the State and the nation. The majority of households in Ventura County earned middle and upper incomes in 1999. However, 21 percent of the households are considered lower and moderate income, earning less than 80 percent of the County Area Median Income (AMI). Among the household types, elderly and other households had the highest proportion of extremely low-income households, at 18 percent and 12 percent, respectively.

At least 35 percent of renter households in every jurisdiction in Ventura County had a housing cost burden. Rates of renter cost burden were highest in the cities of Fillmore, Moorpark and Santa Paula. While housing affordability per se is not a fair housing issue, the lack of affordable housing can create a market condition that offers financial incentives for housing discrimination, and makes discrimination more likely to occur because of the large applicant pool.

Also, housing affordability tends to disproportionately affect minority populations. In Ventura County, Hispanic (56 percent), and Black (42 percent) households had a considerably higher percentage of low and moderate-income households than the County as a whole (36 percent). Whites (30 percent) had the lowest proportion of households in the low and moderate-income categories. In this regard, housing affordability is a fair housing concern.

**Recommendation B-3:**

Jurisdictions should continue to expand the housing stock to accommodate a range of housing options and income levels.

***PY 2013 Response B-3:***

The City has long-term collaborations with the Area Housing Authority of the County of Ventura and with non-profit housing provider Many Mansions. These agencies are the two primary providers of affordable and assisted rental units in Thousand Oaks.

AHA currently operates 9 affordable rental units in Thousand Oaks with a population of 744 persons.

Many Mansions operates 9 affordable rental units in Thousand Oaks with a population of 1,034 persons.

The City's assisted-housing supply serves persons of all races and ethnicities. From 1973 until February 2012, when the State of California closed all the Community Redevelopment Agencies, the Thousand Oaks Redevelopment Agency was able to provide \$12 million toward the construction and/or acquisition of new affordable rental units. Since February 2012, however, the loss of redevelopment funding eliminates, for the foreseeable future, City support for new affordable housing acquisition or construction in the city.

**2. Housing Market Conditions**

**Impediment B-4 (Need for Housing Rehabilitation):**

*Nearly 68 percent of Ventura County's housing stock was over 30 years of age in 2000. The cities of Ojai, Santa Paula, and the City of Ventura have the largest proportions of housing units potentially in need of rehabilitation. Home rehabilitation can be an obstacle for senior homeowners with fixed incomes and mobility issues.*

**Recommendation B-4:**

All jurisdictions should continue operating their housing rehabilitation programs. The cities of Ojai, Santa Paula and Ventura should increase their efforts to promote their housing rehabilitation programs.

Jurisdictions should also consider modifying their housing rehabilitation programs to make financial assistance for accessibility improvements available for renters, as well as homeowners.

***PY 2013 Response B-4:***

The City has a long history of supporting rehabilitation at multi-family affordable rental housing projects in Thousand Oaks. In PY 2013, the City provided a \$165,000 grant in CDBG funds to Thousand Oaks-based non-profit affordable housing developer and manager Many Mansions for storm drain and sewer line improvements at the 72-unit Bella Vista Apartments located at 2013, 2015 and 2021 Los Feliz Drive. The City plans to continue its collaborations with the

owners of multi-family affordable rental housing in the coming years and to support the rehabilitation of additional affordable housing units with CDBG funds. In addition, effective February 2014, the City launched a second CDBG-funded residential rehabilitation activity for very low-income, single-family unit owner-occupants to receive rehabilitation grants of up to \$10,000. As of June 30, 2014, 4 owner-occupant households (2 mobile homes and 2 single-family residences) had been approved for grants and a remaining 6 are in the screening process for program eligibility.

The City's Single-Family Unit rehabilitation program is expected to continue during the coming years and to serve approximately 10 households annually.

### **3. Public Policies**

#### **Impediment B-5 (City's Housing Element):**

*A Housing Element found by the California Department of Housing and Community Development (HCD) to be in compliance with State law is presumed to have adequately addressed its policy constraints. According to HCD, of the 11 participating jurisdictions (including the County of Ventura), only two jurisdictions (Camarillo and Port Hueneme) have current Housing Elements that comply with State law at the writing of this AI.*

#### **Recommendation B-5:**

The remaining jurisdictions should pursue State certification of the Housing Element.

#### **PY 2013 Response B-5:**

The City's 2014-2021 Housing Element update was adopted by the City Council on September 10, 2013 (Resolution 2013-65) and was certified by the California Department of Housing and Community Development on October 18, 2013.

#### **Impediment B-6 (Zoning Ordinance):**

*Currently, Zoning Ordinances for Camarillo, Port Hueneme and Thousand Oaks include definitions of "family" that constitutes a potential impediment to fair housing choice.*

#### **Recommendation B-6:**

The cities of Camarillo, Port Hueneme and Thousand Oaks should consider amending the definition of "family" in their Zoning Ordinances.

**PY 2013 Response B-6:**

Pursuant to a requirement of the City's 2006-2014 Housing Element Update, Housing Action Plan, Program # 17, the City amended the Municipal Code to revise the definition of the term "family" to remove the limit on the number of unrelated persons living together (Municipal Code Amendment MCA 2010-70282). This amendment became effective on May 13, 2011.

**Impediment B-7 (Density Bonus Policy):**

*California Government Code Section 65915 provides that a local government shall grant a density bonus of at least 20 percent (five percent for condominiums) and an additional incentive, or financially equivalent incentive(s), to a developer of affordable housing. The statute includes a sliding scale of bonuses, depending on the amount of affordable units developed. As of August 2009, only Zoning Ordinances for Santa Paula and Thousand Oaks specified density bonus provisions in accordance with State law.*

**Recommendation B-7:**

The jurisdictions of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, Simi Valley, Ventura and the County of Ventura, should consider amending their density bonus provisions to comply with State law.

**PY 2013 Response B-7:**

This recommendation does not apply to the City of Thousand Oaks.

**Impediment B-8 (Parking Space Requirements):**

*Communities that require an especially high number of parking spaces per dwelling unit can negatively impact the feasibility of producing affordable housing by reducing the achievable number of dwelling units per acre, increasing development costs, and thus restrict the range of housing types constructed in a community. Moorpark, Port Hueneme and Simi Valley have parking standards for multiple-family uses that make little or no distinction between parking required for smaller units (1 or 2 bedrooms) and larger units (3 or more bedrooms). Because smaller, multiple-family units are often the most suitable type of housing for seniors and persons with disabilities, requiring the same number parking spaces as larger multiple-family units can be a constraint on the construction of units intended to serve these populations.*

**Recommendation B-8:**

The jurisdictions of Moorpark, Port Hueneme and Simi Valley should consider amending their multi-family parking requirements to differentiate between smaller units of 1 or 2 bedrooms, and larger units of 3 or more bedrooms.

**PY 2013 Response B-8:**

This recommendation does not apply to the City of Thousand Oaks.

**Impediment B-9 (Pyramid or Cumulative Zoning):**

*Zoning Ordinances should also avoid "pyramid or cumulative" zoning (e.g. permitting lower-density single-family uses in zones intended for higher density multi-family uses). Pyramid or cumulative zoning schemes could limit the amount of lower-cost, multi-family residential uses in a community and be a potential impediment to fair housing choice. Most jurisdictions in Ventura County have some form of pyramid zoning and permitting single-family residential uses in multi-family zones, is the most prevalent example. Fillmore and Simi Valley are the only jurisdictions that do not have a form of pyramid zoning.*

**Recommendation B-9:**

Other jurisdictions, including Thousand Oaks, should consider amending their Zoning Ordinances to avoid "pyramid or cumulative" zoning.

**PY 2013 Response B-9:**

As part of the 2006-2014 Housing Element update, the City agreed to re-zone at least 2.1 acres to allow a maximum allowable density of 30 units per acre to accommodate a shortfall of 63 units in the City's Residential Housing Needs Assessment (RHNA) requirement for the development of future low-income affordable rental units.

However, the City has not considered amending its zoning ordinance to preclude cumulative or pyramid zoning. Given the advanced stage of buildout in Thousand Oaks, such an amendment would have a relatively small effect, yet would render a number of existing uses non-conforming. It would also preclude the balancing of planning objectives and principles vis-a-vis a given project where site-specific conditions may alter the desirable density on a given property. Housing Element law requires all cities to maintain sufficient zoning to meet its RHNA and if a property is "underdeveloped" and it causes non-compliance with the Citywide RHNA, then the City must provide additional zoning density elsewhere.

**Impediment B-10 (Second Residential Unit):**

*California law requires local jurisdictions to adopt ordinances that establish the conditions under which second units are permitted. Second units cannot be prohibited in residential zones unless a local jurisdiction establishes that such action may limit housing opportunities in the region and finds that second units would adversely affect the public health, safety and welfare in residential zones. The State's second unit law was amended in September 2002 to require use of a ministerial, rather than discretionary, process for reviewing and approving second units.*

*Most jurisdictions in the County have amended their Zoning Ordinances and currently permit second unit development via a variety of review processes such as a zoning clearance or an administrative permit. However, Fillmore and Moorpark require approval of a discretionary permit and Oxnard does not provide for second dwelling units within the coastal zone. Because second dwelling units can be an important source of suitable and affordable type of housing for seniors and persons with disabilities, overly restrictive or conflicting provisions for these units can be considered an impediment to fair housing choice.*

**Recommendation B-10:**

Fillmore and Moorpark should remove the discretionary permit approvals required for second units and the City of Oxnard should consider allowing second units within its coastal zone.

**PY 2013 Response B-10:**

This recommendation does not apply to the City of Thousand Oaks.

**Impediment B-11 (Manufactured & Mobile Homes):**

*State law requires local governments to permit manufactured or mobile homes meeting Federal safety and construction standards on a permanent foundation in all single-family residential zoning districts (Section 65852.3 of the California Government Code). Currently, the Thousand Oaks Zoning Ordinance does not explicitly accommodate manufactured or mobile homes in single-family residential zoning districts consistent with State law. Because these units can be a source of affordable housing for lower-income individuals, including seniors and the disabled, overly restrictive regulation of these uses can indirectly impede fair housing choice.*

**Recommendation B-11:**

The City of Thousand Oaks should consider making explicit provisions in its Zoning Ordinance for manufactured homes within single-family residential zoning districts.

**PY 2013 Response B-11:**

The City of Thousand Oaks will consider making explicit provisions in its Zoning Ordinance for manufactured homes within single-family residential zoning districts.

**Impediment B-12 (Residential Care Facilities):**

*A number of jurisdictions are not compliant with the Lanterman Act or do not include provisions for residential care facilities serving more than 7 persons. Camarillo and Thousand Oaks do not have provisions for residential care facilities in their Zoning Ordinances. Ojai and Santa Paula do not explicitly permit*



*licensed residential care facilities serving 6 or fewer persons by right in family residential zones. Oxnard limits the number of individuals that can occupy larger residential care facilities. Furthermore, most Zoning Ordinances do not address the non-licensed residential care facilities.*

**Recommendation B-12:**

Jurisdictions including Thousand Oaks should consider amending their Zoning Ordinances to comply with the Lanterman Act. All jurisdictions should make provisions for non-licensed residential care facilities.

***PY 2013 Response B-12:***

The City 2006-2014 Housing Element Update, Housing Action Plan, Program # 16, required the City during 2010 to amend the Municipal Code to define residential care facilities for 7 or more persons and adopt regulations for their establishment. This action was completed as follows: Municipal Code Amendment, Ordinance 1547-NS, adopted by the City Council on December 14, 2010.

**Impediment B-13 (Emergency Shelters):**

*Pursuant to recent changes in State law (SB 2), requires that local jurisdictions make provisions in the zoning code to permit emergency shelters by right in at least one zoning district where adequate capacity is available to accommodate at least one year-round shelter. Local jurisdictions may, however, establish standards to regulate the development of emergency shelters. Failure to explicitly permit or conditionally permit emergency shelters is prevalent among jurisdictions in Ventura County. None of the 10 jurisdictions in the County permits emergency shelters by right in at least one zone in accordance with State law.*

**Recommendation B-13:**

All jurisdictions should amend their Zoning Ordinances to permit emergency shelters by right in at least one zone to comply with State law.

***PY 2013 Response B-13:***

The City's 2006-2014 Housing Element Update, Housing Action Plan, Program # 14, requires the City during 2010 to amend the Municipal Code to identify at least one zone, such as M-1, M-2 and P-L, that can accommodate at least one, year-round emergency shelter for homeless persons without a discretionary permit, and consider other zones, such as the C-2 zone, where emergency shelters may be permitted with a special use permit. This action was completed as follows: Municipal Code Amendment, Ordinance 1547-NS, adopted by the City Council on December 14, 2010.

**Impediment B-14 (Transitional & Supportive Housing):**

State law (AB 2634 and SB 2) requires local jurisdictions to address the provisions for transitional and supportive housing. Pursuant to SB 2, transitional and supportive housing constitutes a residential use and therefore local governments cannot treat it differently from other types of residential uses (e.g. requiring a use permit when other residential uses of similar function do not require a use permit). As of August 2009, no jurisdiction in Ventura County included provisions for supportive housing in their Zoning Ordinances. Transitional housing is conditionally permitted in some districts in Camarillo, Ojai, Santa Paula and Simi Valley.

**Recommendation B-14:**

All jurisdictions should amend their Zoning Ordinances to include explicit provisions for supportive housing. Jurisdictions, including Thousand Oaks, should consider amending their Zoning Ordinances to include provisions for transitional housing.

**PY 2013 Response B-14:**

Pursuant to the City's 2006-2014 Housing Element update, Housing Action Plan Program # 15, in 2010 the City amended the Municipal Code to define transitional housing and supportive housing such that they are permitted subject to the same standards as conventional residential uses of the same type in the same zone. This action was completed as follows: Municipal Code Amendment, Ordinance 1547-NS, adopted by the City Council on December 14, 2010.

**Impediment B-15 (Single Room Occupancy Housing):**

AB 2634 also mandates that local jurisdictions address the provision of housing options for extremely low-income households, including Single Room Occupancy units (SRO). Currently, only the City of Santa Paula provides for SRO units. SRO units are one of the most traditional forms of affordable private housing for lower-income individuals, including seniors and persons with disabilities. These protected classes are required to have suitable housing options, which SROs provide.

**Recommendation B-15:**

All jurisdictions, except Santa Paula, should consider amending their Zoning Ordinances to include provisions for SROs.

**PY 2013 Response B-15:**

The City's 2006-2014 Housing Element Update, Action Plan Program # 3 required the City to amend its Municipal Code to explicitly allow Single Room Occupancy Housing in the R-3 zone and in RPD zones that allow multiple family housing. This action was completed as follows: Municipal

Code Amendment, Ordinance 1547-NS, adopted by the City Council on December 14, 2010.

**END OF CITY'S 2013 RESPONSES TO THE  
2011 ANALYSIS OF IMPEDIMENTS RECOMMENDATIONS**



**Section 3 — Homeless and Other Special Needs Activities**

**A. Housing and Services for Special Needs Populations**

**1. PROVIDE HOUSING OPPORTUNITIES FOR DISABLED PERSONS**

**Goal:** Provide Housing Opportunities for the Physically, Mentally or Developmentally Disabled, including Persons Living with HIV/AIDS

**Objectives:** Assist in the provision of supportive housing for persons with disabilities and those with HIV/AIDS and programs and supportive services for the homeless and “at risk” households

**Benefit:** Disabled persons and their families

**Source:** Community Development Block Grant (CDBG) and Social Services Endowment Fund (SSEF)

**Programs:** Many Mansions, Turning Point Foundation, Lutheran Social Services

**PY 2013 Accomplishments:**

**Many Mansions'** Richmond Terrace Apartments facility continues to provide 13 units of housing with supportive services for persons with disabilities.

**Many Mansions'** Esseff Village 50-unit studio apartment conversion for very low-income persons continues to rent 23 units to formerly homeless persons with disabilities.

**Many Mansions'** Hillcrest Apartments opened in April 2013 and added 30 permanent supportive housing units, including 15 units set aside for persons with disabilities.

**Lutheran Social Services (LSS)** continues to coordinate a rotating Winter Shelter program for the homeless serving approximately 30 persons nightly between December 1 and March 31. A year-round Meals Program also offers an evening meal 365 days at participating locations.

During PY 2013, 1,034 very low-income persons, including homeless persons, received services at LSS's drop-in center at 80 East Hillcrest Drive includes referrals for basic services, shower and laundry rooms, mail drop, and other assistance.

**Turning Point Foundation** provided transitional supportive housing for mentally ill, homeless individuals at Appleton House in Simi Valley, a neighboring community of Thousand Oaks.

## 2. **Housing Assistance Program (for Disabled and Elderly)**

**Goal:** Assist Elderly and Disabled Households with Rent and/or Utility Pay Assistance

Objective: Assist 400+ Households Annually

Benefit: Low-Income Elderly and Disabled

Source: RDA Housing Set-Aside Funds

### **PY 2013 Accomplishments:**

During the past year, the HAP program disbursed utilities' subsidies benefits to 416 lower-income households, as follows:

**Table 3.1: PY 2013 Housing Assistance Program**

<b>Total Verv Low and Low: Income:</b>	<b>416</b>
Low-Income	36
Verv Low-Income	380
<i>Selected Demoaraphics</i>	
<i>Household:</i>	
1 Person	355
2 Persons	59
3 Persons	2
<i>Owner/Tenant:</i>	
Owner	229
Tenant	187
<i>Disabled:</i>	
Mental	49
Physical	137
<i>Female Head Of Household:</i>	285
<i>Senior:</i>	380

## 3. **Provide Special Needs Housing**

**Goal:** Provide Supportive and Transitional Housing Opportunities for the Homeless and those At-Risk, those Recovering from Substance Addiction, Single-Parent Families and other Special Needs Groups

**Benefit:** Special-needs individuals and families

**Source:** Social Services Endowment Fund (SSEF)

Programs: **Stoll House, RAIN, Many Mansions, Homeless Prevention Assistance Program, Housing Counseling Services,**

**PY 2013 Accomplishments:**

**Many Mansions'** 27-unit Richmond Terrace Apartments continues to provide 27 units of permanent housing for very-low income persons, including 13 units of supportive housing for the chronically mentally ill.

Stoll House, also operated by Many Mansions, continues to provide transitional housing with supportive services for 11 homeless, single-parent families.

Esseff Village continues to provide 50 studio apartment units for very low-income persons, approximately half of which are occupied by persons with mental disabilities. Supportive services are provided on-site to this population.

**Many Mansions'** Hillcrest Apartments opened in April 2013 and added 30 permanent supportive housing units, including 15 units set aside for persons with disabilities and another 15 set aside for homeless persons.

**The County of Ventura's** R.A.I.N. transitional housing facility at Lewis Road in Camarillo continues to provide 30 family units, two 10-bed dorms and 6 respite care beds.

**Turning Point Foundation's** Appleton House offers 6 transitional housing beds for mentally ill homeless persons in Simi Valley which serves the Thousand Oaks population as well.

**4. Provide Supportive Services for Special Needs Persons**

**Goal:** **Provide Supportive Services for the Homeless and those At-Risk, those Recovering from Substance Addiction, Single-Parent Families and other Special Needs Groups**

**Benefit:** Special-needs individuals and families

**Source:** CDBG

**Programs:** **Area Housing Authority, Many Mansions, Lutheran Social Services, St. Vincent de Paul**

**PY 2013 Accomplishments:**

In PY 2013, the City allocated \$195,810 for public and social services grants including numerous programs designed to provide a safety net of supportive services for very low-income persons, including the homeless, the disabled, and those at risk of losing their shelter or ability to sustain their families due to poverty.

The providers listed below are key providers in the City's social services safety net and provide ongoing, basic services including rental and lease assistance, food, emergency shelter, gas vouchers, personal grooming items and many other services to those in need. Resources included \$84,468 in CDBG funds and matching funds of \$111,342 from the General Fund (Social Services Endowment Fund).

**Lutheran Social Services and St. Vincent de Paul Society** offer lease and rental assistance, based on funding availability, to help renters or owners through a one-time financial crisis situation that threatens their ability to keep their shelter.

**Many Mansions** offered supportive services to 400 low-income families residing at its affordable rental housing units including on-site case management, job development, resource referral, financial education, food assistance and life skills training. Many Mansions also offers Homework Tutoring Club and other activities for children of Many Mansions tenants.

The **Conejo Creek Homeowners Association** collaborates with the City of Thousand Oaks, the Conejo Recreation and Park District, Conejo Valley Unified School District and various non-profit organizations, to offer an array of supportive services to approximately 614 lower-income, predominately Hispanic families living in a complex of four-plex condominium units (many of which are rented, not owner-occupied.)

The City's PY 2013 CDBG-funded public services grant accomplishments are summarized in the table on page 16. In PY 2013, 7,232 lower-income persons received services from six (6) providers whose programs were supported with CDBG funds. These programs addressed long-term goals from the City's 2010-2015 Consolidated Plan and were supplemented by \$111,432 in additional services funded by the City's own Social Services Endowment Fund.

**Exhibit D** to this CAPER includes a complete list of PY 2013-14 public/social services grants funded with up to 15 percent of the City's CDBG grant (\$84,468) plus \$111,432 from the City's Social Services Endowment Fund (SSEF).



#### **4-A. Supportive Services for Seniors**

**Goal:** Provide support services through non-profit groups for seniors at least 62 years of age.

Elderly persons, especially those on fixed incomes, are vulnerable members of society and become at-risk of losing their shelter when housing and living costs rise or when medical conditions threaten their independence.

The City supports seniors through various funding sources including CDBG and Social Services Endowment Fund grants.

**Objective:** Provide financial support to non-profit agencies that offer social and/or public services to the elderly, particularly low and very low-income persons living on fixed incomes

**Benefit:** Persons age 62 and over

**Source:** CDBG and General Fund (Social Services Endowment Fund)

##### **PY 2013 Accomplishments:**

The following grants provided by the City of Thousand Oaks helped to address the needs of the City's senior population. Services marked (C) were funded with federal CDBG funds. Services marked (S) were funded through the City's Social Services Endowment Fund.

***Table 3.2 PY 2013 Public/Social Services  
Grants for Seniors - \$57,310***

\$ 20,000 to Senior Concerns for Meals on Wheels program (C)  
\$ 15,000 to Long Term Care for Senior Ombudsman program (C)  
\$ 9,000 to Senior Concerns for Adult Day Care Scholarships (S)  
\$ 7,310 to Livingston Memorial VNA for Subsidized Care (S)  
\$ 3,000 to Grey Law for Senior Legal Services (S)  
\$ 3,000 to Senior Concerns – Senior Advocates Program (S)

Services provided include the following:

- **Meals on Wheels (C) \$ 20,000**  
Conejo Valley Senior Concerns' volunteers deliver a daily hot meal plus cold snack to homebound low-income seniors unable to shop or cook for themselves.

- **Long Term Care Ombudsman Program (C)** **\$ 15,000**

This program funds the training and activities of certified senior advocates and reporters of neglect and abuse complaints on behalf of elderly persons living in long-term care settings. This is the only program performing federally mandated, unannounced inspections of nursing and board-and-care homes.

- **Senior Concerns Adult Day Care (S)** **\$ 9,000**

Conejo Valley Senior Concerns offers a day care program with supportive services for frail, ambulatory seniors needing full-time care, and a separate program for persons with Alzheimer's disease or dementia. Respite Care funds support temporary day care for seniors giving their full-time adult caregivers an opportunity for valuable respite time off.

- **Livingston Memorial Visiting Nurse Association (S)** **\$ 7,310**

The Subsidized Care Program provided at-home nursing and related care for the chronically ill, post-surgery patients, wound care, respite care and medical hospice services for the terminally ill. Services include nursing, social work, physical therapy, nutrition, palliative care, bathing and in-home support.

- **Grey Law – Legal Services for Seniors (S)** **\$ 3,000**

Funding was provided from the City's Social Services Endowment Fund for a monthly legal clinic at the Goebel Senior Adult Center. The program provides legal services dedicated solely to the needs of the low-income senior population. The program fills a basic need, as lower-income persons are less apt to seek assistance from the private bar due to the high cost of such services that averages \$225/hour in Ventura County. Advocacy, counseling and education are offered to seniors and their caregivers in areas such as social security, MediCare, MediCal, nursing home rules/regulations, health care issues and consumer matters.

- **Senior Advocates (S)** **\$ 3,000**

Conejo Valley Senior Concerns manages this program at the Goebel Senior Adult Center that provides practical advice, recommendations and referrals for seniors and their families.

#### **4-B. Supportive Services for Children and Youth**

**Goal:** Provide support services through non-profit groups for children and youth, particularly at-risk youth.

Objective: Provide educational, recreational and social activities for children and youth, including leadership and character development and job-seeking skills

Benefit: Children and Youth

Source: CDBG and SSEF

**Program:** Public Services Grants

##### **PY 2013 Accomplishments:**

The following grants provided by the City of Thousand Oaks helped to address the needs of the City's at-risk youth. Services marked (C) were funded with federal CDBG funds. Services marked (S) were funded through the City's Social Services Endowment Fund.

***Table 3.3 PY 2013 Public/Social Services Grants for  
Children and Youth \$ 26,562***

- \$ 8,000 to Assistance League for Operation School Bell (C)
- \$ 8,000 to Conejo Rec./Park District for Conejo Creek prog. (S)
- \$ 4,000 to Big Brothers, Big Sisters for Youth Mentoring (S)
- \$ 3,500 to Conejo Valley YMCA for Scholarships program (S)

Services provided include the following:

- **Assistance League – Operation School Bell (S) \$ 8,000**  
Provides low-income elementary school children, eligible for the Title One free lunch program, with new clothing, backpacks filled with school supplies, shoes and socks. Children properly outfitted for school are more prepared to learn.
- **Conejo Recreation & Park District – Conejo Creek Programs (S) \$ 8,000**  
Park District staffers coordinate an after-school homework activity at the Conejo Creek Neighborhood Center and provides year-round recreational activities for Conejo Creek neighborhood youth.

- **Big Brothers, Big Sisters – Youth Mentoring (S) \$ 4,000**

Program matches children ages 6-18 with a carefully screened mentor who will provide a minimum of one year of mentoring including academics, social skills, recreational activities, life skills, career counseling and other support.

- **Conejo Valley YMCA (S) \$ 3,000**

Program offers a group of middle school and/or high school students the opportunity to learn and practice leadership and public speaking skills while improving communication and collaboration.

- **Kids and Families Together (S) \$3,092**

Funding supported the Kinship Support Services Program providing services to individuals raising grandchildren, nieces, nephews, younger brothers and sisters or others, acting as primary caregivers for children in a formal arrangement with child protective services.

#### **4-C. Supportive Services for Individuals and Families in Crisis**

**Goal:** Provide supportive services through non-profit groups for individuals and families in crisis

Objective: Assist adults and children in crisis situations; including victims of domestic violence, spousal abuse, alcohol or drug addictions, behavioral problems or low-income persons and families at-risk of becoming homeless.

Benefit: Adults, children and families

Source: CDBG, SSEF

**PY 2013 Accomplishments:**

The following grants provided by the City of Thousand Oaks helped to address the needs of families and at-risk persons. Services marked (C) were funded with federal CDBG funds. Services marked (S) were funded through the City's Social Services Endowment Fund.

**Table 3.4 PY 2013 Public/Social Services Grants for  
Critical Needs Programs -- \$58,000**

\$ 15,000 to Conejo Free Clinic for Medical Services (C)  
\$ 10,000 to Westminster Free Clinic for Medical Services (C)  
\$ 8,000 to St. Vincent de Paul for Poor/Homeless program (S)  
\$ 7,500 to Food Share for Regional Food Bank (S)  
\$ 8,000 to Manna for Community Food Bank (S)  
\$ 3,500 for Jewish Family Service Counseling Program (S)  
\$ 3,000 to Rotary Club for Immunization Clinic (S)  
\$ 3,000 to Interface for 2-1-1 Referral Service (S)

Services include the following:

- **Conejo Free Clinic – Medical Exams & Lab Tests (C) \$ 15,000**  
Programs treats uninsured persons with no other access to medical care through weekly clinics for general care, women, teens, pediatric, immunization, nutrition counseling and other services. Funds purchase lab tests and supplies and medical exams are donated by area physicians.
- **Westminster Free Clinic – Preventive Care & Teen Internships (C) \$ 10,000**  
Program offered free, direct patient care to local, low-income, uninsured City residents including free doctor visits, chiropractic and physical therapy services, mental health counseling, free lab tests, generic medications and related services.
- **St. Vincent de Paul – Charity Program (S) \$ 8,000**  
Assistance provided includes food, rental assistance to avoid eviction, utilities payments, prescription medications, gas and food vouchers and motel nights for homeless families.
- **Food Share – Brown Bag Program (S) \$ 7,500**  
Funding was provided from the City's Social Services Endowment Fund to pay for truck fuel for the Food Share vehicle that picks up and delivers donated food from various sites community-wide to the Brown Bag program site at the Florence Janss Apartments.

- **Manna – Conejo Valley Food Bank (S) \$8,000**

Funding supports the community's primary food bank. Clients may visit once every four weeks to select 7 – 10 days' worth of food at no cost. Available items include canned goods, bread, pastry, dairy items, toiletries and fresh produce. Each Thanksgiving, over 500 complete turkey dinners are distributed.

- **Ventura County Jewish Family Service (S) \$ 3,500**

Program offers counseling services to those with little ability to pay for such services. Referrals are received from social services providers, medical clinics and various faith-based community agencies.

- **Thousand Oaks Rotary – Immunization Program (S) \$3,000**

The Thousand Oaks Rotary Club matches the City's contribution dollar for dollar and collaborates with the Conejo Free Clinic and the Westminster Free Clinic to offer Hepatitis A, Hepatitis B, T-Dap, Tetanus and Influenza vaccines to low-income persons to protect them and the entire community.

- **Interface Children and Family Services \$ 3,000**

Program provides a "211" hotline service (1-800 toll-free number) that provides referrals to available public and social services to meet the critical needs of City residents.

#### **4-D. Supportive Services for Other Special Needs Persons**

**Goal:** Provide support services through non-profit groups for special needs persons

**Objective:** Provide therapeutic and supportive services for persons with special needs

**Benefit:** Special needs persons

**Source:** CDBG and SSEF

**Program: Public Services**

#### **PY 2013 Accomplishments:**

The following grants provided by the City of Thousand Oaks helped to assist low-income persons with special needs. Services marked (C) were funded with federal CDBG funds. Services marked (S) were funded through the City's Social Services Endowment Fund.

**Table 3.5 PY 2013 Public/Social Services Grants  
for Special Needs (Disabled) Persons -- \$20,000**

\$ 8,500 to Hospice Conejo for Hospice Support Services (S)  
\$ 5,000 to United Cerebral Palsy for Disabled Transportation (C)  
\$ 3,500 to ARC Ventura County for After-School for Disabled (S)  
\$ 3,000 to Villa Esperanza for Employment Services (S)

Services provided include the following:

- **Hospice of the Conejo (S) \$ 8,500**  
Provides terminally ill persons and their families with in-home emotional, social, spiritual and physical support, including respite care, friendly visits, transportation and practical help. Also assists survivors through the grief process.
- **United Cerebral Palsy – Transportation Services (C) \$ 5,000**  
Provides transportation options to special event(s) for disabled residents of local United Cerebral Palsy homes. Funds are used for fuel and other vehicle-related costs of the organization's handicap-accessible vans. Of funds made available, \$4,641 was expended and \$359 will be re-programmed.
- **Association. for Retarded Citizens (ARC) – After-School Program (S) \$ 3,500**  
Serves developmentally disabled youth ages 12-22 with a safe, supportive and enriching environment focusing on community involvement, social skills and recreational activities.
- **Villa Esperanza \$ 3,000**  
The program provides occupational skills and local employment opportunities for persons with developmental disabilities.

## **5. Programs for Homeless & At-Risk Persons**

**Table 3.6 PY 2013 Public/Social Services Grants  
for Homeless and At-Risk Persons -- \$37,000**

\$ 25,000 to Lutheran Social Serv. for Homeless Programs (C, S)  
\$ 4,000 to Turning Point Foundation for Appleton House (S)  
\$ 8,000 to County of Ventura for RAIN Transitional Housing (S)

- **Lutheran Social Services -- Homeless Services (C, S)** **\$ 25,000**

Funds support the coordination of the community's year-round meals program and the rotating winter (December 1 through March 31) shelter for homeless persons. Also offers a daily drop-in center for homeless persons including laundry and shower facilities, mail drop, computer room, job leads and other services.

- **Turning Point Foundation – Appleton House** **\$ 4,000**

Provides 6 or 7 transitional residential beds at this Simi Valley facility for persons who are homeless and mentally ill. Funds are used to cover costs of supportive services.

- **County of Ventura, RAIN Transitional Living Center** **\$ 8,000**

This activity supports transitional housing and services to approximately 70 persons at any given time, including assistance with meals, transportation, parenting, self-sufficiency workshops, employment, financial skills development and permanent housing.

### ***Continuum of Care***

#### **A. Recalibrated 10-Year Plan to End Homelessness in Ventura County (2007 – 2017)**

The City collaborates in the regional Continuum of Care process that includes activities to implement the Recalibrated 10-Year Plan to End Homelessness in Ventura County (updated January 2013). The County of Ventura (Chief Executive Office) is the lead agency having superseded the non-profit Ventura County Homeless and Housing Coalition (VCHHC) to advocate for the homeless population and those at-risk. In addition, the County is the lead organization in planning and coordinating the regional response to the problems of homelessness, formulating a unified plan to end chronic homelessness and preparing the region's annual grant application for HUD Continuum of Care funds.

#### **Annual Survey of Homeless Population**

As required by the U.S. Department of Housing and Urban Development (HUD) as a prerequisite for receiving federal Continuum of Care (CofC) funds, since 1996 Ventura County governments and non-profit agencies have collaborated to conduct a countywide enumeration of persons living on the streets and in shelters and transitional facilities on one night in the year



### **PY 2013 Update**

The most recent count of homeless persons housed in shelters and transitional housing occurred on January 28, 2014, and resulted in the following data on homeless persons sheltered in Thousand Oaks:

- 74 homeless persons were counted on the streets and an additional 56 persons were counted at the emergency shelter and in transitional housing, total 130 persons.
- 65 adults (50%) and 9 children (from 7 families) were unsheltered (counted on the streets), another 34 (26%) were counted at the Conejo Valley Winter Shelter and another 22 (17%) persons were counted in transitional housing.
- 47 (72%) of unsheltered persons were adult men and 17 (26%) of unsheltered adults were women.
- 7 families were counted, consisting of 10 adults and 9 children (7%)..

### **FY 2013 Continuum of Care Funding**

In response to its PY 2013 Continuum of Care grant application, the Ventura County Continuum of Care released its "2013 CofC NOFA Final Approved Project Listing" on June 19, 2014. Several projects directly benefit Thousand Oaks residents and a copy of all the 2013 CofC approved projects is provided as **Exhibit P** to this CAPER report. The total funding to be received by the Ventura County CofC totals \$1,832,702.

## **B. Public Services for Homeless and At-Risk Persons**

### **PY 2013 Update**

In PY 2013, the City supported a variety of grants to providers of services to homeless persons and those at-risk of losing their housing. (C) denotes support with CDBG funds and (S) denotes funding from the City's Social Services Endowment Fund.

- **St. Vincent de Paul – Charity Assistance** **\$ 8,000**

Funding was provided from the City's Social Services Endowment Fund to the St. Vincent de Paul society. The group assists the poor and homeless in Thousand Oaks with food, clothing, gas and bus vouchers, utility payments and rent. The program also puts families in motels on a temporary basis, especially single mothers with children. Assistance is also given for emergency car repair, prescriptions, diapers, toiletries and other items.

- **Conejo Free Clinic – Medical Exams & Lab Tests (C) \$ 15,000**

Program treats uninsured persons with no other access to medical care through weekly clinics for general care, women, teens, pediatric, immunization, nutrition counseling and other services. Funds purchase lab tests and supplies and medical exams are donated by area physicians.

- **Westminster Free Clinic – Preventive Care & Teen Internships (C) \$ 10,000**

Program offered free, direct patient care to local, low-income, uninsured City residents including free doctor visits, chiropractic and physical therapy services, mental health counseling, free lab tests, generic medications and related services.

- **Food Share – Brown Bag Program (S) \$ 7,500**

Funding was provided from the City's Social Services Endowment Fund to pay for truck fuel for the Food Share vehicle that picks up and delivers donated food from various sites community-wide to the Brown Bag program site at the Florence Janss Apartments.

- **Manna – Conejo Valley Food Bank (S) \$8,000**

Funding supports the community's primary food bank. Clients may visit once every four weeks to select 7 – 10 days' worth of food at no cost. Available items include canned goods, bread, pastry, dairy items, toiletries and fresh produce. Each Thanksgiving, over 500 complete turkey dinners are distributed.

## **C. Emergency Shelter and Transitional Housing**

### **PY 2013 Update**

- **Lutheran Social Services – Emergency Services \$ 25,000**

The City provided a combination of CDBG (\$19,468) and SSEF (\$5,532) funding to Lutheran Social Services for coordination of its emergency assistance programs including a homeless drop-in center, a year-round meal program, a cold weather shelter and referrals to other services, plus services for at-risk households including emergency rent and utility payments.

- **Stoll House Transitional Housing**

This Many Mansions facility offers 11 units of transitional and supportive housing for single parents who have been homeless. Families reside here for 1 to 2 years while participating in counseling, job development and a savings program.

- **RAIN Transitional Living Center** **\$8,000**

Owned and managed by the County of Ventura, the Camarillo-based RAIN facility serves homeless persons from throughout the County and can accommodate approximately 70 persons at any given time. The facility includes 6 respite-care beds for homeless persons recovering from a hospital stay.

#### **D. Supportive Housing**

##### **PY 2013 Update**

- **Housing and Services**

Local non-profit housing agency Many Mansions manages the following supportive housing units.

**Esseff Village**, provides 50 studio apartments for low and very low-income persons including 15 supportive housing units for disabled persons, including formerly homeless persons.

**Richmond Terrace** (formerly Warwick Apartments) provides an additional 15 supportive housing units for chronically mentally ill persons.

**Hillcrest Villas Apartments**. This new 60-unit, permanent, affordable housing project includes 30 units of supportive housing, 15 set aside for formerly homeless persons and 15 units for persons with disabilities.

#### **E. Homeless Prevention**

- **Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

The County of Ventura Human Services Agency makes Federal funds available to all County residents who are currently homeless or facing homelessness from rental housing within 21 days. Assistance includes rental deposits, short-term rental payments; utility deposits and/or payments and/or moving and storage costs. Case managers work closely with clients to stabilize their housing and help avoid future housing crises.

- In Thousand Oaks, City funding supports Lutheran Social Services' Emergency Services Program that includes one-time deposits, short-term rental payments and utility payments to help at-risk households with temporary emergencies keep their housing.

### ***END OF SECTION 3***



**Section 4 — Addressing Other HUD Priorities  
(Other Actions)**

**A. Overcoming Obstacles to Meeting Underserved Needs**

Several examples illustrate how the City of Thousand Oaks endeavors to overcome obstacles to addressing the underserved needs of lower-income populations. Many are related to the City's efforts to provide additional affordable housing units and others relate to the City's collaboration with neighborhood groups and local social services providers.

▪ **Affordable Housing**

Overcoming Obstacles – Collaborations with the Area Housing Authority of the County of Ventura (AHA) and Many Mansions (CHDO)

The greatest underserved need in Thousand Oaks is the availability of affordable housing units and the City, in collaboration with the former Thousand Oaks Redevelopment Agency (dissolved on February 1, 2012) have partnered with local CHDO Many Mansions and public housing authority the Area Housing Authority of the County of Ventura (AHA) on numerous housing projects.

Recent examples include the City's collaboration (\$7.2 million) with AHA to help finance the pending 55-unit affordable rental complex Garden View Terrace (Los Feliz project) and its partnership with Many Mansions to construct the 60-unit affordable rental project Hillcrest Villas, including 30 units of permanent, supportive housing.

The above-noted projects received extensive financing assistance from the Thousand Oaks Redevelopment Agency to remain viable and to ensure units will remain affordable to lower-income renters for at least 55 years.

▪ **Suitable Living Environment**

Overcoming Obstacles – Example: Social Services Endowment Fund (SSEF)

Each year, the City provides at least \$100,000 for grants to local providers of social to support the goal of a decent living environment through services for youth, seniors, disabled persons and other low- and very low-income persons. The City matches 15% of the CDBG entitlement grant with these SSEF funds to facilitate the annual funding of 25 grants to local providers. **Exhibit D** to this CAPER report lists these grants each of which helps sustain a program that improves the quality of life for its participants.

▪ **Community Development**

Overcoming Obstacles – Financing Public Improvements

The City's FY 2005-2010 and 2010-2015 Consolidated Plans identify several long-term goals for community development in low and moderate-income Census Tracts 70 and 71. Because of the multi-million dollar cost of these improvements the City seeks to leverage the use of CDBG funds with state and federal transportation funds. These projects include Phase 1 of the Old Town West Street and Drainage Improvements project completed in March 2013 which leveraged \$1.5 million in CDBG funds with \$429,000 in developer fees and other revenue.

▪ **Economic Development**

**Problem:**      **Aging commercial structures not compliant with updated Building Codes not competitive with newer development**

**Program:**      **Commercial Revitalization Grants**

From 1989 to 2009, the City provided grants to assist owners of aging commercial properties on Thousand Oaks Boulevard for building rehabilitation and remodeling. The grants helped owners bring older structures into compliance with current building codes and requirements, assisted on-site businesses to remain competitive with newer development and helped to preserve local clerical, retail and service jobs for low and moderate-income residents.

In PY 2007, the City transferred this project from federal CDBG funds to local Thousand Oaks Redevelopment Agency funds. All CDBG-funded Commercial Revitalization projects approved between 1998 and 2006, were completed as have an additional 11 projects, funded with Thousand Oaks Redevelopment Agency funds between 2007 and 2010.

**Exhibit G** to this CAPER provides a list of all Commercial Revitalization projects funded to date. The program was terminated in February 2012 due to the elimination of the Thousand Oaks Redevelopment Agency and the redevelopment funds that previously funded the activity.

**B. Overcoming Gaps in the Institutional Structure**

The City collaborates with local non-profit and public affordable housing providers Many Mansions and the Area Housing Authority of the County of Ventura for the rehabilitation of existing units.

The City collaborates with local providers of public and social services to support the local delivery of basic services particularly to very low-income households and homeless persons. The City's Social Services Endowment Fund (SSEF) provides at least \$100,000 annually to match 15% of the City's CDBG entitlement to support operational grants to 25 non-profit agencies each year.

The City collaborates with the County of Ventura and other local cities and non-profits to support the Ventura County Continuum of Care to support the provision of housing and services to homeless persons and those at-risk for homelessness.

▪ **Supportive Housing for Disabled Persons**

In 2013, Many Mansions opened its new 60-unit affordable family complex, Hillcrest Villas Apartments on Hillcrest Drive. Thirty (30) of these units provide permanent, supportive housing for 15 disabled and 15 formerly homeless persons. The City of Thousand Oaks and the former Thousand Oaks Redevelopment Agency invested \$7.2 million in this project.

**C. Leveraging Resources**

The City's annual CDBG entitlement is relatively modest and the City recognizes the need to maximize HUD's investment in the local community by leveraging these funds whenever possible.

**Leveraging Housing Resources**

The City collaborates with local non-profit affordable housing provider Many Mansions, and with local public housing authority the Area Housing Authority of the County of Ventura, to fund the acquisition and conversion, and/or development of new affordable housing projects.

For example, the City and the Thousand Oaks Redevelopment Agency expended \$7.2 million in RDA Housing Set-Aside funds to structure financing for the pending 55-unit Garden View Terrace (Los Feliz project), a collaboration with the Area Housing Authority of the County of Ventura.

The City and the Thousand Oaks Redevelopment Agency (terminated February 2012) also partnered with Many Mansions (\$7.2 million in public funds) on the construction of 60 additional affordable family rental units, half with supportive services, on Hillcrest Drive (Hillcrest Apartments).

Through 2012, the City implemented a Tenant-Based Rental Assistance (TBRA) grant funded with HOME funds from the State of California.

**Leveraging Public Improvements Funding**

In PY 2013, the City leveraged \$1.5 million in CDBG funds with \$429,000 in developer fees and other revenue to construct Phase 1 of the Old Town West neighborhood master plan improvements including sidewalks, new drainage infrastructure, curb cuts, street lights and other amenities in CDBG-eligible Census Tract Block Group 71.2.

### **Leveraging Economic Development Resources**

Through 2009, the City's Commercial Revitalization Program provided rehabilitation grants of CDBG funds and/or Thousand Oaks Redevelopment Agency (RDA) funds to eligible commercial property owners. In nearly every instance, property owners leveraged CDBG dollars with private funding to increase the scope-of-work to be performed.

### **Leveraging Public Services Funding**

For Public and Social Services grants to local non-profit agencies, the City matches the 15 percent of each year's CDBG entitlement for grants to non-profit organizations with at least \$100,000 from the Social Services Endowment Fund (\$110,618 in PY 2013). (The **Exhibit D** table at the end of this CAPER report lists the public and social services funded in FY 2013 with \$84,468 in CDBG funds and \$111,342 from the Social Services Endowment Fund (SSEF).

## **D. Reducing the Number of Poverty Level Families**

### **Estimated CDBG-Eligible Population in Thousand Oaks**

According to the 2010 American Community Survey (Table II-7B), approximately 12,376 (27%) of the City's 45,836 households earn less than \$50,000 annually. Based on a household occupancy rate for Thousand Oaks of 2.73 persons, the population which could benefit from CDBG-funded activities totals 33,786 persons. Households with limited income usually have a higher incidence of housing problems, such as overpayment (paying more than 30% of income on housing) and overcrowding. As show in Table 1.4 below, the 27% of Thousand Oaks households earning less than \$50,000 annually, compares with 35% in that income category in all of Ventura County.

**Table 1.4 Income Distribution – Thousand Oaks vs. Ventura County**

Household Income and Benefits	Thousand Oaks		Ventura County	
	Households	Percent	Households	Percent
Less than \$10,000	1,777	3.9	9,235	3.5
\$10,000 to \$14,999	1,109	2.4	11,258	4.2
\$15,000 to \$24,999	3,079	6.8	21,796	8.2
\$25,000 to \$34,999	2,709	6.0	19,825	7.5
\$35,000 to \$49,999	3,598	7.9	30,816	11.6
\$50,000 to \$74,999	6,086	13.4	45,462	17.1
\$76,000 to \$99,999	5,264	11.6	35,235	13.3
\$100,000 to \$149,999	9,666	21.3	47,914	18.0
\$150,000 to \$199,999	4,683	10.3	21,439	8.1
\$200,000 or more	7,345	16.2	22,924	8.6
Mean (Average)	\$120,468		\$92,290	
Median	\$95,281		\$71,864	

Source: 2010 American Community Survey, Table DP03: Selected Economic Characteristics: 1-Year Estimates



## **Programs and Activities to Reduce the Number of Poverty-Level Families**

### **1. Mobile Home Park Rent Stabilization Ordinance**

The City enforces a Mobile Home Rent Stabilization Ordinance to control rents in the 8 mobile home parks in the City.

#### **Mobile Home Park Resident Protection Ordinance**

On July 8, 2008, the Thousand Oaks City Council approved a new ordinance designed to protect the rights of mobile home park residents. Subsequently, the City initiated litigation concerning the closure ordinance requirement for payment of relocation assistance. In January 2010 a State court found that the City cannot require mobile home park owners to pay displaced tenants all of the "reasonable costs of relocation", as defined in the City's ordinance. Instead, approval of a park closure requires the park owner to provide payments to displaced tenants that are consistent with the Court's decision and its interpretation of the City's ordinance.

### **2. Social Services Providers**

Since the inception of the Community Development Block Grant (CDBG) program in 1974, the City of Thousand Oaks has supported local non-profit housing and social services providers with federal, local and redevelopment agency funds to assist low and very low-income persons to obtain food, emergency shelter, job training, employment, transportation, health care, child care, counseling and other services for the elderly, youth and families. In PY 2013, the City allocated \$195,810 to social services providers, including \$84,468 in Community Development Block Grant (CDBG) funds and \$111,342 from the City's Social Services Endowment Fund. **Exhibit D** to this report includes a chart listing each of these grantees, the amount of funds granted and the programs benefiting from these funds.

### **3. Housing Partnerships**

#### **A. Improving Coordination With Public and Private Housing Providers**

Since 1973, the City of Thousand Oaks and the Thousand Oaks Redevelopment Agency have provided financial support to help public and private housing providers create new affordable housing units (see **Exhibit H** to this CAPER.)

As shown in the tables below, partnerships with the City's local public housing authority, the Housing Authority of the County of Ventura (AHA), with private, non-profit housing developer Many Mansions, and with other private affordable and/or subsidized housing providers has resulted in the acquisition and/or construction of 2,531 units, all affordable to low and moderate-income households. The total City/Agency investment in providing these affordable housing units is approximately \$62 million.

### Housing Collaborations with the Area Housing Authority

The following table lists housing partnerships between the City and its former Redevelopment Agency with the Area Housing Authority of the County of Ventura (AHA) since 1973.

<b>Table 4.1: City / Former Agency Housing Partnerships with the Area Housing Authority</b>				
<b>Project Name</b>	<b>Total Units</b>	<b>Year Completed</b>	<b>Affordable Units</b>	<b>City &amp; Agency Investment</b>
Los Arboles Apartments	43 Rent	1973	43 Family	\$1,025,000
Royal Oaks	5 Rent	1987	5 Family	Developer Agreement
Florence Janss Apartments	64 Rent	1988	64 Senior/Disable	Developer Agreement
Leggett Court	49 Rent	1989	49 Family	405,000
Glenoaks Senior Apts	39 Rent	1990	39 Senior	347,600
Fiore Gardens	50 Rent	1996	50 Family	3,300,000
Sunset Villas	11 Rent	2003	11 Family	750,000
Oak Creek Senior Villas	57 Rent	2004	57 Senior	3,750,000
Garden View Terrace	55 Rent		55 Family	9,208,060
<b>TOTALS</b>			<b>378 Units</b>	<b>\$18,965,660</b>

### Organizational Relationship of City and PHA and Appointing Authority for Housing Agency Board Commissioners

The City's Public Housing Authority (PHA) is the Area Housing Authority of the County of Ventura (AHA), an independent, non-profit agency serving the residents of Camarillo, Fillmore, Moorpark, Ojai, Simi Valley, Thousand Oaks and the unincorporated areas of Ventura County.

The Area Housing Authority is governed by a 15-member Board of Commissioners. Each jurisdiction appoints two Commissioners to serve four-year terms. In addition, one Resident Commissioner is appointed "at large". Currently representing the City of Thousand Oaks are residents on the AHA's governing board are Chuck Lech and Mark Lunn.

### PY 2013 Area Housing Authority Assistance to Thousand Oaks Households

The following table describes the households benefitting from AHA housing and Section 8 assistance in fiscal year 2013-14.

<b>Table 4.2: Area Housing Authority June 30, 2014</b>					
Population: 128,412 Number of dwelling units: 47,494					
Total units receiving assistance from the AHA: 847					
<b>AHA Owned Housing</b>	Families	Elderly	Disabled	Total	Acquired For
Fiore Gardens	44	0	6	50	\$5,752,500
Florence Janss	0	32	32	64	\$4,847,150
Leggett Court	41	1	7	49	\$4,837,150
Glen Oaks	0	33	6	39	\$2,500,000
Los Arboles	43	0	0	43	\$2,800,000
Oak Creek Sr. Villas	0	57	0	57	\$11,875,324
Royal Oaks	5	0	0	5	\$625,000
Sunset Villas	11	0	0	11	\$2,215,000
<b>Total AHA Owned</b>	<b>144</b>	<b>123</b>	<b>51</b>	<b>318</b>	<b>\$35,452,124</b>
<b>Section 8 Assistance</b>	<b>166</b>	<b>236</b>	<b>127</b>	<b>529</b>	<b>Annual Housing Payments \$5,697,036</b>
<b>Total AHA Assisted</b>	<b>310</b>	<b>359</b>	<b>178</b>	<b>847</b>	

The percentage of households assisted by the AHA in Thousand Oaks in 2013 is as follows:

	Units	%
Families	313	37%
Elderly	356	42%
Disabled	178	21%
<b>Total</b>	<b>847</b>	<b>100%</b>

#### B. Housing Partnerships with Non-Profit Housing Developer Many Mansions

As described below, in addition to its collaborations with AHA, the City and its former Redevelopment Agency have successfully collaborated with local, non-profit affordable housing corporation Many Mansions.

<b>Table 4.3: City / Former Agency Housing Partnerships with the Many Mansions</b>				
<b>Project Name</b>	<b>Total Units</b>	<b>Year Completed</b>	<b>Affordable Units</b>	<b>City &amp; Agency Investment</b>
Schillo Gardens	29 Rent	1988	29 Family	4,900,000
Shadow Hills	100 Rent	1993	100 Family	5,476,100
Stoll House	11 Rent	1998	11 Transitional	187,000
Villa Garcia	80 Rent	2000	80 Family	2,700,000
Esseff Village	50 Rent	2001	50 SRO	1,554,600
Richmond Terrace	27 Rent	2004	27 Family*	650,400
Hacienda de Feliz	25 Rent	2004	25 Family	600,000
Bella Vista	72 Rent	2005	72 Family	6,293,592
Hillcrest Villas	60 Rent	2013	60 Family**	7,276,500
<b>TOTALS</b>			<b>454 Units</b>	<b>\$29,638,192</b>

\* Includes 13 units with supportive services for persons with disabilities.  
 \*\*Includes 30 units with supportive services for persons with disabilities.

### Housing Partnerships with Other Affordable Housing Developers

In addition, the City and its former Redevelopment Agency have successfully collaborated with other affordable housing developers. These additional collaborations are described in the table below.

<b>Table 4.4: City / Former Agency Housing Partnerships with Other Affordable Housing Providers</b>				
<b>Project Name</b>	<b>Total Units</b>	<b>Year Completed</b>	<b>Affordable Units</b>	<b>City &amp; Agency Investment</b>
Mountclef Apartments	18 Rent	1973	18	Developer Agreement
Conejo Future Village	90 Rent	1978	90	600,000
Scrub Oaks	5 Own	1982	5	44,250
Camelot	180 Own	1985	180	600,000
Monterey Woods	40 Own	1986	40	9,000
Casa de Oaks	185 Own	1986	185	342,900
Twin Oaks	15 Own	1987	15	35,000
Northoaks	112 Own	1987	112	77,150
Hidden Canyon	648 Own	1987	648	156,044
Hillcrest Royale	54 Rent	1990	54	500,000
United Cerebral Palsy	30 Rent	1993	30	\$200,000
The Groves	91 Own	1995	91	1,116,082
Habitat (720 Beall St)	1 Own	1995	1	40,000
Corta Bella	26 Own	1996	26	150,750
Arroyo Villas	40 Rent	1996	40	Developer Agreement
Habitat (193 Flittner Cir)	1 Own	1998	1	49,995
Habitat (199 Flittner Cir)	1 Own	1998	1	137,445
Westlake Vista	6 Own	2001	6	Developer Agreement
Premier Apartments	5 Rent	2003	5	Developer Agreement
Park Lane Townhomes	12 Own	2003	12	1,047,306
Oak Grove Villas	2 Own	2007	2	100,000
Shadows Apartments	148 Rent	2007	147	6,900,000
Habitat (200 Houston Drive)	1 Own	2010	1	50,000
<b>TOTALS</b>			<b>1710 Units</b>	<b>\$12,155,922</b>

*End of Section 4*



**Section 5 — Program Evaluation, Administration, and Monitoring**

**A. Assessment of Strategic Plan Goals and Objectives**

**Exhibit F** to this CAPER provides a summary of PY 2010-2015 Consolidated Plan goals and objectives and how PY 2013 CDBG-funded, and other funded, activities were implemented to address the City's identified needs.

**B. Program Evaluation**

Self-Evaluation

During the PY 2013 program year, the City successfully drew down \$469,087 in CDBG funds, primarily for residential rehabilitation at multi-family affordable housing project Bella Vista Apartments (owned and operated by non-profit housing provider Many Mansions) and at up to 10 single-family units, including several mobile homes, owned/occupied by very low-income residents..

Meeting Program and Consolidated Plan Requirements

The City's PY 2013 program activities were implemented following public review and comment and reviewed by staff for compliance with HUD requirements prior to City Council approval.

During the program year, the City made progress in the implementation of 2010-2015 Consolidated Plan goals (see **Exhibit F**.)

A Senior Analyst position in the Community Development Department is dedicated to overall management of CDBG program activities, including compliance with all applicable federal regulations and requirements. The City's Housing Coordinator provides support for the oversight of CDBG, Social Services Endowment Fund (SSEF) and related activities, as well as the coordination of housing-related information for Action Plan and CAPER documents. A Senior Planner provides environmental review for all CDBG-funded activities. A Senior Accountant is responsible for approving IDIS draw downs and maintaining required reports for the CDBG program.

IDIS Financial Summary Report

The IDIS Financial Summary Report (C04PR26) (**Exhibit J**) shows PY 2013 expenditures totaling \$469,087 including \$84,468 (15%) for Public Services and \$112,265 (20%) for Program Administration.

Program Timeliness

In PY 2013, the City maintained an acceptable Line of Credit by drawing down sufficient funds to achieve a balance of no more than 1.5 program years as of May 1, 2014.

**C. Program Administration**

- Community Development Projects (Capital Improvement Projects)

The City's Community Development Department (CDD) manages CDBG program activities. The City's CDBG management team includes Community Development Director John Prescott, Deputy Community Development Director and City Planner Mark Towne, Senior Analyst Caroline Milton and Housing Coordinator Lynn Oshita. Under the direction of the City Manager, and with approval of the City Council, the Community Development Department staff has primary responsibility for CDBG program administration and management and implementation of CDBG-funded projects.

CDD staff work closely with other City departments/divisions including the Finance and Public Works departments to manage federally funded projects and to prepare the 5-year Consolidated Plan, the annual Action Plan update and the annual Consolidated Annual Performance and Evaluation Report (CAPER). An informal outcome measurement group identifies project resources, outcome measures and indicators, data collection methods and measurement systems to provide a framework for analyzing and reporting project accomplishments to HUD. The City allocates up to 20 percent of its annual CDBG entitlement grant for program administration and project management.

City staff collaborates to implement the City's Community Development Block Grant (CDBG) funded projects including a needs assessment public hearing, identification of eligible projects, environmental review, strategic planning and citizen participation. With public participation, staff works to assure that CDBG-funded programs comply with federal regulations as they fulfill Consolidated Plan goals. The Citizen Participation Plan is an important tool in ensuring that CDBG-funded programs and projects have community support and oversight.

- Public Services

The Ad Hoc Social Services Funding Committee meets biennially (every other year) to review requests for public and social services grants to be funded by up to 15 percent of the City's CDBG entitlement and at least \$100,000 from the City's Social Services Endowment Fund (matching funds).

In September 2013, the City Council appointed 9 residents to the 2014 Ad Hoc Social Services Committee to review funding requests, assess the community's need for services and recommend to the Council how best to allocate available resources. On May 27, 2014, the City Council reviewed and approved a set of recommendations developed by the Committee and adjusted by staff to reflect a small reduction in the actual PY 2014 CDBG entitlement grant versus an estimate that the Committee had used.

**Exhibit M** to this CAPER report is a copy of the report presented to the City Council and approved for PY 2014.

- Commercial Revitalization

From 1999 through 2005, the City Council used CDBG funds to support a commercial rehabilitation for owners of aging commercial properties in income-eligible block groups. The City Council's Business Roundtable reviews grant applications and individual grants will be up to \$100,000 per project. By PY 2009, all CDBG-funded Commercial Revitalization projects had been completed.

Beginning in July 2007, Commercial Revitalization projects were funded with Thousand Oaks Redevelopment Agency funds for economic development on and adjacent to Thousand Oaks Boulevard. **Exhibit G** to this CAPER report is a table showing all the City's investments in the Commercial Revitalization program since 1998. However, with the elimination of Redevelopment Agency revenues as of February 1, 2012, the Commercial Revitalization program has been discontinued.

- Public Review of Consolidated Plan, Annual Action Plan and Annual Performance Report

Public review of the City's Community Development Block Grant (CDBG) strategic plan (five-year Consolidated Plan), annual implementation plan (Action Plan), and annual performance report (Consolidated Annual Performance and Evaluation Report) provide oversight and scrutiny of the City's federally funded projects and invites commentary, pro or con, to help the City determine the level of public support for CDBG expenditures. The City's Citizen Participation Plan (Resolution 2010-085) was revised in September 2010 to include improvements and enhancements that were requested by HUD following an administrative monitoring review of the City held in July 2010.

This CAPER report was made available for 30 days of public review beginning Monday, August 11 through Tuesday, September 9, 2014. The draft CAPER is available online at [www.toaks.org](http://www.toaks.org) or as a printed document at City Hall. On request, the staff will mail a paper copy to anyone requesting same or will make the document available for review at other locations. The City Council will hold a duly noticed public hearing on the draft CAPER at 6:00 p.m., Tuesday, September 9 which will provide a final opportunity for public comment on the CAPER document.

- Compliance with Davis-Bacon Act and Section 3 Requirements

Following a competitive and public Request for Proposals in 2011, the City hired Comprehensive Housing Services (CHS) to provide federal wage compliance oversight and related services for the City's CDBG-funded construction projects. This firm, which represents a number of local governments in Southern California provides the City with professional cost estimates for its commercial rehabilitation grant program, coordinates pre-construction meetings with contractors and sub-contractors ensures and ensures the submission of required certified payrolls.



- Integrated Disbursement and Information System (IDIS)

The City uses IDIS for CDBG project management and to ensure timely draw downs. Successful use of the IDIS interface helps ensure that the City's CDBG-funded projects and activities are accurately documented. The City participates in IDIS data cleanup activity and responds to correct any anomalous data identified by HUD.

- Grant Agreements

Each non-profit organization or public agency that partners with the City for the use of federal funds must sign a contract which references the applicable federal requirements for administration of the grant. Each City sub-grantee is notified of its responsibilities for compliance and for maintaining documentation to demonstrate that compliance.

**D. Program Monitoring**

The Community Development Department closely monitors the progress of CDBG-funded projects as well as their compliance with Federal (and State of California) requirements.

- Monitoring of Construction Projects

To confirm compliance by contractors and sub-contractors with these federal mandates, the City contracts with Comprehensive Housing Services (CHS) located in Fountain Valley. The firm monitors the issuance of new federal wage guidelines by the U.S. Department of Labor and conducts pre-construction meetings with the contractors and sub-contractors selected via a competitive bidding process for City contracts.

CHS also determines the wages (federal or State prevailing wages) to be used in each project and makes unscheduled visits to the construction site to interview laborers. CHS also collects and reviews certified payroll documents to ensure their accuracy and completeness.

- Monitoring of Subrecipients

For PY 2013, the City is conducting desk audits and, as determined necessary, in-person visits with CDBG subrecipients to verify the appropriate use of CDBG funding and to review federal requirements for grant management (OMB Circular A-110), eligibility of program recipients, collaboration with other non-profits and efforts to avoid duplication of services, fund-raising efforts to leverage federal funds and related issues. The City requires remedial action by any grantee should their programs not be consistent with federal requirements.

In addition to reviewing the quarterly and annual reports received from CDBG sub-recipients, the City conducted desktop monitoring on all of the City's PY 2013 CDBG subrecipients. The monitor reviewed program performance, administrative procedures and financial capacity. A copy of the City's draft public/social services subrecipient monitoring survey is provided as **Exhibit Q** to this CAPER report.

HUD Monitoring of City's Program Year 2012 CDBG Program

On April 7 – 10, 2014, the U.S. Department of HUD, Community Planning and Development staff (Jane Wilson, Irene Lam) visited City Hall in Thousand Oaks and met with City's CDBG staff (John Prescott, Caroline Milton, Lynn Oshita, Fay Menkin and Richard Burgess.)

**Exhibit R** to this CAPER report summarizes HUD's findings and the City's responses to this HUD Administrative monitoring.

**E. Environmental Review of CDBG Projects**

To comply with federal requirements to identify the environmental impacts of CDBG-funded activities, the City made the following findings regarding environmental review of the following PY 2013 CDBG-funded projects:

**Table 5.1: PY 2013 CDBG-Funded Activity Environmental Review**

Activity	Environmental Finding
<b>Capital Improvements</b>	
Multi-Family Residential Rehabilitation, Bella Vista 2013 Improvements HS 9939, IDIS Activity # 352	Categorical Exclusion
Single-Family Low-Income Residential Rehabilitation, HS 9940, IDIS Activity # 354	Categorical Exclusion
<b>Supplemental Code Enforcement</b>	
Day Labor Site (Code Enforcement) 3120 Royal Oaks Drive, Thousand Oaks, CA 91362, BG 2025 IDIS Activity # 355	Categorical Exclusion
<b>Public Services</b>	
Grants to 6 Social Services Providers from several locations in CDBG-eligible block groups	Exempt Activity

**Program Administration**

Project Management, Program Compliance  
City of Thousand Oaks  
2100 Thousand Oaks Boulevard  
Thousand Oaks, CA 91362

Exempt Activity

**F. Managing Changes In Program Objectives**

Nature and Reasons for Program Objectives and Changes

There were two (2) amendments to Thousand Oaks's approved PY 2013 Action Plan:

(Substantial) Amendment # 1 to CDBG Action Plan

On October 22, 2013, the Thousand Oaks City Council approved the transfer of \$60,000 in PY 2013 CDBG funds from "Future Year-Round Emergency Shelter" (Non-Profit Capacity Building) to "Single Family Rehabilitation, HS 9940". (See **Exhibit L-1** to this CAPER report.)

(Minor) Amendment # 2 to CDBG Action Plan

IDIS Activity # 336 (Old Town West)		
	Activity Balance on 12/02/2013	\$ 24,417
12/03/2013	Final Draw Down – Comprehensive Housing Services	(2,119)
12/03/2013	Transfer # 1 -- \$13,465.00 to # 352 (Bella Vista 2013)	(13,465)
12/03/2013	Transfer # 2 -- \$7,500.00 to # 354 (Single-Unit Rehab)	( 7,500)
12/03/2013	Transfer # 3 -- \$1,333.60 to Unallocated Funds	( 1,334)
IDIS Activity # 313 (Bella Vista 2011)		
	Activity Balance on 12/02/2013	\$ 1,015
12/03/2013	Transfer # 4 -- \$1,014.90 to Unallocated Funds	( 1,015)
IDIS Funding Status as of 12/04/2013		
	IDIS Activity # 336 – Old Town West	-0-
	IDIS Activity # 313 – Bella Vista 2011	-0-
		\$ 151,535
	IDIS Activity # 352 – Bella Vista 2013	+ 13,465
		\$ 165,000
		\$ 57,500
	IDIS Activity # 354 – Single-Unit Rehab	+ 60,000*
		+ 7,500
		\$ 125,000
	Unallocated Funds	\$ 2,348.50
	*(Substantial Amendment # 1)	

## **G. Citizen Participation Process**

### Citizen Participation Plan

The City's updated Citizen Participation Plan (Resolution 2010-085 – see **Exhibit E** to this CAPER) describes the procedures to be followed each year to ensure that members of the public, particularly low- and moderate-income persons, have opportunities to help identify community needs, comment on proposed CDBG-funded activities and on the City's performance, and to participate fully in the City's Consolidated Plan activities.

### Public Hearings

As described below, in PY 2013, the City held 3 Action Plan-related public hearings between September 2013 and May 2013, and will hold a fourth public hearing on September 9, 2014 for review/approval of this CAPER document. The City's PY 2013 hearings are summarized in the table below.

**Table 5.2: PY 2013 CDBG Needs Assessment / Action Plan  
Public Hearing & Review Schedule**

Oct. 22, 2013	Public Hearing: (Substantial) Amendment # 1
Jan. 13, 2014	Public Hearing PY 2014 CDBG Community Needs Assessment
Mar. 10 – April 8, 2014	Public Review: Draft PY 2014 Action Plan
May 27, 2014	Public Hearing: City Council Review of Draft PY 2014 Action Plan
Aug.11- Sept. 9, 2014	Public Review: Draft PY 2013 CAPER Report
Sept. 9, 2014	Public Hearing: PY 2013 CAPER Report

The City provided public notice of these hearings in accordance with the City's Citizen Participation Plan. Copies of the City's public notices are included in **Exhibit K** to this report. The City used newspaper display advertising, legal classified pages, City's Internet web page and the electronic bulletin board on TOTV-10, the City's 24-hour cable access government channel, to advertise the availability of CDBG-related documents for public review and public hearings.

## **Citizen Participation and Public Comments**

### **Public Hearing Comments**

The following speakers and/or correspondents participated in the City's PY 2013 Action Plan-related public hearings.

Public Hearing # 1 – (Substantial) Amendment # 1

No Comments were received. (Please see **Exhibit L.**)

Public Hearing # 2 – PY 2014 Needs Assessment

**Table 5.3: Public Comments (January 13, 2014)**

1. Rick Schroeder, President, Many Mansions and Chair, Conejo Affordable Housing Workgroup

Mr. Schroeder stated his intention to formally request Program Year 2014 CDBG funds to assist with rehabilitation at one or more of Many Mansions' owned affordable, multi-family rental housing complexes in Thousand Oaks.

**Written Comments Received During the Needs Assessment Process**

The following persons/agencies submitted written comments for consideration by the City in advance of drafting the PY 2014 CDBG Action Plan:

**Table 5.4 Needs Assessments Written Submittals Received by City**

- |    |  |  |
|----|--|--|
| 1. | Many Mansions' (Rick Schroeder) Request for CDBG Funds | \$473,398 for Multi-Family Residential Rehabilitation  |
| 2. | Conejo Valley Affordable Housing Workgroup             | Urged funding to (a) develop a year-round emergency shelter and (b) create and support emergency assistance funds. |
| 3. | Senior Alliance for Empowerment (S.A.F.E)              | \$97,460 for improvements at Ranch Mobile Home Park.   |

**Responses to Written Comments for the 2013 Needs Assessment**

**Table 5.5: City's Responses to Written Comments**

1. Many Mansions' President Rick Schroeder was advised that the City included \$247,000 in the Final PY 2014 Action Plan for Multi-Family Rehabilitation activities at Shadow Hills and Esseff Village Apartments and that the request was approved by the City Council on May 27, 2014.
2. Conejo Valley Affordable Housing Workgroup President Rick Schroeder was thanked for the letter with the understanding that future CDBG funding could be considered to support a year-round emergency shelter and/or an emergency assistance fund.
3. Staff advised S.A.F.E. representatives that the City's Final Action Plan includes \$115,239 in PY 2014 CDBG funds for a grant program to assist selected very-low income, single-family dwelling, owner-occupants Citywide to perform rehabilitation activity. Grant applicants will be selected in a random lottery due to the limited funding available.

## Public Comments at Public Hearing # 3 (May 27, 2014)

*Table 5.6: Public Hearing # 2 Comments (April 23, 2013)*

1. Two persons submitted Statement Cards in support of the PY 2014 Action Plan. All comments were accepted..
2. One person submitted a Speaker's Card but did not respond when called to the podium.

*There were no additional Public Comments.*

## Public Review and Comment on this CAPER Report; Public Hearing # 4, September 9, 2014

This PY 2013 CAPER report was posted to the City's Internet website ([www.toaks.org](http://www.toaks.org)) on August 11, 2014 for 30 days of public review prior to a duly-noticed City Council public hearing for review and approval of the CAPER. That Public Hearing # 3 was held Tuesday, September 9, 2014.

Any public comments made at the September 9, 2014 public hearing will be included in the final version of this CAPER report to be submitted to HUD on September 17, 2014. A copy of the staff report prepared for the City Council's review of this CAPER report will be included printed as **Exhibit M** to the final version of this CAPER report.

## H. Other CDBG Submittal Requirements

### Float-Funded Activities

Thousand Oaks did not conduct any float-funded activities in PY 2013.

### Contingency

As shown on the table on page 3 of this CAPER report, the City allocated 100 percent of its PY 2014 CDBG entitlement grant totaling \$563,128.

### Urgent Needs

The City did not complete any "Urgent Need" activities in PY 2013.

### Certification of Consistency

As requested by HUD applicants, the City provided/will provide a Certification of Consistency with the City's Consolidated Plan.

### Consolidated Plan and/or Action Plan Implementation

The City complied with applicable HUD requirements and did not hinder, by action or willful inaction, the implementation of either its PY 2010-2015 Consolidated Plan or the PY 2013 Action Plan.

Locations of PY 2013 CDBG-Funded Projects

In PY 2013, the City implemented CDBG-funded activities at the following locations and to benefit the specific service areas and/or clientele listed in the table below.

**Table 5.7: PY 2013 CDBG-Funded Activity Locations and Service Areas/Clientele**

<i>Capital Projects and Grants</i>	<i>Location</i>	<i>Service Area</i>
Multi-Unit Rehabilitation at Bella Vista Apartments	2011-2015 Los Feliz Drive Thousand Oaks, CA 91362	LMH, Low-Income Renters
Single-Unit Rehabilitation Citywide	Mobile Home Parks and Single-Family Dwellings	LMH Owner-Occupants
<i>Code Enforcement</i>		
Day Labor Site	3120 Royal Oaks Drive Thousand Oaks, CA 91362	LMA - Day laborers using designated site
<i>Public Services</i>		
Conejo Free Clinic	Human Services Center, 80 East Hillcrest Drive, Thousand Oaks, CA 91360	Low-Mod Clientele (LMC)
Long Term Care	At 65 long-term care sites In Thousand Oaks	LMC
Lutheran Social Services	Human Services Center, 80 East Hillcrest Drive, Thousand Oaks, CA 91360	LMC
Senior Concerns Meals on Wheels	401 Hodencamp Road Thousand Oaks, CA 91360	LMC
Westminster Free Clinic	United Methodist Church, 1000 E. Janss Road, Thousand Oaks, CA 91360	LMC
	Westminster Presbyterian Church, 32111 Watergate Road, Westlake Village, CA 91361	LMC
United Cerebral Palsy	United Cerebral Palsy Residences Thousand Oaks	LMC
<i>Program Administration</i>		
General Administration	2100 Thousand Oaks Boulevard Thousand Oaks, CA 91362	Community Wide
Fair Housing Counseling	Housing Rights Center 1-800-477-5977	Community Wide

**End of PY 2013 CAPER Report Narrative**





## **Exhibit A**

### **PY 2013 CDBG Activities and Expenses**

# Exhibit A

## PY 2013 CDBG Activities and Expenses

**Table 1.13: FY 2013 – 2014 (PY 2013) CDBG PROGRAM EXPENDITURES**

This table summarizes City's CDBG-funded expenditures from 7/1/13 through 6/30/14 and includes unspent CDBG funds from prior years

Balance 6/30/13	Project	PY 2013 Allocations	Amendments	Total Budget	PY 2013 Expenses	Balance 6/30/14
<b>\$25,432</b>	<b>Capital Projects ( 50% )</b>	<b>\$ 269,035</b>	<b>-0-</b>	<b>\$ 294,467</b>	<b>\$ 179,914</b>	<b>\$114,553</b>
24,417	Old Town West Street Improvements CI 4298	-0-	(22,298) <sup>B.</sup>	2,119	2,119	-0-
1,015	Bella Vista 2011 Improvements HS 9936	-0-	(1,015) <sup>B.</sup>	-0-	-0-	-0-
-0-	Non-Profit Capacity Building (Future Shelter) HS 9937	60,000	(60,000) <sup>A.</sup>	-0-	-0-	-0-
-0-	Bella Vista 2013 Improvements HS 9939	151,535	+13,465 <sup>B.</sup>	165,000	162,767	2,233
-0-	Single-Family Low-Income Residential Rehab HS 9939	57,500	+ 67,500 <sup>B.</sup>	125,000	15,028	109,972
<b>-0-</b>	<b>Uncommitted Funds</b>	<b>-0-</b>	<b>2,348</b>	<b>2,348</b>	<b>-0-</b>	<b>2,348</b>
-0-	Uncommitted Funds	-0-	+2,348 <sup>B.</sup>	2,348	-0-	2,348
<b>\$ -0-</b>	<b>Code Enforcement ( 14% )</b>	<b>\$ 97,000</b>	<b>-0-</b>	<b>\$97,000</b>	<b>\$ 95,593</b>	<b>\$ 1,407</b>
-0-	Day Labor Site Code Enforcement BG 2025	97,000	-0-	97,000	95,593	1,407 <sup>C.</sup>
<b>\$ 359</b>	<b>Public Services ( 15% )</b>	<b>\$ 84,468</b>		<b>\$ 84,468</b>	<b>\$ 83,968</b>	<b>\$ 500</b>
-0-	Conejo Free Clinic BG 9816	15,000	-0-	15,000	14,500	500
-0-	Long Term Care BG 9821	15,000	-0-	15,000	15,000	-0-
-0-	Luth Soc Services BG 9822	19,468	-0-	19,468	19,468	-0-
-0-	Meals on Wheels BG 9818	20,000	-0-	20,000	20,000	-0-
-0-	West. Free Clinic BG 2026	10,000	-0-	10,000	10,000	-0-
359	United Cerebral Palsy BG 9832	5,000	(359) <sup>D.</sup>	5,000	5,000	-0-
<b>\$-0-</b>	<b>Administration ( 20% )</b>	<b>\$ 112,625</b>	<b>-0-</b>	<b>\$112,625</b>	<b>\$112,625</b>	<b>-0-</b>
-0-	Administration BGADMN	90,325	-0-	90,325	90,325	-0-
-0-	Fair Housing BGADMN	12,300	-0-	12,300	12,300	-0-
-0-	Ventura County 2015-2019 Con Plan Consortium	10,000	-0-	10,000	10,000	-0-
<b>\$ 25,791</b>	<b>CDBG Program ( 100% )</b>	<b>\$ 563,128</b>	<b>(359)</b>	<b>\$ 588,560</b>	<b>\$ 472,100</b>	<b>\$ 116,460</b>

### Amendments to PY 2013-14 CDBG Action Plan

- A. (Major) Amendment # 1 (10/22/13 – approved by the City Council)  
\$60,000 from Non-Profit Capacity Building to Single-Family Residential Rehab \$60,000.00
- B. (Minor) Amendment # 2 (11/27/13) – approved by the City Manager  
\$13,465 from Old Town West to Bella Vista 2013 \$ 13,465  
7,500 from Old Town West to Single-Family Rehab 7,500  
1,333 from Old Town West to Unallocated Funds 1333  
\$ 22,298
- \$ 1,015 from 2011 Bella Vista to Unallocated Funds \$ 1,015
- C. Sub-recipient reimbursement to City for computer purchase \$ 1,407
- D. Amount drawn down in error in 2012; funds returned to HUD. (359.00)

**Exhibit B**

**FY 2010-2015 City of Thousand Oaks**

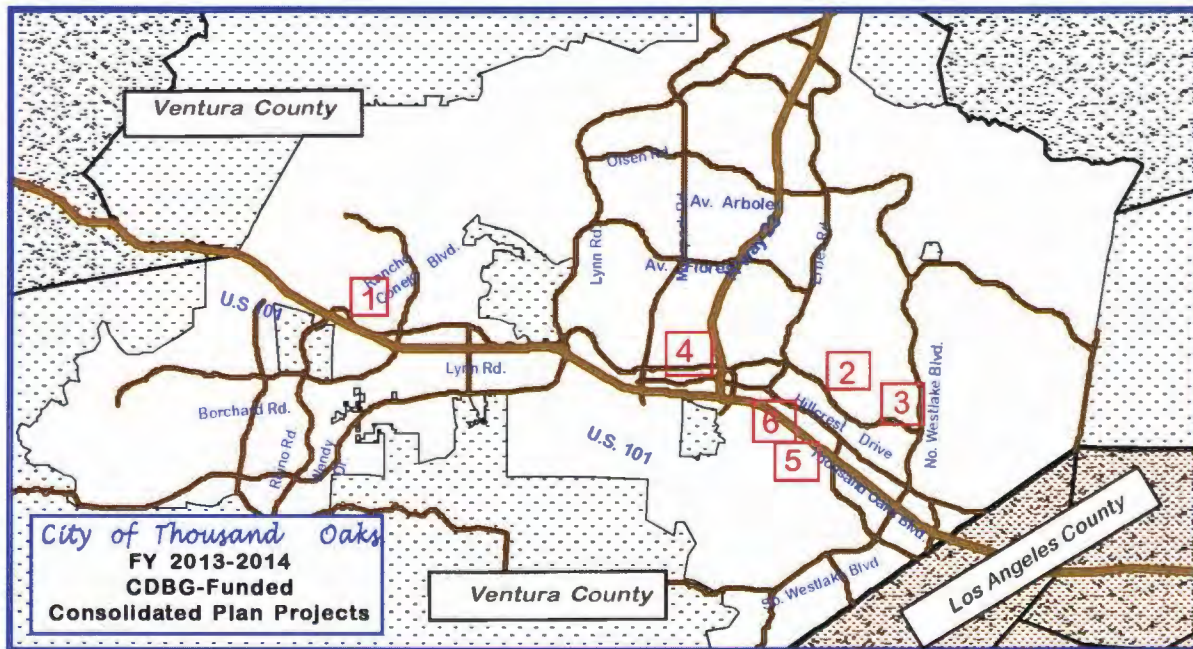
**Consolidated Plan**

**Year Four Action Plan (FY 2013-2014)**

**[HUD PY 2013]**

**and CDBG Activity Locations**

FY 2010-2015 City of Thousand Oaks Consolidated Plan -- Year Four Action Plan (FY 2013-2014)



1. Future Year-Round Emergency Shelter (Fire Station # 35 Conversion)
2. Multi-Family Residential Rehabilitation (Bella Vista & Villa Garcia Apts.)
3. Very Low-Income Single-Family Residential Rehabilitation (Citywide)
4. Public Social Services (Human Services Center & Other)
5. Day Labor Site Coordination (Royal Oaks Drive, west of Hampshire Road)
6. CDBG Program Administration (2100 Thousand Oaks Boulevard)

**Exhibit C**

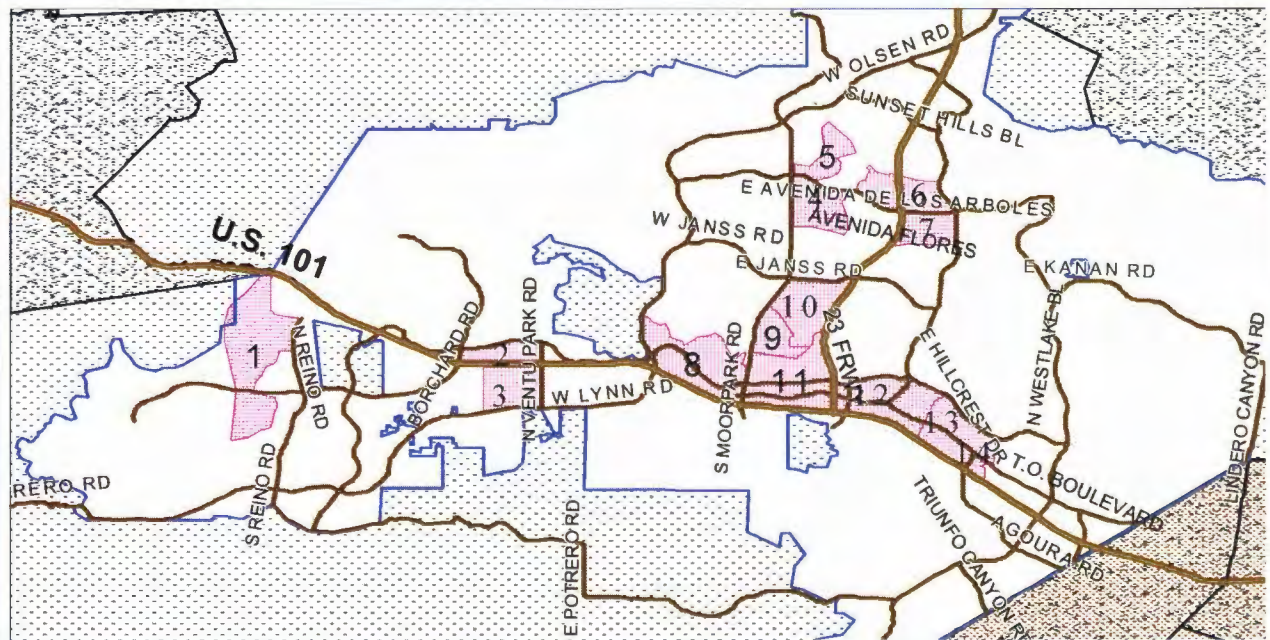
**City of Thousand Oaks**

**Census 2000 Low/Mod Income**

**Census Tract Block Groups for**

**CDBG Program**

## City of Thousand Oaks Census 2000 Low and Moderate-Income Census Tract Block Groups for CDBG Program



***City's Census 2000 Block Groups with at Least 29.4% Low/Mod Households***

	Census Tract	Block Group	Low/Mod %		Census Tract	Block Group	Low/Mod %
<b>1</b>	58.00	1	30.0	<b>8</b>	75.08	2	35.4
<b>2</b>	58.00	3	32.8	<b>9</b>	69.00	3	57.0
<b>3</b>	61.00	2	65.0	<b>10</b>	68.00	3	49.2
<b>4</b>	59.09	1	40.7	<b>11</b>	68.00	2	30.1
<b>5</b>	65.00	2	48.7	<b>12</b>	70.00	1	49.9
<b>6</b>	64.00	4	34.5	<b>13</b>	71.00	1	67.5
<b>7</b>	64.00	6	53.6	<b>14</b>	71.00	2	63.3

**Exhibit D**

**City of Thousand Oaks**

**PY 2013**

**Public and Social Services Grants**

**(Federal CDBG and Local SSEF Funds)**

## Exhibit D

Adjusted 2013 – 2014 Federal CDBG & City SSEF Social Services Grants							
Total \$195,810 Approved by the City Council, April 23, 2013							
Federal HUD / Community Development Block Grant (CDBG) & City Social Services Endowment Funds (SSEF)							
Community Development Block Grant (CDBG)				Social Services Endowment Fund (SSEF)			
		Grant	Contract			Grant	Contract
1-a.	Lutheran Social Serv. (Emergency Services)	19,468		7.	Senior Concerns (Adult Day Care Scholarships)	9,000	
2.	Senior Concerns (Meals on Wheels)	20,000		8.	Hospice Conejo (Hospice Support Services)	8,500	
3.	Conejo Free Clinic (Medical Services)	15,000		9.	Assistance League (Operation School Bell)	8,000	
4.	Long Term Care (Senior Ombudsman)	15,000		10.	Conejo Rec. & Park District (Conejo Creek Programs)	8,000	
5.	Westminster Free Clinic (Medical Program)	10,000		11.	County of Ventura HSA (RAIN Program)	8,000	
6.	United Cerebral Palsy (Disabled Transportation)	5,000		12.	Manna (Operations Program)	8,000	
	<b>CDBG Grants Budget</b>	<b>\$84,468</b>		13.	St. Vincent de Paul (Poor/Homeless Program)	8,000	
				14.	Food Share (Comty. Hunger Services)	7,500	
				15.	Livingston Memorial VNA (Subsidized Care)	7,310	
				1-b.	Lutheran Social Serv. (Emergency Services)	5,532	
	Total Grant to Lutheran Social Services is \$25,000 (including \$19,468 in CDBG funds, item 1-a; and \$5,532 in SSEF funds, item 1-b).			16.	Turning Point Foundation (Appleton House)	4,000	
				17.	Big Brothers, Big Sisters (Youth Mentoring)	4,000	
				18.	ARC Ventura County (After School-Disabled)	3,500	
				19.	VC Jewish Family Service Counseling Program	3,500	
				20.	YMCA Conejo Valley (Scholarships Program)	3,500	
				21.	Villa Esperanza (Employment Services)	3,000	
				22.	Grey Law (Senior Legal Services)	3,000	
				23.	Interface Child/Fam Services 2-1-1 Ventura County	3,000	
				24.	Senior Concerns Advocates Program	3,000	
				25.	Thousand Oaks Rotary (Immunization Program)	3,000	
					<b>SSEF Grants Budget</b>	<b>\$111,342</b>	

Total Annual Social Services Budget: 2013-2014 \$195,810



**Exhibit E**

**City of Thousand Oaks**

**Resolution 2010-085**

**Citizen Participation Plan for**

**U.S. Department of HUD**

**2010-2015 Consolidated Plan**

**RESOLUTION NO. 2010-085**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
THOUSAND OAKS ADOPTING A REVISED CITIZEN  
PARTICIPATION PLAN FOR LOCAL IMPLEMENTATION OF THE  
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
(HUD) CONSOLIDATED PLAN PROCESS AND RESCINDING  
RESOLUTION NO. 2010-031**

**WHEREAS**, the CITY of Thousand Oaks (CITY), a Community Development Block Grant (CDBG) entitlement community, is required by law to have a Citizen Participation Plan (PLAN) containing policies and procedures for public involvement in the U.S. Department of Housing and Urban Development (HUD) Consolidated Plan process for use of CDBG and/or other HUD funds; and

**WHEREAS**, preparation of CITY's 2010-2015 Consolidated Plan (5-year Strategic Plan) for expenditure of CDBG funds between July 1, 2010 and June 30, 2015 provides an opportunity for revising and/or updating the CITY's existing PLAN, and, pursuant to a HUD on-site monitoring review occurring in July 2010, revisions to the CITY's current plan are necessary to bring the document into full compliance with Federal regulations;

**NOW, THEREFORE**, the Thousand Oaks City Council rescinds Resolution No. 2010-031 and, in accordance with 24 CFR 91.105 (a) (1), adopts the following revised procedures for public participation during CITY's 2010-2015 Consolidated Plan process.

1. Applicability and Purpose of the Citizen Participation Plan (PLAN)
  - a. The CITY is required by HUD regulations (24 CFR § 91.105) to adopt a Citizen Participation Plan (PLAN) that sets forth the jurisdiction's policies and procedures for citizen participation in the Consolidated Plan process.
  - b. The PLAN's purpose is to provide for and encourage citizens to participate in development of the Consolidated Plan, any substantial amendments to the Consolidated Plan, and the annual Consolidated Annual Performance and Evaluation Report (CAPER).
2. Participation of Low- and Moderate-Income Persons
  - a. The herein requirements of the PLAN are especially designed to encourage participation in the Consolidated Plan process by Low- and Moderate-Income persons, particularly those living in slum and blighted areas and/or in areas where CDBG funds are proposed to be used; as well as by residents of predominantly Low- and Moderate-Income neighborhoods.

- b. For definitional purposes, the term "Low-Income Person" means a member of a household whose gross income is equal to, or less than, the published Section 8 "Very Low-Income" limit established by HUD. Unrelated persons living together shall each be considered as a one-person household for determining gross collective household income.
- c. For definitional purposes, the term "Moderate-Income Person" shall mean a member of a household whose gross income is equal to, or less than, the published Section 8 "Low-Income Limit", and greater than the Section 8 "Very Low-Income" limit established by HUD. Unrelated persons living together shall each be considered as a one-person household for determining gross collective household income.

3. Participation of Other Interested Persons and Organizations

- a. CITY will take appropriate actions to encourage participation in Consolidated Plan development by all residents, including minorities, non-English speaking persons, and persons with disabilities. CITY will also encourage participation by local and regional institutions and other organizations (including businesses, developers, and community and faith-based organizations) in the process of developing and implementing the Consolidated Plan.
- b. CITY will explore alternative public involvement techniques and quantitative ways to measure efforts that encourage citizen participation in a shared vision for change in communities and neighborhoods, and the review of program performance, e.g. the use of focus groups, and use of the Internet.
- c. CITY will encourage participation in the development and implementation of the Consolidated Plan by public housing agencies, the residents of public and assisted housing developments, and by other Low-Income residents of targeted revitalization areas.
- d. CITY will provide Consolidated Plan information to the local public housing agency, related to proposed and existing HUD-funded investments in the neighborhood and in surrounding communities. CITY will provide said information for dissemination to public housing residents at the annual public hearing required for the Public Housing Authority (PHA) Plan.

4. Public Comment on the Citizen Participation Plan (PLAN) and Amendments

- a. CITY will provide citizens and all interested persons and groups with a reasonable opportunity to comment on the original PLAN and on proposed Substantial Amendments to the PLAN. CITY will make a copy of the PLAN available to the public at all times and, on request, will make the PLAN available in an alternative format accessible to persons with disabilities.

- b. CITY will provide a period of not less than 30 days to receive comments from citizens on the proposed Consolidated Plan.
- c. During Consolidated Plan preparation, CITY will consider any comments or views of citizens received in writing, or orally at the public hearing(s). A summary of these comments or views, and a summary of any comments or views not accepted, and the reasons therefore, will be attached to the final Consolidated Plan.
- d. CITY will provide for at least three (3) public hearings during different stages of the Consolidated Plan process, as described in Section 8 below.

5. Development of the Consolidated Plan

CITY will develop its Consolidated Plan in accordance with the following minimum requirements.

a. Consolidated Plan Information

- (i) Prior to adopting a Consolidated Plan, CITY will make available to citizens, public agencies, and other interested parties, information that includes the amount of assistance CITY expects to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit Low- and Moderate-Income persons.
- (ii) CITY will publish the proposed Consolidated Plan in a manner that affords citizens, public agencies and other interested parties, a reasonable opportunity to examine the proposed contents. This publishing requirement may be met by publishing a summary of the proposed Consolidated Plan in one or more newspapers of general circulation, and by making copies of the proposed Consolidated Plan available at libraries, government offices and public places. The summary must describe the contents and purpose of the Consolidated Plan, and must include a list of the locations where copies of the entire proposed Consolidated Plan may be examined. In addition, CITY will provide a reasonable number of free document copies to citizens and groups that request it.

b. Displacement and Relocation Policies

In accordance with the Uniform Relocation and Real Property Acquisition Policies Act (URA) of 1970, as amended, CITY will take measures to minimize displacement of persons, and to assist any persons displaced, by

any HUD-funded activity. As summarized in Exhibit A to this PLAN, the CITY will specify the types and levels of assistance to be made to persons displaced, even if CITY expects no displacement to occur.

6. Amendments to the Consolidated Plan

a. Criteria for Amending the Consolidated Plan

CITY will use the following criteria and procedures to amend the Consolidated Plan. CITY will amend the Consolidated Plan when:

- (1) A previously approved Activity is cancelled;
- (2) An Activity, not previously approved, is added;
- (3) A change would affect the Activity's purpose, scope, location or beneficiaries; or
- (4) For Section 108 loans, a change would affect the Activity's purpose, scope, location, beneficiaries or funding.

b. Substantial Amendments

Any of the following actions will require City Council approval to process a Substantial Amendment to the previously approved Action Plan. A Substantial Amendment will occur when:

- (1) A new Activity is being funded for the first time. If an Activity was funded in a previous program year, and there is no significant change in the project (purpose, scope, location or beneficiaries), it is not considered a Substantial Amendment.
- (2) A funding change in a current Activity represents:
  - (a) More than 10 percent of the jurisdiction's CDBG funds for the current fiscal year; or
  - (b) More than 50 percent of the Activity's total HOME funding.
- (3) A change in the use of CDBG funds from one eligible Activity to another.
- (4) Each Substantial Amendment shall be noticed by the CITY in a local newspaper of general circulation a minimum of 30 days prior to action by the City Council. Depending upon the amendment and/or the project area, the notice may appear in both an English-language and a Spanish-language newspaper that targets the area of interest.

- (5) A summary of public comments or views, and a summary of any comments or views not accepted, and the reasons therefore, will be included in the description of the Amendment forwarded to HUD and published in either the Action Plan or CAPER report.

c. Minor Amendments

Less significant Action Plan amendments do not require 30 days of public notice or City Council approval when they meet any of the following criteria:

- (1) Total proposed amendment involves less than 10 percent of program year CDBG funding; or
- (2) Total proposed amendment involves less than 50 percent of total HOME funding.

Minor Action Plan amendments may be approved administratively by the City Manager. Each such amendment will be incorporated into the Consolidated Plan through publishing in the next Action Plan and/or Consolidated Annual Performance and Evaluation Report (CAPER).

7. Performance Reports

- a. CITY will provide citizens with reasonable notice and an opportunity to comment on performance reports. Specifically, CITY will provide notice to the public, at least 30 days before any City Council consideration, of the opportunity to comment on a proposed Consolidated Plan, annual Action Plan, annual Consolidated Performance and Evaluation Report (CAPER), and for each proposed Substantial Amendment to an Action Plan.
- b. In preparing the Performance Report, the CITY will consider the comments or views of citizens received in writing, or orally at public hearings. A summary of these comments and views shall be attached to the final Performance Report.

8. Public Hearings

- a. As listed below, during each program year, CITY will hold a minimum of three (3) Consolidated Plan-related public hearings, scheduled at different stages of the program year. Public hearings will address CITY's housing and community development needs, development of proposed activities, and review of program performance.

(1) Annual Needs Assessment Public Hearing

Each January, prior to the preparation of an annual Action Plan and/or Consolidated Plan, CITY will hold a Needs Assessment public hearing to provide the public with an opportunity to comment on how CDBG funds, and or other public resources, could be used to address the needs of predominantly Low- and Moderate-Income households.

(2) Annual Action Plan (or Consolidated Plan) Public Hearing

Each April, the CITY will hold a public hearing, prior to City Council consideration of a proposed Action Plan and/or Consolidated Plan, to receive public comment on how the proposed CDBG or other publicly funded activities will address the needs of CITY's predominantly Lower-Income households. A Consolidated Plan public hearing will be scheduled prior to City Council consideration of a Consolidated Plan that currently occurs every five (5) years.

(3) Annual Performance Report Public Hearing

Each September, CITY will hold a public hearing, prior to City Council consideration of a proposed Consolidated Annual Performance and Evaluation Report (CAPER), to receive public comment on how the CDBG, or other publicly funded activities implemented during the program year, addressed the needs of CITY's predominantly Lower-Income households.

b. Public Notices

The CITY will provide citizens and other interested parties with at least 14 calendar days notice of:

- (1) the start of a 30-day public review and comment period for a HUD document (proposed Action Plan or Consolidated Plan, proposed Substantial Amendment or proposed Performance Report); and/or
- (2) the scheduling of a HUD-required public hearing.
- (3) Public notices shall be provided, as shown below. Public hearing notices shall include sufficient information to permit informed consent including, but not limited to, the date, time and location of the public hearing and a full description of the Activity that is the subject of the hearing.

- (i) A legal notice published in the local newspaper of record, currently the Ventura County Star newspaper;
- (ii) A display-type ad in the non-legal section of a local newspaper, such as the Thousand Oaks Acorn newspaper.

c. Public Hearing Notices

- (1) In accordance with paragraph 8 (b) of this PLAN, the public shall be notified at least 14 days in advance of the date of a HUD-related public hearing.
- (2) Each of the CITY's public hearings shall be held at times and locations convenient to potential and actual beneficiaries, and with accommodation for persons with disabilities. All CDBG-related public hearings will be scheduled at 6 pm, or shortly thereafter, to accommodate persons who work full-time. Hearing locations shall be within CDBG-eligible census tract block groups, including CITY Hall located at 2100 Thousand Oaks Boulevard.
- (3) If a significant number of non-English speaking residents are reasonably expected to participate in one of the CITY's HUD-related public hearings, the CITY will provide an interpreter to assist in translating public hearing testimony.

d. Public Document Notices

- (1) In accordance with paragraph 8 (b) of this document, the public shall be notified at least 14 days in advance of the start of a 30-day review period for a HUD-related public document including, but not limited to, a proposed Consolidated Plan, Action Plan, Substantial Amendment, and/or Performance Report.
- (2) All CDBG-related public documents shall be made available for 30 days of public review prior to City Council consideration at a duly noticed public hearing. Documents will be posted electronically to CITY's Internet web site ([www.toaks.org](http://www.toaks.org)) and hard copies will be made available for review at City Hall, at the Thousand Oaks and Newbury Park library buildings, and at the Goebel Senior Adult Center. Upon request, CITY will make the subject document available in a format accessible to persons with disabilities.



e. Substantial Amendment Notices

- (1) In accordance with paragraph 8 (b) of this document, the public shall be notified at least 14 days in advance of the start of a 30-day review period for a proposed Action Plan Substantial Amendment, as such amendment is described in Section 6 of this document.
- (2) All CDBG-related public documents shall be made available for 30 days of public review prior to City Council consideration at a duly noticed public hearing. Documents will be posted electronically to CITY's Internet web site ([www.toaks.org](http://www.toaks.org)) and hard copies will be made available for review at City Hall, at the Thousand Oaks and Newbury Park library buildings, and at the Goebel Senior Adult Center. Upon request, CITY will make the subject document available in a format accessible to persons with disabilities.

9. Access to Records

CITY will provide citizens, public agencies, and other interested parties, with reasonable and timely access to information and records related to the Consolidated Plan and the use of CDBG and/or HOME funds during the previous five (5) years.

10. Technical Assistance

CITY will provide technical assistance to groups representative of Low- and Moderate-Income persons requesting such assistance to develop proposals for HUD funding through CITY's CDBG and/or HOME programs. The nature of the assistance to be provided shall be determined by the City Council and need not include the provision of funds to the groups.

11. Complaints

CITY will provide timely and substantive responses to every written citizen complaint, including an initial response within 15 working days, and a follow-up response, if required, within 30 working days.

12. Use of the Citizen Participation Plan

By its adoption of this Resolution, CITY agrees to follow its Citizen Participation Plan during the implementation of all HUD-related and HUD-funded activities.

13. Responsibility for Citizen Participation Plan


The requirements for citizen participation under this Plan shall not restrict CITY's responsibility or authority for the development and implementation of the Consolidated Plan and/or any HUD-required or HUD-funded activities.

14. Changing the Citizen Participation Plan (PLAN)


This PLAN can be revised only after the public has been notified of intent to modify it and only after the public has had a reasonable opportunity to review and comment on proposed changes.

**PASSED AND ADOPTED** this 28th day of September, 2010.

**CITY OF THOUSAND OAKS**

  
Dennis Gillette, Mayor

**ATTEST:**

  
Linda D. Lawrence, City Clerk

**APPROVED AS TO FORM:**

  
Patrick Hehir, Assistant City Attorney

**APPROVED AS TO ADMINISTRATION:**

  
Scott Mitnick, City Manager

CERTIFICATION

STATE OF CALIFORNIA       )  
COUNTY OF VENTURA       ) SS.  
CITY OF THOUSAND OAKS    )

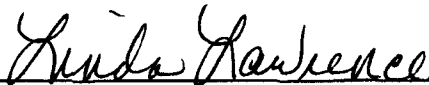
I, LINDA D. LAWRENCE, City Clerk of the City of Thousand Oaks, DO  
HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution  
No. 2010-085, which was duly and regularly passed and adopted by said City  
Council at a regular meeting held September 28, 2010, by the following vote:

AYES: Councilmembers Glancy, Irwin, Bill-de la Peña, Fox and Mayor Gillette

NOES: None

ABSENT: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the  
official seal of the City of Thousand Oaks, California.

  
\_\_\_\_\_  
Linda D. Lawrence, City Clerk  
City of Thousand Oaks, California

Res. No. 2010-085

## Exhibit A

### Residential Anti-Displacement and Relocation Plan

In accordance with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (the "Act"), as amended, and the implementing regulations of the U.S. Department of Housing and Urban Development (HUD) at 49 CFR 24, and as required under Section 104(d) of the Housing and Community Development Act of 1974, as amended, the City of Thousand Oaks certifies that the following provisions are in effect and will be undertaken by the City prior to, and in connection with, any activity, assisted with CDBG or HOME funds, that will result in the displacement and/or relocation of lower-income City residents.

1. The City will replace all occupied and vacant habitable lower-income ("low/moderate-income") housing units demolished, or converted to a use other than as lower-income housing, in connection with a project assisted with CDBG or HOME funds.
2. All replacement housing will be provided within three (3) years after the commencement of the demolition or conversion. Before entering into a contract committing the City to provide funds for a project that will directly result in demolition or conversion, the City will make public by publication in a newspaper of general circulation and submit to HUD the following information in writing.
  - (a) A description of the proposed assisted project.
  - (b) The address, number of bedrooms, and location on a map of lower-income housing that will be demolished, or converted to a use other than as lower-income housing, as a result of an assisted project.
  - (c) A time schedule for the commencement and completion of the demolition or conversion.
  - (d) To the extent known, the address, number of bedrooms and location on a map of the replacement housing that has been, or will be, provided.
  - (e) The source of funding and a time schedule for the provision of the replacement housing.
  - (f) The basis for concluding that the replacement housing will remain lower-income housing for at least 10 years from the date of initial occupancy.
3. To the extent that the specific location of the replacement housing and other data in items (a) through (f) above are not available at the time of the general submission described in paragraph 2 above, the City will identify the general

location of such housing on a map and complete the disclosure and submission requirements as soon as the specific data are available.

4. The City's Housing Division (805-449-2393) will be responsible for the following:
  - (a) Provide relocation assistance to lower-income ("low/moderate income") families and individuals displaced as a result of the conversion or demolition of any lower-income ("low/moderate income") dwelling unit assisted with CDBG or HOME funds.
  - (b) Maintain records to track the replacement of lower-income housing ensuring that it is provided within the required period.
  - (c) Make or provide for relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any housing or the conversion of lower-income housing to another use.
5. Consistent with the goals and objectives of activities assisted under the Act, the City will take the following steps to minimize the direct and/or indirect displacement of persons from their homes. The City will:
  - (a) Coordinate code compliance activities with its residential rehabilitation and housing assistance programs.
  - (b) Adopt policies to identify and mitigate the displacement of lower-income persons resulting from the construction of new, multi-family housing.
  - (c) Adopt policies that provide reasonable protections for lower-income tenants faced with conversion of their rental unit or mobile home unit to a condominium or cooperative unit, or to a non-residential use.
  - (d) Evaluate housing codes and rehabilitation standards for lower-income housing to prevent undue financial burden on established owners and tenants.
  - (e) Encourage the rehabilitation of lower-income rental units to allow tenants to remain in the building/complex during and after the rehabilitation, working with unoccupied units first.
  - (f) Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
  - (g) Identify and/or establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.

**Exhibit F**

**PY 2013 CDBG Activity Accomplishments for**

**PY 2010-2015**

**Strategic Plan (Consolidated Plan)**

**Goals and Objectives**

## Exhibit F

### Assessment of PY 2010-2015 Strategic Plan Goals and Objectives

2010-2015 Strategic Plan Goals (July 1, 2010 through June 30, 2015)	PY 2013-2014 CDBG-funded Action Plan Accomplishments (July 1, 2013 through June 30, 2014)
<i>The table below summarizes the City's PY 2010-2015 Consolidated Plan Goals and the PY 2013 CDBG-funded accomplishments toward the Consolidated Plan (Strategic Plan) goals.</i>	
<b>Objective Category: Decent Housing</b>	
Multi-Family Rehabilitation (HS 9939)	In PY 2013, the City granted non—profit housing provider Many Mansions, \$165,000 in CDBG funds for improvements at the 72-unit Bella Vista Apartments.
	Of this amount, \$162,767 was expended for storm drain and sewer repairs, concrete walkway replacement and tree trimming.
Single-Family Rehabilitation (HS 9939)	Up to 10 very low-income owner occupants received CDBG grants of up to \$10,000 for essential repairs or improvements.
<b>Objective Category: Suitable Living Environment</b>	
Eliminating blighting influences and the deterioration of property and facilities.	<u>Day Labor Site Coordination BG 2025</u>
	In PY 2013, \$97,000 in CDBG funds was expended for special Code Enforcement activities by a contract provider at the City's designated site in a public greenbelt for day laborers to meet employers. This activity includes enforcing local parking and jaywalking restrictions and preventing illegal activities such as alcohol and/or drug use and gambling.
<b>Objective Category: Suitable Living Environment</b>	
Increasing the access to quality public and private facilities (and services.)	<u>Public and Social Services</u>
	In PY 2013, the City expended \$84,827 (14.9 percent) in CDBG funds for services to lower-income households/persons by the following providers:

◆ City of Thousand Oaks ◆ CDBG Program ◆ PY 2013 CAPER ◆

				Conejo Free Clinic, \$15,000 (Medical Services)
				Long Term Care, \$15,000 (Senior Ombudsman)
				Lutheran Social Services, \$20,192 (Homeless Serv.)
				Senior Concerns, \$20,000 (Meals on Wheels)
				Westminster Free Clinic, \$10,000 (Medical Services)
				United Cerebral Palsy, \$4,998 (Disabled Transport)
				In PY 2013, the City also expended \$111,432 in matching Social Services Endowment Funds (SSEF), a general fund resource, to leverage CDBG funds and assist in the provision of additional public and social services. These grants are listed below.
				ARC Ventura County, \$3,500 (Disabled After-School)
				Assistance League, \$8,000 (Operation School Bell)
				Big Brothers Big Sisters, \$4,000 (Youth Mentoring)
				Conejo Rec & Park Dist, \$8,000 (Conejo Creek Prog)
				County of Ventura, \$8,000 (RAIN Transitional Hous.)
				Food Share, \$7,500 (Food Bank)
				Grey Law, \$3,000 (Senior Legal Services)
				Hospice Conejo, \$8,500 (Hospice Support Services)
				Interface, \$3,000 (2-1-1 Helpline Program)
				Jewish Family Service, \$3,500 (Counseling Program)
				Livingston Memorial VNA, \$7,310 (Subsidized Care)
				Lutheran Social Services, \$4,808 (Homeless Progs.)
				Manna Food Bank, \$8,000 (Food Bank)
				Senior Adult Day Care, \$9,000 (Scholarships)
				Senior Concerns, \$3,000 (Senior Advocates Prog.)
				St. Vincent de Paul, \$8,000 (Poor/Homeless Prog.)
				Thousand Oaks Rotary, \$3,000 (Immunization Prog.)
				Turning Point Foundation, \$4,000 (Appleton House)
				Villa Esperanza, \$3,000 (Employment Services)
				Conejo Valley YMCA, \$3,500 (Scholarships)
<b>Objective</b>	<b>Category:</b>	<b>Suitable</b>	<b>Living</b>	<b>CDBG Program Administration</b>
<b>Environment</b>				
				In PY 2013, the City expended \$112,265 (20.0 percent) of its PY 2013 CDBG grant as follows:
				General Administration: \$89,965
				(includes staff costs, supplies, printing, newspaper ads, committee costs, wage compliance monitoring, contracted services) and
				Fair Housing Counseling Program: \$12,300
				2015-19 Consolidated Plan Preparation: \$10,000



**Objective Category: Expanding Economic Opportunities**

Provision of public services concerned with employment

Villa Esperanza (SS 2013)

In PY 2013, \$3,000 in local Social Services Endowment Funds was granted to Villa Esperanza to train and employ developmentally disabled persons in building maintenance and other work.

*End of Table*

**Exhibit G**  
**City of Thousand Oaks**  
**Commercial Revitalization Grants**  
**(1998 – 2010)**

## Commercial Revitalization Grants (1998 – 2010)

Federal CDBG-Funded Grants (1998 – 2005)		
<b>1998 — 1999</b>		
1. <b>Enrique's Restaurant</b> Enrique & Henry Valdez, Owners	159 Thousand Oaks Boulevard	<b>\$60,000</b> Title 24/ADA Restroom and Parking Lot Improvements – Completed
2. <b>Palm Plaza</b> Kenneth Brown, Owner	2681-2715 Thousand Oaks Blvd.	<b>\$31,600</b> Title 24/ADA Parking Lot Improvements – Completed
3. <b>Phantom Electronics</b> Howard Kruger, Owner	2567 Thousand Oaks Blvd.	<b>\$60,000</b> Title 24/ADA Restroom and Façade Improvements – Completed
4. <b>Siesta Plaza</b> Nasser Moradian, Owner	1380 Thousand Oaks Blvd.	<b>\$18,500</b> Title 24/ADA Restroom and path-of-travel improvements – Completed
5. <b>Skyline Commercial Center</b> Sam Manfredi, Owner	2884-2890 Thousand Oaks Boulevard	<b>\$60,000</b> Title 24/ADA Restrooms (4) improvements, path-of-travel and trash enclosure – Completed
<b>Sub-Total 1998-1999 Grants</b>		<b>\$230,100</b>
<b>2000</b>		
6. <b>Hope II Thrift Shop</b> A.M. Stelle, Owner	2410-2418 Thousand Oaks Blvd.	<b>\$32,000</b> Title 24/ADA Restroom and Install new HVAC – Completed
7. <b>Four Seasons Market</b> John C. Bell, Owner	672-740 Moorpark Road at Wilbur Road	<b>\$11,000</b> Title 24/ADA Parking Lot Improvements – Completed
8. <b>Corrigan's Restaurant</b> Tom Corrigan, Owner	556 E. Thousand Oaks Blvd.	<b>\$44,000</b> Title 24/ADA Parking Lot, path-of-travel and restroom improvements – Completed
9. <b>Office Building</b> Steve Steinberg, Owner	911 Greenwich Drive	<b>\$42,900</b> Title 24/ADA parking lot, hardscape and trash enclosure –Completed
<b>Sub-Total 2000 Grants</b>		<b>\$129,900</b>
<b>2001</b>		
10. <b>Service Station</b> Michael Ply, Owner	3102 Thousand Oaks Boulevard	<b>\$60,000</b> Title 24/ADA Improvements (Parking lot, path-of-travel, entrance and restroom) – Completed
11. <b>Sunset Plaza</b> V. LaCagnina & S. Manfredi, Owner	3300-3330 Thousand Oaks Blvd. at Sunset Drive	<b>\$60,000</b> Title 24/ADA Improvements (4 Restrooms and 7 Store Entrances) – Completed
<b>Sub-Total 2001 Grants</b>		<b>\$120,000</b>

Exhibit G

## Commercial Revitalization Grants (1998 – 2010)

Federal CDBG-Funded Grants (1998 – 2005)		
<b>2002</b>		
12. <b>Conejo Players Theatre</b> Conejo Players, Owner	351 So. Moorpark Road	<b>\$60,000</b> Title 24/ADA auditorium Improvements – Completed
13. <b>Select Conejo Plaza</b> Lynn Beliak for Frantin Properties, Owner	2302-2354 Thousand Oaks Boulevard	<b>\$40,000</b> Title 24/ADA Parking Lot Improvements in connection with major renovation of commercial center at Thousand Oaks Boulevard and Conejo School Road – Completed
14. <b>Midtown Trading Center</b> R. Meyer & K. Kritzberger for R & K Properties, Owner	2951-63 Thousand Oaks Boulevard	<b>\$20,000</b> Title 24/ADA Sidewalk and Parking Lot Improvements in conjunction with driveway relocation and construction of new patio at east side of parking lot – Completed
<b>Sub-Total 2002 Grants</b>		<b>\$120,000</b>
<b>2003 — 2004</b>		
15. <b>Lassen's/Skyline Center</b> Howard Stone, Owner	2835-2897 East Thousand Oaks Boulevard	<b>\$46,000</b> Parking Lot Improvements including Title 24/ADA curb cuts, paving, repair and re-striping; as part of a total \$149,000 Center renovation – Project Completed
16. <b>101 Moody Court Office Building</b> John W. Miller, Owner	101 Moody Court	<b>\$44,000</b> Install Elevator & Concrete Path at building housing a workers' compensation law firm; as part of a \$500,000 property renovation – Completed
17. <b>Independent Repair of Audi, BMW, Volkswagon</b> George Winkler, Owner	851 E. Thousand Oaks Boulevard	<b>\$26,000</b> Replace mansard roof tiles and garage tilt-up doors; Title 24/ADA parking lot & restroom improvements, add security fence/gate & build trash enclosure – Completed
18. <b>Village Plaza Center</b> Chris Chigaridas	1625 E. Thousand Oaks Boulevard	<b>\$4,000</b> Remodel existing Title 24/ADA parking space; in conjunction with Parking Lot improvements – Completed
<b>Sub-Total 2003-2004 Grants</b>		<b>\$120,000</b>
<b>2005 – 2006</b>		
19. <b>Shopping Plaza</b> Viola M. Baptiste Trust, Owner	1165 Thousand Oaks Boulevard (NW corner of Rancho Road)	<b>\$75,000</b> Building Façade (\$24,000), 2 ADA Restrooms (\$22,000), Trash Enclosure (\$16,000), Paint Building Exterior (\$6,000), Install Planter (\$7,000) – Completed

## Commercial Revitalization Grants (1998 – 2010)

20. <b>El Cid Plaza</b> Pradeep Kumar, Owner	171 Thousand Oaks Boulevard	<b>\$53,000</b> Parking Lot and ADA Path-of-Travel improvements – Completed
21. <b>Denny's Restaurant</b> Alex Lovi, Owner	50 Thousand Oaks Boulevard	<b>\$25,500</b> Parking Lot Repairs (No ADA improvements required) – Completed
22. <b>Conejo Auto Detail</b> Joseph Ben Ami, Yionis Hernandez, Owner	3177 Thousand Oaks Boulevard	<b>\$25,000</b> ADA Restroom (\$10,000), Façade Improvements (\$10,000), Relocate Front Door for Access to new ADA Parking Space (\$5,000) – Completed
23. <b>Blue Ribbon Chem-Dry</b> Jim & Cecilia Salsbury, Owners	2760 Thousand Oaks Boulevard	<b>\$21,000</b> 2 ADA Restrooms (\$10,000) – Completed ADA Parking Lot (\$11,000) -- Completed
24. <b>Office Building</b> Randy & Kathy Denning, Owners	One Boardwalk	<b>\$20,500</b> ADA Parking Lot (\$18,000) -- Completed Fascia Repairs (\$2,500) – Completed
<b>Sub-Total 2005-2006 Grants</b>		<b>\$220,000</b>
<b>1998 - 2006</b>	<b>Total Federal CDBG-Funded Grants</b>	<b>\$940,000</b>
<b>2007 - 2008</b>	<b>New RDA-Funded Grants</b>	
25. <b>Lakestone Office Bldg.</b> Lakestone Properties LLC Owner	2219 T.O. Boulevard (opposite The Lakes)	<b>\$63,000</b> Exterior painting, replacing windows and doors – Completed
26. <b>Duesenberg Office Bldg.</b> Duesenberg Owners Assn. Owner	141 Duesenberg Drive	<b>\$50,000</b> \$35,000 for ADA remodeling of 2 multi-stall restrooms and \$15,000 for ADA parking lot and path-of-travel improvements - Completed
27. <b>Enrique's Restaurant</b> Valdez Family, Owner	159 T.O. Boulevard	<b>\$50,000</b> Kitchen improvements including new plumbing -- Completed
28. <b>Palm Plaza Center "A"</b> Palm Plaza Shopping Center LLC, Owner	2681-2715 T.O. Boulevard	<b>\$50,000</b> \$42,000 for roof repairs and \$8,000 for ADA parking lot improvements – Completed
29. <b>Dream House Interiors</b> Mani Degani, Owner	2728 T.O. Boulevard	<b>\$32,000</b> ADA parking lot and path-of-travel improvements plus new gate – Completed.
30. <b>Palm Plaza Center "B"</b> Nejat Kohan, Owner	2655-2677 T.O. Boulevard	<b>\$15,000</b> Roof repairs, ADA parking lot improvements and exterior building improvements – Completed
<b>2007— 2008</b>	<b>Sub-Total State RDA- Funded Grants</b>	<b>\$260,000</b>

## Commercial Revitalization Grants (1998 – 2010)

<b>2009-2010*</b>	<b>2nd Round of RDA-Funded Grants</b>	
31. <b>KS-617 LLC</b> Keith Sinclair	322 Thousand Oaks Boulevard	<b>\$100,000</b> Renovation of a former telephone services building to new retail and/or medical uses – Completed.
32. <b>Muntean Dental Blvd.</b> Sorin Muntean, DDS	104-110 Thousand Oaks Boulevard	<b>\$50,000</b> Exterior renovation of dental suite and tenant space – Completed
33. <b>Palm Plaza 2</b> Nejat Kohan	2655-2677 Thousand Oaks Boulevard	<b>\$30,000</b> Installation of new HVAC units combined with roof, electrical and gutter improvements – Completed.
34. <b>Conejo Auto Upholstery</b> Robert Alan Wray	2600 Thousand Oaks Boulevard	<b>\$20,000</b> Building exterior and fascia improvements – Completed
35. <b>Retail Plaza (Balloon Emporium &amp; TO Trophies)</b>	2626 Thousand Oaks Boulevard	<b>\$20,000</b> Parking Lot Improvements – Completed
*. <b>Retail Plaza (Inner Space Interiors &amp; Others)</b>	2510-2598 Thousand Oaks Boulevard	<b>\$20,000</b> Building façade improvements and energy-efficient lighting -- Cancelled
	<b>Sub-Total 2009-2010 RDA Grants</b>	<b>\$220,000</b>
<b>All Grants to Date</b>		
<b>1998/99 – 2005/06</b>	<b>Total CDBG Grants</b>	<b>\$940,000</b>
<b>2007/08 &amp; 2009/10</b>	<b>Total RDA Grants</b>	<b>\$480,000</b>
<b>All Commercial Revitalization Grants</b>		<b>\$1.42 Million</b>

**Exhibit H**

**Thousand Oaks City and**

**Former Redevelopment Agency Investments**

**In Affordable Housing Units**

**1973 - 2014**

**Thousand Oaks City and Former Redevelopment Agency Investments in  
Affordable Housing Units 1973-2014**

<b>Project Name</b>	<b>Affordable Units</b>	<b>Year</b>	<b>Investment</b>	<b>Note</b>
Conejo Future Village Apt	90	1975	\$600,000	
Mountclef Apt	18	1977		1
Scrub Oaks	5	1982	\$44,250	2
Camelot	180	1985	\$1,157,500	
Hillcrest Royale	54	1985	\$1,791,633	
Casa de Oaks	185	1986	\$342,900	
Leggett Court Apt	49	1986	\$405,000	
Monterey Woods	40	1986	\$9,000	
Hidden Canyon	648	1987	\$156,044	
Northoaks	112	1987	\$77,150	
Royal Oaks Apt	5	1987		1
Twin Oaks	15	1987	\$35,000	
Florence Janss Apt	64	1988		1
Schillo Gardens Apt	29	1988	\$4,900,000	2
UCP-Bel Air & Hillcrest	20	1993	\$215,000	2
Arroyo Villas Apt	40	1995		1
Habitat For Humanity (720BS)	1	1995	\$40,000	
The Groves	91	1995	\$1,116,082	2
Corta Bella	26	1996	\$150,750	1
Fiore Gardens Apt	50	1996	\$3,300,000	
Glenoaks Senior Apt	39	1997	\$348,100	1
Stoll House Apt	11	1997	\$187,000	
Habitat For Humanity (193FC)	1	1998	\$49,995	
Habitat For Humanity (199FC)	1	1998	\$137,445	
Los Arboles Apt	43	1998	\$1,025,000	2
Villa Garcia Apt	80	1998	\$2,700,000	
Esseff Village Apt	50	1999	\$1,554,600	
Westlake Vista	6	2000		1
Oak Creek Sr Villas Apt	57	2002	\$3,536,500	2
Sunset Villas Apt	11	2002	\$750,000	
Hacienda de Feliz Apt	25	2003	\$600,000	
Park Lane	12	2003	\$1,007,306	1
Premier Apt	5	2003		1
Richmond Terrace Apt	26	2004	\$650,400	2
Bella Vista Apt	72	2005	\$6,293,592	2
Shadow Hills Apt	100	2005	\$5,476,100	
Warwick House	6	2005	\$20,000	
Shadows Apt	147	2007	\$6,900,000	2
Oak Grove	2	2008	\$100,000	
Habitat For Humanity (200HD)	1	2011	\$50,000	
Hillcrest Villas Apt	59	2013	\$7,276,500	
Los Feliz Parcels (AHA)	55	N/A	\$9,208,060	3
<b>TOTALS</b>	<b>2,531</b>		<b>\$62,210,907</b>	
<b>Number of Permanent Supportive Units in Above Total: 89</b>				
Note: 1 - Density Bonus or Development Agreement. 2 - Multiple Funding Years. 3 - Not Yet Constructed.				



## **Exhibit I**

**FY 2013-2014 (PY 2013)**

**Housing Rights Center**

**Fair Housing Counseling Program**

**Summary for Thousand Oaks**

# Housing Rights Center Program Summary

Thousand Oaks  
Fiscal Year 2013/2014

	1st Qtr July - Sept	2nd Qtr Oct - Dec	3rd Qtr Jan - March	4th Qtr April - Jun	Total FY 13/14
<b>DIRECT SERVICES</b>					
General Housing	29	25	15	22	91
Discrimination	2	0	4	8	14
Inquiries	2	0	2	4	8
Cases	0	0	2	4	6
<b>Total</b>	<b>31</b>	<b>25</b>	<b>19</b>	<b>30</b>	<b>105</b>

## DEMOGRAPHICS

<b>Race</b>						
Am Ind or Alsk	3	1	1	1	6	6%
Am Ind/Alsk and Wht	0	2	2	0	4	4%
Asian	1	3	0	0	4	4%
Asian and Wht	1	0	0	0	1	1%
Blk/Afr Am	1	0	0	2	3	3%
Other	1	0	4	3	8	8%
White	24	19	12	24	79	75%
<b>Total</b>	<b>31</b>	<b>25</b>	<b>19</b>	<b>30</b>	<b>105</b>	<b>100%</b>

<b>Ethnicity</b>						
Mexican/Chicano	2	1	3	2	8	8%
Not Hispanic/Latino	27	21	14	27	89	85%
Other Hispanic/Latino	2	3	1	1	7	7%
Puerto Rican	0	0	1	0	1	1%
<b>Total</b>	<b>31</b>	<b>25</b>	<b>19</b>	<b>30</b>	<b>105</b>	<b>100%</b>

<b>Income</b>						
Moderate	9	6	3	2	20	19%
Low	1	3	3	5	12	11%
Very Low	9	7	6	7	29	28%
Extremely Low	12	9	7	16	44	42%
<b>Total</b>	<b>31</b>	<b>25</b>	<b>19</b>	<b>30</b>	<b>105</b>	<b>100%</b>

<b>Special Groups</b>						
Female Headed	2	0	1	4	7	7%
Senior	1	4	2	3	10	10%

✓OK  
7/31/14

## Housing Rights Center Program Summary

	1st Qtr July - Sept	2nd Qtr Oct - Dec	3rd Qtr Jan - March	4th Qtr April - Jun	Total FY 13/14	
Disabled	2	0	4	5	11	10%
Gov't Subsidized	1	0	5	4	10	10%
<b>Type of Caller</b>						
In-Place Tenant	20	16	11	24	71	68%
Landlord	4	1	3	1	9	9%
Manager	0	3	0	1	4	4%
Other	7	4	4	4	19	18%
Rental Homeseeker	0	1	1	0	2	2%
<b>Total</b>	<b>31</b>	<b>25</b>	<b>19</b>	<b>30</b>	<b>105</b>	<b>100%</b>

## Housing Rights Center Program Summary

	1st Qtr July - Sept	2nd Qtr Oct - Dec	3rd Qtr Jan - March	4th Qtr April - Jun	Total FY 13/14	
<b>DISCRIMINATION INQUIRIES</b> <span style="float:right">*Including inquiries that became cases*</span>						
<b>Protected Classification</b>						
Gender	0	0	0	1	1	7%
Mental Disability	1	0	1	1	3	21%
Physical Disability	1	0	2	5	8	57%
Race	0	0	0	1	1	7%
Discrim. General Information	0	0	1	0	1	7%
<b>Total Inquiries</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>8</b>	<b>14</b>	<b>100%</b>
<b>Dispositions</b>						
Counseled	1	0	2	4	7	50%
Referred	1	0	0	0	1	7%
Case Opened	0	0	2	4	6	43%
Pending	0	0	0	0	0	0%
<b>Total</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>8</b>	<b>14</b>	<b>100%</b>

## Housing Rights Center Program Summary

	1st Qtr July - Sept	2nd Qtr Oct - Dec	3rd Qtr Jan - March	4th Qtr April - Jun	Total FY 13/14	
DISCRIMINATION CASES						
Protected Classification						
Mental Disability	0	0	1	1	2	33%
Physical Disability	0	0	1	3	4	67%
Total Cases	0	0	2	4	6	100%
Findings						
Sustains Allegation	0	0	1	3	4	67%
Inconclusive Evidence	0	0	1	0	1	17%
Pending	0	0	0	1	1	17%
Total	0	0	2	4	6	100%
Dispositions						
Successful Conciliation	0	0	1	3	4	67%
No Enforcement Action Possible	0	0	1	0	1	17%
Pending	0	0	0	1	1	17%
Total	0	0	2	4	6	100%

## Housing Rights Center Program Summary

1st Qtr July - Sept	2nd Qtr Oct - Dec	3rd Qtr Jan - March	4th Qtr April - Jun	Total FY 13/14	
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### TENANT / LANDLORD SERVICES

Housing Issue						
Harassment	0	1	2	0	3	3%
Lease Terms	1	5	1	3	10	11%
Notices	5	6	2	6	19	21%
Rent Increase	6	1	3	2	12	13%
Security Deposit	3	1	3	3	10	11%
Substandard Conditions	3	4	0	4	11	12%
Utilities	0	1	0	0	1	1%
Repairs	3	1	2	4	10	11%
L/T General Information	8	3	1	0	12	13%
Other Issue	0	1	0	0	1	1%
Seeking Housing	0	1	1	0	2	2%
<b>Total</b>	<b>29</b>	<b>25</b>	<b>15</b>	<b>22</b>	<b>91</b>	<b>100%</b>

Disposition						
Resolved	26	17	10	17	70	77%
Building and Safety	0	1	0	0	1	1%
Code Enforcement	1	0	0	0	1	1%
Health Department	1	1	0	2	4	4%
Legal Aid	1	2	1	0	4	4%
Mediation	0	1	1	0	2	2%
Small Claims Court	0	2	2	3	7	8%
Project Place	0	1	1	0	2	2%
<b>Total</b>	<b>29</b>	<b>25</b>	<b>15</b>	<b>22</b>	<b>91</b>	<b>100%</b>

## **Exhibit J**

### **IDIS Reports for Thousand Oaks**

**PY 2013**

<b>J - 1</b>	<b>PR 03</b>	<b>CDBG Activity Summary Report (GPR)</b>
<b>J – 2</b>	<b>PR-06</b>	<b>Summary of Consolidated Plan Projects for Report Year</b>
<b>J - 3</b>	<b>PR-23</b>	<b>Count of CDBG Activities with Disbursements by Activity Group and Matrix Code</b>
<b>J – 4</b>	<b>PR-26</b>	<b>CDBG Financial Summary Report</b>



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Disbursement and Information System  
CDBG Activity Summary Report (GPR) for Program Year 2013  
THOUSAND OAKS

Date: 13-Aug-2014  
Time: 17:19  
Page: 1

Exhibit J - 1



PGM Year: 1994  
 Project: 0002 - CONVERTED CDBG ACTIVITIES  
 IDIS Activity: 2 - CDBG COMMITTED FUNDS ADJUSTMENT

Status: Open 9/17/1999 12:00:00 AM  
 Location:

Objective:  
 Outcome:  
 Matrix Code: Public Facilities and Improvement  
 (General) (03)  
 National Objective:  
 Description:

Initial Funding Date: 01/01/0001

#### Financing

Funded Amount: 3,891,814.84  
 Drawn Thru Program Year: 3,887,578.59  
 Drawn In Program Year: (357.25)

#### Proposed Accomplishments

#### Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Female-headed Households:					0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Percent Low/Mod				

#### Annual Accomplishments

No data returned for this view. This might be because the applied filter excluded all data.

**PGM Year:** 2010  
**Project:** 0006 - 2011 Bella Vista Improvements  
**IDIS Activity:** 313 - 2011 Bella Vista Improvements

**Status:** Completed 12/5/2013 12:00:00 AM  
**Location:** 2011 Los Feliz Dr 2011-2015 Los Feliz Drive Thousand Oaks, CA 91362-3066

**Objective:** Provide decent affordable housing  
**Outcome:** Sustainability  
**Matrix Code:** Rehab; Multi-Unit Residential (14B)

**National Objective:** LMH

**Initial Funding Date:** 02/03/2011

**Financing**

**Funded Amount:** 298,985.10  
**Drawn Thru Program Year:** 298,985.10  
**Drawn In Program Year:** 0.00

**Description:**

Re-roofing and other priority rehabilitation activities at a rental apartment complex, owned by Many Msnsions, for low- and very low-income households.

**Proposed Accomplishments**

Housing Units : 72

**Actual Accomplishments**

*Number assisted:*

	<b>Owner</b>		<b>Renter</b>		<b>Total</b>		<b>Person</b>	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	170	170	170	170	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>170</b>	<b>170</b>	<b>170</b>	<b>170</b>	<b>0</b>	<b>0</b>
Female-headed Households:	0		0		0			

*Income Category:*

**Owner    Renter    Total    Person**

Extremely Low	0	0	0	0
Low Mod	0	170	170	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	170	170	0
Percent Low/Mod		100.0%	100.0%	

#### Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
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2011

PGM Year: 2011

Project: 0002 - Future Year-Round Emergency Shelter

IDIS Activity: 317 - Future Year-Round Emergency Shelter

Status: Completed 9/18/2013 12:00:00 AM

Location: 1425 E Thousand Oaks Blvd Thousand Oaks, CA 91362-2825

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: CDBG Non-profit Organization  
Capacity Building (19C)

National Objective: LMC

#### Description:

Assist to Many Mansions and Conejo Valley Affordable Housing Workgroup for activities to develop a year-round emergency shelter inside Specific Plan 15 (Rancho Conejo Industrial Park), or another location, including appraisals, environmental studies, physical needs assessment, architectural and engineering work; financing filing fees and other pre-development "hard" cost.

Initial Funding Date: 11/07/2011

#### Financing

Funded Amount: 15,426.00

Drawn Thru Program Year: 15,426.00

Drawn In Program Year: 0.00

#### Proposed Accomplishments

Organizations : 1

#### Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	35	25
Black/African American:	0	0	0	0	0	0	10	0
Asian:	0	0	0	0	0	0	5	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50</b>	<b>25</b>

Female-headed Households: 0 0 0

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	30
Low Mod	0	0	0	20
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	50
Percent Low/Mod				100.0%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2011	Non-profit capacity building activity to better serve extremely low-income and homeless persons. Staff development and training related to housing options for homeless persons and shelters. Enable Many Mansions to revitalize neighborhoods and increase economic development by helping get homeless persons off the streets. Target beneficiaries are low- or no-income homeless persons. Clients will be screened for income eligibility before being assisted with CDBG funds.	

**PGM Year:** 2012  
**Project:** 0001 - Old Town West Street and Sidewalk Improvements  
**IDIS Activity:** 336 - Street and Sidewalk Improvements

**Status:** Completed 1/15/2014 12:00:00 AM  
**Location:** 3120 Royal Oaks Dr Thousand Oaks, CA 91362

**Objective:** Create suitable living environments  
**Outcome:** Sustainability  
**Matrix Code:** Public Facilities and Improvement (General) (03)

**National Objective:** LMA

**Initial Funding Date:** 11/07/2012

**Financing**

Funded Amount: 242,689.40  
 Drawn Thru Program Year: 242,689.40  
 Drawn In Program Year: 2,118.75

**Description:**

Implementation of Old Town West Master Plan public infrastructure improvements in CDBG-eligible neighborhood west of Hampshire Road, south of Thousand Oaks Boulevard.

**Proposed Accomplishments**

Public Facilities : 1  
 Total Population in Service Area: 2,236  
 Census Tract Percent Low / Mod: 63.30

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2012	This is a multi-year project and construction began in August 2012. Construction is complete.	

**PGM Year:** 2012  
**Project:** 0002 - Program Administration  
**IDIS Activity:** 337 - Staff Costs

**Status:** Completed 9/18/2013 12:00:00 AM  
**Location:** ,

**Objective:**  
**Outcome:**

Initial Funding Date: 11/07/2012

**Financing**

Funded Amount: 101,290.00  
 Drawn Thru Program Year: 101,290.00  
 Drawn In Program Year: 0.00

**Description:**

Staff costs including salaries and benefits for those implementing the City's CDBG-funded program activities benefitting lowmod households.  
 Costs related to administrative support including newspaper display advertisting, committee support and staff training.

**Proposed Accomplishments****Actual Accomplishments***Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Female-headed Households:					0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.

PGM Year: 2012  
 Project: 0002 - Program Administration  
 IDIS Activity: 338 - Fair Housing Counseling  
 Status: Completed 9/18/2013 12:00:00 AM  
 Location: ,

Objective:  
 Outcome:  
 Matrix Code: Fair Housing Activities (subject to 20% Admin Cap) (21D)  
 National Objective:

Initial Funding Date: 11/07/2012

#### Financing

Funded Amount: 12,300.00  
 Drawn Thru Program Year: 12,300.00  
 Drawn In Program Year: 0.00

#### Description:

Collaboration with the County of Ventura for fair housing counseling services to be offered to City residents through the Housing Rights Center of Los Angeles.

#### Proposed Accomplishments

#### Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Female-headed Households:					0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

#### Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.

**PGM Year:** 2012  
**Project:** 0002 - Program Administration  
**IDIS Activity:** 339 - Ventura County Homeless & Housing Coalition

**Status:** Canceled 8/20/2013 12:00:00 AM  
**Location:** ,

**Objective:**  
**Outcome:**  
**Matrix Code:** General Program Administration (21A) **National Objective:**

**Initial Funding Date:** 11/07/2012

**Financing**  
 Funded Amount: 0.00  
 Drawn Thru Program Year: 0.00  
 Drawn In Program Year: 0.00

**Description:**  
 Collaboration with the County of Ventura for development of an analysis to identify, assess and define remedial activities to overcome impediments to fair housing choice through a contractor (Veronica Tam Associates).

**Proposed Accomplishments**

**Actual Accomplishments**

*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Female-headed Households:

0

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low			0	

Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

#### Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.

**PGM Year:** 2012

**Project:** 0003 - Public Services Grants

**IDIS Activity:** 341 - Lutheran Social Services

**Status:** Completed 9/18/2013 12:00:00 AM

**Location:** 80 E Hillcrest Dr Thousand Oaks, CA 91360-4218

**Objective:** Create suitable living environments

**Outcome:** Availability/accessibility

**Matrix Code:** Public Services (General) (05)

**National Objective:** LMC

**Initial Funding Date:** 11/07/2012

#### Financing

Funded Amount: 20,192.00

Drawn Thru Program Year: 20,192.00

Drawn In Program Year: 0.00

#### Description:

Coordinates a winter shelter program and a 365-day hot meal program at rotating faith sites for homeless persons and other needy persons residing in Thousand Oaks.

#### Proposed Accomplishments

People (General) : 1,000

#### Actual Accomplishments

*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	221	143
Black/African American:	0	0	0	0	0	0	19	0
Asian:	0	0	0	0	0	0	5	0
American Indian/Alaskan Native:	0	0	0	0	0	0	1	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	153	0



Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>403</b>	<b>143</b>
Female-headed Households:	0		0		0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	403
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	403
Percent Low/Mod				100.0%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2012	As of June 30, 2013, this program had served 403 extremely low-income clients, including homeless persons, with a daily hot meal, overnight shelter between December 1 and March 31, and additional drop-in services for homeless clients.	

**PGM Year:** 2012

**Project:** 0003 - Public Services Grants

**IDIS Activity:** 342 - Senior Meals on Wheels

**Status:** Completed 9/18/2013 12:00:00 AM

**Location:** 401 Hodencamp Rd Thousand Oaks, CA 91360-5467

**Objective:** Create suitable living environments

**Outcome:** Availability/accessibility

**Matrix Code:** Public Services (General) (05)

**National Objective:** LMC

**Description:**

Provides a daily hot meal, a cold snack and personal interaction to disabled elderly persons unable to shop or cook for themselves.

**Initial Funding Date:** 11/07/2012

**Financing**

Funded Amount: 20,000.00

Drawn Thru Program Year: 20,000.00

Drawn In Program Year: 0.00

**Proposed Accomplishments**

People (General) : 200

**Actual Accomplishments**

*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	167	17
Black/African American:	0	0	0	0	0	0	1	0
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0

Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>169</b>	<b>17</b>

Female-headed Households: 0 0 0 0

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	82
Low Mod	0	0	0	33
Moderate	0	0	0	9
Non Low Moderate	0	0	0	45
Total	0	0	0	169
Percent Low/Mod				73.4%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
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2012	As of June 30, 2013, the program served nutritious daily meals to 169 homebound seniors. Meals consist of a hot lunch and a cold snack dinner.	
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**PGM Year:** 2012

**Project:** 0003 - Public Services Grants

**IDIS Activity:** 343 - Conejo Free Clinic

Status: Completed 9/18/2013 12:00:00 AM

Location: 80 E Hillcrest Dr Thousand Oaks, CA 91360-4218

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Public Services (General) (05)

National Objective: LMC

**Initial Funding Date:** 11/07/2012

**Financing**

Funded Amount: 15,000.00

Drawn Thru Program Year: 15,000.00

Drawn In Program Year: 0.00

**Description:**

Offers low-cost lab tests and donated medical services and medications to low and very low-income persons that would otherwise have little or no access to health care.

**Proposed Accomplishments**

People (General) : 1,500

**Actual Accomplishments**

*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	945	489
Black/African American:	0	0	0	0	0	0	41	0

Asian:	0	0	0	0	0	0	139	0
American Indian/Alaskan Native:	0	0	0	0	0	0	14	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	9	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	4	0
Asian White:	0	0	0	0	0	0	1	0
Black/African American & White:	0	0	0	0	0	0	7	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	1	0
Other multi-racial:	0	0	0	0	0	0	63	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,224</b>	<b>489</b>

Female-headed Households: 0 0 0

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	359
Low Mod	0	0	0	386
Moderate	0	0	0	313
Non Low Moderate	0	0	0	166
Total	0	0	0	1,224
Percent Low/Mod				86.4%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2012	As of June 30, 2013, the program had provided medical services to 1,224 predominantly low-income persons. Most or all of these persons were medically uninsured and had no other options to obtain medical care.	

**PGM Year:** 2012

**Project:** 0003 - Public Services Grants

**IDIS Activity:** 344 - Long Term Care

**Status:** Completed 9/18/2013 12:00:00 AM

**Location:** 2021 Sperry Ave Ventura, CA 93003-7408

**Objective:** Create suitable living environments

**Outcome:** Availability/accessibility

**Matrix Code:** Public Services (General) (05)

**National Objective:** LMC

**Initial Funding Date:** 11/07/2012

**Financing**

Funded Amount: 15,000.00

Drawn Thru Program Year: 15,000.00

Drawn In Program Year: 0.00

**Description:**

Provides volunteer ombudsman services and advocacy for the disabled elderly residing in long-term care facilities throughout Thousand Oaks.

**Proposed Accomplishments**

People (General) : 3,000

## Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	2,787	474
Black/African American:	0	0	0	0	0	0	8	0
Asian:	0	0	0	0	0	0	226	0
American Indian/Alaskan Native:	0	0	0	0	0	0	9	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,030</b>	<b>474</b>
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	757
Low Mod	0	0	0	1,061
Moderate	0	0	0	606
Non Low Moderate	0	0	0	606
Total	0	0	0	3,030
Percent Low/Mod				80.0%

## Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
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2012	Effective June 30, 2013, the program had served 3,030 Predominantly low-income seniors in long-term care facilities.	
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PGM Year: 2012

Project: 0003 - Public Services Grants

IDIS Activity: 345 - Westminster Free Clinic

Status: Completed 9/18/2013 12:00:00 AM

Location: 5560 E Napoleon Ave Oak Park, CA 91377-4746

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Public Services (General) (05)

National Objective: LMC

Initial Funding Date: 11/07/2012

Financing

Funded Amount: 10,000.00

Drawn Thru Program Year: 10,000.00

Description:

Offers free direct patient care to low and very low-income persons that would otherwise have little or no access to health care.

Drawn In Program Year: 0.00

### Proposed Accomplishments

People (General) : 1,500

### Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	925	797
Black/African American:	0	0	0	0	0	0	4	0
Asian:	0	0	0	0	0	0	8	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	4	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	2	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>946</b>	<b>797</b>
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	845
Low Mod	0	0	0	101
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	946
Percent Low/Mod				100.0%

### Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2012	A total of 946 extremely low and low-income persons were provided with medical exams, medication, diabetes care, lab tests, and other services. The entire community benefits when everyone has access to health care as there is less chance of healthy persons becoming ill from contact with anyone who might have an untreated or undiagnosed illness.	

PGM Year: 2012

Project: 0003 - Public Services Grants

IDIS Activity: 346 - United Cerebral Palsy

Status: Completed 1/15/2014 12:00:00 AM

Location: 6430 Independence Ave Woodland Hills, CA 91367-2607

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Public Services (General) (05)

National Objective: LMC

**Initial Funding Date:** 11/07/2012

**Financing**

Funded Amount: 4,998.10

Drawn Thru Program Year: 4,998.10

Drawn In Program Year: 0.00

**Proposed Accomplishments**

People (General) : 30

**Actual Accomplishments**

*Number assisted:*

**Description:**

The Disabled Transportation Program, comprised of specialized transportation for wheelchair-bound and/or otherwise disabled residents of the Thousand Oaks area Cerebral Palsy residences, provides access to social and recreational activities to enhance residents growth and development.

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	31	4
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31</b>	<b>4</b>
Female-headed Households:	0		0		0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	31
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	31
Percent Low/Mod				100.0%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2012	As of June 30, 2013, funds were used for transportation services to 31 clients who are severely disabled and require special accommodations to be transported around the City and nearby destinations for shopping, recreation and related activities.	
<b>PGM Year:</b>	2012	
<b>Project:</b>	0004 - Code Enforcement at Day Labor Site	
<b>IDIS Activity:</b>	347 - Day Labor Site Coordination	

Status: Completed 9/18/2013 12:00:00 AM  
Location: 3120 Royal Oaks Dr Thousand Oaks, CA 91362

Objective: Create suitable living environments  
Outcome: Sustainability  
Matrix Code: Code Enforcement (15)

National Objective: LMA

Initial Funding Date: 11/07/2012

**Financing**

Funded Amount: 94,180.00  
Drawn Thru Program Year: 94,180.00  
Drawn In Program Year: 0.00

**Proposed Accomplishments**

People (General) : 250  
Total Population in Service Area: 5,767  
Census Tract Percent Low / Mod: 65.90

**Description:**

Activity by a sub-recipient to coordinate day labor site activity and enforce vehicular and pedestrian safety at 3120 Royal Oaks Drive and environs in the Old Town West neighborhood west of Hampshire Road.

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2012	There was no delay in providing the CDBG-funded services. This activity daily assists approximately 30 very low-income laborers to meet with prospective, short-term employers, at a designated outdoor location. The City's coordinator maintains order and enforces traffic and public nuisance codes.	

PGM Year: 2012

Project: 0005 - Womens Economic Ventures

IDIS Activity: 348 - Self Employment Program

Status: Completed 9/18/2013 12:00:00 AM  
Location: 374 Poli St Ventura, CA 93001-2605

Objective: Create economic opportunities  
Outcome: Availability/accessibility  
Matrix Code: Micro-Enterprise Assistance (18C)

National Objective: LMC

**Description:**

This non-profit organization offers low and mod-income persons assistance to start or expand a micro-business enterprise including a self-employment training course and access to small business loans.

Initial Funding Date: 11/07/2012

**Financing**

Funded Amount: 10,000.00  
Drawn Thru Program Year: 10,000.00  
Drawn In Program Year: 0.00

**Proposed Accomplishments**

People (General) : 12

**Actual Accomplishments**

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	5	2
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0

Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>2</b>

Female-headed Households: 0 0 0 0

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1
Low Mod	0	0	0	1
Moderate	0	0	0	2
Non Low Moderate	0	0	0	1
Total	0	0	0	5
Percent Low/Mod				80.0%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
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2012	Between July 2012 and June 30, 2013, the program served 5 Thousand Oaks residents, through the Self-Employment Training program. These included 1 extremely-low income person, 1 very low-income person and 2 moderate-income persons.	
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PGM Year: 2013

Project: 0003 - Program Administration

IDIS Activity: 350 - Staff Costs

Status: Open

Location:

Objective:

Outcome:

Matrix Code: General Program Administration (21A)

National Objective:

Initial Funding Date: 11/01/2013

**Financing**

Funded Amount: 100,325.00

Drawn Thru Program Year: 100,325.00

Drawn In Program Year: 100,325.00

**Description:**

Staff costs including salaries and benefits for those implementing the City's CDBG-funded program activities benefitting lowmod households.

Costs related to administrative support including newspaper display advertisting, committee support and staff training.

**Proposed Accomplishments**

**Actual Accomplishments**

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		



American Indian/Alaskan Native:						0	0		
Native Hawaiian/Other Pacific Islander:						0	0		
American Indian/Alaskan Native & White:						0	0		
Asian White:						0	0		
Black/African American & White:						0	0		
American Indian/Alaskan Native & Black/African American:						0	0		
Other multi-racial:						0	0		
Asian/Pacific Islander:						0	0		
Hispanic:						0	0		
<b>Total:</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Female-headed Households: 0

<i>Income Category:</i>				
	<b>Owner</b>	<b>Renter</b>	<b>Total</b>	<b>Person</b>
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

### Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.

PGM Year: 2013  
Project: 0003 - Program Administration  
IDIS Activity: 351 - Fair Housing Counseling

Status: Open  
Location: ,

Objective:  
Outcome:  
Matrix Code: Fair Housing Activities (subject to 20% Admin Cap) (21D)  
National Objective:

Initial Funding Date: 11/01/2013  
Financing  
Funded Amount: 12,300.00  
Drawn Thru Program Year: 12,300.00  
Drawn In Program Year: 12,300.00

Description:  
Collaboration with the County of Ventura for fair housing counseling services to be offered to City residents through the Housing Rights Center of Los Angeles.  
The entire budget of \$12,300 was drawn down on 81114.

**Proposed Accomplishments****Actual Accomplishments***Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Female-headed Households:					0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Percent Low/Mod				

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.

**PGM Year:** 2013**Project:** 0007 - Multi-Family Residential Rehabilitation**IDIS Activity:** 352 - 2013 Bella Vista Improvements**Status:** Open**Objective:** Provide decent affordable housing**Location:** 2013 Los Feliz Dr Thousand Oaks, CA 91362-3067**Outcome:** Affordability

Initial Funding Date: 11/20/2013

**Financing**

Funded Amount: 165,000.00

Drawn Thru Program Year: 162,767.40

Drawn In Program Year: 162,767.40

**Proposed Accomplishments**

Housing Units : 72

**Actual Accomplishments**

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	64	31	64	31	0	0
Black/African American:	0	0	3	0	3	0	0	0
Asian:	0	0	5	0	5	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>72</b>	<b>31</b>	<b>72</b>	<b>31</b>	<b>0</b>	<b>0</b>
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	41	41	0
Low Mod	0	21	21	0
Moderate	0	6	6	0
Non Low Moderate	0	4	4	0
Total	0	72	72	0
Percent Low/Mod		94.4%	94.4%	

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2013	Activity 90 percent complete.	

**PGM Year:** 2013  
**Project:** 0001 - Single-Family Residential Rehabilitation  
**IDIS Activity:** 354 - 2013 Single-Family Rehabilitation

**Status:** Open  
**Location:** 2100 E Thousand Oaks Blvd Thousand Oaks, CA 91362-2996

**Objective:** Create suitable living environments  
**Outcome:** Sustainability  
**Matrix Code:** Rehab; Single-Unit Residential (14A) **National Objective:** LMH

**Initial Funding Date:** 11/05/2013

**Financing**  
**Description:** Structural improvement grants to very low-income, single-family, owner-occupied units, including mobile homes, condominiums, townhomes and single-family detached dwellings.

Funded Amount: 125,000.00

Drawn Thru Program Year: 15,028.42

Drawn In Program Year: 15,028.42

**Proposed Accomplishments**

Housing Units : 5

**Actual Accomplishments**

*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Female-headed Households:	0		0		0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

**Annual Accomplishments**

No data returned for this view. This might be because the applied filter excludes all data.

**PGM Year:** 2013**Project:** 0002 - Day Labor Site Coordination**IDIS Activity:** 355 - Day Labor Site Coordination**Status:** Open**Location:** 3120 Royal Oaks Dr Thousand Oaks, CA 91362**Objective:** Create suitable living environments**Outcome:** Availability/accessibility**Matrix Code:** Code Enforcement (15)**National Objective:** LMA**Initial Funding Date:** 11/01/2013**Financing****Funded Amount:** 97,000.00**Drawn Thru Program Year:** 95,593.19**Drawn In Program Year:** 95,593.19**Description:**

Activity by a sub-recipient to coordinate day labor site activity and enforce vehicular and pedestrian safety at 3120 Royal Oaks Drive and environs in the Old Town West neighborhood west of Hampshire Road.

**Proposed Accomplishments****People (General) :** 350**Total Population in Service Area:** 2,236**Census Tract Percent Low / Mod:** 63.30**Annual Accomplishments**

<b>Years</b>	<b>Accomplishment Narrative</b>	<b># Benefitting</b>
2013	There was no delay in providing the CDBG-funded services. This activity daily assists approximately 30 very low-income laborers to meet with prospective, short-term employers, at a designated outdoor location. The City's coordinator maintains order and enforces traffic and public nuisance codes.	

**PGM Year:** 2013**Project:** 0004 - Public/Social Services**IDIS Activity:** 356 - Senior Meals on Wheels**Status:** Open**Location:** 401 Hodencamp Rd Thousand Oaks, CA 91360-5467**Objective:** Create suitable living environments**Outcome:** Availability/accessibility**Matrix Code:** Senior Services (05A)**National Objective:** LMC**Initial Funding Date:** 11/01/2013**Financing****Funded Amount:** 20,000.00**Drawn Thru Program Year:** 20,000.00**Description:**

Provides a daily hot meal, a cold snack and personal interaction to disabled elderly persons unable to shop or cook for themselves.

Drawn In Program Year: 20,000.00

**Proposed Accomplishments**

People (General) : 180

**Actual Accomplishments**

*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	166	10
Black/African American:	0	0	0	0	0	0	1	0
Asian:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	1	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>174</b>	<b>10</b>
Female-headed Households:	0		0		0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	47
Low Mod	0	0	0	66
Moderate	0	0	0	36
Non Low Moderate	0	0	0	25
Total	0	0	0	174
Percent Low/Mod				85.6%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2013	Delivered nutritious, freshly prepared meals to homebound seniors. Meals consist of a hot lunch and a cold sack dinner.	
PGM Year:	2013	
Project:	0004 - Public/Social Services	
IDIS Activity:	357 - Lutheran Social Services	
Status:	Open	Objective: Create suitable living environments
Location:	80 E Hillcrest Dr Thousand Oaks, CA 91360-4218	Outcome: Availability/accessibility
		Matrix Code: Public Services (General) (05)
		National Objective: LMC

**Initial Funding Date:** 11/01/2013

**Financing**

Funded Amount: 19,468.00

Drawn Thru Program Year: 19,468.00

Drawn In Program Year: 19,468.00

**Proposed Accomplishments**

People (General) : 1,000

**Actual Accomplishments**

*Number assisted:*

**Description:**

Coordinates a winter shelter program and a 365-day hot meal program at rotating faith sites for homeless persons and other needy persons residing in Thousand Oaks.

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	696	454
Black/African American:	0	0	0	0	0	0	57	0
Asian:	0	0	0	0	0	0	9	0
American Indian/Alaskan Native:	0	0	0	0	0	0	8	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	4	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	2	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	255	49
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,034</b>	<b>503</b>
Female-headed Households:	0		0		0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1,014
Low Mod	0	0	0	20
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1,034
Percent Low/Mod				100.0%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
2013	Coordinate the Re-Employment Assistance Program (REAP) that primarily targets chronically unemployed or underemployed persons, including the homeless. REAP provides job referrals as well as living resources that include laundry and shower privileges, transportation, clothing and other assistance to help clients cope.	

**PGM Year:** 2013  
**Project:** 0004 - Public/Social Services  
**IDIS Activity:** 358 - Long Term Care

**Status:** Open  
**Location:** 2021 Sperry Ave Ventura, CA 93003-7408

**Objective:** Create suitable living environments  
**Outcome:** Availability/accessibility  
**Matrix Code:** Public Services (General) (05)

**National Objective:** LMC

**Initial Funding Date:** 11/01/2013

**Financing**  
 Funded Amount: 15,000.00  
 Drawn Thru Program Year: 15,000.00  
 Drawn In Program Year: 15,000.00

**Description:**

Provides volunteer ombudsman services and advocacy for the disabled elderly residing in long-term care facilities throughout Thousand Oaks.

**Proposed Accomplishments**

People (General) : 3,000

**Actual Accomplishments**

*Number assisted:*

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	2,986	507
Black/African American:	0	0	0	0	0	0	9	0
Asian:	0	0	0	0	0	0	241	0
American Indian/Alaskan Native:	0	0	0	0	0	0	11	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,247</b>	<b>507</b>
Female-headed Households:	0		0		0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	812
Low Mod	0	0	0	1,136
Moderate	0	0	0	650
Non Low Moderate	0	0	0	649
Total	0	0	0	3,247
Percent Low/Mod				80.0%



## Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
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2013	State Certified Ombudsmans conducted visits. Abuse cases were handled and resolved. Non complaint related problems were resolved by Ombudsman. Families received preadmission counseling for their loved ones. Advance Healthcare Directives were witnessed. Resident Councils were attended	
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PGM Year: 2013

Project: 0004 - Public/Social Services

IDIS Activity: 359 - Westminster Free Clinic

Status: Open

Location: 5560 E Napoleon Ave Oak Park, CA 91377-4746

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Public Services (General) (05)

National Objective: LMC

Initial Funding Date: 11/01/2013

### Financing

Funded Amount: 10,000.00

Drawn Thru Program Year: 10,000.00

Drawn In Program Year: 10,000.00

### Description:

Offers free direct patient care to low and very low-income persons that would otherwise have little or no access to health care.

### Proposed Accomplishments

People (General) : 950

### Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	1,504	1,295
Black/African American:	0	0	0	0	0	0	9	0
Asian:	0	0	0	0	0	0	18	0
American Indian/Alaskan Native:	0	0	0	0	0	0	4	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	8	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	14	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,557</b>	<b>1,295</b>
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	1,467
Low Mod	0	0	0	90

Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	1,557
Percent Low/Mod				100.0%

#### Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
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2013 Extremely low and low-income persons were provided with medical exams, medication, diabetes care, lab tests, and other services.

PGM Year: 2013

Project: 0004 - Public/Social Services

IDIS Activity: 360 - United Cerebral Palsy

Status: Open

Location: 6430 Independence Ave Woodland Hills, CA 91367-2607

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Public Services (General) (05)

National Objective: LMC

Initial Funding Date: 11/01/2013

#### Financing

Funded Amount: 5,000.00

Drawn Thru Program Year: 5,000.00

Drawn In Program Year: 5,000.00

#### Description:

The Disabled Transportation Program, comprised of specialized transportation for wheelchair-bound and/or otherwise disabled residents of the Thousand Oaks area Cerebral Palsy residences, provides access to social and recreational activities to enhance residents growth and development.

#### Proposed Accomplishments

People (General) : 30

#### Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	30	4
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>4</b>
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	30
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	30
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
-------	--------------------------	---------------

2013 Transporation services for residents at UCP Homes in Thousand Oaks. Service provided residents to participated in adult day programs and outings throughout the community.

PGM Year: 2013

Project: 0004 - Public/Social Services

IDIS Activity: 361 - Conejo Free Clinic

Status: Open

Location: 80 E Hillcrest Dr Thousand Oaks, CA 91360-4218

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Public Services (General) (05)

National Objective: LMC

Initial Funding Date: 11/01/2013

Financing

Funded Amount: 15,000.00

Drawn Thru Program Year: 14,500.00

Drawn In Program Year: 14,500.00

Description:

Offers low-cost lab tests and donated medical services and medications to low and very low-income persons that would otherwise have little or no access to health care.

Proposed Accomplishments

People (General) : 1,000

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	876	416
Black/African American:	0	0	0	0	0	0	65	0
Asian:	0	0	0	0	0	0	140	0
American Indian/Alaskan Native:	0	0	0	0	0	0	20	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	3	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	11	0
Asian White:	0	0	0	0	0	0	6	0
Black/African American & White:	0	0	0	0	0	0	7	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	2	0
Other multi-racial:	0	0	0	0	0	0	60	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0

Hispanic:	0	0	0	0	0	0	0	0
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,190</b>	<b>416</b>
Female-headed Households:	0		0		0			

*Income Category:*

	Owner	Renter	Total	Person
Extremely Low	0	0	0	732
Low Mod	0	0	0	169
Moderate	0	0	0	165
Non Low Moderate	0	0	0	124
Total	0	0	0	1,190
Percent Low/Mod				89.6%

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefitting
-------	--------------------------	---------------

2013	Provided routine medical exams and lab tests to very low income persons who are unemployed, uninsured and have no access to medical care.	
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<b>Total Funded Amount:</b>	<b>\$5,335,968.44</b>
<b>Total Drawn Thru Program Year:</b>	<b>\$5,217,621.20</b>
<b>Total Drawn In Program Year:</b>	<b>\$471,743.51</b>

IDIS

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URBAN DEVELOPMENT

DATE: 8/13/2014

OFFICE OF COMMUNITY PLANNING AND  
DEVELOPMENT

TIME: 5:45:46 PM

PAGE: 1/2

PR06 - Summary of Consolidated Plan  
Projects for Report Year

Plan IDIS Year Project	Project Title and Description		Program
2013 1	Single-Family Residential Rehabilitation	Structure improvement grant to very low-income, single-family owner-occupied units, including mobile homes, condominiums, townhomes and single family detached dwellings.	CDBG
2	Day Labor Site Coordination	Supplemental code enforcement at the City's designated Day Labor Site in a public greenbelt. This activity maintains stability and order at the site and enforces traffic and public nuisance ordinances.	CDBG
3	Program Administration	Recovery of a portion of the City's costs to implement CDBG-funded activities.	CDBG
4	Public/Social Services	Grants to local non-profit providers of public and social services to low- and very-low income City residents and households.	CDBG
5	Self-Employment Training	Through a non-profit subrecipient, Women's Economic Ventures, this activity will provide training and guidance for low- and moderate-income residents (women and men) who want to start or expand a micro-business.	CDBG
6	Year-Round Emergency Shelter Development	Support for the conversion of Fire Station #35 on Hillcrest Drive at Lawrence Drive to a Year-Round, Emergency Shelter with supportive services. This would be the first such shelter in the eastern half of Ventura County and has been identified as a Very High priority in the regional "10-Year Plan to End Homelessness in Ventura County".	CDBG
7	Multi-Family Residential Rehabilitation	Priority repairs and rehabilitation at a multi-family affordable rental apartment complex at Bella Vista Apartments.	CDBG

Exhibit J - 2

IDIS

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URBAN DEVELOPMENT

DATE: 8/13/2014

OFFICE OF COMMUNITY PLANNING AND  
DEVELOPMENT

TIME: 5:45:46 PM

PAGE: 1/2

PR06 - Summary of Consolidated Plan  
Projects for Report Year

Plan IDIS Year Project	Project Title and Description		Program
2013 1	Single-Family Residential Rehabilitation	Structure improvement grant to very low-income, single-family owner-occupied units, including mobile homes, condominiums, townhomes and single family detached dwellings.	CDBG
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7	Multi-Family Residential Rehabilitation	Priority repairs and rehabilitation at a multi-family affordable rental apartment complex at Bella Vista Apartments.	CDBG



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: 2013

DATE: 08-13-14  
TIME: 17:47  
PAGE: 1

THOUSAND OAKS

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

Activity Group	Activity Category	Underway Count	Underway Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Economic Development	Micro-Enterprise Assistance (18C)	0	\$0.00	1	\$0.00	1	\$0.00
	<b>Total Economic Development</b>	<b>0</b>	<b>\$0.00</b>	<b>1</b>	<b>\$0.00</b>	<b>1</b>	<b>\$0.00</b>
Housing	Rehab; Single-Unit Residential (14A)	1	\$15,028.42	0	\$0.00	1	\$15,028.42
	Rehab; Multi-Unit Residential (14B)	1	\$162,767.40	1	\$0.00	2	\$162,767.40
	Code Enforcement (15)	1	\$95,593.19	1	\$0.00	2	\$95,593.19
	<b>Total Housing</b>	<b>3</b>	<b>\$273,389.01</b>	<b>2</b>	<b>\$0.00</b>	<b>5</b>	<b>\$273,389.01</b>
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	1	(\$357.25)	1	\$2,118.75	2	\$1,761.50
	<b>Total Public Facilities and Improvements</b>	<b>1</b>	<b>(\$357.25)</b>	<b>1</b>	<b>\$2,118.75</b>	<b>2</b>	<b>\$1,761.50</b>
Public Services	Public Services (General) (05)	5	\$63,968.00	6	\$0.00	11	\$63,968.00
	Senior Services (05A)	1	\$20,000.00	0	\$0.00	1	\$20,000.00
	<b>Total Public Services</b>	<b>6</b>	<b>\$83,968.00</b>	<b>6</b>	<b>\$0.00</b>	<b>12</b>	<b>\$83,968.00</b>
General Administration and Planning	General Program Administration (21A)	1	\$100,325.00	2	\$0.00	3	\$100,325.00
	Fair Housing Activities (subject to 20% Admin Cap) (21D)	1	\$12,300.00	1	\$0.00	2	\$12,300.00
	<b>Total General Administration and Planning</b>	<b>2</b>	<b>\$112,625.00</b>	<b>3</b>	<b>\$0.00</b>	<b>5</b>	<b>\$112,625.00</b>
Other	CDBG Non-profit Organization Capacity Building (19C)	0	\$0.00	1	\$0.00	1	\$0.00
	<b>Total Other</b>	<b>0</b>	<b>\$0.00</b>	<b>1</b>	<b>\$0.00</b>	<b>1</b>	<b>\$0.00</b>
<b>Grand Total</b>		<b>12</b>	<b>\$469,624.76</b>	<b>14</b>	<b>\$2,118.75</b>	<b>26</b>	<b>\$471,743.51</b>



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: 2013

DATE: 08-13-14  
TIME: 17:47  
PAGE: 2

THOUSAND OAKS

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

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Economic Development	Micro-Enterprise Assistance (18C)	Persons	0	5	5
	<b>Total Economic Development</b>		<b>0</b>	<b>5</b>	<b>5</b>
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	0	0	0
	Rehab; Multi-Unit Residential (14B)	Housing Units	72	170	242
	Code Enforcement (15)	Persons	2,236	5,767	8,003
	<b>Total Housing</b>		<b>2,308</b>	<b>5,937</b>	<b>8,245</b>
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	Public Facilities	0	2,236	2,236
	<b>Total Public Facilities and Improvements</b>		<b>0</b>	<b>2,236</b>	<b>2,236</b>
Public Services	Public Services (General) (05)	Persons	7,058	5,803	12,861
	Senior Services (05A)	Persons	174	0	174
	<b>Total Public Services</b>		<b>7,232</b>	<b>5,803</b>	<b>13,035</b>
Other	CDBG Non-profit Organization Capacity Building (19C)	Organizations	0	50	50
	<b>Total Other</b>		<b>0</b>	<b>50</b>	<b>50</b>
<b>Grand Total</b>			<b>9,540</b>	<b>14,031</b>	<b>23,571</b>





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: 2013

DATE: 08-13-14  
TIME: 17:47  
PAGE: 3

THOUSAND OAKS

CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic Persons	Total Households	Total Hispanic Households
Housing	White	0	0	234	201
	Black/African American	0	0	3	0
	Asian	0	0	5	0
	<b>Total Housing</b>	<b>0</b>	<b>0</b>	<b>242</b>	<b>201</b>
Non Housing	White	11,374	4,637	0	0
	Black/African American	224	0	0	0
	Asian	795	0	0	0
	American Indian/Alaskan Native	67	0	0	0
	Native Hawaiian/Other Pacific Islander	33	0	0	0
	American Indian/Alaskan Native & White	18	0	0	0
	Asian & White	11	0	0	0
	Black/African American & White	18	0	0	0
	Amer. Indian/Alaskan Native & Black/African Amer.	3	0	0	0
	Other multi-racial	547	49	0	0
	<b>Total Non Housing</b>	<b>13,090</b>	<b>4,686</b>	<b>0</b>	<b>0</b>
Grand Total	White	11,374	4,637	234	201
	Black/African American	224	0	3	0
	Asian	795	0	5	0
	American Indian/Alaskan Native	67	0	0	0
	Native Hawaiian/Other Pacific Islander	33	0	0	0
	American Indian/Alaskan Native & White	18	0	0	0
	Asian & White	11	0	0	0
	Black/African American & White	18	0	0	0
	Amer. Indian/Alaskan Native & Black/African Amer.	3	0	0	0
	Other multi-racial	547	49	0	0
	<b>Total Grand Total</b>	<b>13,090</b>	<b>4,686</b>	<b>242</b>	<b>201</b>



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: 2013

DATE: 08-13-14  
TIME: 17:47  
PAGE: 4

THOUSAND OAKS

**CDBG Beneficiaries by Income Category**

	<b>Income Levels</b>	<b>Owner Occupied</b>	<b>Renter Occupied</b>	<b>Persons</b>
Housing	Extremely Low ( $\leq 30\%$ )	0	41	0
	Low ( $>30\%$ and $\leq 50\%$ )	0	21	0
	Mod ( $>50\%$ and $\leq 80\%$ )	0	6	0
	Total Low-Mod	0	68	0
	Non Low-Mod ( $>80\%$ )	0	4	0
	Total Beneficiaries	0	72	0
Non Housing	Extremely Low ( $\leq 30\%$ )	0	0	4,102
	Low ( $>30\%$ and $\leq 50\%$ )	0	0	1,481
	Mod ( $>50\%$ and $\leq 80\%$ )	0	0	851
	Total Low-Mod	0	0	6,434
	Non Low-Mod ( $>80\%$ )	0	0	798
	Total Beneficiaries	0	0	7,232



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report

DATE: 08-13-14  
TIME: 17:07  
PAGE: 1

Program Year 2013  
THOUSAND OAKS, CA

## Exhibit J - 4

### PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	25,432.00
02 ENTITLEMENT GRANT	563,128.00
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 RETURNS	357.25
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(357.25)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	588,560.00

### PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	359,118.51
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	359,118.51
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	112,625.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	356.49
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	472,100.00
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	116,460.00

### PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	162,767.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	196,708.36
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	359,475.36
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.10%

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

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2013 PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	356,322.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	356,322.00
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	83,968.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	500.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	1.90
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	84,466.10
32 ENTITLEMENT GRANT	563,128.00
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)	563,128.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	15.00%

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

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	112,625.00
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)	112,625.00
42 ENTITLEMENT GRANT	563,128.00
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)	563,128.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	20.00%



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 2013  
THOUSAND OAKS , CA

DATE: 08-13-14  
TIME: 17:07  
PAGE: 2

**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
2013	7	352	2013 Bella Vista Improvements	14B	LMH	\$162,767.40
<b>Total</b>						<b>\$162,767.40</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
2012	1	336	5635871	Street and Sidewalk Improvements	03	LMA	\$2,118.75
2013	1	354	5701970	2013 Single-Family Rehabilitation	14A	LMH	\$7,588.53
2013	1	354	5718802	2013 Single-Family Rehabilitation	14A	LMH	\$7,439.89
2013	2	355	5635872	Day Labor Site Coordination	15	LMA	\$53,350.00
2013	2	355	5667081	Day Labor Site Coordination	15	LMA	\$21,825.00
2013	2	355	5701979	Day Labor Site Coordination	15	LMA	\$20,418.19
2013	4	356	5635877	Senior Meals on Wheels	05A	LMC	\$5,000.00
2013	4	356	5667075	Senior Meals on Wheels	05A	LMC	\$5,000.00
2013	4	356	5701973	Senior Meals on Wheels	05A	LMC	\$5,000.00
2013	4	356	5718803	Senior Meals on Wheels	05A	LMC	\$5,000.00
2013	4	357	5635874	Lutheran Social Services	05	LMC	\$4,867.00
2013	4	357	5667078	Lutheran Social Services	05	LMC	\$4,867.00
2013	4	357	5701977	Lutheran Social Services	05	LMC	\$4,867.00
2013	4	357	5718805	Lutheran Social Services	05	LMC	\$4,867.00
2013	4	358	5635879	Long Term Care	05	LMC	\$3,750.00
2013	4	358	5667077	Long Term Care	05	LMC	\$3,750.00
2013	4	358	5701975	Long Term Care	05	LMC	\$3,750.00
2013	4	358	5718804	Long Term Care	05	LMC	\$3,750.00
2013	4	359	5667082	Westminster Free Clinic	05	LMC	\$10,000.00
2013	4	360	5667085	United Cerebral Palsy	05	LMC	\$3,891.00
2013	4	360	5701980	United Cerebral Palsy	05	LMC	\$897.00
2013	4	360	5718807	United Cerebral Palsy	05	LMC	\$212.00
2013	4	361	5635878	Conejo Free Clinic	05	LMC	\$3,625.00
2013	4	361	5667073	Conejo Free Clinic	05	LMC	\$3,625.00
2013	4	361	5718806	Conejo Free Clinic	05	LMC	\$7,250.00
<b>Total</b>							<b>\$196,708.36</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
2013	4	356	5635877	Senior Meals on Wheels	05A	LMC	\$5,000.00
2013	4	356	5667075	Senior Meals on Wheels	05A	LMC	\$5,000.00
2013	4	356	5701973	Senior Meals on Wheels	05A	LMC	\$5,000.00
2013	4	356	5718803	Senior Meals on Wheels	05A	LMC	\$5,000.00
2013	4	357	5635874	Lutheran Social Services	05	LMC	\$4,867.00
2013	4	357	5667078	Lutheran Social Services	05	LMC	\$4,867.00
2013	4	357	5701977	Lutheran Social Services	05	LMC	\$4,867.00
2013	4	357	5718805	Lutheran Social Services	05	LMC	\$4,867.00
2013	4	358	5635879	Long Term Care	05	LMC	\$3,750.00
2013	4	358	5667077	Long Term Care	05	LMC	\$3,750.00
2013	4	358	5701975	Long Term Care	05	LMC	\$3,750.00
2013	4	358	5718804	Long Term Care	05	LMC	\$3,750.00



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 2013  
THOUSAND OAKS, CA

DATE: 08-13-14  
TIME: 17:07  
PAGE: 3

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	4	359	5667082	Westminster Free Clinic	05	LMC	\$10,000.00
2013	4	360	5667085	United Cerebral Palsy	05	LMC	\$3,891.00
2013	4	360	5701980	United Cerebral Palsy	05	LMC	\$897.00
2013	4	360	5718807	United Cerebral Palsy	05	LMC	\$212.00
2013	4	361	5635878	Conejo Free Clinic	05	LMC	\$3,625.00
2013	4	361	5667073	Conejo Free Clinic	05	LMC	\$3,625.00
2013	4	361	5718806	Conejo Free Clinic	05	LMC	\$7,250.00
<b>Total</b>							<b>\$83,968.00</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
2013	3	350	5667087	Staff Costs	21A		\$60,981.00
2013	3	350	5701981	Staff Costs	21A		\$27,709.06
2013	3	350	5718808	Staff Costs	21A		\$11,634.94
2013	3	351	5718809	Fair Housing Counseling	21D		\$12,300.00
<b>Total</b>							<b>\$112,625.00</b>

## **Exhibit K**

### **PY 2013 Public Notices**

<b>K - 1</b>	<b>Public Hearing: (Substantial) Amendment # 1 to PY 2013-14 CDBG Action Plan</b>
<b>K - 2</b>	<b>Public Hearing: FY 2014-15 Community Development Block Grant (CDBG) Needs Assessment</b>
<b>K - 3</b>	<b>Public Notice: 30-Day Public Review for Draft 2014-15 CDBG Action Plan</b>
<b>K - 4</b>	<b>Public Hearing: FY 2014-15 Draft CDBG Action Plan</b>
<b>K - 5</b>	<b>Public Notice: 30-Day Public Review for Draft 2013-14 CAPER Report</b>
<b>K - 6</b>	<b>Public Hearing: City Council Review of Draft FY 2013-14 CAPER Report</b>

## 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:


Amendment # 1 to Fiscal Year 2013-14 Community Development Block Grant (CDBG) Action Plan: Transfer \$60,000 in Federal funds from "Future Year-Round Emergency Shelter, HS9937" (no action at this time) to "Single-Family Residential Rehabilitation Grant Program, HS9940" (a new activity to assist very low-income, owner-occupants).

This Public Hearing is scheduled to be heard by City Council on Tuesday, October 22, 2013 at 6:00 p.m., at the City Council chambers/Scherr Forum Theatre, City Hall, 2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362. Any person is privileged to attend and be heard on this matter. If you challenge the decision of the City Council on this matter 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 in the Community Development Department at (805) 449-2331 or by e-mail to [cmilton@toaks.org](mailto:cmilton@toaks.org).

In compliance with the Americans with Disabilities Act (ADA), if you require special assistance to participate in this public hearing, please contact Caroline Milton at (805) 449-2331 or [cmilton@toaks.org](mailto:cmilton@toaks.org) at least 48 hours prior to the hearing.

DATED THIS 8<sup>th</sup> day of October, 2013.

  
Linda D. Lawrence, City Clerk  
City of Thousand Oaks, California

PUBLISH: October 8, 2013

**Fiscal Year 2014-15  
Community Development Block Grant (CDBG)  
Needs Assessment**


The City of Thousand invites interested persons to attend an Administrative Hearing and provide public comments on the community development needs of the City's lower-income populations including housing, social services and improvements to public facilities. Comments received will assist the City to prepare its spending plan for approximately \$563,000 in federal Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) from July 1, 2014 to June 30, 2015.

This administrative hearing will be held at 6 pm, Monday, January 13, 2014 at the City Hall Board Room (Level 3), 2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362. Any person is welcome to attend and be heard on these matters.

Comments on the community development needs of the City's lower-income populations may also be submitted in writing, by no later than 5 pm, January 30, 2014, to: City of Thousand Oaks, Attention: Caroline Milton, 2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362. Please mark submittals: "FY 2014-15 CDBG Needs Assessment."

If anyone challenges the City on CDBG Needs Assessment matters in court, the person making such challenge may be limited to the issues raised at the administrative hearing described above, or in written correspondence delivered to the City by no later than 5 pm, January 30, 2014.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to attend this hearing, please contact Caroline Milton at (805) 449-2331 or send an e-mail to [cmilton@toaks.org](mailto:cmilton@toaks.org).

  
\_\_\_\_\_  
Linda D. Lawrence, City Clerk  
City of Thousand Oaks, California

Publish: December 13, 2013





**The  
Acorn**  
Newspapers

**AD PROOF**

Issue Dated \_\_\_\_\_

TEL (818) 706-0266 • FAX (818) 706-8468

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From: \_\_\_\_\_  
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# Pgs: \_\_\_\_\_

**Please Proof Your Ad Carefully! Final Deadline for Corrections is Tues. 5pm**

I have proofread for spelling and grammar errors, correct color specifications, correct dimensions, etc. I do hereby release The Acorn Newspapers from any further responsibility or liability for the correctness or completeness of this artwork and agree to accept the charges for the print of same.

☒ OK AS IS

☐ OK To Run  
w/corrections

Signed: \_\_\_\_\_

*Caroline R. Milton*

Date: 3-4-14



2100 Thousand Oaks Boulevard • Thousand Oaks, CA 91362  
Phone 805/449 2121 • Fax 805/449 2125 • [www.toaks.org](http://www.toaks.org)

#### PUBLIC NOTICE

THE PUBLIC IS INVITED to review and comment on a Draft Action Plan for the U.S. Department of Housing and Urban Development (HUD). The document is the "Program Year 2014-2015 Community Development Block Grant (CDBG) Action Plan" and it describes the planned expenditure of an estimated \$563,128 in Federal CDBG funds from July 1, 2014 through June 30, 2015 for activities that primarily benefit lower-income households.

Effective March 10 through April 8, 2014, the City is making the draft CDBG Action Plan available for 30 days of public review and comment. The document will be posted to the City's Community Development Department's CDBG webpage at [www.toaks.org](http://www.toaks.org) and a paper copy will be available for review beginning March 10 at the City Hall Community Development Department at 2100 Thousand Oaks Boulevard, First Floor, Thousand Oaks, CA 91362. On request, paper copies will also be made available at other City buildings and a limited number of copies are available to be mailed to interested parties.

The City Council will hold a public hearing at its April 22, 2014 meeting to consider and approve the draft CDBG Action Plan. A final public comment opportunity will occur during the public hearing. Effective March 10 and ending April 8, 2014, the public and any Interested persons are requested to submit written comments on this draft Action Plan to Senior Analyst Caroline Milton at [cmilton@toaks.org](mailto:cmilton@toaks.org).

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

DATED THIS 6<sup>th</sup> Day of March, 2014.

*Linda D. Lawrence*  
Linda D. Lawrence, City Clerk  
City of Thousand Oaks, California

10T37W

### **NOTICE OF PUBLIC HEARING**

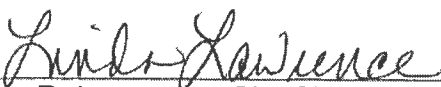
NOTICE IS HEREBY GIVEN that a Public Hearing, as provided by law, will be held by the City Council of the City of Thousand Oaks, to consider and decide the following matter:

Review and consideration to approve City's draft FY 2014-15 Action Plan update to the City's FY 2010-2015 Consolidated Plan for the U.S. Department of Housing and Urban Development (HUD). The City is proposing to spend \$557,289 in federal Community Development Block Grant (CDBG) funds for community development, program administration and social services activities that primarily benefit lower-income persons, from July 1, 2014 through June 30, 2015.

Also included in this matter is a proposed expenditure of \$103,287 from the City's Social Services Endowment Fund (SSEF). These funds would be used to leverage 15 percent (\$83,593) of the City's federal CDBG entitlement for grants to social services providers from July 1, 2014 through June 30, 2015 (total budget \$186,910).

This Public Hearing is scheduled to be heard by City Council on Tuesday, April 22, 2014 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 this matter. If you challenge the decision of the City Council on this matter 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: Community Development Department, (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 8<sup>th</sup> day of April, 2014

  
\_\_\_\_\_  
Linda D. Lawrence, City Clerk  
City of Thousand Oaks, California

Thousand Oaks Acorn: Publish on April 17, 2014

## PUBLIC NOTICE

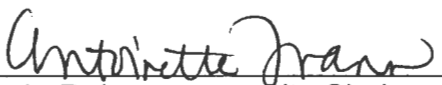
THE PUBLIC IS INVITED to review and comment on a performance report under preparation for submittal to the U.S. Department of Housing and Urban Development (HUD). The document is the "Consolidated Annual Performance and Evaluation Report" or CAPER and it describes the City's expenditure of federal Community Development Block Grant (CDBG) funds, including \$563,128 received for the period July 1, 2013 through June 30, 2014.

Effective August 11, 2014 through September 9, 2014, 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 11, 2014 at the City Hall Community Development Department at 2100 Thousand Oaks Boulevard, First Floor, Thousand Oaks, CA 91362. On request, paper copies will also be made available at other City buildings and a limited number of copies are available to be mailed to interested parties.

The City Council will hold a public hearing at its September 9, 2014 meeting 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).

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 31<sup>st</sup> day of July, 2014.

  
for Linda D. Lawrence, City Clerk  
City of Thousand Oaks, California

Publish: August 7, 2014

### 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:

Review and consideration to approve City's draft FY 2013-14 "Consolidated Annual Performance and Evaluation Report (CAPER)" for the U.S. Department of Housing and Urban Development (HUD). The document describes expenditures of federal Community Development Block Grant (CDBG) funds from July 1, 2013 through June 30, 2014 for community development, program administration and social services activities that primarily benefit lower-income persons.

This Public Hearing is scheduled to be heard by City Council on Tuesday, September 9, 2014 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 this matter. If you challenge the decision of the City Council on this matter 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: Community Development Department, (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 and make your request at least 48 hours in advance of the hearing.

DATED THIS 19th day of August, 2014

  
\_\_\_\_\_  
Linda D. Lawrence, City Clerk  
City of Thousand Oaks, California

PUBLISH: August 26, 2014



## **Exhibit L**

### **PY 2013 Action Plan Amendments**

<b>L - 1</b>	<b>(Substantial) Amendment # 1 to CDBG Action Plan (Approved by City Council 10/22/2013)</b>
<b>L - 2</b>	<b>(Minor) Amendment # 2 to CDBG Action Plan (Approved by City Manager 11/27/13)</b>

MINUTES OF THE CITY COUNCIL

Thousand Oaks, California

3

October 22, 2013

8. PUBLIC HEARINGS:

- A. Hearing, advertised as required by law, opened to consider: First Amendment to Community Development Block Grant Action Plan presented by Senior Analyst Milton; Community Development Director Prescott available for questions.

Speaker/Statement Cards: None.

Mayor Bill-de la Peña closed Public Hearing.

Motion by Councilmember Adam to approve Amendment #1 to City's approved FY 2013-14 Community Development Block Grant (CDBG) Action Plan to transfer \$60,000 in Federal funds from "Future Year-Round Emergency Shelter, HS 9937" to "Residential Rehabilitation Grant Program, HS 9940," carried 5-0 by the following vote: Ayes - Adam, Price, Irwin, Fox, and Bill-de la Peña; Noes - None.

- B. Hearing, advertised as required by law, opened to consider: Adoption of Updates to Conservation and Open Space Elements of Thousand Oaks General Plan presented by Senior Planner Burgess and Associate Planner Austin; Community Development Director Prescott available for questions.

RESOLUTION APPROVING CONSERVATION ELEMENT UPDATE, AN AMENDMENT TO CONSERVATION ELEMENT OF THOUSAND OAKS GENERAL PLAN (CONS 2012-70052: CITY OF THOUSAND OAKS)

RES. NO. 2013-078

RESOLUTION APPROVING OPEN SPACE ELEMENT UPDATE, AN AMENDMENT TO OPEN SPACE ELEMENT OF THOUSAND OAKS GENERAL PLAN (OS 2012-70048: CITY OF THOUSAND OAKS)

RES. NO. 2013-079

Speaker/Statement Cards: None.

Mayor Bill-de la Peña closed Public Hearing.

Staff requested to provide status update on proposed wildlife tunnel at Liberty Canyon.

Motion by Councilmember Adam to adopt resolutions, rename Site "I" to "Vista del Mar Open Space," carried 5-0 by the following vote: Ayes - Adam, Price, Irwin, Fox, and Bill-de la Peña; Noes - None.



**TO:** Scott Mitnick, City Manager

**FROM:** John C. Prescott, Community Development Director

**DATE:** October 22, 2013

**SUBJECT: Amendment # 1 to CDBG Action Plan**

**RECOMMENDATION:**

Approve Amendment # 1 to the City's approved FY 2013-14 Community Development Block Grant (CDBG) Action Plan to transfer \$60,000 in Federal funds from "Future Year-Round Emergency Shelter, HS 9937" to "Residential Rehabilitation Grant Program, HS 9940."

**FINANCIAL IMPACT:**

**No Additional Funding Requested.** This Amendment only involves the transfer of funds from one activity to another within the City's approved Federal CDBG FY 2013-14 entitlement grant (total grant is \$563,128).

**BACKGROUND:**

In April 2013, City Council approved an Action Plan to spend \$563,128 in Federal CDBG funds representing the City's FY 2013-14 entitlement grant. The Plan included allocating \$60,000 to assist Many Mansions with capacity building (pre-development expenses) for a future year-round emergency shelter for homeless, single-parent families at a potential site (Lawrence Drive at West Hillcrest Drive) currently occupied by County of Ventura Fire Station # 35, a facility scheduled to be replaced with a new fire station at a nearby site.

On August 6, 2013, the Ventura County Board of Supervisors approved the purchase of a parcel of land near the intersection of Mitchell Road and West Hillcrest Drive in Newbury Park to be developed as the replacement facility for Fire Station # 35. The Supervisors' board letter stated, in part, "The Fire District intends to start design of the new station immediately with construction completion anticipated in early 2016."

Although Many Mansions was previously granted and used \$15,024 in CDBG funds from the City for various capacity-building activities and to prepare preliminary studies to investigate the potential for re-purposing the existing Fire Station # 35 building into a future year-round emergency shelter, the proposal remains in a conceptual state until some unknown future time when the County is ready to consider disposition of the current site.

### **DISCUSSION/ANALYSIS:**

Many Mansions, the City's CDBG sub-recipient for \$60,000 in FY 2013-14 funds, pursuant to the approved Action Plan, has determined that there is no identified need to expend these funds on this activity in the current Program Year. Attachment # 1 is a letter from Many Mansions confirming the current inactive status, pending the site's availability, which appears to be in three years' time.

In summary, the Community Development Department desires to re-allocate FY 2013-14 CDBG funding totaling \$60,000 from the proposed future shelter project, to another program that would grant up to \$10,000 in rehabilitation assistance to very low-income, owner-occupied, single-family dwellings including mobile homes, condominiums and single-family detached buildings. Attachment # 2 is a brief description of the City's new Single-Family Residential Rehabilitation Program. This program is also part of this year's Action Plan, and would benefit from the proposed transfer of \$60,000 in CDBG funds to increase the project budget from \$57,500 to \$117,500 for FY 2013-14. The City expects to assist in the rehabilitation of from 3 to 5 dwellings by June 30, 2014, and to increase CDBG funding for the program in future fiscal years.

#### **Community Outreach:**

The City's Citizen Participation Plan (Resolution 2010-085) requires 30 days' of public review and a City Council public hearing for this transfer of funds within the approved Action Plan. Attachment # 3 is a copy of a legal notice published by the City in the Ventura County Star on Sunday, September 22, 2013 to solicit public comment on the City's proposed transfer of \$60,000 in CDBG funding. No public comments have yet been received; however, tonight's public hearing provides a final public comment opportunity prior to City Council action on this matter.

### **COUNCIL GOAL COMPLIANCE:**

Meets Council Goal B:

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.

**PREPARED BY:** Caroline R. Milton, Senior Analyst

Attachment # 1 — Letter from Many Mansions regarding \$60,000 in CDBG funds.

Attachment # 2 — Summary of City's new Single-Family Residential Rehabilitation Program

Attachment # 3 — Legal notice requesting public comment on proposed CDBG funds transfer.

CDD\480-70\H:\COMMON\H&R\2014\_CDBG\2014\_Amend\102213\_CDBG\_PH\_Report.doc





A Non-Profit, Affordable Housing and Service Provider

Attachment # 1

September 25, 2013

Caroline Milton  
Senior Analyst  
City of Thousand Oaks  
2100 Thousand Oaks Blvd.  
Thousand Oaks, CA 91362

Re: CDBG Award (\$60,000)-Emergency Shelter

Dear Ms. Milton:

In April of 2013 the City of Thousand Oaks awarded Many Mansions a grant of \$60,000 in CDBG funds for the proposed development of a year-round emergency shelter at Fire Station 35, a site currently owned by the County of Ventura.

Because the Fire Department will not be vacating this site until 2016 and because no further development work can be done on this proposed project until they vacate, we respectfully request that the \$60,000 in CDBG funds not be awarded to Many Mansions.

Sincerely,

Rick A. Schroeder,  
President,  
Many Mansions



Community Development Department  
**MEMORANDUM**

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)

**PUBLIC REVIEW NOTICE**


The City of Thousand Oaks is providing the public with 30 days for public review and comment on a proposed amendment to the City's Community Development Block Grant (CDBG) Action Plan for the period July 1, 2013 to June 30, 2014.

The proposal is to move \$60,000 in Federal funds from "Future Year-Round Emergency Shelter, HS9937" (no action at this time) to "Residential Rehabilitation Grant Program, HS9940" (a new activity to assist very low-income, owner-occupants).

This proposal will be the subject of a City Council public hearing at 6:00 pm, Tuesday, October 22, 2013 in the City Council chamber (Scherr Forum Theater), 2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362. All interested persons are encouraged to attend. If you challenge the City on the above-described matters in court, you may be limited to raising those issues you or someone else raised at the October 22, 2013 public hearing described herein, or in written correspondence delivered to the City at, or prior to, the public hearing.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to attend this public hearing, please call 805-449-2331 at least 48 hours prior to the public hearing. If you need assistance to access the staff report, please call 805-449-2331.

A copy of the public hearing staff report will be available for review on the City's website at [www.toaks.org](http://www.toaks.org) after 5 p.m. on Thursday, October 17, 2013, or by contacting Senior Analyst Caroline Milton at [cmilton@toaks.org](mailto:cmilton@toaks.org) or at 805-449-2331.

  
Linda D. Lawrence, City Clerk

Publish: Ventura County Star, Sunday, September 22, 2013



## Community Development Department **MEMORANDUM**

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)

**To:** Scott Mitnick, City Manager  
**From:** John Prescott, Community Development Department  
**Date:** November 27, 2013  
**Subject:** **Amendment # 2 (Minor) to Program Year 2013 CDBG Action Plan (FY 2013-14); Transfer of \$23,314 of Surplus Funding (Completed Activities)**

On October 22, 2013, the City Council approved Amendment # 1 (Major) to the 2013 CDBG Action Plan to transfer \$60,000 in CDBG funds from the proposed Emergency Shelter project to the Single-Family Residential Rehabilitation Program. The revised budget for that project is now \$117,500.

Staff is now requesting authorization to proceed with Amendment # 2 to transfer \$23,314 in surplus CDBG funding from completed activities to other projects. These actions can be approved administratively ("minor amendment") because the total funding to be revised is less than 10 percent of the City's PY 2013-14 CDBG entitlement grant totaling \$563,128.

Pending the City's approval of this request, the transfers and re-allocations can be made by staff through HUD's on-line accounting software package, the Integrated Disbursement and Information System (IDIS).

The attached exhibit outlines the transfer sequence in IDIS, as follows:

1. Transfer Old Town West funds balance to 1) Multi-Family Rehab (\$13,465 to Many Mansions, Bella Vista Apartments); 2) Single-Family Residential Rehab (\$7,500 to new program, effective January 2014); and 3) Future Projects (\$1,333.60 to Unallocated Funds).
2. Close Old Town West activity after drawing down \$2,118.75 to pay the final invoices from CHS for this activity.
3. Close out 2011 Bella Vista activity after transferring \$1,014.90 to Unallocated Funds.
4. Fund Multi-Family Rehab (2013-14 Bella Vista) activity at \$165,000 including \$151,535 as approved in 2013 Action Plan PLUS \$13,465 from Old Town West (see above).
5. Fund Single-Family Residential Rehab activity at \$125,000 including \$57,500 approved as part of 2013 Action Plan PLUS \$60,000 transferred per City Council approval from Emergency Shelter PLUS \$7,500 from Old Town West (see above).

6. The balance of \$2,348.60 will be retained in IDIS to be potentially allocated to a new activity to be determined at a future date. This includes a \$1,333.60 transfer from Old Town West and a \$1,014.90 transfer from 2011 Bella Vista (see above).


  
Caroline R. Milton  
Senior Analyst

Attachment

CDD\480-70\H:\COMMONH&R\2014\_CDBG\2014\_IDIS\112713\_Amend\_2\_Minor.doc

**APPROVAL FOR AMENDMENT # 2 (MINOR) TO 2013-14 CDBG ACTION PLAN:**

  
John C. Prescott  
Community Development Director

  
Scott Mitnick  
City Manager



**(Minor) Amendment # 2 to PY 2013 CDBG Action Plan (July 1, 2013 – June 30, 2014)**

11/20/2013	# 336	Old Town West Activity	24,417.35
		Pay Final CHS Invoices	(2,118.75)
		Final OTW Balance (Surplus)	22,298.60
11/20/2013	# 313	Final 2011 BVWR Balance (Surplus)	1,014.90
11/20/2013	# 336, # 313	Surplus Funds Available for Re-Allocation	23,313.50
11/22/2013	# 352	Fund 2013 Bella Vista Multi-Family Rehabilitation	151,535.00
		Re-Allocate Surplus Funds	+13,465.00
		TOTAL BUDGET	165,000.00
	# 354	Fund 2013 Single-Family Rehabilitation	117,500.00
		Re-Allocate Surplus Funds	+7,500.00
		TOTAL BUDGET	125,000.00
	NEW	Potential NEW Activity	
		Wiring Upgrades at Mobile Home Park	
		Project Activity	
		TOTAL BUDGET	2,348.600

## **Exhibit M**

**PY 2014 City Council approval of CAPER Report  
(9/09/14)**

**Report to be submitted  
with final CAPER after  
approval on  
September 9, 2014.**

## **Exhibit N**

### **PY 2013 Updates to 2010-15 Consolidated Plan Reports**

<b>N - 1</b>	<b>Transition Table 1C: Summary of Specific Housing/Community Development Objectives</b>
<b>N - 2</b>	<b>Transition Table 2C: Summary of Specific Housing/Community Development Objectives</b>
<b>N - 3</b>	<b>Table 3A: Summary of Specific Annual Objectives</b>
<b>N - 4</b>	<b>Table 3B: Annual Affordable Housing Completion Goals</b>



**Transition Table 1C (Updated July 2014)**  
**Summary of Specific Housing/Community Development Objectives**  
**(Table 1A/1B Continuation Sheet)**

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/ Objective *
	<b>Homeless Objectives</b>					
1.	Year-Round Emergency Shelter	CDBG	Year-Round Shelter Beds	18	0	SL-1
2.	Transitional Housing	CDBG	Transitional Housing Units	7	0	SL-1
	<b>Special Needs Objectives</b>					
1.	Address Special Needs through the allocation of 15 percent of the CDBG grant and at least \$100,000 in local matching funds.	CDBG, SSEF	Grants to 30 non-profits	5,000+ low-income persons to benefit	CDBG 7,232 SSEF 6,519	SL-1
2.	Assist lower-income seniors to pay housing costs through the Housing Assistance Program for Seniors (HAP)	Program based on Funds to be Identified to Replace RDA Funds	Grants to low-income senior & disabled households	600+ households	416	DH-3
	<b>Other Objectives</b>					
1.	Old Town West Streetscape Improvements	CDBG and Developer Fees	Public Improvements	Sidewalks, etc.	N/A	SL-3
2.	Code Enforcement at Day Labor Site	CDBG	Access to low-income jobs	Low-income jobs	350	EO-1
3.	Miro-Enterprise Assistance to Women's Economic Ventures for Self-Employment Training Program	Program Discontinued CDBG	Scholarships for low-income persons		0	EO-1

**\*Outcome/Objective Codes**

	Availability/Accessibility	Affordability	Sustainability
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Transition Table 2C (Updated July 2014)**  
**Summary of Specific Housing/Community Development Objectives**  
**(Table 2A/2B Continuation Sheet)**

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	<b>Rental Housing</b>					
1.	Los Feliz Drive (Area Hsg Authority)	2011 RDA	New Units	60	0	DH-1
2.	Hillcrest Project (Many Mansions)	2011 RDA	New Units	60	60	DH-1
3.	Tenant-Based Rental Housing	2011 RDA	Grants to Low-Income Households	30 households annually	10	DH-3
	<b>Owner Housing</b>					
1.	First-Time Homebuyer Assistance	Discontinued 2012	Down-payment loans to Low/Mod persons	10 to 15 households annually	0	DH-2
2.	Residential Rehabilitation	Discontinued 2012	Loans to low-income owners	15 Households annually	0	DH-3
	<b>Homeless Objectives</b>					
1.	Year-Round Emergency Shelter	CDBG	Year-round beds	30	0	SL-1
2.	Transitional Housing	Public and/or Private Funds (to be advised)	New Units	7	0	SL-1
	<b>Special Needs Objectives</b>					
1.	Housing Assistance Program (HAPS)	Discontinued 2012	Utility Subsidies	600+	416	DH-3
	<b>Community Development</b>					
1.	Code Enforcement at Day Labor Site	CDBG	Access to low-mod jobs	50 low-income jobs	350	SL-3
	<b>Infrastructure</b>					
1.	Old Town West Master Plan Improvements	CDBG	Sidewalks, drainage imps, etc.	2 Streets	N/A	SL-3
	<b>Public Facilities</b>					
1.	Multi-Family Rehab – Many Mansions	CDBG	Affordable Hsg	72	72	DH-3
	<b>Public Services</b>					
1.	Federally funded grants to address special needs	CDBG	Services to benefit lower-income persons, households	3,000+ low-income persons	7,232	SL-1
2.	Locally funded grants to address special needs	SSEF	Services to benefit lower-income HHs	3,000+ HHs	6,519	SL-1
	<b>Economic Development</b>					
1.	Self-Employment Training Program	Discontinued CDBG	Scholarships for low-income persons	5-10 residents/yr	0	EO-1
	<b>Neighborhood Revitalization/Other</b>				0	

\*Outcome/Objective Codes

	Availability/Accessibility	Affordability	Sustainability
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Table 3A (Updated July 2014)**  
**Summary of Specific Annual Objectives**

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	<b>Rental Housing Objectives</b>					
1.	Los Feliz Drive (Area Hsg Authority)	Prior Yr RDA	New Units	60	0	DH-1
2.	Hillcrest Project (Many Mansions)	Prior Yr RDA	New Units	60	60	DH-1
	<b>Ownership Housing Objectives</b>					
	<b>Homeless Objectives</b>					
1.	Year-Round Emergency Shelter	CDBG	Year-round beds	18	0	SL-1
2.	Transitional Housing	CDBG	New Units	7	0	SL-1
	<b>Special Needs Objectives</b>					
1.	Housing Assistance Program (HAP)	Discontinued 2012	Utility Subsidies	600+	416	DH-3
	<b>Community Development Objectives</b>					
1.	Code Enforcement – Day Labor Site	CDBG	Access to low-income jobs	50 jobs weekly	350	SL-3
	<b>Infrastructure Objectives</b>					
1.	Old Town West Streetscape Improvements	CDBG	Sidewalks, drainage improvements, etc.	2 streets	N/A	SL-3
	<b>Public Facilities Objectives</b>					
1.	Multi-Family Rehab – Many Mansions	CDBG	Affordable Hsg	72	72	DH-3
	<b>Public Services Objectives</b>					
1.	Federally Funded Public Services	CDBG	Special Needs	3,000+	7,232	SL-1
2.	Locally Funded Public Services	SSEF	Special Needs	3,000+	6,519	SL-1
	<b>Economic Development Objectives</b>					
	<b>Other Objectives</b>					
	N/A					

\*Outcome/Objective Codes

	Availability/Accessibility	Affordability	Sustainability
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Table 3B (Updated July 2014)**  
**ANNUAL AFFORDABLE HOUSING COMPLETION GOALS**

Grantee Name: Program Year:	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	Fmr RDA	OTHER
<b>BENEFICIARY GOALS (Sec. 215 Only)</b>		<b>Project Name or Source</b>				
Homeless households	15 (Hillcrest – spprt unt)	15	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>	<b>X</b>
Non-homeless households	N / A	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Beneficiaries*</b>	15	15	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>	<b>X</b>
<b>RENTAL GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units	55 (Los Feliz)	0	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>	<b>X</b>
Rehabilitation of existing units	72	72	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance (HAP)	470	416	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>
<b>Total Sec. 215 Affordable Rental</b>	597	488	<b>X</b>	<input type="checkbox"/>	<b>X</b>	<b>X</b>
<b>HOME OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Affordable Owner</b>	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units	55	0	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>
Rehabilitation of existing units	72	72	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	470	416	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>
Homebuyer Assistance	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Combined Total Sec. 215 Goals*</b>	597	488	<b>X</b>	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>
<b>OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)</b>						
Annual Rental Housing Goal	597	488	<b>X</b>	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>
Annual Owner Housing Goal	0	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Overall Housing Goal</b>	597	488	<b>X</b>	<input type="checkbox"/>	<b>X</b>	<input type="checkbox"/>

\* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.

**Exhibit O**

**Thousand Oaks**

**2014**

**Housing Opportunities Brochure**

# Thousand Oaks Housing Opportunities



**2014**

City of Thousand Oaks  
2100 East Thousand Oaks Boulevard  
Thousand Oaks, CA 91362  
(805) 449-2393  
[www.toaks.org](http://www.toaks.org)

This Directory is provided as a public service. The list of service providers in this Directory shall in no way constitute an endorsement of any of the listed providers. Furthermore, the listing of service providers in this Directory shall not create an agency relationship between the service providers listed and the City of Thousand Oaks, or any of its employees, officials, boards, or commissions.

## **TABLE OF CONTENTS**

### **SECTION 1: BACKGROUND INFORMATION**

1. Qualifying for Subsidized/Low-Cost Housing
2. Many Mansions and Area Housing Authority
3. Other Low Income Housing Providers
4. Other Sources of Information
5. Emergency Housing
6. Fair Housing and Landlord/Tenant Counseling
7. Rent Control

### **SECTION 2: AFFORDABLE AND LOW INCOME HOUSING**

1. Low Income Housing - Many Mansions
2. Rent Subsidy and Public Housing - Area Housing Authority

### **SECTION 3: SPECIAL NEEDS/SUBSIDIZED APARTMENTS BY TYPE**

### **SECTION 4: FIRST-TIME HOMEBUYER SERVICES**

1. Homebuyer Educational Workshops and More
  - A. Cabrillo Economic Development Corporation
  - B. Area Housing Authority of the County of Ventura
2. Mortgage Credit Certificates (MCC)

### **SECTION 5: HOUSING REHABILITATION**

1. Habitat for Humanity
2. Community Action

### **SECTION 6: EMERGENCY HOUSING ASSISTANCE**

1. Housing Services Providers
2. HELPLINE 2-1-1
3. Shelters / Meal Sites
4. Food Sites

### **SECTION 7: OTHER USEFUL HOUSING RESOURCES**

1. Fair Housing and Landlord/Tenant Counseling
2. Landlord/Tenant Rights
3. Legal Assistance
4. Credit Counseling
5. Homeownership Loss Prevention
6. Mobile Homes
7. Mobile Home Ombudsman
8. Senior Living / Senior Services



## SECTION 1

### BACKGROUND INFORMATION

#### 1. QUALIFYING FOR SUBSIDIZED / LOW-COST HOUSING

Generally in order to obtain subsidized/low-cost housing in Thousand Oaks, your income cannot exceed very-low and low income levels, which are established by the Federal government. The income levels for 2014 are set out below. Please note that these numbers change annually.

FAMILY SIZE	1	2	3	4	5	6	7	8
Extremely Low	18,650	21,300	23,950	26,600	28,750	30,900	33,000	35,150
Very Low	31,050	35,500	39,950	44,350	47,900	51,450	55,4000	58,550
Lower	48,300	55,200	62,100	68,950	74,500	80,000	85,500	91,050

#### 2. MANY MANSIONS AND AREA HOUSING AUTHORITY

The two largest providers of subsidized lower cost apartments in Thousand Oaks are Many Mansions and The Area Housing Authority of the County of Ventura (AHA). Both agencies provide useful assistance in locating other affordable resources. A list of the apartments and services provided by these agencies can be reviewed in Section 2 of this brochure.

#### 3. OTHER LOW INCOME HOUSING PROVIDERS

Other low income units are provided at Conejo Future Village, Arroyo Villas, and Shadows Apartments. The addresses of these apartment complexes are listed in Section 3 of this brochure. Most of these complexes have long waiting lists. You are encouraged to apply to as many complexes and organizations as possible.

#### 4. OTHER SOURCES OF INFORMATION

- ❖ Chamber of Commerce – Publishes a list of some of the apartment complexes in Thousand Oaks, which may include affordable units. You may contact the Chamber at (805) 370-0035 or access information online at [www.thousandoakschamber.org](http://www.thousandoakschamber.org).
- ❖ Ventura County Star – Daily listing of apartments and rooms in the classified section. Call (805) 437-0000 or visit their website at [www.vcstar.com](http://www.vcstar.com).
- ❖ City's Senior Services – The City publishes useful information on housing options for senior adults. Contact the Senior Services staff at (805) 381-7362 or by e-mail [Councilonaging@toaks.org](mailto:Councilonaging@toaks.org). In addition, you can find a list of market rent retirement/senior adult communities in the Yellow Pages under "Retirement Communities".
- ❖ Community Rental List at [www.ahacv.org](http://www.ahacv.org) is updated every 2 weeks and includes any vacancies at Area Housing Authority properties.

The process of finding low-income housing is often time consuming. You are encouraged to contact Many Mansions at (805) 497-0344 and Area Housing Authority (805) 480-9991 to discuss all your housing options.

#### 5. EMERGENCY HOUSING

If you are in need of emergency housing assistance, contact one of the emergency social service providers listed in Section 6 or contact the Ventura County Helpline at 2-1-1 for more information.

#### 6. FAIR HOUSING AND LANDLORD/TENANT COUNSELING

If you have a fair housing issue or dispute, the Housing Rights Center can help you resolve any landlord/tenant problems by providing counseling and other services at (800) 477-5977. See Section 7.1 for more information.

#### 7. RENT CONTROL

The City only has a Rent Stabilization Program for a small number of apartment units and all mobile homes. Apartment **rent control does not apply to any tenant who moved into their apartment unit after 1987**. Only tenants who have lived in the same rent-controlled unit since 1987 are eligible for rent control. For more information call (805) 449-2391.

## SECTION 2

### AFFORDABLE AND LOW INCOME HOUSING

Many Mansions and Area Housing Authority provide housing for low-income individuals and households.

#### 1. LOW INCOME HOUSING – MANY MANSIONS

Many Mansions owns and manages over 450 affordable housing units serving seniors, families and special needs households at various locations in Thousand Oaks (see below) and, depending on your family size and income, rents will vary. For information regarding rents, vacancies, and applications, contact Many Mansions Housing Central.

PROJECT	ADDRESS	UNITS	PHONE NUMBER (805)
Bella Vista	2011-2025 Los Feliz Dr	72	496-6150
Esseff Village	1423-1425 E Thousand Oaks Bl	51	496-8122
Hacienda De Feliz	2084-2096 Los Feliz Dr	25	557-2705
Hillcrest Villas	2726 East Hillcrest Dr	60	601-5131
Richmond Terrace	760 Warwick Ave	27	777-7077
Schillo Gardens	2849 Los Robles Rd	29	495-8138
Shadow Hills	227 E Wilbur Rd	101	495-4165
Stoll House	3155-3159 Los Robles Rd	11	497-4102
Villas Garcia	1419 E Thousand Oaks Bl	80	495-6781

Many Mansions accepts Section 8 Housing Choice Vouchers. For more information contact:

Many Mansions, Housing Central  
1425 E Thousand Oaks Blvd, Thousand Oaks  
(805) 497-0344  
8:30 am-4:30 pm Monday-Friday  
[www.manymansions.org](http://www.manymansions.org)

## **2. RENT SUBSIDY AND PUBLIC HOUSING – AREA HOUSING AUTHORITY**

The Area Housing Authority of the County of Ventura (AHA) is a federally funded, non-profit, public agency serving the cities of Thousand Oaks, Camarillo, Fillmore, Moorpark, Ojai, and Simi Valley and the unincorporated areas of the County.

The AHA administers two federal housing programs; Section 8 Housing Choice Voucher Program and Low-Income Public Housing Program.

The Section 8 Housing Choice Voucher Program is a rental subsidy program. Applicants select their own housing and work with local landlords to secure a lease agreement. The applicant pays approximately 30% of their household income for rent. The remaining rent is paid directly to the landlord by AHA.

The Low-Income Public Housing Program consists of specific apartments built or purchased for this program. In Thousand Oaks, there are 163 units of public housing. There is one senior/disable Public Housing complex consisting of 64 units. The rent is 30% of the household income. Unlike the Section 8 Program, the Low Rent Public Housing Program participant does not work with individual landlords.

The waiting lists for these programs are very long as the need for affordable housing is so much greater than the budget can support. New applications for this program will be available in the future, but not specific date is known at this time. Notifications are placed in the newspaper and on the AHA website at [www.ahacv.org](http://www.ahacv.org). Households interested in applying for Section 8 or Public Housing can request to be notified via e-mail by signing up at [www.ahacv.org](http://www.ahacv.org) and selecting "Contact Us". Instructions for signing up for e-mail notifications are provided.

**Each program requires a separate application.**

<b>AHA PUBLIC HOUSING APARTMENTS</b>			
Fiore Gardens	220-480 E Hillcrest Dr	50 Family	480-9991
Florence Janss	190-210 Brazil St	64 Senior / Disabled	480-9991
Leggett Court	1824-1884 Los Feliz Dr	49 Family	480-9991

In addition, AHA owns and operates several affordable apartment complexes in Thousand Oaks. There is a separate application required for each complex. Some units are allocated directly to the Section 8 program and only Section 8 applicants are eligible for consideration.

Applications for Oak Creek Senior Villas\* are not available to the general public. Residents are selected from interested and eligible applicants on the Section 8 waiting list.

OTHER AHA APARTMENTS			
Glenn Oaks	145 E Wilbur Rd	39 Senior	494-3120
Los Arboles	801-886 Calle Haya	43 Family	492-8350
Royal Oaks	3210-14 Royal Oaks Dr	5 Family	480-9991
Sunset Villas	90-110 Sunset Dr	11 Family	480-9991
Oak Creek Sr Villas*	367 E Thousand Oaks Bl	57 Senior	373-0333

Vacancies in these properties are a random occurrence and difficult to predict. Contact the site for information regarding vacancies. All vacancies for AHA owned and managed properties are listed on the Community Rental List available in the lobby or online at [www.ahacv.org](http://www.ahacv.org) (select Rental Listings).

A description of all AHA programs and properties is available online at [www.ahacv.org](http://www.ahacv.org).

For more information contact:

Area Housing Authority  
1400 W. Hillcrest Drive, Newbury Park 91320  
(805) 480-9991 or (800) 800-2123  
7:00am–5:00pm Monday-Thursday  
[www.ahacv.org](http://www.ahacv.org)  
[info@ahacv.org](mailto:info@ahacv.org)

### SECTION 3

#### SPECIAL NEEDS/SUBSIDIZED APARTMENTS BY TYPE

PROJECT	ADDRESS	UNITS	COMMENTS	PHONE (805)
<b>AFFORDABLE HOUSING FOR SENIORS AND DISABLED</b>				
Conejo Future Village	130 Brazil St	90	Senior (62+) and disabled. Must be very-low income and rent is at 30% of income. 3-4 year waiting list.	497-9848
Glenn Oaks	145 E Wilbur Rd	39	One bedroom units reserved for very-low income seniors.	494-3120
Florence Janss*	190-210 Brazil St	64	Senior (62+) and disabled. Must be very-low income and rent is at 30% of income. 3-4 year waiting list.	480-9991
Hillcrest & Bel-Aire Homes	2170/2220 Westlake Bl	30	Specialized group housing for severely disabled. Rent at 30% of income.	494-1141
Oak Creek Senior Villas	367 E Thousand Oaks Bl	57	Senior (62+) 46 one-bedroom units; 11 two-bedroom units	373-0333
<b>AFFORDABLE HOUSING FOR FAMILIES</b>				
Arroyo Villas	1600 Rancho Conejo Bl	40	Section 8	376-3315
Bella Vista	2011-2025 Los Feliz Dr	72	Lower income	496-6150
Esseff Village	1425 E Thousand Oaks Bl	50	Lower income	496-8122
Fiore Gardens*	480 E Hillcrest Dr	50	Public Housing	480-9991
Hacienda De Feliz	2096 Los Feliz Dr	25	Lower income	557-2705
Hillcrest Villas	2726 E Hillcrest Dr	60	Lower income	601-5131
Leggett Court*	1824-1884 Los Feliz Dr	49	Public Housing	480-9991
Los Arboles	801-886 Calle Haya	43	FMR & Section 8	492-1288
Mountclef	3500 Mountclef St	18	FMR & Section 8	492-2022
Richmond Terrace	760 Warwick Ave	26	Lower income	777-7077
Royal Oaks	3210-14 Royal Oaks	5	FMR & Section 8	492-8350
Schillo Gardens	2849 Los Robles Rd	29	Very Low income	495-8138
Shadow Hills	227 E Wilbur Rd	101	Lower & moderate. income	495-4165
Sunset Villas	90 -110 Sunset Dr	11	FMR & Section 8	492-8350
The Shadows	1949 Los Feliz Dr	148	148 low/mod, 30 very-low income, & 15 Section 8	379-0461
Villa Garcia	1419 E Thousand Oaks Bl	80	Lower income	495-6781

\*Public Housing requires an application with the Area Housing Authority, see Section 2.2.

## SECTION 4

### FIRST-TIME HOMEBUYER SERVICES

#### 1. HOMEBUYER EDUCATIONAL WORKSHOPS AND MORE

##### A. Cabrillo Economic Development Corporation (CEDC)

CEDC offers various homebuyer courses through its Home Ownership Center (HOC), including pre- and post-purchase education and one-on-one counseling, which are designed to introduce families to the many steps in the homeownership process. HOC also offers an 8-hour financial fitness course, which allows for a one-on-one opportunity to review with buyer's credit, budget and money management strategies to plan and prepare for home purchase. All these courses are offered monthly in both English and Spanish. HOC will identify the various lending programs, including state, federal or local down payment assistance programs available.

For more information contact:

Cabrillo Economic Development Corporation  
Home Ownership Center  
702 County Square Drive  
Ventura, CA 93003  
(805) 659-6868 (805) 659-6869 (fax) [www.cabrilloedc.org](http://www.cabrilloedc.org)

##### B. Area Housing Authority of the County of Ventura (AHA)

AHA offers home buying workshops through mutual agreements with experts in local, state and federal funding resources. Workshops cover tax benefits, raising your FICO score, loan options available. Workshops are offered in both English and Spanish several times a year. For more information contact:

Area Housing Authority of the County of Ventura  
1400 W Hillcrest Drive  
Newbury Park, CA 91320  
(805) 480-9991 x235 [www.ahahomebuyingschool.com](http://www.ahahomebuyingschool.com)  
[www.ahacv.org](http://www.ahacv.org) [info@ahacv.org](mailto:info@ahacv.org)

#### 2. MORTGAGE CREDIT CERTIFICATES (MCC)

MCC provide a federal tax credit equivalent to 20% of your annual mortgage interest. MCC are available to most first-time homebuyers and can be used in conjunction with state, federal or local loan products, when available. Annual tax savings is equivalent to about 1% of the property's sale price. MCC helps extend a buyer's ability to qualify for a home purchase. The availability of these certificates is limited. **APPLICATIONS MUST BE COMPLETED PRIOR TO CLOSE OF ESCROW.**

CalHFA offers a variety of loan programs to help you purchase a home 877/922-5432.

## SECTION 5

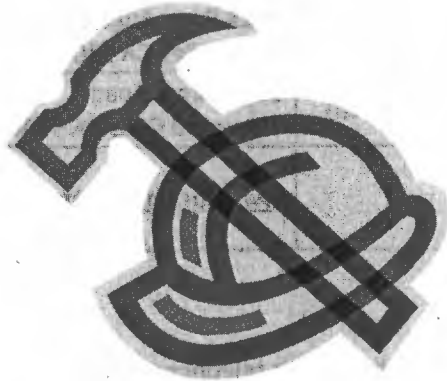
### HOUSING REHABILITATION

**1. HABITAT FOR HUMANITY**

A Brush with Kindness (ABWK) is a program of Habitat for Humanity Ventura County that helps lower-income homeowners complete exterior home improvements. Volunteer teams work to improve the condition of homes by painting, landscaping, and performing minor exterior repairs at minimal costs to homeowners who would be unable to do so on their own. Those that are physically able are asked to work alongside the volunteers throughout the completion of the project. The program is for homeowners earning between 30%-50% of the median income of Ventura County. For more information visit their website at [www.habitatventura.org](http://www.habitatventura.org) or call (805) 485-6065 ext. 202, located at 121 S. Rice Ave, Oxnard, CA 93030.

**2. COMMUNITY ACTION**

Qualified homeowners can save up to 40 percent on utility bills, depending on the home, simply by improving energy efficiency. This can be done by replacing windows, weather-stripping doors, adding insulation, minor home repairs and installing more efficient appliances and products. For more information contact Community Action by e-mail [energy@ca-vc.org](mailto:energy@ca-vc.org) or call (805) 436-4035.





## SECTION 6

### EMERGENCY HOUSING ASSISTANCE

#### 1. HOUSING SERVICES PROVIDERS

The City of Thousand Oaks provides funds from the Community Development Block Grant (CDBG) fund and Social Services Endowment Fund (SSEF) to local organizations for numerous social services, including housing/homeless services. The following organizations provide housing/homeless services, ranging from loans to help defer the cost of finding permanent accommodations ("first" and "last" payments) for the homeless and those at risk of homelessness to providing winter shelters. For more information about specific services contact the individual organizations:

NAME	ADDRESS	PHONE NUMBER (805)
Catholic Charities	612 Spring Road Moorpark, CA 93021	529-0720
Community Action of Ventura County	621 Richmond Avenue Oxnard CA 93030	436-4000
County of Ventura - Human Services Agency	855 Partridge Drive Ventura CA 93003	477-5100
Homeless Prevention and Rapid Re-Housing	855 Partridge Drive Ventura CA 93003	385-8585
Lutheran Social Services	80 E Hillcrest Drive, # 101 Thousand Oaks CA 91360	497-6207
Salvation Army	5924 E Los Angeles Avenue Simi Valley CA 93063	527-1070
St. Vincent De Paul (St Pascal Baylon Church)	155 E Janss Road Thousand Oaks CA 91360	496-0222
Turning Point Foundation	<a href="http://www.turningpointfoundation.org">www.turningpointfoundation.org</a>	652-0596

#### 2. HELPLINE 2-1-1

Helpline 2-1-1 is a free accessible 3-digit telephone number that allows you to access over 2000 programs and 900 agencies across Ventura County. 2-1-1 helps connect you to the appropriate services you are in need of, such as shelter/housing. Other basic life needs are food, financial assistance, health, parenting and mental health services. 2-1-1 eliminates a majority of the inappropriate, non-emergency calls to 9-1-1; saving that vital community resource for life and death emergencies. The 2-1-1 line is available 24 hours/7 days a week, it's free and confidential, and it's fast and easy. So, for any other vital community service you can call (800) 339-9597 (Helpline) or go on-line for information at [www.211ventura.org](http://www.211ventura.org), or just dial 211.

### 3. SHELTERS / MEAL SITES

<b>WINTER SHELTER AND MEAL SITES DECEMBER- MARCH</b> <b>MEAL SITES APRIL- NOVEMBER</b> For information call (805) 497-6207		
SUNDAY	Temple Adat Elohim (Shelter & Meal Site Dec. – March) St Patrick's Episcopal Church (Meal Site April – Nov.)	2420 E Hillcrest Drive, Thousand Oaks  1 Church Rd, Thousand Oaks
MONDAY	Holy Trinity Church	1 W Avenida de Los Arboles, Thousand Oaks
TUESDAY	Calvary Community Church	5495 Via Rocas, Westlake Village
WEDNESDAY	Westminster Presbyterian Church	32111 Watergate Road, Westlake Village
THURSDAY	Chinese Christian Church	218 W Janss Road, Thousand Oaks
FRIDAY	T O United Methodist Church	1000 E Janss Road, Thousand Oaks
SATURDAY	St Julie Billiard Catholic Church	2475 Borchard Road, Newbury Park
Schedule subject to change annually.		

### 4. FOOD SITES

LOCATION	ADDRESS	PHONE (805)	DAY/TIME (Subject to Change)
Manna CV Food Pantry	3020 Crescent Way Thousand Oaks	497-4959	Tues & Fri 10 am - 4 pm Sat. 10 am - 1 pm
Christian Church of Thousand Oaks	301 Avenida de las Flores Thousand Oaks	492-2474	1st & 3rd Monday 6:00 pm - 7:00 pm
CV Neighborhood for Learning (Crowley House )	2522 Pleasant Way Thousand Oaks	496-9035	2nd Wednesday 10:00 am - 11:00 am
Living Oaks Community Church	1100 Business Center Cir Newbury Park	376-1800	2nd & 4th Wednesday 5:00 pm - 7:00 pm
The Bridge Evangelical Church	999 Rancho Conejo Blvd. Newbury Park	262-5000	Every Other Wednesday 4:00 pm - 6:00 pm
Conejo Creek Condominium Community Center	1707 Calle Diamonte Newbury Park	381-2791	1st & 3rd Fridays 11:00 am - 12:30 pm
CV Food Resource Network Fiore Playfields	1550 Avenida de los Arboles Thousand Oaks	381-2791	1st & 3rd Fridays 9:00 am -10:30 am
Shadow Hills Apt.	227 E Wilbur Rd. Thousand Oaks	379-1216	2nd Friday 12:00 pm - 2:00 pm
St. Julie Billiard Knights Of Columbus	2475 Borchard Dr. Newbury Park	498-3602	Saturday 6:30 pm-8:00 pm
The Shadows Apt	2084 Los Feliz Dr. Thousand Oaks	379-1216	2nd Saturday 10:00 am - 12:00 pm

## SECTION 7

### OTHER USEFUL HOUSING RESOURCES

#### 1. FAIR HOUSING AND LANDLORD/TENANT COUNSELING

The Housing Rights Center (HRC) is an organization which provides fair housing services for Thousand Oaks residents. HRC provides free landlord-tenant counseling in order to help resolve housing issues such as evictions, security deposit disputes, and repairs. HRC provides legal services for other issues, including discrimination disputes. For more information contact:

Housing Rights Center  
1020 North Fair Oaks Avenue, Pasadena CA 91103  
1-800-477-5977 [www.hrc-la.org](http://www.hrc-la.org)

#### 2. TENANT/LANDLORD RIGHTS

The City does not handle landlord/tenant issues or disputes. For assistance you can contact the Ventura County District Attorney's Office at (805) 654-2500 or [www.vcdistrictattorney.com](http://www.vcdistrictattorney.com)

The Department of Consumer Affairs (DCA) provides a Residential Tenant and Landlord Rights and Responsibilities book. To print a copy of this book, go to the following website:

[www.dca.ca.gov/publications/landlordbook/catenant](http://www.dca.ca.gov/publications/landlordbook/catenant)  
or call 1 (800) 884-1684.

#### 3. LEGAL ASSISTANCE

NAME	ADDRESS	PHONE NUMBER
Conejo Free Clinic (First Thursday) <a href="http://www.ConejoFreeClinic.org">www.ConejoFreeClinic.org</a>	80 E. Hillcrest Drive #102, Thousand Oaks	(805) 497-3575
Grew Law, Inc	1385 E. Janss Road, Thousand Oaks 209 Maple Ct #128, Ventura	(805) 658-2266

#### 4. CREDIT COUNSELING

NAME	ADDRESS	PHONE NUMBER
Cabrillo Economic Development Corporation <a href="http://www.cabrilloedc.org">www.cabrilloedc.org</a>	702 County Square Dr, Ventura	(805) 659-6868
Lutheran Social Services	80 E Hillcrest Dr #101, Thousand Oaks	(805) 497-6207
Sure Path Financial Services (Formerly Consumer Credit Counseling Svcs.) <a href="http://www.SurePath.org">www.SurePath.org</a>	80 N. Wood #200, Camarillo	(877) 615-7875

## 5. HOMEOWNERSHIP LOSS PREVENTION

If you are in danger or facing foreclosure, there is "HOPE NOW". HOPE NOW has offices nationwide and has an alliance between counselors, servicers, investors and other mortgage market participants. This alliance helps homeowners stay in their homes and creates a unified, coordinated plan to reach and help as many homeowners as possible. Homeowner's HOPE, a counseling service provided by the Homeownership Prevention Foundation, can work with you to find solutions to your situation. Homeownership Prevention Foundation is an independent non-profit agency with a single purpose, to help homeowners avoid foreclosure. Visit HOPE NOW at [www.hopenow.com](http://www.hopenow.com) or call the Nation-wide Hotline at 1-888-995-HOPE

## 6. MOBILE HOMES

### A. Rent Control

All mobile home parks in the City are regulated by a Rent Stabilization Program pursuant City of Thousand Oaks Municipal Code (Title 5. Public Welfare, Morals, and Conduct, Chapter 25 Mobile Home Rent Stabilization). The ordinance specifies a method to determine annual allowable maximum rent increases by mobile home park owners.

### B. Mobile Home Parks

The following is a list of all mobile home parks in the City of Thousand Oaks. Any questions regarding availability should be directed to the individual park owners at their given numbers.

FAMILY MOBILE HOME PARKS		
Elms Plaza Mobile Home Park	1262 Newbury Rd Newbury Park	(805) 498-1710
Lakestone Mobile Home Park	53 N Conejo School Rd Thousand Oaks	(310) 644-6404
Twin Palms Mobile Home Park	198 N Skyline Drive Thousand Oaks	(805) 368-0998
SENIOR MOBILE HOME PARKS (Age 55+)		
Ranch Mobile Home Park	2193 Los Feliz Dr Thousand Oaks	(805) 495-7787
Thunderbird Oaks Mobile Home Community	200 S Conejo School Rd Thousand Oaks	(805) 496-3725
Vallecito Mobile Estates)	1251 Old Conejo Rd Newbury Park	(805) 498-2612
Ventu Estates Mobile Home Park	26 S Ventu Park Rd Newbury Park	(805) 498-2010
Ventu Park Villa Mobile Home Park	50 S Ventu Park Rd Newbury Park	(805) 498-2010

**7. MOBILE HOME OMBUDSMAN**

This is a State office which assists the public in resolving problems associated with manufactured homes and mobile homes by taking complaints and coordinating their resolution. Issues handled by this office include titling and registration, installation, warranties, sales, inspection of homes and parks, mobile home accessories, and certain Mobile Home Residency Law questions. The office of the Mobile Home Ombudsman may be contacted at:

P O Box 31  
Sacramento CA 95812-0031  
1-800-952-5275

<http://www.hcd.ca.gov/codes/ol/ombpg-menu.html>

**8. SENIOR LIVING / SENIOR SERVICES**

NAME	ADDRESS	PHONE NUMBER
Ventura County Senior Living	<u><a href="http://www.venturacountyseiorliving.com">www.venturacountyseiorliving.com</a></u>	(805) 405-2411
Conejo Valley Senior Concerns	401 Hodencamp Rd, Thousand Oaks <u><a href="http://www.seniorconcerns.org">www.seniorconcerns.org</a></u>	(805) 497-0189
Goebel Adult Community Center	1385 E. Janss Road Thousand Oaks <u><a href="http://www.crpd.org/parkfac/goebeladult">www.crpd.org/parkfac/goebeladult</a></u>	(805) 381-2744
Long Term Care - Ombudsman	<u><a href="http://www.ombudsmanventura.org">www.ombudsmanventura.org</a></u>	(805) 656-1986



# **Exhibit P**

**Ventura County**

**2013 Continuum of Care NOFA**

**Final Approved Project Listing**

**June 19, 2014**

**2013 CoC NOFA Final Approved Project Listing June 19, 2014**

Tier 1 Funds Lost	\$53,642	GIW - Annual Renewal Demand for 2014	\$1,832,702
Tier 2 Funds Lost	\$99,531	Indicates Successful Reallocation	
Total Loss of CoC Funds	\$153,173	CH = Chronically	

Grantee Name	Project Name	Renewal Project Type	Reallocated to -	Grant Amount	Final Ranking	Number Beds / Served	Population Served	CH ?	Project Location
Many Mansions	Casa de Paz	PH	N/A	\$62,316	1	13	mental illness - no children	no	Simi Valley
Many Mansions	Richmond Terrace	PH	N/A	\$63,412	2	13	mental illness	no	T.O.
Many Mansions	Esseff Village	PH	N/A	\$40,760	3	15	disabled - mental or physical	no	T.O.
Ventura County Behavioral Health	East County / Oxnard Shelter Plus Care	PH	N/A	\$257,121	4	22	Mental illness	yes	SV, T.O., Oxn
Hsg Authority of the City of San Buenaventura	Shelter Plus Care	PH	N/A	\$115,509	5	13	mental illness - no children	yes	Ventura
Turning Point Foundation	Wooley House Permanent Housing	PH	N/A	\$36,672	6	7	Vets, Substance Abuse, MI	yes	Oxnard
Turning Point Foundation	Stephenson Place Permanent Housing	PH	N/A	\$27,197	7	9	Vets, DV, Substance Abuse, MI	yes	Ventura
Many Mansions	D Street Apartments	PH	N/A	\$19,118	8	5	youth under 25 and mental illness	yes	Oxnard
Many Mansions	Stoll House to Peppertree Apartments	TH	PSH	\$61,052	9	11	mental illness - can incl children	yes	Simi Valley
Turning Point Foundation	Wooley House Transitional Hsg to PSH	TH	PSH	\$31,962	11	8	Vets, Substance Abuse, MI	yes	Oxnard
City of Oxnard	Community Action -VC One Stop Transition Center to PSH	SSO	PSH	\$125,814	12	8	none	yes	Ventura
County of Ventura Human Services Agency	Homeless Outreach Project to RRH	SSO	RRH	\$81,829	13	48	families	yes	County-wide
County of Ventura Human Services Agency	HMIS Project	HMIS	N/A	\$90,778	14	N/A	N/A	N/A	County-wide
County of Ventura Human Services Agency	RAIN Project Transitional Living Center	TH	NO	\$388,485	15	67	families and individuals	yes	County-wide
The Salvation Army SC Division Ventura TLC	TLC	TH	NO	\$208,535	16	41	single women and families	no	Ventura
City of Oxnard	Khepera House (L.I.F.E.)	TH	NO	\$53,165	17	6	substance abuse	yes	(Vta - Oxnard funded)
Turning Point Foundation	Our Place Safe Haven	SH	NO	\$168,977	18	10	Veterans, Subst. Abuse, MI	yes	Ventura

\$1,832,702

8/5/2014



# **Exhibit Q**

## **City of Thousand Oaks 2013 CDBG Public/Social Services Sub-Recipient Draft Monitoring Report**

City of Thousand Oaks – Community Development Department  
2013 CDBG Social Services Monitoring Report  
(Please respond by August 15, 2014)

	Grantee Name:	DRAFT
	Program Name:	
	Grant Amount:	
1.	(a) Was grant fully spent in the fiscal year July 2013 through June 2014?	
	(b) How many <u>unduplicated</u> City residents were assisted with CDBG funds?	
	(c) What percentage of Thousand Oaks program costs were covered by the City's grant?	
	(d) How did your agency fund that portion of the program not covered by the City's grant? (Please identify other revenue sources for the program.)	
2.	Were there any significant changes in the way the City-funded services were provided compared with the description you provided in your original grant application (Exhibit A to your grant contract).	
3.	(a) How do you determine who is eligible for City-funded services?	
	(b) Do you screen potential clients for income eligibility? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	(c) City requires review of 3 program client's In-Take Form and eligibility documentations. Are 3 clients' forms and documentations attached with no names? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	(d) CDBG-funded activities require that at least 51 percent of beneficiaries are low- and very-low income persons. How do you ensure that this percentage requirement is met?	
	(e) How do you determine City residency?	

(continued on next page)



City of Thousand Oaks – Community Development Department  
2013 CDBG Social Services Monitoring Report  
(Please respond by August 15, 2014)

4.	(a) Please describe your fiscal and managerial controls to ensure that City funds are expended in accordance with the City's grant contract.
	(b) How long after the end of the grant year does your agency retain the records for the City's grant revenues and expenses?
	(c) Is your staff familiar with federal Office of Management and Budget requirements for compliance with Circulars A-122, A-133 and other applicable regulations? <input type="checkbox"/> Yes <input type="checkbox"/> No    If no, please explain.
	(d) When was program last audited?
	(e) Is copy of most recent independent Auditor's Report attached? <input type="checkbox"/> Yes <input type="checkbox"/> No Independent Auditors Report is generally 1 to 2 pages long. Please do <b><u>not</u></b> submit your entire audit document.
5.	Is copy of Program's Policy and Procedure Manual attached? <input type="checkbox"/> Yes <input type="checkbox"/> No

Please respond via e-mail by August 15, 2014 to Lynn Oshita at [loshita@toaks.org](mailto:loshita@toaks.org) and submit the following:

1. 2013 Monitoring Report (provided by City)
2. Copy of 3 program client's In-Take Form and eligibility documentations (no names, please)
3. Copy of most recent Independent Auditor's Report (generally 1 to 2 pages long)
4. Program's Policy and Procedure Manual (your agency's manual)

The City will be reviewing the following specific areas:

- A. Meeting HUD National Objective and Eligibility
- B. Conformance to Contract
- C. Record-Keeping System
- D. Financial and Administrative Requirements

CDD:480-95\H:\COMMON\Housing & Redevelopment\CDBG\Monitoring\Social\_Service\2014-Monitor\2014\_CDBG\_Monitor\_Report.doc



## **Exhibit R**

# **City of Thousand Oaks HUD Administrative Monitoring Findings and City's Responses April – August 2014**

## Exhibit R

### HUD Findings & Concerns Letter # 1 – April 16, 2014

	HUD's Comments	City's Response
HUD Finding # 1	No Verification Record of Debarment and Suspension Status	City will check the Systems for Award Management (SAM) website to verify the eligibility of each potential subrecipient and contractor to participate in CDBG-funded activities.
HUD Finding # 2	No Agreement with Another City Department that Undertook CDBG Funds	City will execute a HUD-approved contract with any other City department undertaking a CDBG-funded activity.
HUD Finding # 3	Costs Not appropriately Documented and Ineligible Costs may have been paid.	City obtained cost documentation for the activity cited by HUD and also required the contractor to reimburse the City for a computer purchased with CDBG funds.
HUD Finding # 4	City delegated Documentation Responsibilities to Subrecipients.	City will collect and maintain in its files all HUD-required documentation for each CDBG-funded activity.
HUD Finding # 5	City did not have Information regarding Program Income for Rental Projects assisted with CDBG funds.	The City is in the process of further discussion with HUD prior to developing a new policy and a process to identify, calculate and manage future Program Income from Rental Projects and all other CDBG-funded activities.
HUD Finding # 6	The Day Labor Site activity was inaccurately classified and must cease as of June 30, 2014.	The City agreed that the Supplemental Code Enforcement classified no longer applies to the Day Labor Site and, effective June 30, 2014, City has ceased to fund the activity with CDBG funds.
HUD Concern # 1	City's Subrecipient agreements do not accurately describe the activities and national objective to be met.	The City's Subrecipient agreement will be revised to more fully and accurately describe the CDBG-funded activity, eligibility and goals for each such activity.
HUD Concern # 2	City is not utilizing the most current forms or processes for Environmental Review of proposed CDBG-funded projects.	The City is updating and revising its Environmental process forms, guidelines and resources and will keep current going forward.

## Exhibit R

### HUD Findings & Concerns Letter # 2 – June 19, 2014

	HUD's Comments	City's Response
Some Findings are Cleared	The following Findings are cleared: # 1, # 3, #4 and # 6.	Based on the City's response (see table above) HUD has cleared the prior findings.
Contract with Other Departments	The City is proposing to use its current Subrecipient contract for future activities in which another City department is undertaking to use CDBG funds. That proposed format does not meet HUD's requirements.	The City is now proposing to use a Memorandum of Understanding (MOU) format, now in use by the City of Simi Valley, for future CDBG-funded activities to be undertaken by another City department.
Program Income	City Needs to Identify all Rental Rehabilitation Projects, the Status of any Program Income and Develop a System for Ongoing Tracking of Program Income.	As noted above, the City is in discussion with HUD to ensure that the City's remedial actions for this issue will satisfy HUD's requirements.

## **Exhibit S**

### **City of Thousand Oaks**

#### **CAPER Reference Materials**

<b>S – 1</b>	<b>HUD FY 2013 Section 8 Income Limits Chart for Oxnard-Thousand Oaks-Ventura Metropolitan Statistical Area (MSA)</b>
<b>S – 2</b>	<b>National Low-Income Housing Coalition: Out of Reach California 2014”</b>
<b>S – 3</b>	<b>Ventura County Housing Market Overview (Zillow, June 2014)</b>

## STATE: CALIFORNIA

## -----I N C O M E L I M I T S-----

	PROGRAM	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Bakersfield-Delano, CA MSA									
FY 2013 MFI: 52500	30% OF MEDIAN	12050	13800	15500	17200	18600	20000	21350	22750
	VERY LOW INCOME	20100	22950	25800	28650	30950	33250	35550	37850
	LOW-INCOME	32100	36700	41300	45850	49550	53200	56900	60550
Chico, CA MSA									
FY 2013 MFI: 55700	30% OF MEDIAN	12050	13800	15500	17200	18600	20000	21350	22750
	VERY LOW INCOME	20100	22950	25800	28650	30950	33250	35550	37850
	LOW-INCOME	32100	36700	41300	45850	49550	53200	56900	60550
El Centro, CA MSA									
FY 2013 MFI: 48000	30% OF MEDIAN	12050	13800	15500	17200	18600	20000	21350	22750
	VERY LOW INCOME	20100	22950	25800	28650	30950	33250	35550	37850
	LOW-INCOME	32100	36700	41300	45850	49550	53200	56900	60550
Fresno, CA MSA									
FY 2013 MFI: 54600	30% OF MEDIAN	12050	13800	15500	17200	18600	20000	21350	22750
	VERY LOW INCOME	20100	22950	25800	28650	30950	33250	35550	37850
	LOW-INCOME	32100	36700	41300	45850	49550	53200	56900	60550
Hanford-Corcoran, CA MSA									
FY 2013 MFI: 50400	30% OF MEDIAN	12050	13800	15500	17200	18600	20000	21350	22750
	VERY LOW INCOME	20100	22950	25800	28650	30950	33250	35550	37850
	LOW-INCOME	32100	36700	41300	45850	49550	53200	56900	60550
Los Angeles-Long Beach-Santa Ana, CA MSA									
Los Angeles-Long Beach, CA HMFA									
FY 2013 MFI: 61900	30% OF MEDIAN	17400	19900	22400	24850	26850	28850	30850	32850
	VERY LOW INCOME	29000	33150	37300	41400	44750	48050	51350	54650
	LOW-INCOME	46400	53000	59650	66250	71550	76850	82150	87450
Orange County, CA HMFA									
FY 2013 MFI: 84100	30% OF MEDIAN	19250	22000	24750	27450	29650	31850	34050	36250
	VERY LOW INCOME	32050	36600	41200	45750	49450	53100	56750	60400
	LOW-INCOME	51250	58600	65900	73200	79100	84950	90800	96650
Madera-Chowchilla, CA MSA									
FY 2013 MFI: 54500	30% OF MEDIAN	12050	13800	15500	17200	18600	20000	21350	22750
	VERY LOW INCOME	20100	22950	25800	28650	30950	33250	35550	37850
	LOW-INCOME	32100	36700	41300	45850	49550	53200	56900	60550
Merced, CA MSA									
FY 2013 MFI: 50200	30% OF MEDIAN	12050	13800	15500	17200	18600	20000	21350	22750
	VERY LOW INCOME	20100	22950	25800	28650	30950	33250	35550	37850
	LOW-INCOME	32100	36700	41300	45850	49550	53200	56900	60550
Modesto, CA MSA									
FY 2013 MFI: 56600	30% OF MEDIAN	12400	14150	15900	17650	19100	20500	21900	23300
	VERY LOW INCOME	20650	23600	26550	29450	31850	34200	36550	38900
	LOW-INCOME	33050	37750	42450	47150	50950	54700	58500	62250
Napa, CA MSA									
FY 2013 MFI: 80600	30% OF MEDIAN	17200	19650	22100	24550	26550	28500	30450	32450
	VERY LOW INCOME	28650	32750	36850	40900	44200	47450	50750	54000
	LOW-INCOME	45100	51550	58000	64400	69600	74750	79900	85050
Oxnard-Thousand Oaks-Ventura, CA MSA									
FY 2013 MFI: 86700	30% OF MEDIAN	18350	21000	23600	26200	28300	30400	32500	34600
	VERY LOW INCOME	30600	35000	39350	43700	47200	50700	54200	57700
	LOW-INCOME	48950	55950	62950	69900	75500	81100	86700	92300



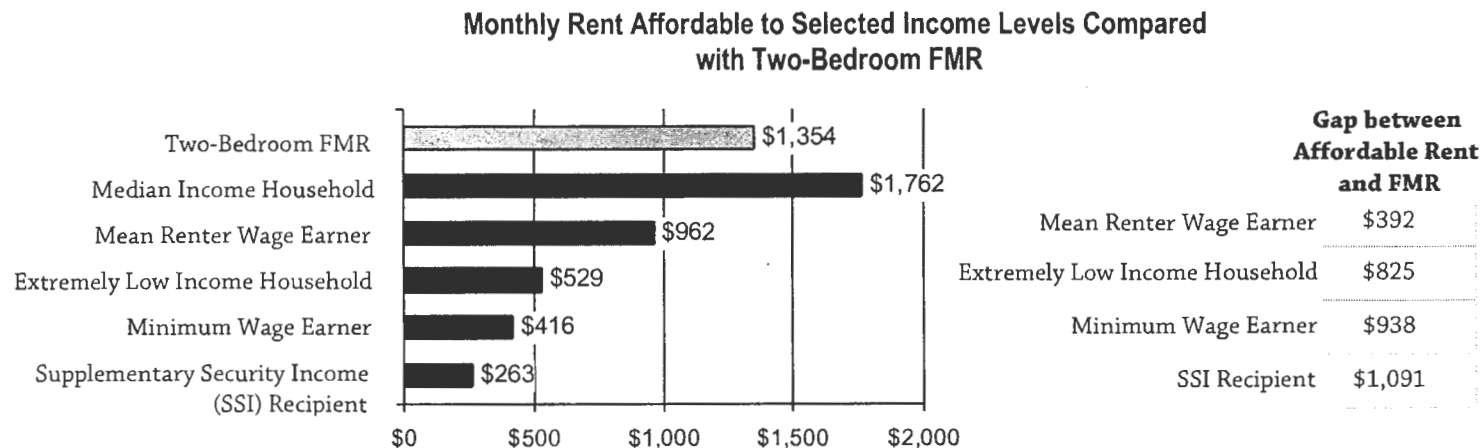
# California

In California, the Fair Market Rent (FMR) for a two-bedroom apartment is \$1,354. In order to afford this level of rent and utilities – without paying more than 30% of income on housing – a household must earn \$4,514 monthly or \$54,168 annually. Assuming a 40-hour work week, 52 weeks per year, this level of income translates into a Housing Wage of:

**\$26.04**

In California, a minimum wage worker earns an hourly wage of \$8.00. In order to afford the FMR for a two-bedroom apartment, a minimum wage earner must work 130 hours per week, 52 weeks per year. Or a household must include 3.3 minimum wage earners working 40 hours per week year-round in order to make the two-bedroom FMR affordable.

In California, the estimated mean (average) wage for a renter is \$18.50. In order to afford the FMR for a two-bedroom apartment at this wage, a renter must work 56 hours per week, 52 weeks per year. Or, working 40 hours per week year-round, a household must include 1.4 workers earning the mean renter wage in order to make the two-bedroom FMR affordable.



California	FY14 HOUSING WAGE	HOUSING COSTS			AREA MEDIAN INCOME (AMI)				RENTER HOUSEHOLDS					
		Hourly wage needed to afford 2 BR FMR <sup>2</sup>	2 BR FMR	Annual income needed to afford 2 BR FMR	Full-time jobs at minimum wage needed to afford 2 BR FMR	Annual AMI <sup>3</sup>	Monthly rent affordable at AMI <sup>4</sup>	30% of AMI <sup>5</sup>	Monthly rent affordable at 30% of AMI	Renter Housholds (2008-2012)	% of total households (2008-2012)	Estimated hourly mean renter wage (2014)	Monthly rent affordable at mean renter wage	Full-time jobs at mean renter wage needed to afford 2 BR FMR
California	\$26.04	\$1,354	\$54,168	3.3	\$70,473	\$1,762	\$21,142	\$529	5,487,934	44%	\$18.50	\$962	1.4	
Combined Nonmetro Areas	\$17.93	\$932	\$37,286	2.2	\$58,502	\$1,463	\$17,551	\$439	113,602	34%	\$10.57	\$549	1.7	
Metropolitan Areas														
Bakersfield MSA	\$15.67	\$815	\$32,600	2.0	\$51,700	\$1,293	\$15,510	\$388	103,521	41%	\$12.56	\$653	1.2	
Chico MSA	\$16.37	\$851	\$34,040	2.0	\$54,000	\$1,350	\$16,200	\$405	33,840	40%	\$11.30	\$588	1.4	
El Centro MSA	\$15.56	\$809	\$32,360	1.9	\$43,000	\$1,075	\$12,900	\$323	20,629	43%	\$7.69	\$400	2.0	
Fresno MSA	\$15.90	\$827	\$33,080	2.0	\$48,700	\$1,218	\$14,610	\$365	131,497	46%	\$11.04	\$574	1.4	
Hanford-Corcoran MSA	\$17.10	\$889	\$35,560	2.1	\$53,700	\$1,343	\$16,110	\$403	19,255	47%	\$12.04	\$626	1.4	
Los Angeles-Long Beach HMFA	\$26.88	\$1,398	\$55,920	3.4	\$60,600	\$1,515	\$18,180	\$455	1,695,180	53%	\$18.53	\$963	1.5	
Madera-Chowchilla MSA	\$15.10	\$785	\$31,400	1.9	\$52,000	\$1,300	\$15,600	\$390	16,153	38%	\$11.33	\$589	1.3	
Merced MSA	\$15.29	\$795	\$31,800	1.9	\$45,000	\$1,125	\$13,500	\$338	34,084	46%	\$10.52	\$547	1.5	
Modesto MSA	\$17.50	\$910	\$36,400	2.2	\$52,700	\$1,318	\$15,810	\$395	67,972	41%	\$12.07	\$628	1.5	
Napa MSA	\$27.19	\$1,414	\$56,560	3.4	\$70,300	\$1,758	\$21,090	\$527	18,754	38%	\$15.05	\$782	1.8	
Oakland-Fremont HMFA	\$30.35	\$1,578	\$63,120	3.8	\$88,500	\$2,213	\$26,550	\$664	373,006	41%	\$19.06	\$991	1.6	
Orange County HMFA *	\$31.62	\$1,644	\$65,760	4.0	\$84,900	\$2,123	\$25,470	\$637	403,056	41%	\$18.42	\$958	1.7	
Oxnard-Thousand Oaks-Ventura MSA	\$28.44	\$1,479	\$59,160	3.6	\$88,700	\$2,218	\$26,610	\$665	92,149	35%	\$15.20	\$790	1.9	
Redding MSA	\$18.08	\$940	\$37,600	2.3	\$51,500	\$1,288	\$15,450	\$386	24,088	35%	\$11.41	\$593	1.6	
Riverside-San Bernardino-Ontario MSA *	\$21.54	\$1,120	\$44,800	2.7	\$60,700	\$1,518	\$18,210	\$455	441,576	35%	\$12.00	\$624	1.8	
Sacramento-Arden-Arcade-Roseville HMFA *	\$20.62	\$1,072	\$42,880	2.6	\$68,000	\$1,700	\$20,400	\$510	271,842	38%	\$14.65	\$762	1.4	
Salinas MSA	\$23.73	\$1,234	\$49,360	3.0	\$59,100	\$1,478	\$17,730	\$443	61,660	49%	\$13.65	\$710	1.7	
San Benito County HMFA	\$23.00	\$1,196	\$47,840	2.9	\$76,100	\$1,903	\$22,830	\$571	6,012	36%	\$11.11	\$578	2.1	
San Diego-Carlsbad-San Marcos MSA	\$26.04	\$1,354	\$54,160	3.3	\$72,700	\$1,818	\$21,810	\$545	485,425	45%	\$17.78	\$925	1.5	
San Francisco HMFA	\$37.62	\$1,956	\$78,240	4.7	\$97,100	\$2,428	\$29,130	\$728	357,256	51%	\$31.45	\$1,635	1.2	
San Jose-Sunnyvale-Santa Clara HMFA	\$31.71	\$1,649	\$65,960	4.0	\$101,900	\$2,548	\$30,570	\$764	252,995	42%	\$32.99	\$1,716	1.0	
San Luis Obispo-Paso Robles MSA	\$23.37	\$1,215	\$48,600	2.9	\$77,000	\$1,925	\$23,100	\$578	40,980	40%	\$11.71	\$609	2.0	
Santa Barbara-Santa Maria-Goleta MSA	\$24.46	\$1,272	\$50,880	3.1	\$72,800	\$1,820	\$21,840	\$546	66,033	47%	\$15.49	\$805	1.6	
Santa Cruz-Watsonville MSA	\$30.71	\$1,597	\$63,880	3.8	\$77,900	\$1,948	\$23,370	\$584	38,413	41%	\$13.59	\$707	2.3	
Santa Rosa-Petaluma MSA	\$24.06	\$1,251	\$50,040	3.0	\$76,900	\$1,923	\$23,070	\$577	71,406	39%	\$14.67	\$763	1.6	
Stockton MSA	\$17.88	\$930	\$37,200	2.2	\$58,200	\$1,455	\$17,460	\$437	87,364	41%	\$11.92	\$620	1.5	
Vallejo-Fairfield MSA	\$22.37	\$1,163	\$46,520	2.8	\$76,700	\$1,918	\$23,010	\$575	51,621	37%	\$14.86	\$773	1.5	

\* 50th percentile FMR (See Appendix A).

1: BR = Bedroom

2: FMR = Fiscal Year 2014 Fair Market Rent (HUD, 2013).

3: AMI = Fiscal Year 2014 Area Median Income (HUD, 2013).

4: "Affordable" rents represent the generally accepted standard of spending not more than 30% of gross income on rent and utilities.

5: The federal standard for extremely low income households. Does not include HUD-specific adjustments.

California	FY14 HOUSING WAGE	HOUSING COSTS			AREA MEDIAN INCOME (AMI)				RENTER HOUSEHOLDS					
		Hourly wage needed to afford 2 BR FMR <sup>2</sup>	2 BR FMR	Annual income needed to afford 2 BR FMR	Full-time jobs at minimum wage needed to afford 2 BR FMR	Annual AMI <sup>3</sup>	Monthly rent affordable at AMI <sup>4</sup>	30% of AMI <sup>5</sup>	Monthly rent affordable at 30% of AMI	Renter Housholds (2008-2012)	% of total households (2008-2012)	Estimated hourly mean renter wage (2014)	Monthly rent affordable at mean renter wage	Full-time jobs at mean renter wage needed to afford 2 BR FMR
Visalia-Porterville MSA	\$14.40	\$749	\$29,960	1.8	\$45,100	\$1,128	\$13,530	\$338	53,867	41%	\$10.04	\$522	1.4	
Yolo HMFA	\$21.23	\$1,104	\$44,160	2.7	\$73,900	\$1,848	\$22,170	\$554	32,528	46%	\$12.52	\$651	1.7	
Yuba City MSA	\$15.19	\$790	\$31,600	1.9	\$51,500	\$1,288	\$15,450	\$386	22,170	40%	\$11.38	\$592	1.3	
Counties														
Alameda County	\$30.35	\$1,578	\$63,120	3.8	\$88,500	\$2,213	\$26,550	\$664	249,421	46%	\$19.77	\$1,028	1.5	
Alpine County	\$17.56	\$913	\$36,520	2.2	\$85,000	\$2,125	\$25,500	\$638	74	19%	\$14.62	\$760	1.2	
Amador County	\$20.15	\$1,048	\$41,920	2.5	\$72,300	\$1,808	\$21,690	\$542	3,447	24%	\$11.32	\$589	1.8	
Butte County	\$16.37	\$851	\$34,040	2.0	\$54,000	\$1,350	\$16,200	\$405	33,840	40%	\$11.30	\$588	1.4	
Calaveras County	\$17.85	\$928	\$37,120	2.2	\$70,000	\$1,750	\$21,000	\$525	3,892	21%	\$10.53	\$548	1.7	
Colusa County	\$15.62	\$812	\$32,480	2.0	\$57,300	\$1,433	\$17,190	\$430	2,494	36%	\$10.56	\$549	1.5	
Contra Costa County	\$30.35	\$1,578	\$63,120	3.8	\$88,500	\$2,213	\$26,550	\$664	123,585	33%	\$17.62	\$916	1.7	
Del Norte County	\$16.73	\$870	\$34,800	2.1	\$54,200	\$1,355	\$16,260	\$407	3,675	38%	\$9.43	\$490	1.8	
El Dorado County *	\$20.62	\$1,072	\$42,880	2.6	\$68,000	\$1,700	\$20,400	\$510	16,893	25%	\$11.56	\$601	1.8	
Fresno County	\$15.90	\$827	\$33,080	2.0	\$48,700	\$1,218	\$14,610	\$365	131,497	46%	\$11.04	\$574	1.4	
Glenn County	\$15.85	\$824	\$32,960	2.0	\$53,100	\$1,328	\$15,930	\$398	3,298	35%	\$9.67	\$503	1.6	
Humboldt County	\$18.96	\$986	\$39,440	2.4	\$52,100	\$1,303	\$15,630	\$391	23,525	44%	\$10.27	\$534	1.8	
Imperial County	\$15.56	\$809	\$32,360	1.9	\$43,000	\$1,075	\$12,900	\$323	20,629	43%	\$7.69	\$400	2.0	
Inyo County	\$18.50	\$962	\$38,480	2.3	\$70,900	\$1,773	\$21,270	\$532	2,930	37%	\$9.81	\$510	1.9	
Kern County	\$15.67	\$815	\$32,600	2.0	\$51,700	\$1,293	\$15,510	\$388	103,521	41%	\$12.56	\$653	1.2	
Kings County	\$17.10	\$889	\$35,560	2.1	\$53,700	\$1,343	\$16,110	\$403	19,255	47%	\$12.04	\$626	1.4	
Lake County	\$16.87	\$877	\$35,080	2.1	\$46,300	\$1,158	\$13,890	\$347	9,573	37%	\$10.24	\$533	1.6	
Lassen County	\$18.17	\$945	\$37,800	2.3	\$68,000	\$1,700	\$20,400	\$510	3,766	37%	\$7.86	\$409	2.3	
Los Angeles County	\$26.88	\$1,398	\$55,920	3.4	\$60,600	\$1,515	\$18,180	\$455	1,695,180	53%	\$18.53	\$963	1.5	
Madera County	\$15.10	\$785	\$31,400	1.9	\$52,000	\$1,300	\$15,600	\$390	16,153	38%	\$11.33	\$589	1.3	
Marin County	\$37.62	\$1,956	\$78,240	4.7	\$97,100	\$2,428	\$29,130	\$728	38,564	37%	\$16.86	\$877	2.2	
Mariposa County	\$14.88	\$774	\$30,960	1.9	\$60,600	\$1,515	\$18,180	\$455	2,026	28%	\$7.88	\$410	1.9	
Mendocino County	\$17.83	\$927	\$37,080	2.2	\$54,000	\$1,350	\$16,200	\$405	13,830	40%	\$10.46	\$544	1.7	
Merced County	\$15.29	\$795	\$31,800	1.9	\$45,000	\$1,125	\$13,500	\$338	34,084	46%	\$10.52	\$547	1.5	
Modoc County	\$12.25	\$637	\$25,480	1.5	\$47,900	\$1,198	\$14,370	\$359	1,069	27%	\$8.66	\$450	1.4	
Mono County	\$24.08	\$1,252	\$50,080	3.0	\$81,200	\$2,030	\$24,360	\$609	2,202	44%	\$9.13	\$475	2.6	

\* 50th percentile FMR (See Appendix A).

1: BR = Bedroom

2: FMR = Fiscal Year 2014 Fair Market Rent (HUD, 2013).

3: AMI = Fiscal Year 2014 Area Median Income (HUD, 2013).

4: "Affordable" rents represent the generally accepted standard of spending not more than 30% of gross income on rent and utilities.

5: The federal standard for extremely low income households. Does not include HUD-specific adjustments.

California	FY14 HOUSING WAGE	HOUSING COSTS			AREA MEDIAN INCOME (AMI)				RENTER HOUSEHOLDS				
		Hourly wage needed to afford 2 BR FMR <sup>2</sup>	2 BR FMR	Annual income needed to afford 2 BR FMR	Full-time jobs at minimum wage needed to afford 2 BR FMR	Annual AMI <sup>3</sup>	Monthly rent affordable at AMI <sup>4</sup>	30% of AMI <sup>5</sup>	Monthly rent affordable at 30% of AMI	Renter Housholds (2008-2012)	% of total households (2008-2012)	Estimated hourly mean renter wage (2014)	Monthly rent affordable at mean renter wage
Monterey County	\$23.73	\$1,234	\$49,360	3.0	\$59,100	\$1,478	\$17,730	\$443	61,660	49%	\$13.65	\$710	1.7
Napa County	\$27.19	\$1,414	\$56,560	3.4	\$70,300	\$1,758	\$21,090	\$527	18,754	38%	\$15.05	\$782	1.8
Nevada County	\$20.13	\$1,047	\$41,880	2.5	\$73,500	\$1,838	\$22,050	\$551	11,372	27%	\$11.62	\$604	1.7
Orange County *	\$31.62	\$1,644	\$65,760	4.0	\$84,900	\$2,123	\$25,470	\$637	403,056	41%	\$18.42	\$958	1.7
Placer County *	\$20.62	\$1,072	\$42,880	2.6	\$68,000	\$1,700	\$20,400	\$510	37,643	29%	\$13.86	\$721	1.5
Plumas County	\$17.94	\$933	\$37,320	2.2	\$55,300	\$1,383	\$16,590	\$415	2,683	29%	\$11.65	\$606	1.5
Riverside County *	\$21.54	\$1,120	\$44,800	2.7	\$60,700	\$1,518	\$18,210	\$455	219,637	32%	\$11.52	\$599	1.9
Sacramento County *	\$20.62	\$1,072	\$42,880	2.6	\$68,000	\$1,700	\$20,400	\$510	217,306	42%	\$15.14	\$787	1.4
San Benito County	\$23.00	\$1,196	\$47,840	2.9	\$76,100	\$1,903	\$22,830	\$571	6,012	36%	\$11.11	\$578	2.1
San Bernardino County *	\$21.54	\$1,120	\$44,800	2.7	\$60,700	\$1,518	\$18,210	\$455	221,939	37%	\$12.44	\$647	1.7
San Diego County	\$26.04	\$1,354	\$54,160	3.3	\$72,700	\$1,818	\$21,810	\$545	485,425	45%	\$17.78	\$925	1.5
San Francisco County	\$37.62	\$1,956	\$78,240	4.7	\$97,100	\$2,428	\$29,130	\$728	214,979	63%	\$30.80	\$1,601	1.2
San Joaquin County	\$17.88	\$930	\$37,200	2.2	\$58,200	\$1,455	\$17,460	\$437	87,364	41%	\$11.92	\$620	1.5
San Luis Obispo County	\$23.37	\$1,215	\$48,600	2.9	\$77,000	\$1,925	\$23,100	\$578	40,980	40%	\$11.71	\$609	2.0
San Mateo County	\$37.62	\$1,956	\$78,240	4.7	\$97,100	\$2,428	\$29,130	\$728	103,713	40%	\$36.76	\$1,912	1.0
Santa Barbara County	\$24.46	\$1,272	\$50,880	3.1	\$72,800	\$1,820	\$21,840	\$546	66,033	47%	\$15.49	\$805	1.6
Santa Clara County	\$31.71	\$1,649	\$65,960	4.0	\$101,900	\$2,548	\$30,570	\$764	252,995	42%	\$32.99	\$1,716	1.0
Santa Cruz County	\$30.71	\$1,597	\$63,880	3.8	\$77,900	\$1,948	\$23,370	\$584	38,413	41%	\$13.59	\$707	2.3
Shasta County	\$18.08	\$940	\$37,600	2.3	\$51,500	\$1,288	\$15,450	\$386	24,088	35%	\$11.41	\$593	1.6
Sierra County	\$16.63	\$865	\$34,600	2.1	\$58,700	\$1,468	\$17,610	\$440	320	24%	\$6.85	\$356	2.4
Siskiyou County	\$15.17	\$789	\$31,560	1.9	\$49,500	\$1,238	\$14,850	\$371	6,983	36%	\$9.64	\$501	1.6
Solano County	\$22.37	\$1,163	\$46,520	2.8	\$76,700	\$1,918	\$23,010	\$575	51,621	37%	\$14.86	\$773	1.5
Sonoma County	\$24.06	\$1,251	\$50,040	3.0	\$76,900	\$1,923	\$23,070	\$577	71,406	39%	\$14.67	\$763	1.6
Stanislaus County	\$17.50	\$910	\$36,400	2.2	\$52,700	\$1,318	\$15,810	\$395	67,972	41%	\$12.07	\$628	1.5
Sutter County	\$15.19	\$790	\$31,600	1.9	\$51,500	\$1,288	\$15,450	\$386	12,487	39%	\$10.68	\$555	1.4
Tehama County	\$16.15	\$840	\$33,600	2.0	\$48,700	\$1,218	\$14,610	\$365	8,167	35%	\$12.88	\$670	1.3
Trinity County	\$18.13	\$943	\$37,720	2.3	\$48,900	\$1,223	\$14,670	\$367	1,560	27%	\$8.59	\$446	2.1
Tulare County	\$14.40	\$749	\$29,960	1.8	\$45,100	\$1,128	\$13,530	\$338	53,867	41%	\$10.04	\$522	1.4
Tuolumne County	\$18.15	\$944	\$37,760	2.3	\$62,100	\$1,553	\$18,630	\$466	6,716	30%	\$11.31	\$588	1.6
Ventura County	\$28.44	\$1,479	\$59,160	3.6	\$88,700	\$2,218	\$26,610	\$665	92,149	35%	\$15.20	\$790	1.9
Yolo County	\$21.23	\$1,104	\$44,160	2.7	\$73,900	\$1,848	\$22,170	\$554	32,528	46%	\$12.52	\$651	1.7

\* 50th percentile FMR (See Appendix A).

1: BR = Bedroom

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California	FY14 HOUSING WAGE	HOUSING COSTS			AREA MEDIAN INCOME (AMI)				RENTER HOUSEHOLDS				
		Hourly wage needed to afford 2 BR FMR <sup>2</sup>	Annual income needed to afford 2 BR FMR	Full-time jobs at minimum wage needed to afford 2 BR FMR	Annual AMI <sup>3</sup>	Monthly rent affordable at AMI <sup>4</sup>	30% of AMI <sup>5</sup>	Monthly rent affordable at 30% of AMI	Renter Households (2008-2012)	% of total households (2008-2012)	Estimated hourly mean renter wage (2014)	Monthly rent affordable at mean renter wage	Full-time jobs at mean renter wage needed to afford 2 BR FMR
Yuba County	\$15.19	\$790	\$31,600	1.9	\$51,500	\$1,288	\$15,450	\$386	9,683	40%	\$13.06	\$679	1.2

\* 50th percentile FMR (See Appendix A).

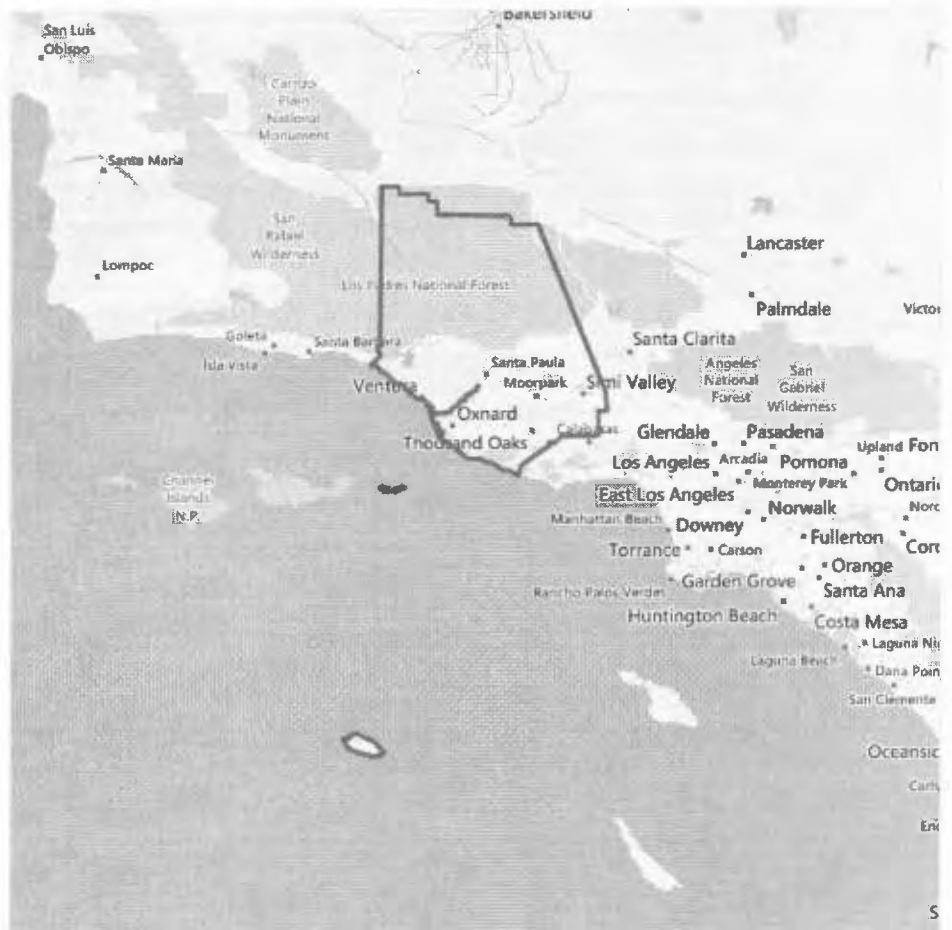
- 1: BR = Bedroom
- 2: FMR = Fiscal Year 2014 Fair Market Rent (HUD, 2013).
- 3: AMI = Fiscal Year 2014 Area Median Income (HUD, 2013).
- 4: "Affordable" rents represent the generally accepted standard of spending not more than 30% of gross income on rent and utilities.
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**\$489,100** Zillow Home Value Index

**11.1%** 1-year change    **4.6%** 1-year forecast


The median home value in Ventura County is \$489,100. Ventura County home values have gone up 11.1% over the past year and Zillow predicts they will rise 4.6% within the next year. The median list price per square foot in Ventura County is \$297, which is the same as the Ventura Metro average of \$297. The median price of homes currently listed in Ventura County is \$574,950 while the median price of homes that sold is \$485,000. The median rent price in Ventura County is \$2,119, which is the same as the Ventura Metro median of \$2,119.

[more](#) ▼



## Ventura County Market Overview

Data through Jun 30, 2014

 **\$489,100** ZHVI

 **4.6%** 1-yr forecast (Jun 30, 2015)

**\$574,950** Median listing price

**\$485,000** Median sale price

Zillow Home Value Index 

All homes 

1-yr

5-yr

Max

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**Exhibit S - 3**

## Ventura County Market Health

Data through Jun 30, 2014

Average days on Zillow

All homes

1-yr

5-yr

Max

 **7.9/10** Very healthy

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**68** Average of days on Zillow (May 31, 2014)

**13.4%**

Homes with negative equity (18.8% US Avg) (Mar 31, 2014)

**6.1%**

Delinquent on mortgage (7.2% US Avg) (Mar 31, 2014)

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### Homes foreclosed (per 10,000)

4.3 homes

1.7 homes

1.7 homes

Ventura County Ventura Metro United States

## Cities in Ventura County

Name	Median ZHVI	Name	Median ZHVI	Name	Median ZHVI
Somis	\$958,700	Ojai	\$594,800	Moorpark	\$556,900
Camarillo	\$529,300	Ventura	\$475,400	Oak View	\$469,100
Oxnard	\$383,800	Santa Paula	\$350,700	Fillmore	\$316,900

## Listings & Sales

Data through Jun 30, 2014

Median list price / sq ft

All homes

1-yr

5-yr

Max

**\$297** Median list price / sq ft

Your browser doesn't seem to support SVG, this chart cannot be displayed.

**\$289** Median sale price / sq ft

**30.8%** Listings with price cut

**15.3%**

Sold below listing

Compare

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## Ventura For Sale Listings



**\$469,000 House For Sale**

4 bed, 2.0 bath, 2,015 sqft

[1795 Claudia Ave](#)

[Simi Valley, CA 93065](#)



**\$469,900 House For Sale**

3 bed, 2.0 bath, 1,431 sqft

[4947 Ringwood St](#)

[Simi Valley, CA 93063](#)



**\$508,000 House For Sale**

3 bed, 3.0 bath, 2,113 sqft

[6506 Fishers Ct](#)

[Moorpark, CA 93021](#)

[View Ventura Listings](#)

# Ventura County Rentals

Data through Jun 30, 2014

Zillow Rent Index

All homes

1-yr 5-yr Max

## Zillow Rent Index



Your browser doesn't seem to support SVG, this chart cannot be displayed.

Ventura County Ventura Metro United States

3.0 Breakeven horizon (Jun 30, 2013)

\$2,119 Rent list price

\$1.63 Rent list price / sq ft

Compare

Add

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## Ventura For Rent Listings



\$2,295/mo House For Rent

2 bed, 2.0 bath, 1,153 sqft

489 Via Colinas  
Westlake Village, CA 91362

no photos

\$2,383/mo House For Rent

2 bed, 2.0 bath, 1,066 sqft

973 Westcreek Ln # 208  
Westlake Village, CA 91362



\$2,400/mo House For Rent

3 bed, 3.0 bath, 1,432 sqft

6819 Simmons Way  
Moorpark, CA 93021

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## Houses for Rent

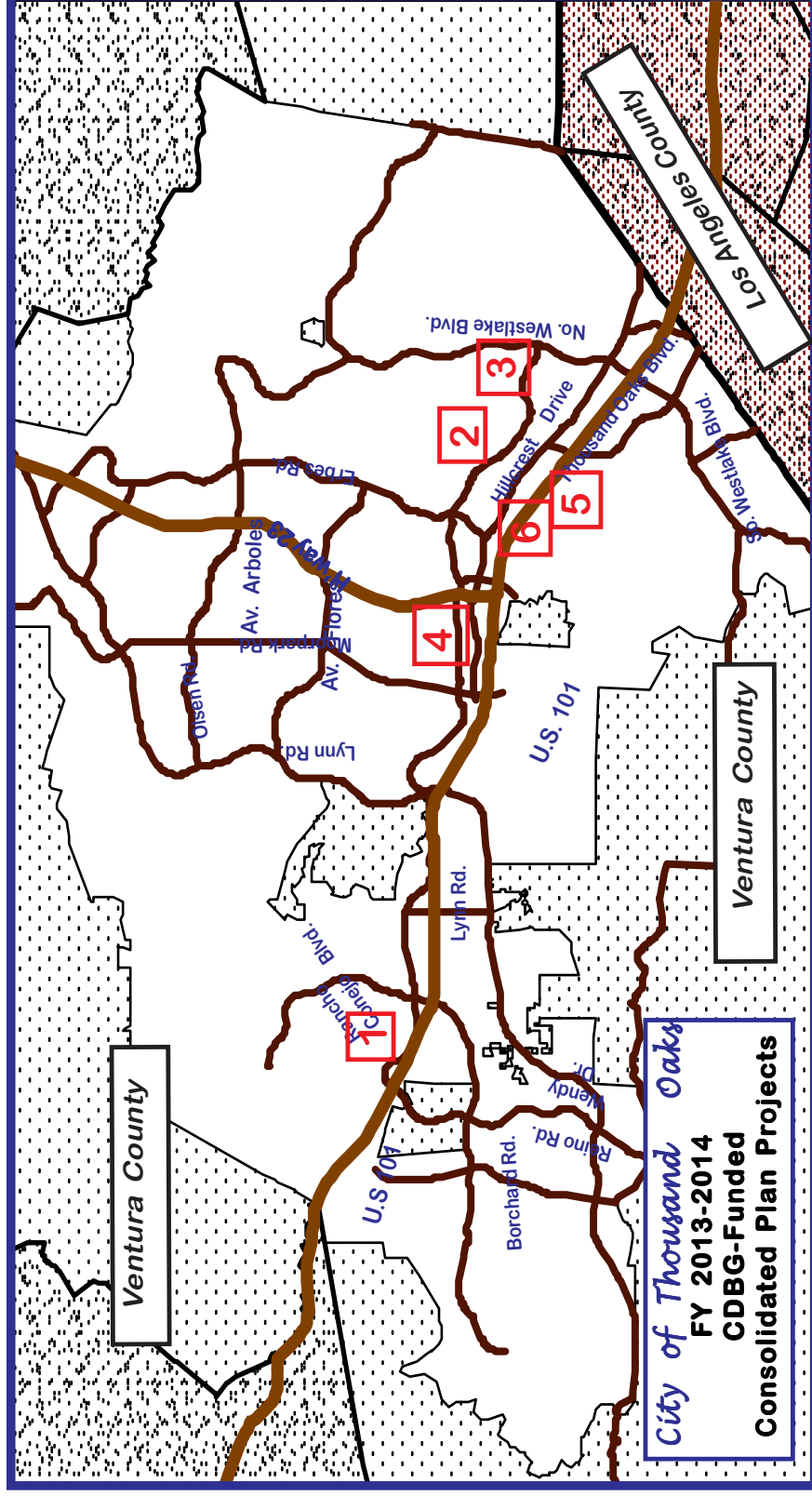
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1. Future Year-Round Emergency Shelter (Fire Station # 35 Conversion)
2. Multi-Family Residential Rehabilitation (Bella Vista & Villa Garcia Apts.)
3. Very Low-Income Single-Family Residential Rehabilitation (Citywide)
4. Public Social Services (Human Services Center & Other)
5. Day Labor Site Coordination (Royal Oaks Drive, west of Hampshire Road)
6. CDBG Program Administration (2100 Thousand Oaks Boulevard)