



*City of Thousand Oaks*  
*Community Development Department*

**2017-18 LOWER-INCOME NEEDS ASSESSMENT**  
**Public Hearing**  
**6:00 p.m., Wednesday, December 14, 2016, Board Room**

1. Call to Order: 6:00 p.m. by Deputy Community Development Director Dave Hueners. Other staff members present were Senior Analyst Caroline Milton and Housing Coordinator Lynn Oshita.
2. Welcome: Mr. Hueners welcomed the public and local stakeholders to the City's annual administrative hearing to receive comments on the unmet needs of the City's lower-income residents. He then introduced Analyst Milton for introductory remarks. Seven (7) persons attended the hearing.
3. Staff Comments: Ms. Milton said the City annually receives a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development to spend for community improvements, public/social services grants and program administration. She reported the City's July 1, 2017 CDBG grant is estimated to total approximately \$600,000. Sixty-five percent of this amount or \$390,000 would be available for community development projects. In addition, the City has \$204,000 available from prior years that could be allocated to 2017 activities. Therefore, for planning purposes, the City expects to have a budget of \$594,000 in CDBG funds available for residential rehabilitation and other community improvements from July 2017 through June 2018.

Beginning tonight, and ending on January 31, 2017, the City is soliciting CDBG funding applications from non-profit agencies seeking an award of CDBG funds to address an unmet need of the lower-income population. The application can be found on the City's website. From the City's home page, type "CDBG Grants" in the search box and press enter. That will take you to a page with a direct link to the CDBG funds application titled, "Project Proposal, FY 2017-18."

After receiving CDBG funding applications for 2017-18, staff will evaluate the proposals and prepare a proposed spending plan that is expected to be available for 30 days of public review in approximately March 2017, and the City Council is expected to award CDBG grants in April 2017. The funding year begins in July 2017 and ends in June 2018.

In compliance with the City's "Citizen Participation Plan," this administrative hearing is being held to receive public comment on the needs of the City's lower-income persons. These needs may potentially be addressed by the City using CDBG funds or another funding resource.

4. Public Comments: Under State Law, issues presented or introduced under "Public Comments" can have no action and may be referred to the Chair or City staff for administrative action or scheduled on a subsequent Agenda. Deputy Director Hueners opened the public hearing and the following speakers came forward and were heard.

1. George McGehee, Jr., Director of Housing Assets  
Area Housing Authority of the County of Ventura (AHACV)

Thanked the City for past support and stated the agency's mission is to provide housing for low and very low-income households. Very low rents make it difficult to build up a replacement reserve fund for

improvements to ensure housing units are decent, safe, sanitary and energy-efficient. CDBG funds help AHACV to make necessary repairs and improvements.

2. Jennifer Schwabauer, Executive Director  
Manna Conejo Valley Food Bank  
Manna will be making a formal request for 2017 CDBG funds to assist renovation of the agency's new building and food pantry. The new space is 4.5 times larger than the former location and will allow for expanded services. Manna's mission is to serve the public with dignity, efficiency and compassion.
3. Kathy Goodspeed, President  
Senior Alliance for Empowerment (SAFE)  
SAFE is an all-volunteer agency dedicated to assisting the elderly to retain their independence through residential improvements that they could not afford on their own. SAFE is currently assisting residents at the Ranch and Thunderbird Oaks Mobile Home Parks with CDBG funds and intends to request 2017 CDBG funding to expand assistance to residents of three other mobile home parks in the City.
4. Steve Dwyer, Executive Director  
Habitat for Humanity of Ventura County, Inc.  
Habitat addresses critical housing needs for low-income households including construction of new single-family units and repairs/updates of older homes for mobility, home safety and energy efficiency. Habitat has assisted 100 homes in Ventura County including 24 homes in Thousand Oaks assisted with private funding. Habitat has worked with SAFE to assist owners at Ranch Mobile Home Park. Most rehabilitation clients are over age 70 and earn less than \$25,000 a year. Habitat has a contractor's license for roof, heater/electrical and plumbing repairs and recruits volunteers and skilled craftsmen to perform lesser improvements. Companies such as Home Depot have donated materials. Habitat will be requesting 2017 CDBG funds from the City of Thousand Oaks to expand its activities inside the City.

*End of Table*

5. Adjournment: There being no further business at the hearing, Deputy Director Hueners adjourned the meeting at 6:11 p.m.