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"Gateway to the Santa Monica Mountains National Recreation Area"

April 27, 2015

Susan Riggs, Acting Director
Department of Housing and Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

SUBJECT: HOUSING ELEMENT ANNUAL PROGRESS REPORT AND AGOURA HILLS HOUSING SUCCESSOR ANNUAL REPORT

Dear Ms. Riggs:

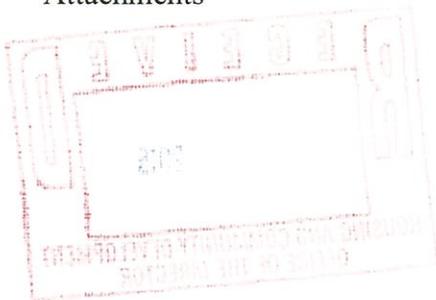
Attached is the City of Agoura Hills Housing Element Annual Progress Report, pursuant to the Department of Housing and Community Development (HCD) guidance and Government Code Section 65400, and the Agoura Hills Housing Successor Annual Report, pursuant to SB 341. The City Council held a public hearing on the Housing Element Annual Progress Report on March 25, 2015 and the Agoura Hills Housing Successor Annual Report on April 22, 2015, and unanimously directed staff to forward both reports to HCD. Attached are copies of the certification of extract of minutes from both hearings.

If you have any questions, please call me at (818) 597-7310.

Sincerely,

Allison Cook
Principal Planner

Attachments





Office of the City Clerk
30001 Ladyface Court
Agoura Hills, CA 91301

CERTIFICATION EXTRACT OF MINUTES

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF AGOURA HILLS)

I, Kimberly M. Rodrigues, City Clerk for the City of Agoura Hills California, do hereby certify that the following is a full, true and correct extract from the minutes of the regular City Council meeting held on March 25, 2015.

CONSENT CALENDAR

There were no public speakers.

ACTION: Councilmember Weber moved to approve Consent Calendar Item Nos. 1-6, as presented. Councilmember Koehler seconded. The motion carried 3-0, by the following voice vote:

AYES: Mayor Buckley Weber and Councilmembers Koehler, and Weber.

NOES: None.

ABSENT: Mayor Pro Tem Schwarz and Councilmember Edelston.

5. Approve 2014 General Plan Housing Element Annual Progress Report

Kimberly M. Rodrigues, MPPA, MMC
City Clerk
Date: April 27, 2015



REPORT TO CITY COUNCIL

DATE: APRIL 23, 2014

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: MIKE KAMINO, DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

SUBJECT: 2013 GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT

The purpose of this item is to provide the City Council with the General Plan Housing Element *Annual Element Progress Report* (APR) for 2013, and direct staff to forward the attached report to the California Department of Housing and Community Development (HCD).

Government Code Section 65400 establishes the requirement that each city and county prepare an annual report on the status of the Housing Element, and progress in its implementation, to HCD. State law also requires that the APR be reviewed by the legislative body (City Council) at a public meeting. The City Council adopted the City's *General Plan 2035* in March 2010, and the *2013-2021 Housing Element* in August 2013.

Many of the implementation measures of the Housing Element are ongoing or are scheduled to commence in 2014. The APR indicates that no residences, either single- or multi-family, were built in 2013. To be considered built, a Certificate of Occupancy must be issued. There are residential units, however, currently being constructed in the City.

Upon authorization of the City Council, staff will forward the *2013 Annual Element Progress Report* to HCD.

RECOMMENDATION

Staff recommends the City Council authorize staff to forward the *2013 Annual Element Progress Report* to the California Department of Housing and Community Development.

Attachment: 2013 Annual Element Progress Report

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction: City of Agoura Hills
Reporting Period: 1/1/2014 - 12/31/2014

**Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant
to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

**Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	0	0	0	0
No. of Units Permitted for Above Moderate	0	0	0	0	0	0	0

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction: City of Agoura Hills
 Reporting Period: 1/1/2014 - 12/31/2014

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Total Units to Date (all years)	Total Remaining RHNA by Income Level	
Very Low	Deed Restricted Non-deed restricted											31	
Low	Deed Restricted Non-deed restricted											19	
Moderate	Deed Restricted Non-deed restricted											20	
Above Moderate		0	17								17	28	
Total RHNA by COG. Enter allocation number:												115	
Total Units												0	17
Remaining Need for RHNA Period													98

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT *Housing Element Implementation* (CCR Title 25 §6202)

Jurisdiction City of Agoura Hills

Reporting Period 1/1/2014 - 12/31/2014

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Objective	Timeframe in H.E.	Status of Program Implementation
	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Housing Maintenance	Monitor housing conditions throughout the City; respond to complaints. Enforce UBC and Housing Code.	2013-2021	Implementation ongoing
Housing Rehabilitation Program	Consider sources of funding and updating program guidelines to provide financial assistance for home repairs for low and moderate income households.	Re-evaluate program by 2015	To be explored in 2015.
Condominium Conversion Ordinance	Implement City Ordinance, and require conversions to comply with City inclusionary requirements.	2013-2021	Zoning Code is consistent with this program. Compliance ongoing.
Inclusionary Housing Program and Housing Trust Fund	Continue implementation and re-evaluate Ordinance to provide consistency with case law and market conditions. Establish implementing regulations for Housing Trust Fund.	Develop regulations by 2015 and re-evaluate Ordinance by 2017	Implementing regulations to be revised in 2015.
Affordable Housing Development Assistance	Provide financial and regulatory assistance. Promote through dealings with property owners and through Guide to Housing brochure.	Update Guide to Housing Brochure in 2014	Brochure to be updated in 2015.
Affordable Housing Density Bonus	Maintain density bonus program, and advertise through City's Guide to Housing Brochure and on City website.	2013-2021	Brochure to be updated in 2015. Implementation of program ongoing.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Agoura Hills

Reporting Period 1/1/2014 - 12/31/2014

Section 8 Rental Assistance	Continue participation in program and advertise through City's Guide to Housing brochure.	2013-2021	Implementation ongoing
Sustainability and Green Building	Implement General Plan sustainability policies/actions. Provide education/outreach to residents and development community on Green Building Program.	2013-2021	Implementation ongoing
Residential and Mixed-Use Sites Inventory	Maintain current inventory of sites; provide to developers along with information on affordable housing incentives.	2013-2021	Implementation ongoing
Agoura Village Specific Plan	Facilitate residential mixed-use development in Plan area, including on-site provision of affordable units.	2013-2021	Implementation ongoing
Second Units	Review and refine Ordinance as appropriate to better facilitate provision of second units.	Review/revise Ordinance in 2014	Ordinance revision underway, and expected to be completed by end of 2015.
Efficient Project Review	Offer concurrent processing of residential projects, pre-application reviews, and CEQA exemptions for infill projects, as appropriate.	2013-2021	Implementation ongoing
Expanded Zoning for Congregate Housing	Conduct land use study to evaluate expanding congregate housing into additional zone districts.	Conduct land use study in 2014	Land use study to be conducted by end of 2015.
Zoning for Small Employee Housing (6 or fewer)	Amend Zoning Ordinance with Employee Housing Acts (H&S 17021.5)	Within 2 years of Housing Element adoption (2016)	Ordinance revision underway, and expected to be completed by end of 2014.

ANNUAL ELEMENT PROGRESS REPORT *Housing Element Implementation* (CCR Title 25 §6202)

Jurisdiction City of Agoura Hills

Reporting Period 1/1/2014 - 12/31/2014

Fair Housing Program	Continue to contract with L.A. County to provide fair housing services and programs. Assist in program outreach through referrals and distribution of informational materials.	2013-2021	Implementation ongoing.
Universal Design/Visitability	Develop Universal Design and Visitability Principles brochure, and provide to development applicants.	Develop brochure in 2014	Brochure to be developed by end of 2015.
Housing Opportunities for Persons Living with Disabilities	Evaluate funds for supportive housing/services in new affordable projects. Discuss with housing providers ability to provide for the disabled in projects.	Evaluate funds in 2014, and discuss options with housing providers to integrate units for persons with disabilities.	Availability of funds to be determined in 2015.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Agoura Hills
Reporting Period 1/1/2014 - 12/31/2014

General Comments:

None.



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CITY OF AGOURA HILLS)

I, Kimberly M. Rodrigues, City Clerk for the City of Agoura Hills California, do hereby certify that the following is a full, true and correct extract from the minutes of the regular City Council meeting held on April 22, 2015.

CONSENT CALENDAR

There were no public speakers.

There were no public speakers.

ACTION: Councilmember Weber moved to approve Consent Calendar Item Nos. 1-8, as presented. Mayor Pro Tem Schwarz seconded. The motion carried 5-0, by the following voice vote:

AYES: Mayor Buckley Weber, Mayor Pro Tem Schwarz, and Councilmembers Edelston, Koehler, and Weber.

NOES: None.

ABSENT: None.

5. Approve Fiscal Year 2013-14 Agoura Hills Housing Successor Annual Report in Compliance with Senate Bill 341

Kimberly M. Rodrigues, MPPA, MMC
City Clerk
Date: April 27, 2015



REPORT TO CITY COUNCIL

DATE: APRIL 22, 2015
TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: GREG RAMIREZ, CITY MANAGER 
BY: NATHAN HAMBURGER, ASSISTANT CITY MANAGER 
SUBJECT: REQUEST FOR APPROVAL OF FISCAL YEAR 2013-14 AGOURA HILLS HOUSING SUCCESSOR ANNUAL REPORT IN COMPLIANCE WITH SENATE BILL 341

The purpose of this report is to provide the City Council, serving as the Housing Successor Board, with the completed Fiscal Year 2013-14 annual report and seek authorization to submit the report to the California Housing and Community Development Department (HCD), in compliance with Senate Bill 341 (SB 341). This bill was enacted in 2013 and imposed new requirements on cities serving in the capacity as successor housing agencies to former redevelopment agencies. Compliance with the new regulations commenced on January 1, 2014, and this report is a means to complete one of the outstanding requirements. Other sections of the legislation distinctively apply to funds encumbered by the Housing Successor and specifies the use of these funds and the timelines under which funds must be utilized for their stated purpose. It also requires certain auditing and report responsibilities, which the Housing Successor must comply with.

The new requirements under SB 341, specifically, were established to ensure the production and preservation of housing for those persons meeting the existing criteria to be defined as low or very-low households (defined as a percentage of the area median income) and mandate that the Housing Successor follow certain provisions in the existing Community Redevelopment Law in their use of the funds. The new provisions also limit the amount of Housing Funds that can be used towards senior citizen housing.

Additionally, SB 341 has now established time periods in which the Housing Funds must be spent and allows the Housing Successors Agency to adopt an expenditure plan as necessary, which was previously not allowed as Successor Agencies worked towards dissolution of the former redevelopment agencies. The Housing funds are mandated to be spent within a three-fiscal-year time period or the funds will be required to be transferred to the California Department of Housing and Community Development. As outlined in the attached report, the Housing Successor will have a balance of approximately \$206,968, with no expenditures as of the close of Fiscal Year 2013-14. In future years, there are not expected to be any large streams of revenue into this fund. As part of the current fiscal year's work plan, Planning staff will be reviewing the options

for use of these funds, along with other Housing In-Lieu Funds to meet any future required obligations. It is anticipated that staff will present this item to the City Council serving as the Housing Successor Agency Board, later this year.

The final requirements of SB 341 (Health and Safety Code, Section 34176.1(f)), require a separate audit of the Housing Successor Fund, which was completed as a component of the City's Comprehensive Annual Financial Report (CAFR), conducted at the close out of Fiscal Year 2013-14 and separate from this report. A copy of the annual report and the City's CAFR are required to be posted on the City's website. This report will be included as an attachment in the Housing Element Report that was approved by the City Council at its meeting of March 25, 2015, and will be submitted to HCD.

RECOMMENDATION

It is recommended the City Council review and approve the Fiscal Year 2013-14 Annual Housing Successor Report and direct staff to submit the report to the California Housing and Community Development Department.

Attachments: 2013-14 SB 341 Housing Successor Report

Table 1
 Agoura Hills Housing Successor
 Annual Report Required by SB 341 (1)
 Fiscal Year 2013-14

Description	H & S Code	Timeframes	ROPS Related	Other	Total
Low and Moderate Income Asset Fund (2)					
1. Amount Deposited During:	34176.1 (f) (1)	2013-14	_____	_____	None
2. Balance in the Fund as of Fiscal Year End	34176.1 (f) (2)	6/30/2014	_____	_____	\$ 206,988 (3)
3. Expenditures by Category	34176.1 (f) (3)	2013-14			No Expenditures
Administration			_____	_____	0
Housing Preservation/Monitoring			_____	_____	0
Homeless/Rapid Rehousing			_____	_____	0
Program #1			_____	_____	0
Program #2			_____	_____	0
Program #3			_____	_____	0
Total Expenditures			_____	_____	0
Other Reporting Requirements					
4. Real Property Owned	34176.1 (f) (4)	6/30/2014			None
5. Transferred Funds to Develop Transit Housing	34176.1 (f) (5)	6/30/2014			None
6. Projects with Funding Included on the ROPS	34176.1 (f) (6)	2013-14			None
7. Duration of Property Held	34176.1 (f) (7)	6/30/2014			Not Applicable
8. Obligations Outstanding per 33413	34176.1 (f) (8)	6/30/2014			None
9. Expenditure Targeting Requirements (4)	34176.1 (f) (9)	from 1/1/2014			Not Applicable (5)
10. Rental Housing Units Restricted for Seniors	34176.1 (f) (10)	6/30/2014			None
11. Excess Surplus	34176.1 (f) (11)	6/30/2014			None

- (1) See Attachment A for a more complete description of each entry included on this table.
 (2) Referred to as Successor Housing Agency in the Comprehensive Annual Financial Report (CAFR).
 (3) Represents amount of the SERAF loan anticipated to be received during 2014-15.
 (4) Pertains to requirements to target expenditures towards households earning 80% or less of the median income, as outlined in Health and Safety Code 34176.1(a)(3).
 (5) As the Agency has spent no money on programs since the effective date of SB 341, the requirement to target expenditures towards certain households or types of expenditures, as outlined in Health and Safety Code 34176.1(1)(3) are not currently applicable.

Date Prepared: March 10, 2015
 Prepared by: DHA Consulting, LLC

Attachment A Agoura Hills Housing Successor SB 341 Reporting Requirements

SB 341 was enacted in 2013 and imposed new housing requirements on cities acting as successor housing agencies to former redevelopment agencies beginning January 1, 2014. It applies to unencumbered funds held by the Housing Successor and provides that these funds must be used as outlined in the statute and the applicable provisions of the Health and Safety Code.

SB 341 also provides for new reporting requirements in place of previous reporting required of redevelopment agencies. Health and Safety Code Section 34176.1(f) sets out new reporting requirements, which requirements are summarized below.

1. **Amount Deposited During:** Amount deposited into the Low and Moderate Income Housing Asset Fund.¹
2. **Balance in the Fund:** Balance in the fund as of the close of the fiscal year.²
3. **Expenditures by Category:** A description of expenditures from the fund by category.
4. **Real Property Owned:** The statutory value of real property owned by the Housing Successor, if any.
5. **Transferred Funds to Develop Transit Housing:** A description of transferred funds, if any, made pursuant to a provision of SB 341 that allows two housing successors to develop transit housing under certain circumstances.
6. **Projects with Funding Included on the ROPS:** A description of any project(s) for which the housing successor receives or holds property tax revenue pursuant to the ROPS and a status update of that project.
7. **Duration of Property Held:** A report on the Agency's compliance with limitations on the amount of time property purchased with Housing Funds can be held pursuant to Health and Section 33334.16. This requirement is applicable for interests in real property acquired by the former redevelopment agency prior to February 1, 2012. For property acquired after February 1, 2012, the report must contain a status update on the project.
8. **Obligations Outstanding per 33413:** A description of any progress that has been made on meeting any of the outstanding replacement housing obligations and/or housing production requirements (pursuant to Health and Safety Code Section 33413). The Housing Successor's plans to meet unmet obligations are to be included in the SB 341 reporting.
9. **Expenditure Targeting Requirements:** The information required by 34176.1(a)(3)(B), which involves meeting the extremely low income requirements in any five year report period.
10. **Rental Housing Units Restricted for Seniors:** The percentage of units that are deed-restricted rental housing restricted to seniors and assisted individually or jointly by the housing successor, its former redevelopment agency and/or the City within the previous 10 years in relation to the aggregate number of units of assisted deed-restricted rental housing over the same time period.
11. **Excess Surplus:** Amount of excess surplus funds, if any, the amount of time the excess surplus has existed and the Housing Successor's plans for eliminating the excess surplus.

¹ Amounts listed on the ROPS are to be differentiated from other amounts deposited.

² Amounts listed on the ROPS are to be differentiated from other amounts deposited.