

City of Oxnard

Consolidated Plan for Fiscal Years 2013-2018

Annual Action Plan for Fiscal Year 2013-2014

Prepared by:

City of Oxnard – Housing Department – Grants Management

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TABLE OF CONTENTS

ES-05 Executive Summary

The Process.....p. 7

PR-05 Lead & Responsible Agencies

PR-10 Consultation

PR-15 Citizen Participation

Needs Assessment.....p. 21

NA-05 Overview

NA-10 Housing Needs Assessment

NA-15 Disproportionately Greater Need: Housing Problems

NA-20 Disproportionately Greater Need: Severe Housing Problems

NA-25 Disproportionately Greater Need: Housing Cost Burdens

NA-30 Disproportionately Greater Need: Discussion

NA-35 Public Housing

NA-40 Homeless Needs Assessment

NA-45 Non-Homeless Special Needs Assessment

NA-50 Non-Housing Community Development Needs

Market Analysis.....p. 51

MA-05 Overview

MA-10 Number of Housing Units

MA-15 Cost of Housing

MA-20 Condition of Housing

MA-25 Public and Assisted Housing

MA-30 Homeless Facilities

MA-35 Special Needs Facilities and Services

MA-40 Barriers to Affordable Housing

MA-45 Non-Housing Community Development Assets

MA-50 Needs and Market Analysis Discussion

Strategic Plan.....p. 76

SP-05 Overview

SP-10 Geographic Priorities

SP-25 Priority Needs

SP-30 Influence of Market Conditions

SP-35 Anticipated Resources

SP-40 Institutional Delivery Structure

SP-45 Goals

Consolidated Plan

- SP-50 Public Housing Accessibility and Involvement
- SP-55 Barriers to affordable housing
- SP-60 Homelessness Strategy
- SP-65 Lead based paint Hazards
- SP-70 Anti-Poverty Strategy
- SP-80 Monitoring

Annual Action Plan.....p. 102

- AP-15 Expected Resources
- AP-20 Annual Goals and Objectives
- AP-35 Projects
- AP-50 Geographic Distribution
- AP-55 Affordable Housing
- AP-60 Public Housing
- AP-65 Homeless and Other Special Needs Activities
- AP-75 Barriers to affordable housing
- AP-85 Other Actions
- AP-90 Program Specific Requirements

Appendices

- A. Applications (SF-424's) & Certifications
- B. Citizen Participation
- C. Unique Appendices

Executive Summary

ES-05 Executive Summary

1. Introduction

The Department of Housing and Urban Development (HUD) required the participating jurisdiction (PJ) to submit the Consolidated Plan electronically and provided the PJ with different tools. These tools are designed to support need driven, place based decision, inform and encourage public participation in guiding funding decisions in the next five years of specific federal funds, and to identify needs and adopt strategies which will address those needs, focusing primarily on low- and moderate-income (LMI) individuals and households. The Consolidated Plan (Plan) must also address special needs identified as the needs of elderly, persons with disabilities, homeless individuals and others.

Situated along a beautiful stretch of Pacific coastline, Oxnard is the largest city in Ventura County. The City is located about 60 miles northwest of Los Angeles and 35 miles south of Santa Barbara. According to the 2010 US Census data, the City has a population of approximately 197,889. With a diverse culture, Oxnard residents strive to attain educational, employment, recreational, housing and other goals. Oxnard is struggling to balance limitations on available resources and the needs to address some very critical issues such as lack of affordable housing units to LMI residents, inadequate public services, high unemployment rates, aging infrastructure and public facilities. An increasing challenging issue faced by a segment of the Oxnard community is the rising rental cost of housing. To meet the City's community needs, the Plan is guided by three goals:

- Provide decent housing by preserving and increasing the affordable housing stock, by increasing the supply of supportive services to people with special needs, by assisting homeless persons and families with emergency shelter especially with transitional and permanent housing using the homeless prevention and/or the rapid re-housing activities.
- Provide a suitable living environment through safer and livable neighborhoods such as Code Enforcement and Crime Prevention activities; increased housing opportunities such as First Time Homebuyer Downpayment Assistance, and Homeowner Rehabilitation activities; and continued improvements with infrastructure reconstruction and public facilities rehabilitation; and,
- To expand economic opportunities through homeownership opportunities, development activities that provide long term community stability and the empowerment of LMI persons to achieve self-sufficiency.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The Plan proposes that more activities emphasizing on permanent housing, housing stabilization and supportive services to be provided in the next five years in order to address and achieve the community needs and goals. Several potential funding sources have been identified to implement the objectives and outcomes of the Plan.

a. Federal Resources:

- Community Development Block Grant (CDBG) program includes code enforcement, housing rehabilitation, first-time homebuyer assistance, rehabilitation of public facilities and infrastructure, removal of architectural barriers and public services which include fair housing, crime prevention, youth employment, youth educational program, youth recreational activities, and child care.

- HOME Investment Partnerships Act (HOME) program provides federal funds for the development and rehabilitation of affordable rental housing, housing ownership and owner-occupied housing rehabilitation for LMI households.
 - Emergency Solutions Grant (ESG) program provides homeless persons with basic shelter and supportive services to promote decent and affordable housing, a suitable living environment, and economic opportunities. Funds can be used for administration, street outreach, rapid re-housing and homeless prevention activities, rehabilitation or remodeling of a building used as a new shelter, operations and maintenance of facilities, and Homeless Management Information System (HMIS).
 - Continuum of Care (CoC) program provides a vast array of services for homeless and potentially homeless persons. These services include supportive and wrap around services, street outreach, case management, transitional housing, shelter plus care activities and permanent supportive housing for homeless persons with special needs. Additionally, the regional Homeless Management Information System (HMIS) data base, mandated by HUD, is supported by the CoC grant. Emergency shelter activities cannot be supported by the CoC grant.
 - Low-Rent Public Housing (LRPH) operates and administers various housing projects owned by the Oxnard Housing Authority (OHA). Including 780 public housing units with 150 units dedicated to senior and disabled residents, located at the Palm Vista Building and the Plaza Vista Building.
 - Capital Fund and Asset Management (CFAM) of the OHA is in charge of assessing planning, budgeting, implementing, managing and administrating all the physical improvements and modernization projects within its 780 public housing units.
 - Housing Choice Voucher Program (HCV) subsidizes, on behalf of tenants, rent payments to owners of real property within the community. These programs are funded by HUD through annual contributions.
 - HUD-Veterans Affairs Supportive Housing (HUD-VASH) program combines Housing Choice Voucher (HCV) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). VA provides these services for participating Veterans at VA medical centers (VAMCs) and community-based outreach clinics.
- b. **Other State grants:** Building Equity Growth In Neighborhood (BEGIN); CalHome; Neighborhood Stabilization Program.
- c. **Local and private funds:** general funds, required private match, tax credits and bonds.

3. Evaluation of past performance

The City prepares the Consolidated Annual Performance Evaluation and Reporting (CAPER), which captures progress toward meeting needs and achieving strategies established in the Consolidated Plan and the Annual Action Plan. Through the monitoring of performance measures, staff is able to identify operational improvements, resource allocation issues, and policy questions to be addressed in the upcoming year. Overall, Oxnard and its partners have been successful in implementing its community services and public improvements projects and programs and meeting the objectives established in the previous Consolidated Plan and foresees continued progress through the new Plan.

The CDBG funds were used exclusively for (1) meeting the three goals of providing decent housing; suitable living environment; and, expanded economic opportunities, and (2) principally benefitting the very low and low-income persons. The City carried out most of the planned actions described in the FY 2011-2012 Action Plan by using all available resources, as reported in the Consolidated Assessment Section of this report. All funds were pursued, and certifications of consistency for HUD programs were provided in a fair and impartial manner for all grant applications. In writing of the 2011 CAPER, the City did not hinder the Action Plan implementation by action or willful inaction during the program YEAR 2011.

HOME funds were used as a financial gap provided to CHDOs to acquire and rehabilitate 19 HOME rental units assisting eleven LMI families and eight LMI youth with mental disabilities; to rehabilitate eight owner-occupied single family units and 27 mobilehome units; replace five mobilehome units; and to assist 32 LMI homebuyer with down payment assistance.

ESG funds were used to provide emergency shelter to 1,034 homeless persons, and to provide homeless prevention and rapid rehousing to 145 persons.

4. Summary of citizen participation process and consultation process

The Consolidated Plan regulations stipulate that The City has to meet minimum citizen participation requirements: public hearings and consultations.

- a. Public Hearings:** Three public hearings and one report session were scheduled. All public hearing meetings were advertised in newspaper of general circulation, and on the City's website. They were broadcasted in the local television channels and circulated to the neighborhood residents as public announcements.
 - January 8, 2013: Citizen input on affordable housing, community development and homelessness unmet needs for low-income persons;
 - March 26, 2013: Requested City Council's directions related to the determination of the five year goals (continued from March 19, 2013);
 - April 23, 2013: Pursuant to City Council's request, staff submits a report on survey priorities and recommended priorities for Council's review and direction to staff (continued from April 9, 2013);
 - May 21, 2013: Council's approval of the Consolidated Plan and the Annual Action Plan (continued to May 7, 2013);
 - June 11, 2013: Council's approval of the Consolidated Plan and the Annual Action Plan (continued from May 21, 2013).
- b. Consultations** Staff has developed and followed a detailed plan which provides for and encourages citizen participation emphasizing on the participation of persons of low- and moderate-income (Approximately 2,500 Community Survey copies were mailed to Section 8 and Public Housing tenants).
- c. Community Survey** (Appendix B)
- d. Questions and Answers** (Appendix B)

5. Summary of public comments (Appendix B)

6. Summary of comments or views not accepted and the reasons for not accepting them

NO COMMENTS OR VIEWS NOT ACCEPTED

7. Summary

The overall priority for these federal funds is to increase self-sufficiency and economic opportunities for LMI residents so that they can achieve a reasonable standard of living. The City is committed to allocating funds that serve the needs of the lower-income and most disadvantaged residents. Oxnard has also identified special-needs individuals as among those who face the greatest challenges and who should receive high priority in the expenditure of federal funds, including at-risk children and youth, lower-income families, the homeless and persons at-risk of becoming homeless, the elderly (especially frail elderly), and persons with disabilities. Priorities can be achieved through a combination of 1) decent and affordable housing; 2) investment in community development activities in targeted lower-income and deteriorating neighborhoods and in facilities that serve lower-income and /or special needs populations; and 3) supportive services to maintain independence.

Oxnard, by focusing on these overall priorities, seeks to address community concerns such as:

- A need for additional decent and affordable housing to address the growing gap between housing costs and local incomes, which leads to rising rates of overcrowding, overpayment, and substandard housing conditions for Oxnard's lower income residents;
- Programs that improve community facilities and services laying the foundation for increased private investment, particularly in low-income areas; and a network of shelter, housing, and services that prevent homelessness, including rapid re-housing and permanent housing, and reduce homelessness along the lines detailed in the 10-Year Plan to End Chronic Homelessness;
- Supportive services that increase the ability of seniors, persons with disabilities, and others with special needs to live independently and avoid institutions; and
- Programs that promote economic development and create jobs and programs that increase the job skills level of potential employees.

The Process

PR-05 Lead & Responsible Agencies

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | Name | Department/Agency |
|-------------|----------------|--|
| Lead Agency | City of Oxnard | Housing Department Grants Management Division |

Table 1 – Responsible Agencies

Narrative: (Optional)

The lead agency responsible for the development of this Consolidated Plan is the City's Housing Department. Staff members from Housing, Public Works, Community Development, Recreation and Community Services, Planning and Building, Information Systems, Police, General Services and the Oxnard Housing Authority participated substantially in the development of the Plan.

Consolidated Plan Public Contact Information

The Housing Director and the Grants Coordinator of the Housing Department are the public contacts for the development of the Consolidated Plan:

Williams E. Wilkins, Housing Director (805) 385-8094

Juliette Dang, Grants Coordinator (805) 385-7493

PR-10 Consultation

1. Introduction

As part of the Plan development process, federal regulations include the requirement that a PJ consult extensively with community service providers, other jurisdictions and other entities with a potential interest in or knowledge of that jurisdiction's housing and non-housing community development issues. Staff has developed and followed a detailed schedule which provides for and encourages citizen participation, emphasizing the participation of persons of low- and moderate-income:

- Consulted with the City of Thousand Oaks and City of Ventura in identifying the issues and tools in the planning process;
- Conducted a community survey to establish a list of community needs linked to a high priority assessment. Approximately 2,500 Community Survey copies were mailed to Section 8 and Public Housing tenants;
- Conducted a variety of consultation meetings with Oxnard residents, community leaders, and stakeholders from various organizations;
- Held mandatory workshop for city staff to provide HUD regulations related to Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) and Emergency Solutions Grant (ESG); and
- Held a meeting with ESG and Continuum of Care local service providers in order to formulate the needs, priorities and objectives of the Plan and the AAP.

Summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies

The City of Oxnard consulted with the following agencies/entities in preparing the Consolidated Plan:

- **Affordable Housing:** Oxnard Affordable Housing Division staff, Oxnard Housing Authority, Habitat for Humanity of Ventura County, and Cabrillo Economic Development Corporation.
- **Health Services:** Ventura County Homeless Health Care, Turning Point Foundation
- **Homeless Services:** Ventura County Continuum of Care, City of Oxnard Commission on Homelessness, Ventura County Human Services Agency, Oxnard Police Department, and local homeless services providers, Society of Saint Vincent De Paul, Catholic Charities, Community Action of Ventura County. The consultation included the needs assessments and priorities determination for the five year Consolidated Plan.
- **Special Needs:** Senior Service Commission, City Corps, After School Programs, Police Activities League (PAL), Pacific Clinics, RAIN Transitional Living Center and other social service organizations. The consultation included the discussions related to veterans and elderly persons' needs for single occupancy room rental units, and youth at risk activities.
- **Child Care Services:** First 5 of Ventura County Commission, RAIN Communities, Inc.,

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The City of Oxnard is also the Lead Agency for the Continuum of Care and serves as a referral source for agencies providing direct services to homeless persons. Community Action of Ventura County serves the chronically homeless and homeless population in general with drop-in services, laundry, showers, mail pick-up, phone messages, jobs club, and mobile medical assistance provided by the Homeless Health Care Program thru “the One Stop Program”. Permanent supportive housing under the CoC is provided by the Turning Point Foundation, which also provides a transitional housing program for the same qualifying population. Other transitional housing services are provided by the Kingdom Center, Ventura County Human Services Agency RAIN Project, Khepera House and Project Understanding. Additionally, Ventura County Behavioral Health is the provider of Shelter Plus Care and Many Mansions have just opened a facility for unaccompanied youth (transition aged youth). Lastly, street outreach and case management are conducted by the Ventura County Human Services Agency Oxnard Homeless Outreach Project (OHOP).

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City received technical assistance from the HUD Los Angeles Field Office in 2009 to develop a more acceptable/user-friendly set of policies and procedures (policies) which has greatly assisted the monitoring of all CoC and ESG programs. Included in these policies were protocols for project allocations, review processes, performance standards and evaluation processes. Both CoC and ESG notifications are released thru a local Request for Proposals, which is posted in the largest circulating newspaper in Ventura County, posted on the City's website, directly mailed to those on the mailing list, and also sent via email. The submissions are reviewed by a Review Committee, which consists of one city staff person, 2 members of the City's Commission on Homelessness, and 2 members of the general public. The results are forwarded to the Commission on Homelessness and the recommendations are sent to Mayor and City Council for approvals, submissions and awarding.

While the ESG results are included in the Consolidated Plan/Annual Action Plan for CoC Programs, the administration of HMIS is completely done by the Ventura County Human Services Agency, which is now the HMIS Lead Agency for the City and Ventura County CoC. The switch in administrators was completed July 2012, and new policies and procedures were completed by April 30, 2013.

2. Agencies, groups, organizations and others who participated in the process and consultations

| Agency/Group/Organization | Agency/Group/Organization Type | What section of the Plan was addressed by Consultation? | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? |
|--------------------------------------|--|---|--|
| OXNARD | PHA Services-homeless Affordable Housing & Rehabilitation Grantee Departments | Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy | Held various meetings with City staff from Public Housing Agency, Affordable Housing & Rehabilitation Program and Homeless Program; work closely with various staff from Parks and Recreation Department and General Services. |
| VENTURA COUNTY-HUMAN SERVICES AGENCY | Other government - County | Housing Need Assessment Homeless Needs - | Grants Management met with Human Services Agency staff on March 4, 2013 and March 25, 2013. The discussion assisted Grants Management in setting |

| Agency/Group/Organization | Agency/Group/Organization Type | What section of the Plan was addressed by Consultation? | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? |
|------------------------------------|---|--|---|
| | | Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs | priorities in the services provided to the homeless populations as well as identifying the resources needed to prevent homelessness. Grants Management followed up with a questionnaire (Q&A) to which Human Services Agency staff responded. Please find Q&A attached under "Citizen Participation Comments". |
| COMMUNITY ACTION OF VENTURA COUNTY | Services-Children Services-Victims of Domestic Violence Services-homeless Services-Health Planning organization | Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs | Staff of Community Action of Ventura County, Inc. participated in two meetings with Grants Management. Topics discussed were Homelessness Strategy and Needs Assessment. The discussion assisted Grants Management in developing the needs assessment. Grants Management followed up with a questionnaire (Q&A) to which Community Action of Ventura County staff responded. Please find Q&A attached under "Citizen Participation Comments". |
| SOCIETY OF SAINT VINCENT DE PAUL | Services-homeless Faith Based Organization | Homeless Needs - Chronically homeless | Grants Management met with staff from Society of Saint Vincent de Paul. The discussion assisted Grants |

| Agency/Group/Organization | Agency/Group/Organization Type | What section of the Plan was addressed by Consultation? | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? |
|---|--|--|---|
| | | Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs | Management in setting priorities in the services provided to the homeless populations as well as identifying the resources needed to prevent homelessness. Grants Management followed up with a questionnaire (Q&A) to which Society of Saint Vincent de Paul staff responded. Please find Q&A attached under "Citizen Participation Comments". |
| CABRILLO ECONOMIC DEVELOPMENT CORPORATION | Community Housing Development Organization | Housing Need Assessment | Cabrillo Economic Development Corporation staff participated in a group meeting held March 4, 2013, by Grants Management. Among the topics discussed were housing needs, community needs, and grants availability. As a CHDO, CEDC has knowledge of the community needs in the housing sector, as well as financial resources for housing purposes. |
| THOUSAND OAKS | Other government - Local | Housing Need Assessment Citizen Participation and Consultation | Staff from Thousand Oaks, Community Development Department provided guidance on Citizen Participation outreach, as well as funding allocation for projects. |
| PACIFIC CLINICS | Services-homeless | Homelessness Needs - Unaccompanied youth | Staff from this organization attended a meeting in which unmet needs of the homeless were discussed. A follow up questionnaire was e-mailed to further identify the unmet needs. Pacific Clinics staff also participated in group discussion to establish priority needs. |
| RAIN TRANSITIONAL LIVING CENTER | Services-homeless | Homeless Needs - Chronically homeless | Staff from this organization attended two meetings in which unmet needs of the homeless were discussed. A |

| Agency/Group/Organization | Agency/Group/Organization Type | What section of the Plan was addressed by Consultation? | How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination? |
|---------------------------|--------------------------------|---|---|
| | | Homeless Needs - Families with children | follow up questionnaire was e-mailed to further identify the unmet needs. RAIN staff also participated in group discussion to establish priority needs. |

Table 2 – Agencies, groups, organizations who participated

FINAL DRAFT

Identify any Agency Types not consulted and provide rationale for not consulting

The City reached out to all types of organizations, but some agencies were not consulted because they did not respond to the invitation. Such organizations are: Food Share, City Impact, Big Brothers Big sisters Of Ventura County, Boys and Girls Club, Interface, Ventura County Rescue Mission, Palmer Drug Abuse Program.

Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|--|---|---|
| Continuum of Care | City of Oxnard | The goals of the Strategic Plan overlap with the goals of each plan in that the priority is to increase the number of housing units affordable to homeless persons with steady incomes and to also increase the number of transitional housing beds available to the homeless population. Additionally, with the implementation of the 2-year county-funded HPRP program, which came about at the close of the HUD-funded HPRP program, and the funding allocated to the efforts under the City's ESG, rapid re-housing is now a viable option to prevent families from becoming homeless. |
| 10-Year Plan to End Chronic Homelessness | County of Ventura | The goals of the 10-Year Strategy to End Chronic Homelessness are to increase the number of emergency shelter and transitional housing beds in the city, educate the public on the issues surrounding homelessness, and to identify and/or create additional revenue streams to support the mission of curbing and possibly ending the incidence of homelessness. |
| 2030 General Plan | Development Services, Planning Division | The City of Oxnard 2030 General Plan includes a Housing Element for the period 2006-2014, per State of California Law and requirements of the California Department of Housing and Community Development (HCD). The Housing Element includes various programs and goals to provide safe and adequate housing for residents of all incomes and for special needs populations such as the homeless and those in need of transitional housing. Several programs identify affordable housing development opportunity sites for over 2,000 units that would receive a density bonus and development standards concessions. |
| Parks Master Plan | City of Oxnard, General Services | The goal of the Parks Master Plan is to identify all of the Parks throughout the City, which totals 66 Parks, one golf course, one trail, and one Dune Habitat area. The 20-30 City plan calls out for every 1000 residents we need to have 3 acres of parks and open space, currently the City has over 200,000 in population and are in need of more parks. The 66 Parks totals 592.87 acres, which are |

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|---|------------------------------|--|
| | | a combination of Community Parks, Joint Use Parks, Mini Parks, Neighborhood Parks, and Special Use Parks. Many of the parks are very old and have deterioration structures such play structures, benches, trash cans, etc. In addition, most of the parks are in need of ADA upgrade due to code upgrades and changes, primarily in the concrete walking paths and restrooms, including building and roof replacements due to the deterioration. The parks that are in the low moderate areas are the ones targeted for CDBG funding in order to make them code compliant and safe for the community. |
| Street Master Plan fact sheet | City of Oxnard, Public Works | The City of Oxnard's Capital Projects Management (CPM) Division annually conducts an assessment of the condition of City streets and updates a 20 year master plan and a 5 year capital improvement plan (CIP) in order to effectively manage the City's street maintenance program. |
| Analysis of Impediments to Fair Housing | Fair Housing | The Analysis of Impediments is produced once every five years, and was last adopted by City Council in May 2010. |
| OHA Agency Plan | Oxnard Housing Authority | The Oxnard Housing Authority of the City of Oxnard implements a 5-Year plan (2011-2016), namely OHA Agency Plan. The OHA is currently on the 3rd Year of the Agency Plan. The Objectives of the Agency Plan are: apply for additional rental vouchers as they become available; acquire and develop additional rental housing; leverage private or other public funds to create additional housing opportunities; reduce public housing vacancies; renovate, modernize or replace existing public housing; and improve housing opportunities for Oxnard residents. The Agency Plan covers mostly the rental assistance function that the Consolidated Plan does not offer. |

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

Oxnard staff has contacted the other local cities within the Ventura County to consult on their CDBG projects as well as their planning coordination.

Narrative (Optional)

Organizations were consulted on an individual and group basis, as well as part of a public workshop and through written correspondence.

Consolidated Plan

PR-15 Citizen Participation Outreach

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

Using the planning regulatory framework established by HUD in 1995, Oxnard staff scheduled two public hearings to assess the community needs for LMI persons and the third public hearing to approve the recommended proposed uses of funds in the Consolidated Plan and the Annual Action Plan. The FY 2013-2018 Consolidated Plan (Plan) was developed in conjunction with residents and organizations through a public participation process. Specific actions taken to encourage citizen participation during the development of the FY 2013-2018 Plan are:

- Public hearings
- Consultations
- Community survey
- Questionnaires
- Workshops

| Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|----------------------|------------------------------|---|--|--|--|
| Newspaper Ad | Non-targeted/broad community | Cathy Brudnicki, former Ventura County Homeless and Housing Coalition member submitted correspondence to Council regarding unmet needs. | Correspondence received is attached under "Citizen Participation-Summary of Public Comments". | All comments were accepted. | |
| First Public Hearing | Non-targeted/broad community | January 8, 2013 - There were about 30 people in the audience; comments were received from 5 persons. | Find summary of comments for first Public Hearing attached under "Citizen Participation-Summary of Public Comments". | All comments were accepted | www.cityofoxnard.org |

| Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|-------------------------|----------------------------------|--|---|---|----------------------------|
| Public Meeting | Inter Neighborhood Council Forum | January 9, 2013 - Executive Board Meeting; board members, City Attorney and two other persons from the public were present. | The board expressed interest in the subject and invited staff to participate in their next public meeting to do a Power Point presentation re: the Consolidated Plan formulation. | All comments were accepted | |
| Public Meeting | Senior Services Commission | January 15, 2013 - There were a total of 22 people in the audience including 9 board members of Senior Services Commission and Deputy City Attorney, | No comments were received. | None | |
| Public Meeting | Planning Commission | January 17, 2013 - There were 16 persons in the audience. | No comments. | None | |
| Other | Non-targeted/broad community | A Community Survey in English and Spanish re: unmet needs were mailed to 780 Public Housing tenants, 1,575 Section 8 Program Participants, and 120 Public Agencies which offer services to the Community. The existence and purpose of the Community survey was advertised in the Ventura County Newspaper, Ventura County Reporter, and Vida Newspaper on | 251 paper surveys were returned and 95 surveys were responded online. The community survey and data collected from the surveys are attached under "Citizen Participation". | All comments/surveys were accepted. | |

| Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|-------------------------|--------------------------------------|--|---|---|--|
| | | January 24, 2013. Additionally, the survey was posted in the City's website for online response. Surveys and drop off boxes were also made available at 7 different locations throughout the City including the Oxnard Main and South Libraries. | | | |
| Public Meeting | Parks and Recreation Commission | January 23, 2013 - There were 12 persons in the audience. | No comments. | None | |
| Public Meeting | First 5 of Ventura County Commission | January 24, 2013 - There were 16 persons present, including commissioners. | No comments were received. | None | www.first5ventura.org |
| Public Meeting | Inter Neighborhood Council Forum | February 6, 2013 - There were 35 persons in the audience. | Find summary of comments, questions and responses attached under "Citizen Participation". | All comments were accepted. | |
| Public Meeting | Senior Services Commission | February 12, 2013 - There were 6 persons in the audience. | *See summary of comments attached under "Citizen Participation-Summary of Public Comments". | All comments were accepted. | |
| Public Meeting | Community Relations Commission | February 25, 2013 - There were 12 persons in the audience | There were no comments from the public. | None | |

| Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|-------------------------|---------------------------------|--|--|---|----------------------------|
| Public Meeting | Social Service Agencies | February 27, 2013 - Grants Management staff scheduled a meeting and invited staff from 20 different agencies/organizations | No one attended the meeting. | N/A | |
| Public Meeting | Parks and Recreation Commission | February 27, 2013 - There were 30 people in the audience, including commissioners | See summary of comments attached under "Citizen Participation-Summary of Public Comments". | All comments were accepted. | |
| Other | Service Providers | On March 7, 2013, a questionnaire was e-mailed to 17 service providers seeking input for the Consolidated Plan | Five organizations responded to the questionnaires. Please find Q & A attached under "Citizen Participation". | All Comments were accepted | |
| Public Meeting | Commission on Homelessness | March 18, 2013 - There were 15 persons present. | See summary of comments attached under "Citizen Participation-Summary of Public Comments". | All comments were accepted. | |
| Second Public Hearing | Non-targeted/broad community | March 26, 2013 - There were 24 persons in the audience | Find summary of comments for 2nd Public Hearing attached under "Citizen Participation-Summary of Public Comments". | All comments were accepted. | |

| Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|-------------------------|------------------------------|--|---|---|----------------------------|
| Public Meeting | Non-targeted/broad community | April 9, 2013, continued to April 23, 2013 – There were forty persons in the audience. | Comments were received about lack of housing activities located in 20% poverty neighborhoods, need of outreach in specific neighborhoods with non-English speaking residents. | All comments were accepted. | |
| Public Meeting | Non-targeted/broad community | May 7, 2013, continued to May 21, 2012 – There were 40 persons in the audience | Find summary of comments for 3rd Public Hearing attached under "Citizen Participation-Summary of Public Comments". | All comments were accepted. | |
| Public Meeting | Non-targeted/broad community | June 11, 2013, continued from May 21, 2012 – There were 56 persons in the audience | Find summary of public comments attached under "Citizen Participation-Summary of Public Comments". | All comments were accepted. | |

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

Housing needs are determined by analyzing housing problems by income level, tenure, and households with special needs. The Consolidated Plan uses the Comprehensive Housing Affordability Strategy (CHAS) data developed by the Census Bureau for HUD. CHAS data is based on the 2005-2009 American Community Survey (ACS) Census and analyzes households with one or more housing problems (those experiencing overcrowding, lacking adequate kitchen or plumbing facilities), and those experiencing cost burden (paying more than 30% of household income for housing costs) and extreme cost burden (spending over 50% of household income for housing costs).

Homeless needs assessment use the Point In time Count of Homeless Persons data to analyze and determine the homeless needs for Oxnard and Ventura County in general terms. Homeless persons in Oxnard are endlessly facing the issue of lack of a year round shelter, transitional and permanent housing units.

To assess the Non-Homeless Special Needs and Non-Housing Community Development Needs, staff is using the 2030 General Plan of the City, finalized in October 2011.

NA-10 Housing Needs Assessment

Oxnard does not have sufficient available housing to meet the continual population growth of the City, and housing units are needed for all household sizes. The Southern California Association of Governments (SCAG) has adopted a Regional Housing Needs Assessment (RHNA). The RHNA concluded that over the upcoming seven-year period (from 2014 to 2021), a total of 7301 new housing units will be needed in Oxnard.

| Demographics | 2000 (Base Year) | 2009 (Most Recent Year) | % Change |
|---------------|------------------|-------------------------|----------|
| Population | 170,358 | 183,765 | 8% |
| Households | 45,166 | 49,550 | 10% |
| Median Income | \$48,603.00 | \$56,618.00 | 16% |

Table 5 - Housing Needs Assessment Demographics

Data Source: 2005-2009 ACS Data
2000 (Base Year)
2009 (Most Recent Year)

Number of Households Table

| | 0-30% HAMFI | >30-50% HAMFI | >50-80% HAMFI | >80-100% HAMFI | >100% HAMFI |
|--|-------------|---------------|---------------|----------------|-------------|
| Total Households * | 8,455 | 8,060 | 10,405 | 5,625 | |
| Small Family Households * | 2,960 | 3,255 | 4,165 | 11,380 | |
| Large Family Households * | 2,245 | 2,095 | 3,020 | 4,910 | |
| Household contains at least one person 62-74 years of age | 1,250 | 1,090 | 1,645 | 905 | 2,990 |
| Household contains at least one person age 75 or older | 1,070 | 1,270 | 1,350 | 660 | 1,540 |
| Households with one or more children 6 years old or younger * | 3,015 | 2,535 | 3,040 | 4,635 | |
| * the highest income category for these family types is >80% HAMFI | | | | | |

Table 6 - Total Households Table

Data Source: 2005-2009 CHAS

Housing Needs Summary Tables for several types of Housing Problems

1. Housing Problems (Households with one of the listed needs)

| | Renter | | | | | Owner | | | | |
|---|-----------|-------------|-------------|--------------|-------|-----------|-------------|-------------|--------------|-------|
| | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total |
| Substandard Housing - Lacking complete plumbing or kitchen facilities | 75 | 50 | 60 | 20 | 205 | 75 | 20 | 10 | 10 | 115 |
| Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing) | 600 | 370 | 240 | 105 | 1,315 | 50 | 65 | 150 | 125 | 390 |
| Overcrowded - With 1.01-1.5 people per room (and none of the above problems) | 1,005 | 765 | 670 | 230 | 2,670 | 195 | 165 | 600 | 205 | 1,165 |
| Housing cost burden greater than 50% of income (and none of the above problems) | 2,750 | 1,300 | 400 | 25 | 4,475 | 1,130 | 1,415 | 1,460 | 735 | 4,740 |
| Housing cost burden greater than 30% of income (and none of the above problems) | 1,005 | 1,505 | 1,780 | 410 | 4,700 | 215 | 550 | 1,140 | 1,170 | 3,075 |
| Zero/negative Income (and none of the above problems) | 95 | 0 | 0 | 0 | 95 | 125 | 0 | 0 | 0 | 125 |

Table 7 – Housing Problems Table

Data Source: 2005-2009 CHAS

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

| | Renter | | | | | Owner | | | | |
|---|-----------|-------------|-------------|--------------|-------|-----------|-------------|-------------|--------------|-------|
| | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total |
| Having 1 or more of four housing problems | 4,430 | 2,490 | 1,370 | 385 | 8,675 | 1,445 | 1,665 | 2,220 | 1,070 | 6,400 |
| Having none of four housing problems | 1,705 | 2,070 | 3,445 | 1,435 | 8,655 | 655 | 1,835 | 3,370 | 2,735 | 8,595 |
| Household has negative income, but none of the other housing problems | 95 | 0 | 0 | 0 | 95 | 125 | 0 | 0 | 0 | 125 |

Table 8 – Housing Problems 2

Data Source: 2005-2009 CHAS

3. Cost Burden > 30%

| | Renter | | | | Owner | | | |
|----------------------|-----------|-------------|-------------|--------|-----------|-------------|-------------|-------|
| | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total |
| Small Related | 2,240 | 1,750 | 1,235 | 5,225 | 360 | 890 | 1,240 | 2,490 |
| Large Related | 1,580 | 995 | 300 | 2,875 | 450 | 745 | 1,115 | 2,310 |
| Elderly | 545 | 285 | 150 | 980 | 495 | 415 | 445 | 1,355 |
| Other | 965 | 685 | 660 | 2,310 | 260 | 75 | 200 | 535 |
| Total need by income | 5,330 | 3,715 | 2,345 | 11,390 | 1,565 | 2,125 | 3,000 | 6,690 |

Table 9 – Cost Burden > 30%

Data Source: 2005-2009 CHAS

4. Cost Burden > 50%

| | Renter | | | | Owner | | | |
|-----------------------------|--------------|--------------|-------------|--------------|--------------|--------------|--------------|--------------|
| | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | Total |
| Small Related | 1,735 | 745 | 200 | 2,680 | 295 | 590 | 660 | 1,545 |
| Large Related | 1,260 | 180 | 50 | 1,490 | 440 | 580 | 685 | 1,705 |
| Elderly | 220 | 180 | 0 | 400 | 350 | 285 | 210 | 845 |
| Other | 815 | 350 | 150 | 1,315 | 250 | 60 | 150 | 460 |
| Total need by income | 4,030 | 1,455 | 400 | 5,885 | 1,335 | 1,515 | 1,705 | 4,555 |

Table 10 – Cost Burden > 50%

Data Source: 2005-2009 CHAS

5. Crowding (More than one person per room)

| | Renter | | | | | Owner | | | | |
|---------------------------------------|--------------|--------------|-------------|--------------|--------------|------------|-------------|-------------|--------------|--------------|
| | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total | 0-30% AMI | >30-50% AMI | >50-80% AMI | >80-100% AMI | Total |
| Single family households | 1,435 | 910 | 645 | 0 | 2,990 | 235 | 195 | 445 | 0 | 875 |
| Multiple, unrelated family households | 170 | 210 | 285 | 0 | 665 | 20 | 35 | 310 | 0 | 365 |
| Other, non-family households | 0 | 25 | 0 | 0 | 25 | 0 | 0 | 0 | 0 | 0 |
| Total need by income | 1,605 | 1,145 | 930 | 0 | 3,680 | 255 | 230 | 755 | 0 | 1,240 |

Table 11 – Crowding Information

Data Source: 2005-2009 CHAS

What are the most common housing problems?

The most common housing problems are housing cost burden and overcrowded housing, for both renters and owners.

Are any populations/household types more affected than others by these problems?

The populations/household types that are disproportionately affected by these problems are the poorest households, specifically, those with incomes less than 30% AMI.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

The characteristics of persons at imminent risk of residing in shelters or becoming homelessness include, but are not limited to: mental illness, whether diagnosed or not, migrant farm workers, and those who have lost employment due to the failing economy and have yet to recover. The needs of these people include job stability, medical assistance, rental and/or security deposit assistance, and short to medium term case management.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

Not applicable.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

The particular housing characteristics that have been linked with instability and an increased risk of homelessness include high rents, lack of affordable rental units, and the available unit sizes do not meet the needs of the family size.

Discussion

Oxnard is a high-rent market and many families struggle to make the monthly payments along with other obligations. While the City works with non-profit housing developers to try to create more affordable units, many developers would rather pay the fees assessed for not creating affordable units than lose money for creating units.

NA-15 Disproportionately Greater Need: Housing Problems

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Data from the U. S. Census Bureau confirms that the Hispanic population of Oxnard generally has lower income levels than other racial or ethnic groups. According to the 2010 Census, the overwhelming majority of Oxnard’s population (73.5%) was Hispanic as of April of 2010, and Hispanics reside in every part of the City. There are certain neighborhoods where the Hispanic population is present in extremely high concentrations (85% or more), and these tend to correspond to those Census tracts which are lower-income, particularly South Oxnard, and the northern part of the City (East of Oxnard Boulevard between Fifth Street and Gonzales Road). In Oxnard, these neighborhoods are encompassed in the following census tracts: 3100; 3201; 3202; 3500; 3700; 3800; 3900; 4000; 4101; 4102; 4501; 4503; 4504; 4701; 4702; 4703; 4704; 4705; 4706; 4900; and 5002.

As evidenced in the data in the tables above (“Housing Problems”; “Severe Housing Problems”; and “Housing Cost Burden”), the Hispanic population of Oxnard experiences these conditions disproportionately.

0%-30% of Area Median Income

| Housing Problems | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|--|---------------------------------------|--|
| Jurisdiction as a whole | 7,095 | 1,140 | 220 |
| White | 930 | 165 | 100 |
| Black / African American | 420 | 15 | 0 |
| Asian | 245 | 155 | 20 |
| American Indian, Alaska Native | 45 | 0 | 0 |
| Pacific Islander | 0 | 0 | 0 |
| Hispanic | 5,365 | 800 | 100 |

Table 12 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2005-2009 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

30%-50% of Area Median Income

| Housing Problems | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|--|---------------------------------------|--|
| Jurisdiction as a whole | 6,215 | 1,845 | 0 |
| White | 1,090 | 620 | 0 |
| Black / African American | 180 | 50 | 0 |
| Asian | 180 | 95 | 0 |
| American Indian, Alaska Native | 0 | 0 | 0 |
| Pacific Islander | 70 | 0 | 0 |
| Hispanic | 4,620 | 1,085 | 0 |

Table 13 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2005-2009 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

50%-80% of Area Median Income

| Housing Problems | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|--|---------------------------------------|--|
| Jurisdiction as a whole | 6,510 | 3,900 | 0 |
| White | 1,395 | 1,030 | 0 |
| Black / African American | 240 | 240 | 0 |
| Asian | 365 | 330 | 0 |
| American Indian, Alaska Native | 20 | 20 | 0 |
| Pacific Islander | 40 | 0 | 0 |
| Hispanic | 4,350 | 2,160 | 0 |

Table 14 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2005-2009 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

80%-100% of Area Median Income

| Housing Problems | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|--|---------------------------------------|--|
| Jurisdiction as a whole | 3,040 | 2,585 | 0 |
| White | 610 | 740 | 0 |
| Black / African American | 65 | 60 | 0 |
| Asian | 245 | 380 | 0 |
| American Indian, Alaska Native | 55 | 10 | 0 |
| Pacific Islander | 20 | 15 | 0 |
| Hispanic | 1,940 | 1,355 | 0 |

Table 15 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2005-2009 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

Discussion

As indicated above, the Hispanic population of Oxnard generally has lower income levels than other racial or ethnic groups. The data in the previous tables confirms that the Hispanic population of Oxnard experiences housing problem conditions disproportionately. Hispanics constitute the overwhelming majority of Oxnard's population (more than 75% of the City's residents as of 2013). In order to increase the affordability of housing and housing conditions in general, all City programs will work towards improvement and amelioration of the afore-mentioned housing problems.

NA-20 Disproportionately Greater Need: Severe Housing Problems

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Data from the U. S. Census Bureau confirms that the Hispanic population of Oxnard generally has lower income levels than other racial or ethnic groups. According to the 2010 Census, the overwhelming majority of Oxnard’s population (73.5%) was Hispanic as of April of 2010, and Hispanics reside in every part of the City. There are certain neighborhoods where the Hispanic population is present in extremely high concentrations (85% or more), and these tend to correspond to those Census tracts which are lower-income particularly South Oxnard, and the northern part of the City (East of Oxnard Boulevard between Fifth Street and Gonzales Road). In Oxnard, these neighborhoods are encompassed in the following census tracts: 3100; 3201; 3202; 3500; 3700; 3800; 3900; 4000; 4101; 4102; 4501; 4503; 4504; 4701; 4702; 4703; 4704; 4705; 4706; 4900; and 5002.

As evidenced in the data in the tables above (“Housing Problems”; “Severe Housing Problems”; and “Housing Cost Burden”), the Hispanic population of Oxnard experiences these conditions disproportionately.

0%-30% of Area Median Income

| Housing Problems | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|--|---------------------------------------|--|
| Jurisdiction as a whole | 5,875 | 2,360 | 220 |
| White | 840 | 250 | 100 |
| Black / African American | 330 | 105 | 0 |
| Asian | 200 | 195 | 20 |
| American Indian, Alaska Native | 45 | 0 | 0 |
| Pacific Islander | 0 | 0 | 0 |
| Hispanic | 4,400 | 1,760 | 100 |

Table 16 – Severe Housing Problems 0 - 30% AMI

Data Source: 2005-2009 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

| Housing Problems | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|--|---------------------------------------|--|
| Jurisdiction as a whole | 4,155 | 3,905 | 0 |
| White | 765 | 945 | 0 |
| Black / African American | 125 | 100 | 0 |
| Asian | 125 | 150 | 0 |
| American Indian, Alaska Native | 0 | 0 | 0 |
| Pacific Islander | 0 | 70 | 0 |
| Hispanic | 3,080 | 2,630 | 0 |

Table 17 – Severe Housing Problems 30 - 50% AMI

Data Source: 2005-2009 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

50%-80% of Area Median Income

| Housing Problems | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|--|---------------------------------------|--|
| Jurisdiction as a whole | 3,590 | 6,815 | 0 |
| White | 425 | 2,005 | 0 |
| Black / African American | 110 | 370 | 0 |
| Asian | 130 | 565 | 0 |
| American Indian, Alaska Native | 0 | 40 | 0 |
| Pacific Islander | 40 | 0 | 0 |
| Hispanic | 2,850 | 3,665 | 0 |

Table 18 – Severe Housing Problems 50 - 80% AMI

Data Source: 2005-2009 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

80%-100% of Area Median Income

| Housing Problems | Has one or more of four housing problems | Has none of the four housing problems | Household has no/negative income, but none of the other housing problems |
|--------------------------------|--|---------------------------------------|--|
| Jurisdiction as a whole | 1,455 | 4,170 | 0 |
| White | 180 | 1,165 | 0 |
| Black / African American | 20 | 100 | 0 |
| Asian | 165 | 460 | 0 |
| American Indian, Alaska Native | 0 | 65 | 0 |
| Pacific Islander | 0 | 35 | 0 |
| Hispanic | 1,055 | 2,235 | 0 |

Table 19 – Severe Housing Problems 80 - 100% AMI

Data Source: 2005-2009 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

Discussion

As indicated above, the Hispanic population of Oxnard generally has lower income levels than other racial or ethnic groups. The data in the previous tables confirms that the Hispanic population of Oxnard experiences housing problem conditions disproportionately. Hispanics constitute the overwhelming majority of Oxnard's population (more than 75% of the City's residents as of 2013). In order to increase the affordability of housing and housing conditions in general, all City programs will work towards improvement and amelioration of the afore-mentioned housing problems.

NA-25 Disproportionately Greater Need: Housing Cost Burdens

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Data from the U. S. Census Bureau confirms that the Hispanic population of Oxnard generally has lower income levels than other racial or ethnic groups. According to the 2010 Census, the overwhelming majority of Oxnard’s population (73.5%) was Hispanic as of April of 2010, and Hispanics reside in every part of the City. There are certain neighborhoods where the Hispanic population is present in extremely high concentrations (85% or more), and these tend to correspond to those Census tracts which are lower-income, particularly South Oxnard, and the northern part of the City (East of Oxnard Boulevard between Fifth Street and Gonzales Road). In Oxnard, these neighborhoods are encompassed in the following census tracts: 3100; 3201; 3202; 3500; 3700; 3800; 3900; 4000; 4101; 4102; 4501; 4503; 4504; 4701; 4702; 4703; 4704; 4705; 4706; 4900; and 5002.

Housing Cost Burden

| Housing Cost Burden | <=30% | 30-50% | >50% | No / negative income (not computed) |
|--------------------------------|--------|--------|--------|-------------------------------------|
| Jurisdiction as a whole | 24,505 | 13,040 | 11,765 | 240 |
| White | 8,170 | 3,130 | 2,175 | 100 |
| Black / African American | 1,150 | 555 | 505 | 0 |
| Asian | 2,540 | 1,060 | 530 | 20 |
| American Indian, Alaska Native | 50 | 90 | 45 | 0 |
| Pacific Islander | 70 | 130 | 40 | 0 |
| Hispanic | 12,060 | 7,815 | 8,270 | 120 |

Table 20 – Greater Need: Housing Cost Burdens AMI

Data Source: 2005-2009 CHAS

Discussion

As indicated above, the Hispanic population of Oxnard generally has lower income levels than other racial or ethnic groups. The data in the previous tables confirms that the Hispanic population of Oxnard experiences housing problem conditions disproportionately. Hispanics constitute the overwhelming majority of Oxnard's population (more than 75% of the City's residents as of 2013). In order to increase the affordability of housing and housing conditions in general, all City programs will work towards improvement and amelioration of the afore-mentioned housing problems.

NA-30 Disproportionately Greater Need: Discussion

Income categories in which a racial or ethnic group has disproportionately greater need

Data from the U. S. Census Bureau confirms that the Hispanic population of Oxnard generally has lower income levels than other racial or ethnic groups. According to the 2010 Census, the overwhelming majority of Oxnard's population (73.5%) was Hispanic as of April of 2010, and Hispanics reside in every part of the City.

Needs not previously identified

There are not needs that are not identified.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

There are certain neighborhoods where the Hispanic population is present in extremely high concentrations (85% or more), and these tend to correspond to those Census tracts which are lower-income, particularly South Oxnard, and the northern part of the City (East of Oxnard Boulevard between Fifth Street and Gonzales Road). In Oxnard, these neighborhoods are encompassed in the following census tracts: 3100; 3201; 3202; 3500; 3700; 3800; 3900; 4000; 4101; 4102; 4501; 4503; 4504; 4701; 4702; 4703; 4704; 4705; 4706; 4900; and 5002.

As evidenced in the data in the tables above ("Housing Problems"; "Severe Housing Problems"; and "Housing Cost Burden"), the Hispanic population of Oxnard experiences these conditions disproportionately.

NA-35 Public Housing

The mission of Oxnard Housing Authority is to promote adequate and affordable housing, economic opportunity and suitable living environment free from discrimination. The OHA continues to implement Section 504 of the Rehabilitation Act of 1973, as amended to protect the rights of families with disabilities (Section 504). OHA resolves to provide decent, safe, and sanitary housing in good repair for very low and low income families, seniors and persons with disabilities.

Totals in Use

| Program Type | | | | | | | | | |
|--|-------------|-----------|----------------|-------------------------|---------------|----------------|---------------------------------------|----------------------------|------------|
| | Certificate | Mod-Rehab | Public Housing | Special Purpose Voucher | | | | | |
| | | | | Total | Project based | - Tenant based | - Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| | | | | | | | | | |
| *includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition | | | | | | | | | |

Table 21 - Public Housing by Program Type

Alternate Data Source
 Name:
 Data submitted by OHA
 Data Source Comments:

| | Public Housing | Total | Tenant based | Veterans affairs supportive Housing | Family Unification Program |
|----------------------------|----------------|-------|--------------|-------------------------------------|----------------------------|
| # of units vouchers in use | 767 | 1614 | 1583 | 20 | 11 |

Table 21A - Totals in use- Program Type

Characteristics of Residents

| Program Type | | | | | | | | | |
|---|-------------|-----------|----------------|--------|---------------|----------------|-------------------------------------|----------------------------|------------|
| | Certificate | Mod-Rehab | Public Housing | Total | Project based | - Tenant based | Special Purpose Voucher | | |
| | | | | | | | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| Average Annual Income | 0 | 0 | 23,004 | 18,040 | 0 | 17,101 | 16,897 | 17,305 | 0 |
| Average length of stay | 0 | 0 | 13 | 10 | 0 | 7 | 4 | 10 | 0 |
| Average Household size | 0 | 0 | 3 | 3 | 0 | 2 | 1 | 4 | 0 |
| # Homeless at admission | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| # of Elderly Program Participants (>62) | 0 | 0 | 307 | 638 | 0 | 628 | 9 | 1 | 0 |
| # of Disabled Families | 0 | 0 | 286 | 660 | 0 | 648 | 10 | 2 | 0 |
| # of Families requesting accessibility features | 0 | 0 | 767 | 1,650 | 0 | 1,624 | 15 | 11 | 0 |
| # of HIV/AIDS program participants | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| # of DV victims | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| *includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition | | | | | | | | | |

Table 22 – Characteristics of Public Housing Residents by Program Type

Alternate Data Source Name:
CHARACTERISTICS OF RESIDENTS

Data Source Comments: Requesting accessibility features: there were 1583 families in tenant based program, 20 families in VASH program and 11 families in Family Unification Program

| | Public Housing | Tenant - Based | Veterans Affairs Supportive Housing | Family Unification Program |
|--|----------------|----------------|-------------------------------------|----------------------------|
| | | | | |

| | | | | |
|---|--------|--------|--------|--------|
| Average Annual Income | 23,004 | 17,101 | 16,897 | 17,305 |
| Average length of stay | 13 | 7 | 4 | 10 |
| Average household size | 3 | 2 | 1 | 4 |
| # of Elderly Program Participants (>62) | 307 | 628 | 9 | 1 |
| # of disabled families | 286 | 648 | 10 | 2 |
| # of families requesting | 767 | 1,583 | 20 | 11 |

Table 22A – Characteristics of Public Housing residents by Program Type

Race of Residents

| Race | Program Type | | | | | | | | |
|-------------------------------|--------------|-----------|----------------|-------|----------------|---------------|-------------------------------------|----------------------------|----------|
| | Certificate | Mod-Rehab | Public Housing | Total | Project -based | Tenant -based | Special Purpose Voucher | | |
| | | | | | | | Veterans Affairs Supportive Housing | Family Unification Program | Disabled |
| White | 0 | 0 | 675 | 0 | 0 | 0 | 16 | 9 | 0 |
| Black/African American | 0 | 0 | 61 | 32 | 0 | 26 | 5 | 1 | 0 |
| Asian | 0 | 0 | 16 | 16 | 0 | 16 | 0 | 0 | 0 |
| American Indian/Alaska Native | 0 | 0 | 8 | 9 | 0 | 9 | 0 | 0 | 0 |
| Pacific Islander | 0 | 0 | 7 | 8 | 0 | 7 | 0 | 1 | 0 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 23 – Race of Public Housing Residents by Program Type

Alternate Data Source Name:
Race of Residents NA - 35
Data Source Comments:

| | Public Housing | Tenant - Based | Veterans Affairs Supportive Housing | Family Unification Program |
|------------------------|----------------|----------------|-------------------------------------|----------------------------|
| White | 675 | 1,524 | 16 | 9 |
| Black/African American | 61 | 26 | 5 | 1 |

| | | | | |
|-------------------------------|----|----|---|---|
| Asian | 16 | 16 | 0 | 0 |
| American Indian/Alaska Native | 8 | 9 | 0 | 0 |
| Pacific Islander | 7 | 7 | 0 | 1 |

Table 23A - RACE OF RESIDENTS - PROGRAM TYPE

Ethnicity of Residents

| Program Type | | | | | | | | | |
|--------------|-------------|-----------|----------------|-------|---------------|--------------|-------------------------------------|----------------------------|------------|
| Race | Certificate | Mod-Rehab | Public Housing | Total | Project based | Tenant based | Special Purpose Voucher | | |
| | | | | | | | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * |
| | | | | | | | | | |
| Not Hispanic | 0 | 0 | 38 | 355 | 0 | 335 | 15 | 5 | 0 |

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Table 24 – Ethnicity of Public Housing Residents by Program Type

Alternate Data Source Name:
Ethnicity of Residents NA - 35

Data Source Comments:

| | Public Housing | Tenant - Based | Veterans Affairs Supportive Housing | Family Unification Program |
|--------------|----------------|----------------|-------------------------------------|----------------------------|
| Hispanic | 729 | 1,248 | 5 | 6 |
| Not Hispanic | 38 | 335 | 15 | 5 |

Table 24 A - ETHNICITY OF RESIDENTS

Section 504 Needs Assessment

Needs of public housing tenants and applicants on the waiting list for accessible units

The Oxnard Housing Authority complies with a variety of regulations pertaining to accessibility, including the following:

- Notice PIH 2010-26
- Section 504 of the Rehabilitation Act of 1973
- The Americans with Disabilities Act of 1990
- The Architectural Barriers Act of 1968
- The Fair Housing Act of 1988

A person with a disability, as defined under federal civil rights law, is any person who:

- Has a physical or mental impairment that substantially limits one or more of the major life activities of an individual, or
- Has a record of such impairment, or
- Is regarded as having such impairment.

Refer to the Admissions and Continued Occupancy Policy of the Oxnard Housing Authority for additional information.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

All the immediate needs of residents of Public Housing and Housing Choice voucher holders are being met. There are approximately 1600 families on the Public Housing waiting list; with 97% of these families requiring between one and three bedroom units. Almost 50% of these families require two bedroom units. On average, applicants are on the waiting list from three to five years. The need for affordable rental housing is not only represented by OHA's waiting list for Public Housing, but it is also reflected in the needs of the public at large.

How do these needs compare to the housing needs of the population at large

The above needs are the same as the City's needs as a community: lack of affordable housing units, large families with a need of more than two bedroom size units.

Discussion

Improving job opportunities for both public housing tenants and housing choice vouchers holders will not only allow families to move up and out of assisted housing but it will allow OHA to assist other needy families. In addition, it will expand the number of working families that will widen the mix of incomes in Oxnard's public housing developments which enhances community stability and provides role models for our youth.

With the perspective of demolishing 260 housing units and reconstructing 264 housing units located at the Court site (equivalent to 260 units located in the Colonia Village 31-1), OHA is trying to replace its old housing stock, built in 1952 with new housing units and offering more units to the senior population.

FINAL DRAFT

NA-40 Homeless Needs Assessment

Introduction

On January 29, 2013, the City of Oxnard performed the annual Point in Time Count (Count) of Homeless Persons as directed by HUD. Count results are provided under on table below. The City receives Continuum of Care Grant (CoC) funds and Emergency Solutions Grant (ESG) funds to address various homeless issues, including shelter and street outreach. The City's collaborative partners under both grants, along with other non HUD-funded agencies work diligently to serve the homeless population in the region. The difficulties facing homeless persons and the providers are the lack of long-term emergency shelter within Ventura County, and fewer resources to deal with the rise in homelessness due to the existing lagging economy.

Homeless Needs Assessment

| Population | Estimate # of persons experiencing homelessness on a given night | | Estimate # experiencing homelessness each year | Estimate # becoming homeless each year | Estimate # exiting homelessness each year | Estimate # of days persons experience homelessness |
|--|--|-------------|--|--|---|--|
| | Sheltered | Unsheltered | | | | |
| Persons in Households with Adult(s) and Child(ren) | 90 | 28 | 120 | 120 | 50 | 155 |
| Persons in Households with Only Children | 8 | 3 | 3 | 3 | 2 | 25 |
| Persons in Households with Only Adults | 239 | 218 | 410 | 410 | 150 | 175 |
| Chronically Homeless Individuals | 7 | 218 | 520 | 520 | 83 | 245 |
| Chronically Homeless Families | 13 | 4 | 75 | 75 | 30 | 100 |
| Veterans | 40 | 33 | 90 | 90 | 25 | 75 |
| Unaccompanied Child | 9 | 23 | 75 | 75 | 15 | 200 |
| Persons with HIV | 0 | 0 | 0 | 0 | 0 | 0 |

Table 25 - Homeless Needs Assessment

Most of the data in these fields was taken from the AHAR and 2012 Point in Time Count. However, some statistics are not kept, such as HIV and the total number of days persons experience homelessness.

Data Source Comments:

Population includes Rural Homeless: none

Jurisdiction's Rural Homeless Population

N/A

For persons in rural areas who are homeless or at risk of homelessness, describe the nature and extent of unsheltered and sheltered homelessness with the jurisdiction

Not available.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Currently in Oxnard, there is a shortage of shelter and housing options for homeless persons. Therefore, the need to make housing units available for working-homeless persons is great. Additionally, because there are very few year round shelter options with attendance restrictions in Ventura County, the need for increased federal and possible state funding to address homelessness is critical. The City's CoC has requested funding in the 2012 application to assist implementing a rapid re-housing program and has set aside approximately 40% of the ESG funds to support homeless assistance and eviction prevention.

Nature and Extent of Homelessness by Racial and Ethnic Group

The larger homeless populations by racial/ethnic groups, according to the most recent published Point In Time Count (2012), were Latino/Hispanic and White, both populations with 180 known homeless persons. The other racial/ethnic groups make up less than 25% of the homeless population combined. This is somewhat in line with the 2010 US Census in that Oxnard is approximately 74% Latino/Hispanic.

Nature and Extent of Unsheltered and Sheltered Homelessness, including Rural Homelessness

The unsheltered number of homeless persons in Oxnard is rather high. This is mainly due to the fact that there is no true year round shelter facility anywhere in Ventura County. This impacts the numbers of both populations in that, aside from the emergency winter shelter, there is no place for the homeless population to go. There are a few transitional housing facilities in the area, but none that serve single fathers or women with children whom are boys over the age of ten. Factor in the high rents and dwindling resources, the homeless population has very few assistance options to help obtain and retain permanent housing.

Discussion

Currently in Oxnard, there is a shortage of shelter and housing options for homeless persons. Therefore, the need to make housing units available for working-homeless persons is great. Additionally, because there are very few year round shelter options with attendance restrictions in Ventura County, the need for increased federal and possible state funding to address homelessness is critical. The City's CoC has requested funding in the 2012 application to assist to implement a rapid re-housing program and has set aside approximately 40% of its ESG funds to support homeless assistance and eviction prevention.

NA-45 Non-Homeless Special Needs Assessment

Introduction

Per California State Laws requirements, the City of Oxnard Housing Element defines group of people with special housing needs as (1) Person with disabilities; (2) Elderly, (3) Large Families and single Parents Families, (4) Farm-workers, and (5) Families and Persons in Needs of Emergency Housing. While, HUD has defined the special needs group of people who are not homeless but require supportive housing as the elderly, frail elderly, persons with disabilities (mental, physical, development), persons with alcohol or other drug addiction, persons with HIV/AIDS and their families, public housing residents and other categories that the PJ may specify. Therefore, Oxnard has identified the existing housing needs for special needs population, as follows: Special Needs Category/Identified Housing Needs. Mentally disabled/Affordable units located in proximity to mental health services, supportive services connected to medical mental health services. Physically Disabled/Affordable housing (for rent or purchase) at different level of income, units designed with accessibility, and living arrangement for on-site caregivers. The elderly/Affordable units located in proximity to public transportation, medical and health care services, and living arrangement for caregivers. Farm workers/Affordable rental housing units for extremely-low to low-income farm-workers and their families Youth (under 25 years old)/Affordable single occupancy units Large Families/More housing units with more than two bedrooms Persons with HIV/AIDS/Affordable Housing and supportive Services.

Characteristics of Special Needs Populations

The following narrative summarizes the characteristics of the special needs populations, specifically elderly persons, defined as person over 65 years of age or older, and persons with disabilities, who share four main common concerns:

- Income: people over 65 are usually retired and living on a fixed income as well as persons with disabilities.
- Health Care: due to the higher rate of illness, health care is important.
- Transportation: use public transit.
- Housing cost burden: live alone and rent.

Persons with Alcohol or Other Drug Addiction abuse affects a large portion of the population, but the extent of such abuse is difficult to estimate because few people admit they have a problem or seek assistance.

Housing and Supportive Service Needs and Determination

Special needs groups are those groups with high priority needs including the elderly, the frail elderly, persons with HIV/AIDS and their families, persons with disabilities and individuals with alcohol and other drug addictions and homeless individuals and families. The City and the County of Ventura have supported a variety of housing and supportive services, including but not limited to the following providers:

- Cabrillo Economic Development: Development of affordable housing for low-income residents, for persons with special needs (farm-workers and disabled persons)
- Many Mansions: Development of affordable housing for mentally ill youth, and for low-income families
- Senior/Special Population Services Division: supportive services to Oxnard seniors
- Housing Assistance Programs for Seniors (HAPS): Housing Assistance for disabled or very low income seniors
- Cypress Court: Independent Living and or residential care for person with serious mental illness
- Wooley House: Independent Living and or residential care for person with serious mental illness
- Turning Point: Drop-in center for homeless mentally ill, other non-housing related assistance
- Khepera House: Housing and recovery services for men with alcohol problems, supportive services for homeless people
- Society of Saint Vincent de Paul: Emergency shelter and essential services for the homeless at the Winter Warming Shelter
- Community Action of Ventura County: drop-in center for supportive services for the homeless

Public Size and Characteristics of Population with HIV / AIDS

Affected by HIV/AIDS, many people are dealing with substance abuse and mental illness that compounds the social service needs of this population. Most are very low-income and have poor credit or deal with eviction problems making it difficult to find and keep affordable housing.

The following statistics are related to the County of Ventura. The summary for 2012 AIDS cases shows that there is a decrease in the number of new AIDS cases reported, but a significant increase in the number of deaths. There are predominantly White and Hispanic males between 25-34 years of age. The summary for 2012 HIV cases shows there is an increase in the number of new HIV cases diagnosed in Ventura, predominantly White males, younger in 2012 (25-34 years of age), an increase in the number of African-American diagnosis (significant as we have a relatively small African-American population in Ventura County), and one perinatal transmission from another country.

Discussion

Special needs groups with high priority housing needs within Oxnard community include elderly and frail elderly persons, persons with disabilities and veterans. Along with low-income, poor credit, and housing related issues this population struggles for a decent quality of life. The lack of access to transportation is also an issue, which limits their ability to access medical and supportive services. Many are challenged with insufficient life and social skills. Some of the housing and supportive services needs are addressed strategically through the public housing program and the Section 8 Veteran Affairs Supportive Housing programs. In addition, the City, through the Senior/Special Population Services Division provides nutrition, senior fitness and recreation programs to seniors in Oxnard community.

NA-50 Non-Housing Community Development Needs

Public Facilities

There is continuing need within the City for public facilities to serve growing populations in special-needs areas or to rehabilitate aging facilities. Many low- and moderate-income areas (LMA) in the City are within older neighborhoods that either do not have proper facilities or their existing facilities suffer from heavy use and deferred maintenance leading to disrepair. Many of these areas are located within the priority areas where CDBG infrastructure and capital improvement funding will be concentrated for maximum leveraging opportunities to provide the greatest impact to the largest number of residents. The City's Parks and Public Ground Division (PPG) enhances the quality of life of the residents by managing park systems and public grounds in a manner that provides residents with safe, clean, and attractive outdoor open spaces. A Park Master Plan was developed and approved by City Council in 2010 and indicated that Oxnard has 991.47 total acres of park. PPG maintains approximately 443 acres of City Parks: many of them are in the LMI areas, completely built out, and have no ability to collect Quimby fees.

Need Determination

Parks and park's amenities are essential components in the quality of life of Oxnard residents. They provide a place for families and friends to gather and enjoy all that Oxnard has to offer at little or no cost. In the next five year, some of the parks needing retrofits and upgrades due to wear and tear, vandalism as well as meeting ADA standards requirements. Due to the limited amount of CDBG allocation and the high cost of rehabilitation, it is necessary to have other available funds to support the park rehabilitation projects. Neighborhoods parks that are qualified for CDBG funding, include but not limited to: Beck Park, Thompson Park, Wilson Park, Cypress Park and Lemonwood Park. Rehabilitation activities may consist of replacement, or installation of playground, restroom rehabilitation to meet standards and ADA requirements, replacement of fencing, reconstruction of damaged sidewalks, installation of prefabricated restrooms, and rehabilitation of barbecue areas.

Beck Park was built in 1956 and has had some improvements through the years but now is outdated and needed to be in compliance with the current codes and ADA standards. The improvements will consist of replacing the play structure, resurfacing the ages parking area, rehabilitate the BBQ areas to meet current codes as well as the replacement of the new city standard monument signs, and replaced the aged fence around the baseball/softball fields.

Thompson Park was built in 1965 and has had some improvements through the years but now is outdated and needed to be improved to be in compliance with the current codes and ADA standards. The improvements will consist of replacing the playground structure.

Wilson Park was built in 1964 and has had some improvements through the years but now is outdated. The improvements will consist of demolition and relocation of restroom, replacement and addition of security lighting, replacement of playground, rehabilitation of crown barbecue area, replacement of damaged sidewalk area, and rehabilitation of flower garden.

Garden City Acres Park (Formally known as Cypress Park) was recently re-built in some areas due to the deterioration of the previous condition of the park. Some of the improvements were a jogging/walking path, a new playground, improvements to the restrooms, an exercise stations, family picnic areas, and tables, a half size basketball court and ADA improvements. The future improvements will consist of installations of new restroom fixtures and roof and renewal of facilities.

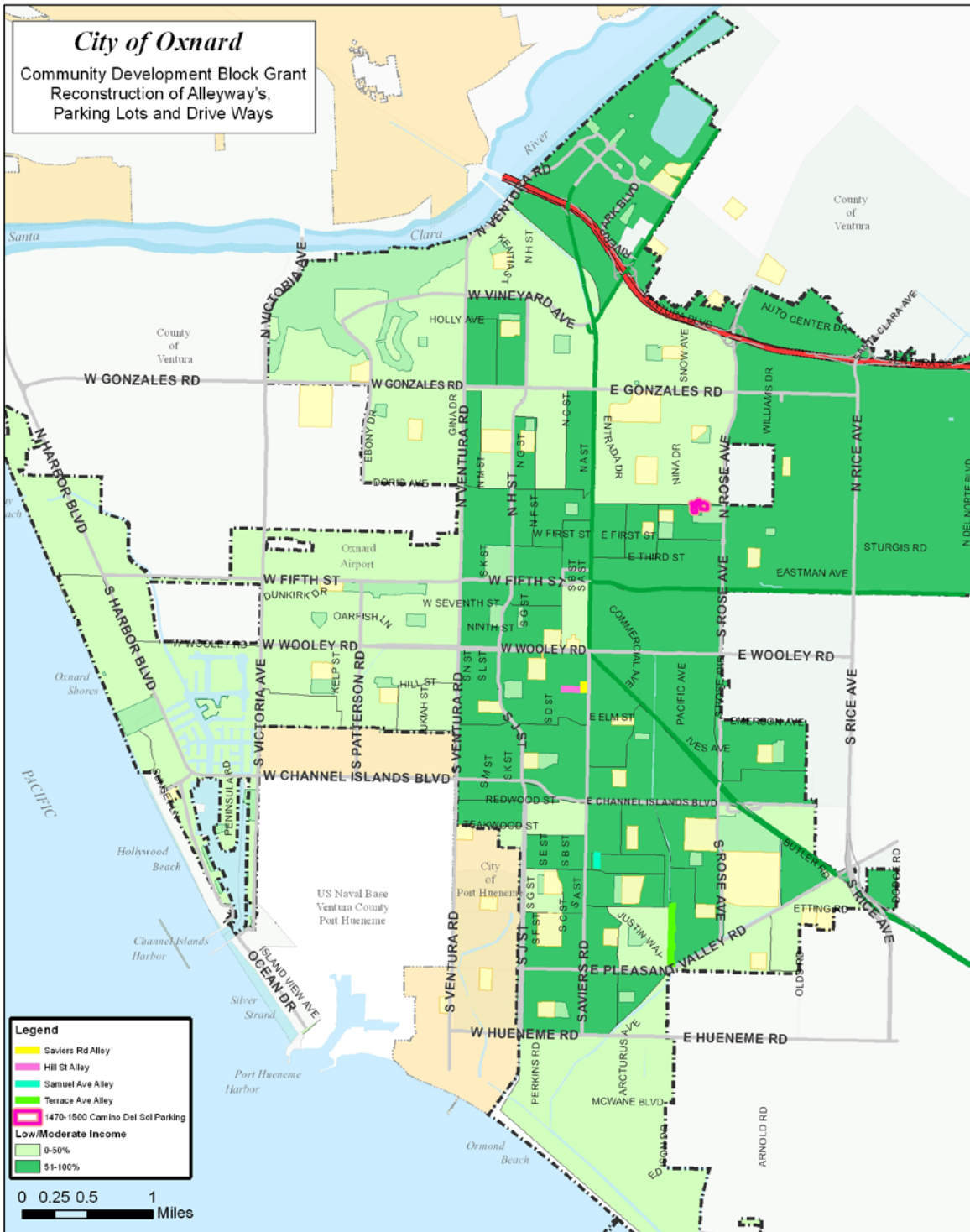
Lemonwood Park was built in 1978 and has had some improvements such as installation of walking track and security lighting, rehabilitation of barbecue areas, replacement of playground, ADA upgrades to the restrooms and walkways, in addition the replacement of the 900 plus deteriorated chain link fence and gates with Ameristar wire works fence. All this was possible through the CDBG funds. The future improvements will consist of testing of an old oil well site, which is adjoined to the property, for any hazardous materials. If the land is clear of any hazardous materials, then, the City will develop the extra space into useable park land with additional open area type sports fields, added pathway, landscaping and irrigation.

Public Improvements

The City of Oxnard strives to improve the quality, safety, and usefulness of city streets and alleys for its residential and business communities. The City of Oxnard maintains approximately 475 miles of streets and alleys throughout its jurisdiction. Despite ongoing maintenance such as filling potholes and sealing cracks many residential streets are at the end of the original design life and are experiencing widespread asphalt deterioration, and fatigue from aging. Several streets, decades old, have not been reconstructed. Streets with severely deteriorated pavement conditions create hazards for motor vehicle drivers, pedestrians, lower home and land values, and spur blight. In the next five years, several residential neighborhoods and alleys are due for reconstruction and will need CDBG funding to pay for the improvements. Due to the limited amount of CDBG allocation and the high cost of street reconstruction projects, it is necessary to have other available funds to support projects. Neighborhoods that qualified for CDBG funding and need street and/or alleyway reconstruction include, but not limited to: Sierra Linda, College Estates, Pleasant Valley Estates, La Colonia, Five Points Northeast and Fremont North. Upcoming alley reconstruction projects include, but not limited to, the alley west of Terrace Avenue, alley east of Samuel Avenue, alley south of Hill Street, the alley west of Saviers Road and 1470 and 1500 Camino Del Sol driveways and parking area (see map attached LowMod_AlleyReconstruction). Street and alley reconstruction will improve the quality, safety, and usefulness of streets and living conditions for residents living in and around these communities.

Need Determination

Because the alleys, driveways and parking lots are severely distressed they present blight and unsafe pavement conditions for vehicles and pedestrians in the local community. The alleys, driveways and parking lots provide vehicle access to residential housing, garage parking, refuse collection service and public facilities. Reconstruction of the alleys, driveways and parking lots will provide safer vehicle and pedestrian conditions, eliminate blight, and increase property values in the local community. The resulting life expectancy is the same as a new pavement of 20 years.



Geographic Information Systems

The mapped data is created and designed by the City of Oxnard GIS Program, which is developed and operated solely for the convenience of the City. The map is for illustrative purposes only. The City does not warrant the accuracy of this map, and no decision involving a risk of injury or economic loss should be made in reliance thereon.

LowMod_AlleyReconstruction

Consolidated Plan

OXNARD

Public Services

The City is committed to provide an adequate and effective law enforcement program by publicizing police protection services throughout the education system with an emphasis of the elementary school level and encourage joint police/citizen participation through the Neighborhood Councils.

a. Police Activities League

The Oxnard Police Activities League (PAL) was established in 1994 as a city-wide program to provide outreach to all of Oxnard's youth in an effort to build positive relationships between youth, police officers, and the community. PAL's primary goal is to foster a bond of mutual trust and understanding between police officers and young people by enabling them to interact in a non-confrontation setting. PAL offers educational, cultural, and recreation activities with an emphasis on reaching youth "at-risk."

Oxnard PAL's objectives are:

- To provide youth with an opportunity to grow under the sustained guidance of dedicated adults.
- To instill in youth a respect and understanding for law enforcement officers and for the laws they uphold.
- To assist youth in developing self-esteem and to provide youth with skills to help them stay in school.
- To involve police, parents, and the community volunteers in a personal commitment of time, talent, and energy to the youth of the community.
- Programs include but are not limited to: Arts & Crafts, recreational table games, board games, homework helpers, mentoring, leadership training, basketball, volleyball, flag football, soccer, boxing, summer camps, summer excursions and presentations, music, video production, sports camps, and California PAL Play Days.

b. After School Program

The City, through its partnership with the Oxnard Elementary School District, provides CDBG funding to seven eligible After School Program sites. The City provides the Fun for All Program, which offers structured recreation, skill building and health promoting activities, to approximately 85-90 children daily.

c. Colonia Boxing Center

The Colonia Boxing program offers fitness and competition training to the youth in the La Colonia neighborhood. The Gym is a member in good-standing with the U.S. Amateur Athletic Boxing Federation and has national champions in several weight classifications. In addition to the boxing training the coaches serve as mentors to all participants while providing a safe place for youth to go after school.

d. Colonia Gymnasium

The Colonia Gymnasium operates Monday through Friday, from 12:00p.m. through 9:00p.m. The Gymnasium provides clinics in basketball, soccer, and t-ball for youth. The facility also holds Special Olympics basketball training and open play for mentally disabled adults; offers open play volley ball and basketball for youth and school leagues city-wide and free Zumba classes for adults during the summer.

Recreation and Community Services provide low impact aerobics to participants 55 years old and over as well as indoor hockey, basketball and soccer for the disabled and a mentorship program for youth at risk through the Youth Development Program.

e. Rain Child Care

The project aims to make available and accessible child care services to the parents at RAIN while they look for work, go for job interviews, go to job training, go to work, attend counseling and therapy session.

Need Determination

Oxnard PAL, a non-profit organization and a member of both California PAL and National PAL, is a partnership between the Oxnard Police Department and the City of Oxnard Recreation & Community Services Department. The Police Department and Recreation Department each commit one full-time staff member to co-direct the program. Membership is free and programs at PAL are offered at little to no cost. Oxnard PAL's long-term mission is to divert youth away from gangs and other criminal activities by involving them in alternative activities under the care and supervision of trained police officers, recreational staff, and parent and community volunteers.

FINAL DRAFT

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The last Five-Year Consolidated Plan (FY2008-2013) was prepared as Oxnard hit the peak of the last housing market upswing, which occurred in January 2006, when median home prices reached \$554,300. The later downward slide resulted in the market hitting the bottom in July and August of 2009, with a median home price of \$278,300. According to the California Association of Realtors (CAR), the first quarter of 2009 represented the lowest point on the housing affordability index for Ventura County (approximately \$247,630). The market recovery began slowly, and had accelerated by early 2012. In calendar year 2012, the median home price in Ventura County increased at the rate of 9.7%, rising from \$367,000 to \$399,000, and up to \$402,900 by January 2013.

Existing single-family home sales also increased by double digits. Per the Zillow market data for Oxnard, the median home price in the same period went from \$271,600 to \$297,800, a rate of increase slightly lower than that of Ventura County. The Federal Reserve Bank has continued to keep the short-term interest rates down and indicated that it plans to do so at least until 2014. CAR and the California Economic Forecast consider homes more affordable now than they were in 2006, at the peak of the housing market.. The affordability index increased from 12% to 56% between 2006 and the first quarter of 2012. That index is the percentage of households with incomes equal to or more than the minimum qualifying income for the median home price.

It is not possible to forecast whether the increase in affordability will continue. In fact, as median home prices begin to rise modestly in 2013, affordability will tend to move downward. More lenders are requiring larger down payment from homebuyers and more financial responsibility. First time homebuyers face stiff competition from investors in two ways. Investors chose investing in rental property 83% rather than “flipping”. Investors also benefit from quick access to capital when purchasing Real Estate Owned (REO) properties (**lender-obtained by default/foreclosure**) and short sale properties (including short sales that are somewhat less attractive than many REO properties). The housing stock that meets those criteria has reduced over the past three years from 60% to nearly 11% market share. However, as home prices increase in this up cycle, the housing market is financially healthier than in 2006. Per the 2012 Housing Market Survey produced by CAR, over 54% of homebuyers are purchasing with 20% or more down payment. CAR’s 2012 Housing Market Survey states that over 54% of homebuyers are purchasing with 20% or more down payment. The figures did not indicate how many received down payment assistance through private, state programs or local entities utilizing HOME funds. Less than 1.8% of the 2012 home sales utilized a second mortgage (compared to 43% in the 2006 peak), **which may indicate a subsidy was used**. Of those in 2012 with a second mortgage, less than 5% used a Zero Down Payment home purchase. This will mean that some low- or moderate-income households may not be able to utilize state revenue bonded down payment assistance programs.

However, those households committed to a long-term financial plan with all of the responsibilities of homeownership, and with stable job and income situations, will likely succeed. Future projects in various stages of development will begin to replace outgoing affordable units. These will benefit those who are qualified for those affordable units.

FINAL DRAFT

MA-10 Number of Housing Units

Introduction

Over the past 70 years, Oxnard has experienced continual growth. There are 21,236 units of rental housing and 28,314 owner-occupied housing units in the City of Oxnard, as defined by the 2005-2009 ACS data. The following data provides information on the City's housing stock. The greatest percentage (69%) of the residential properties is one-unit detached structures (49,550 units).

All residential properties by number of units

| Property Type | Number | % |
|----------------------------------|---------------|-------------|
| 1-unit detached structure | 49,550 | 69% |
| 1-unit, attached structure | 5,237 | 7% |
| 2-4 units | 3,654 | 5% |
| 5-19 units | 5,754 | 8% |
| 20 or more units | 4,190 | 6% |
| Mobile Home, boat, RV, van, etc. | 2,973 | 4% |
| Total | 71,358 | 100% |

Table 28 – Residential Properties by Unit Number

Data Source: 2005-2009 ACS Data

Unit Size by Tenure

| | Owners | | Renters | |
|--------------------|---------------|------------|---------------|-------------|
| | Number | % | Number | % |
| No bedroom | 129 | 0% | 624 | 3% |
| 1 bedroom | 370 | 1% | 5,440 | 26% |
| 2 bedrooms | 4,031 | 14% | 8,014 | 38% |
| 3 or more bedrooms | 23,784 | 84% | 7,158 | 34% |
| Total | 28,314 | 99% | 21,236 | 101% |

Table 29 – Unit Size by Tenure

Data Source: 2005-2009 ACS Data

Number and Targeting of Units

As with all jurisdictions in the State of California, the City of Oxnard is assigned numbers of units in accordance with the Regional Housing Needs Allocation (RHNA). As required by state law, the Southern California Association of Governments (SCAG) has produced an RHNA which has ascertained Oxnard's need for 7,301 new housing units in the upcoming seven-year period from 2014 to 2021 as follows:

| | |
|---|--------------|
| Number of Very low-income households: | 1,688 |
| Number of Low-income households: | 1,160 |
| Number of Moderate-income households: | 1,351 |
| Number of Above-moderate income households: | <u>3,102</u> |
| Total need of housing units | 7,301 |

As evidenced by the above, more than one-third of the anticipated need for new units is for low-income and very low-income households.

Units Expected to be lost from Inventory

The City does not anticipate any net loss of housing units at any time in the future. Oxnard has grown every year since 1943, and the very small number of housing units demolished in any year is far outweighed by the hundreds of new units constructed every year.

Does the availability of housing units meet the needs of the population?

There has been an on-going and consistent need for additional housing to meet the needs of the population of the City, particularly housing for low-income households. The Southern California Association of Governments' Regional Housing Needs Allocation (RHNA) study has calculated that over the next five years, there is a need for additional 1,688 and 1,160 housing units for low-income and very low-income households, respectively in the City.

Need for Specific Types of Housing

In accordance with State Law, the City's Housing Element examines and analyzes the area's special housing needs. In Oxnard, the identified special needs populations include persons with disabilities, the elderly, and large families and single-parent families. Oxnard's history as an agricultural community, and the still-vibrant agribusiness sector, generate a need for farmworker housing.

U. S. Census Bureau data indicates that approximately 20.8% of City residents have a disability, and that disabled adults are much more likely to be unemployed than non-disabled adults (34% versus 7%). As a consequence, disabled individuals are disproportionately represented in the low-income and very low-income categories. Similarly, approximately 8% of the population is 65 years or older. Of this group, 23% rent and 77% own their residence. However, it is important to note that this rate of homeownership, while higher than that of the non-elderly population, is not necessarily an indicator of prosperity. Just over half of the elderly homeowners (50.4%) fall into either a low-income or very low-income category.

The greatest numerical need for additional affordable housing production is income. As required by state law, the Southern California Association of Governments (SCAG) has produced a Regional Housing Needs Allocation (RHNA) which has ascertained Oxnard's need for 7,301 new housing units in the upcoming seven-year period from 2014 to 2021 as mentioned above.

Discussion

The continual challenge for the City of Oxnard will be to preserve and increase the supply of affordable housing for all the groups identified above during a period of highly constrained resources. As mentioned above, the City anticipates being able to produce 70 affordable units from new construction activities using CDBG and HOME funds. The sum of the planned efforts results outlined in this Consolidated Plan will mostly preserve the current total amount of affordable housing units with an

increase of 70 units to the overall inventory. Multiple factors will influence the extent to which the RHNA goals are achieved. These factors include many market factors which are not in the control of the City, such as the cost of land; the cost of borrowing, Federal monetary policies, investor activity in purchasing single-family homes, the extent to which local demand for housing is affected by the economy of Mexico and the impact of any immigration reform legislation, the local job market and economy, and the general condition of the economy of California and the nation as a whole. Other factors over which state and local governments may have some impact on include cost of infrastructure improvements required for the development of land related to new unit production; impact fees, including school fees, transportation fees, parks, etc.; and construction requirements (e.g., seismic standards, Green building codes, accessibility standards, etc.). Meeting the RHNA need for an additional 1,688 low-income and 1,160 very low-income new housing units will require new construction by both private, non-subsidized developers and government-subsidized development, the latter using CDBG and HOME funds. The goals of the planned efforts outlined in this Consolidated Plan are to preserve the current total amount of affordable housing units, and to increase that supply to the greatest extent possible.

MA-15 Cost of Housing

Introduction

The recent recession and economic downturn has had a strong impact on Oxnard housing market. The City rental market will remain solid in 2013 because it is placed second for the rental growth at 3% after the City of Ventura (4%). The rental market has generally been stable over the last several years due to owners who have lost their homes seeking rental units.

Cost of Housing

| | 2000 (Base Year) | 2009 (Most Recent Year) | % Change |
|----------------------|------------------|-------------------------|----------|
| Median Home Value | 183,200 | 504,800 | 176% |
| Median Contract Rent | 729 | 1,108 | 52% |

Table 30 – Cost of Housing

Data Source: 2005-2009 ACS Data
2000 (Base Year)
2009 (Most Recent Year)

| Rent Paid | Number | % |
|-----------------|---------------|---------------|
| Less than \$500 | 2,510 | 11.8% |
| \$500-999 | 6,310 | 29.7% |
| \$1,000-1,499 | 7,672 | 36.1% |
| \$1,500-1,999 | 3,632 | 17.1% |
| \$2,000 or more | 1,112 | 5.2% |
| Total | 21,236 | 100.0% |

Table 31 - Rent Paid

Data Source: 2005-2009 ACS Data

Housing Affordability

| % Units affordable to Households earning | Renter | Owner |
|--|---------|---------|
| 30% HAMFI | | No Data |
| 50% HAMFI | | |
| 80% HAMFI | | |
| 100% HAMFI | No Data | |

Table 32 – Housing Affordability

Data Source: 2005-2009 CHAS

Monthly Rent

| Monthly Rent (\$) | Efficiency (no bedroom) | 1 Bedroom | 2 Bedroom | 3 Bedroom | 4 Bedroom |
|-------------------|-------------------------|-----------|-----------|-----------|-----------|
| Fair Market Rent | 1,022 | 1,129 | 1,436 | 2,058 | 2,354 |
| High HOME Rent | 993 | 1,065 | 1,281 | 1,470 | 1,621 |
| Low HOME Rent | 778 | 834 | 1,001 | 1,157 | 1,291 |

Table 33 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Availability of Sufficient Housing

As indicated herein above, the Southern California Association of Governments (SCAG) has adopted a Regional Housing Needs Assessment. That RHNA concluded that over the upcoming seven-year period (from 2014 to 2021), a total of 7,301 new housing units will be needed in Oxnard.

Expected Change of Housing Affordability

The Overall Housing Market Analysis (set forth in Section MA-05 of this report) discusses the recent past performance of the local housing market. It is challenging to project future changes in housing affordability. The recent past does, however, suggest that rapidly escalating home prices, and the trend of investors increasingly purchasing single-family homes for the purpose of renting out those homes, will place upward pressures on rents. A continuation of these trends will contribute to a tightening of the rental market and consequently to less housing affordability.

Rent Comparison

The National Low Income Housing Coalition's recently-released report, entitled "Out of Reach," indicated that in the state of California, a renter household needs to work 3.3 full-time jobs at the minimum wage in order to afford the FMR rent for a two-bedroom apartment. The tight rental market in Ventura County and the higher poverty rate in Oxnard compared to the County as a whole, accounts for even higher rents. Again, while future affordability is difficult to project, there are no indications that the rental market would change at any time in the foreseeable future to the extent that affordability would increase.

MA-20 Condition of Housing

Introduction

The following tables reflect information from the 2005-2009 CHAS and the 2005-2009 American Community Survey.

Definitions

In these tables, the word “Condition” refers to one or more of the following housing problems, and is identical to the categories set forth in the Housing Needs Summary Table found at section NA-10:

Substandard Housing: Lacking complete plumbing or kitchen facilities

Severely Overcrowded: With >1.51 persons per room

Overcrowded: With 1.01 – 1.5 persons per room

Severe Housing Cost Burden: Household spends more than 50% of income on housing

Housing Cost Burden: Household spends between 30% and 50% of income on housing

Zero/Negative Income: Self-explanatory

Condition of Units

| Condition of Units | Owner-Occupied | | Renter-Occupied | |
|--------------------------------|----------------|-------------|-----------------|-------------|
| | Number | % | Number | % |
| With one selected Condition | 12,756 | 45% | 11,443 | 54% |
| With two selected Conditions | 1,089 | 4% | 2,671 | 13% |
| With three selected Conditions | 31 | 0% | 47 | 0% |
| With four selected Conditions | 9 | 0% | 0 | 0% |
| No selected Conditions | 14,429 | 51% | 7,075 | 33% |
| Total | 28,314 | 100% | 21,236 | 100% |

Table 34 - Condition of Units

Data Source: 2005-2009 ACS Data

Year Unit Built

| Year Unit Built | Owner-Occupied | | Renter-Occupied | |
|-----------------|----------------|-------------|-----------------|------------|
| | Number | % | Number | % |
| 2000 or later | 3,926 | 14% | 1,773 | 8% |
| 1980-1999 | 7,003 | 25% | 2,840 | 13% |
| 1950-1979 | 15,743 | 56% | 14,395 | 68% |
| Before 1950 | 1,642 | 6% | 2,228 | 10% |
| Total | 28,314 | 101% | 21,236 | 99% |

Table 35 – Year Unit Built

Data Source: 2005-2009 CHAS

Risk of Lead-Based Paint Hazard

| Risk of Lead-Based Paint Hazard | Owner-Occupied | | Renter-Occupied | |
|---|----------------|-----|-----------------|-----|
| | Number | % | Number | % |
| Total Number of Units Built Before 1980 | 17,385 | 61% | 16,623 | 78% |
| Housing Units build before 1980 with children present | 9,450 | 33% | 4,080 | |

Table 36 – Risk of Lead-Based Paint

Data Source: 2005-2009 ACS (Total Units) 2005-2009 CHAS (Units with Children present)

Vacant Units

| | Suitable for Rehabilitation | Not Suitable for Rehabilitation | Total |
|--------------------------|-----------------------------|---------------------------------|-------|
| Vacant Units | 0 | 0 | 0 |
| Abandoned Vacant Units | 0 | 0 | 0 |
| REO Properties | 0 | 0 | 0 |
| Abandoned REO Properties | 0 | 0 | 0 |

Table 37 - Vacant Units

Data Source: 2005-2009 CHAS

Need for Owner and Rental Rehabilitation

Our program has targeted homeowners of owner-occupied properties primarily for rehabilitation. Per the charts, which HUD populated with information from 2005-2009 ACS Data or the 2005-2009 CHAS in the Consolidated Plan; renters have the greater need for the rehabilitation of the apartments. While 67% of the surveyed participants renting responded with one or two selected conditions that need to be addressed with rehabilitation of the dwelling (approximately 14,228 rental housing units), only 49% of those owner-occupied homeowners responded with similar selections (approximately 13, 874 single-family housing units), the greater need appears to be in the rental community. Within the rental statistics, approximately 5% are 2-4 unit single-family units or 1,062 rental units, might be eligible for the rehabilitation funds according to the City’s loan policies.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Of those respondents indicating their rental units need rehabilitation on one issue or two issues, 78% of participants who rent live in units built prior to 1979. The US Environmental Protection Agency banned the use of lead-based paint in residential construction, rehabilitation and or interior painting in 1978. Of those rental units, 25% run the highest risk of a lead-based paint hazard because they have children present. Projecting the same percentage for these 2-4 unit single-family units, there would still be 266 rental units possibly eligible for the City’s program to target for marketing. It is unknown how many are also owner-occupied and eligible for the City’s programs.

Only 62% of surveyed participants in owner-occupied homes live in units built prior to 1980. Of those, only 33% have children present, which represent approximately 9,344 units still having a potential risk of lead based paint hazard. There is a higher risk for those homes having or caring for children under the age of six, as they are most apt to put paint chips or dirt in the yard, which may contain lead, into their mouths.

Along with the work that owner-occupied units need, the Affordable Housing and Rehabilitation Program will endeavor to leverage additional funds from other programs to incorporate the energy efficiency component that showed as a priority for the community in the responses received from the community priority survey undertaken by Grants Management.

Discussion

High housing costs reduce economic opportunities, access to jobs and services, and the ability of LMI households, including the elderly and persons with disabilities to live in the communities and neighborhood of their choice. The affordability gaps may result in a concentration in older neighborhoods with higher levels of substandard housing and overcrowding.

The City has identified that Code Compliance continues to address substandard housing conditions via inspections, enforcement of City Ordinance and through educating the public, and to ensure the quality of existing housing units throughout the City. These efforts assist in maintaining a safe, acceptable and affordable housing supply, promote an atmosphere of decent housing and assure Oxnard residents that they live in habitable safe locations.

MA-25 Public and Assisted Housing

Introduction

Through its Housing Authority, the City of Oxnard manages 780 public housing units. Of the total number of the City’s public housing units available, 150 are located in two high-rise buildings developed as senior housing units. No new public housing is anticipated because the City of Oxnard has exhausted previously obtained development authority under Article XXXIV of the California Constitution for additional low rent public housing. The City has authority under its Section 8 Program to subsidize the rents for 1,700 very low-income households including 58 mobilehome spaces, and also has the ability to expand this authority, if necessary. While there are plans to modernize the City’s public housing stock, the condition of the low rent public housing facilities is generally good.

The City dedicated 50 units and 100 units as restricted to elderly and/or handicapped occupancy at the two high-rise buildings namely Plaza Vista and Palm Vista, respectively. Two 4-bedroom units from Pleasant Valley site are rented to Ocean View School District for child care services.

Totals Number of Units

| | Program Type | | | | | | | | |
|-------------------------------|--------------|-----------|----------------|----------|----------------|-------------------------------------|----------------------------|------------|---|
| | Certificate | Mod-Rehab | Public Housing | Vouchers | | | | | |
| | | | | Total | Project -based | Tenant -based | Special Purpose Voucher | | |
| | | | | | | Veterans Affairs Supportive Housing | Family Unification Program | Disabled * | |
| # of units vouchers available | | | 780 | 1,684 | | 1,648 | 25 | 11 | 0 |
| # of accessible units | | | 57 | | | | | | |
| # of FSS participants | | | 29 | | | 35 | | | |
| # of FSS completions | | | 14 | | | 82 | | | |

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 38 – Total Number of Units by Program Type

Alternate Data Source Name:
MA-25 Public and Assisted Housing

Data Source Comments:

There are 29 FSS participants in Public housing and 14 FSS completions

| | Public Housing | Veterans Affairs Supportive Housing | Family Unification Program | Tenant based |
|-------------------------------|-----------------------|--|-----------------------------------|---------------------|
| # of units vouchers available | 780 | 25 | 11 | 1648 |
| # of accessible units | 57 | N/A | N/A | |
| # of FSS participants | 29 | N/A | N/A | |
| # of FSS completions | 14 | N/A | N/A | |

Table 39 - Total Number of Units - Program Type

Supply of Public Housing Development

The City has a strong preventive maintenance program, which has kept the units in good condition. Early in 2000, the City’s Housing Authority adopted a five-year plan for modernization of its public housing projects. The City anticipates spending over \$15 million to implement the plan. The following table provides a breakdown of unit size by name.

Public Housing Condition

| Public Housing Development | Average Inspection Score |
|-----------------------------------|--------------------------|
| CA031000001-COLONIA VILLAGE 31-1 | 26c* |
| CA031000002-COLONIA VILLAGE 31-2 | 87b |
| CA031000003- COLONIA VILLAGE 31-3 | 93c* |
| CA 31000004-PLEASANT VALLEY 31-4 | 93b |
| CA 31000005 PLAZA VISTA 31-5 | 68b |
| CA 31000007 OXNARD TOWNHOMES | 89b* |
| CA 31000008 PALMA VISTA | 92b |

Table 39 a - Public Housing Condition

Restoration and Revitalization Needs

The Strategy Statement contained in the Housing Authority's Capital Fund Program application takes into account legally mandated requirements, health and safety issues, general physical needs to prolong the life of the units, and it addresses the concerns of the residents. The improvements that will be addressed during the next five years will include but are not limited to roofing, roof fascia boards, radiator upgrades, bathroom renovations, flooring, plumbing, stoves and refrigerators, 504 compliance, green compliance, kitchen cabinets, parking and sidewalk improvements, and security systems.

Strategy of Improving the Living Environment of low- and moderate Income Families

The inventory of public housing units is anticipated to be decreased by demolition of 260 units of public housing at the Colonia Public Housing Project Site, designated as Project CAL-031-1 by HUD. These units are anticipated to be replaced by new tax-credit funded apartments, which will have Section 8 Program project based rental assistance vouchers assigned to them. This development project is anticipated to begin during FY 2013-2014.

Discussion

Improving job opportunities for both public housing tenants and housing choice vouchers holders will not only allow families to move up and out of assisted housing but it will allow OHA to assist other needy families. In addition, it will expand the number of working families that will widen the mix of incomes in our public housing developments which enhances community stability and provides role models for our youth.

MA-30 Homeless Facilities

Introduction

There are few facilities in Oxnard that serve the homeless population with housing/shelter. The City's 2012 Point in Time Count of Homeless persons allowed us to track the activity at our known facilities, mainly those that are HUD funded and participate in the regional Homeless Management Information System (HMIS).

Facilities Targeted to Homeless Persons

| | Emergency Shelter Beds | | Transitional Housing Beds | Permanent Supportive Housing Beds | |
|---|---------------------------------|------------------------------------|---------------------------|-----------------------------------|-------------------|
| | Year Round Beds (Current & New) | Voucher / Seasonal / Overflow Beds | Current & New | Current & New | Under Development |
| Households with Adult(s) and Child(ren) | 13 | 9 | 163 | 0 | 0 |
| Unaccompanied Youth | 8 | 59 | 79 | 7 | 0 |
| Households with Only Adults | 17 | 48 | 13 | 8 | 0 |
| Chronically Homeless Households | 21 | 13 | 2 | 0 | 0 |
| Veterans | 0 | 3 | 0 | 7 | 0 |

Table 40 - Facilities Targeted to Homeless Persons

Data Source Comments: Bed counts taken from housing inventory worksheets and HMIS.

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

The mainstream services in the area are fully used to compliment services targeted to homeless persons. Currently, Community Action of Ventura County houses a One-Stop program, funded under the Continuum of Care grant, for supportive services. Each Wednesday, the program features Homeless Health Care, public benefits, employment services (which are also offered throughout the week), and referrals to other services if needed. There is also a Veterans' services component to reach out to homeless veterans in the area. Additionally, the Ventura County Human Services Agency (VCHSA) has a street case-management team, also funded under the CoC grant, which follows homeless persons that are not quite ready to leave the streets. These complimentary services exist to provide some support to homeless persons.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The City received federal funds for homeless activities from both the Continuum of Care Grant (CoC) and the Emergency Solutions Grant (ESG). However, the City does not provide any direct services to benefit homeless persons. These program funds are distributed annually to local providers to meet the needs of homeless persons. Also, there are some homeless service providers that do not receive any federal or state funding but provide valuable services to this population. The known providers in the area and the services are as follows: Community Action of Ventura County - homeless employment services, showers, mail pick up, phone/message center, laundry services, case management, mobile medical services (Wednesdays only), and connection to other public benefits thru its one stop; Ventura County Human Services Agency - street case management, eviction/rental assistance, transitional housing through the RAIN project; Kingdom Center - transitional housing and emergency shelter for homeless women and women with children; Ventura County Behavioral Health - permanent supportive housing; Project Understanding - transitional housing; Turning Point Foundation - permanent supportive and transitional housing; Khepera House - transitional housing for men in recovery; Society of St. Vincent de Paul - emergency shelter, rental assistance, supportive services; Many Mansions - permanent supportive housing for transition aged youth; Pacific Clinics - supportive services for transition aged youth; Catholic Charities - supportive services, food distribution; Food Share - food distribution; Rescue Mission - daily meals, homeless shelter for men, transitional housing for men; Lighthouse Mission for Women and Children - emergency shelter and transitional housing for homeless women and women with children; and Victory Outreach - emergency shelter.

MA-35 Special Needs Facilities and Services

Introduction

There are certain segments of the population with special needs that may have difficulties in finding community social service facilities as well as special supportive and housing services due to their special needs. The “special needs” groups include the elderly and frail elderly, persons with severe mental illness, persons with physical and/or developmental disabilities, persons with alcohol or other drug addiction, persons living with HIV/AIDS, and also farm-workers. Oxnard through public and private partnerships continues to strive to provide services and safe, decent and affordable housing.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

The elderly, including the frail elderly, need access to facilities or programs that ensure safe, decent, affordable housing. Many elderly are on a fixed-income which impacts their ability to retrofit housing as the need for better accessibility increases. Likewise, when the elderly are no longer able to care for themselves the need for in-home care or residential facilities for them becomes crucial. Health care and supportive services will gradually become a larger concern as the “Baby Boomers” reach retirement age.

The second special needs group, identified as persons with mental, physical, and developmental disabilities also need access to facilities or programs that ensure safe, decent, affordable housing. The impacts for this group are different than those of the elderly because children and young adults are also represented in this population. The length of time that they need supportive housing is generally much longer

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

HUD implemented changes to the definition of homelessness contained in the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act. The definition affects who is eligible for various HUD-funded homeless assistance programs. Individuals exiting an institution where they temporarily resided if they were in shelter or a place not meant for human habitation before entering the institution are now considered homeless. Specifically, people will now be considered homeless if they are exiting an institution where they resided for up to 90 days (it was previously 30 days), and were homeless immediately prior to entering that institution.

The program in place meant to ensure that persons returning from mental and physical health institutions receive appropriate supportive housing are Shelter-Plus-Care, HUD CoC funded transitional and permanent supportive housing programs. However, because of the shortage of housing units and beds, these programs are sometimes operating at 100% level

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

With respect to housing needs, the Affordable Housing and Rehabilitation Division do not plan to target funding to any of the special needs population. The First-Time Homebuyer mortgage assistance program and the rehabilitation assistance program will be offered to all applicants on an equal basis. Any applicants who fall into the “special needs” groups defined herein (elderly and frail elderly, persons with severe mental illness, persons with physical and/or development disabilities, persons with alcohol or other drug addition, persons living with HIV/AIDS, and farm workers) will be offered assistance on an equal basis with all other applicants, and will be provided reasonable accommodations in order to enjoy the benefits of the programs on a non-discriminatory basis.

During the next fiscal year, the City plan to continue to fund the housing and supportive services with respect to non-homeless persons with special needs as follows:

- Families that are over the age of 62 and/or permanently disabled receive a preference for housing assistance.
- Additionally, families whose members require a live-in attendant, a care giver or special accommodations are addressed immediately.
- OHA has seven vouchers set aside to assist families that are afflicted by the Human Immunodeficiency Virus (HIV).
- OHA owns and operates two senior buildings, one with 100 units and one with 50 units that are designated for families that are over the age of 62 or permanently disabled. The families pay 30% of their gross income for rent. When and if families require in home support from an agency or a family member, the request is viewed as an accommodation and granted.
- The Oxnard Housing Authority does not have a length of stay requirement: as long as the family is eligible they may remain in assisted housing.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

Not Applicable

MA-40 Barriers to Affordable Housing

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Barriers or constraints to the affordability of housing exist in many forms. First and foremost, an economic barrier to affordable housing can result from a factor as simple as location. Ventura County is a coastal county, and land values are relatively high compared to much of the rest of the state. Set within Ventura County, the City of Oxnard is located on the Pacific Ocean, in an area with a desirable Mediterranean climate, close to the major cultural amenities of the Los Angeles area, but without many of the characteristics of a dense metropolis which are often deemed negative. This resulting high land cost, together with the relatively lower income levels of the City's population compared to neighboring areas, combine to present the primary barrier to affordable housing: the disparity between the high cost of housing in an area and the economic resources to access that housing available to a large percentage of the local workforce.

State law employs the term "constraints" to describe forces or efforts to restrain actions that would otherwise occur. Environmental review, general planning, zoning, and related local land use regulations and development standards are all extensions of local government police powers to protect life and property, minimize nuisances, and achieve a desired quality of life as expressed through a participatory democratic process. Certain barriers to affordability, then, can be required by State Law (such as preparing and adopting a General Plan and conducting environmental review), adopted for safety or civil rights reasons (such as the imposition of seismic construction standards in quake-prone areas, or requiring compliance with accessibility or visibility design standards), or enacted to remedy or prevent a specific local issue (such as requiring landscaping to deter graffiti). The term "barrier" should not be interpreted in the context that local development standards and development review procedures are inhibiting the provision of quality affordable housing that would otherwise be developed.

The City strives to consistently implement all policies and procedures, to review local development standards and development review procedures in such a way as to ensure that such do not have unintended negative consequences, and to improve policies and procedures so as to increase the opportunities and feasibility of developing affordable housing, especially for special needs and very low- and low-income units). The City's recent enactment of an ordinance codifying the reasonable accommodation provisions in the planning and development process exemplifies the effort to eliminate any such barriers.

MA-45 Non-Housing Community Development Assets

Introduction

The City of Oxnard is still recovering from the recession, which resulted from the near-collapse of the U.S. banking system in 2008. Ventura County's unemployment rate topped out at 10.8% in 2010, dropping 8.6% in November 2012. In April 2013, the county's unemployment rate was at 6.9%. The decline in unemployment rate is a sign of a better future economy for Oxnard.

Economic Development Market Analysis

Business Activity

| .Business by Sector | Number of Workers | Number of Jobs | Share of Workers % | Share of Jobs % | Jobs less workers % |
|---|-------------------|----------------|--------------------|-----------------|---------------------|
| Agriculture, Mining, Oil & Gas Extraction | 8,225 | 1,174 | 10 | 3 | -7 |
| Arts, Entertainment, Accommodations | 6,356 | 3,491 | 8 | 9 | 1 |
| Construction | 6,163 | 1,127 | 8 | 3 | -5 |
| Education and Health Care Services | 12,309 | 8,344 | 15 | 22 | 7 |
| Finance, Insurance, and Real Estate | 4,325 | 1,904 | 5 | 5 | 0 |
| Information | 1,433 | 182 | 2 | 0 | -2 |
| Manufacturing | 10,669 | 5,057 | 13 | 13 | 0 |
| Other Services | 4,464 | 1,725 | 5 | 4 | -1 |
| Professional, Scientific, Management Services | 8,028 | 1,859 | 10 | 5 | -5 |
| Public Administration | 4,459 | 2,269 | 5 | 6 | 1 |
| Retail Trade | 8,677 | 5,807 | 11 | 15 | 4 |
| Transportation and Warehousing | 3,479 | 990 | 4 | 3 | -1 |
| Wholesale Trade | 3,236 | 4,483 | 4 | 12 | 8 |
| Total | 81,823 | 38,412 | -- | -- | -- |

Table 42 - Business Activity

Data Source: 2005-2009 ACS (Workers), 2010 ESRI Business Analyst Package (Jobs)

Labor Force

| | |
|--|--------|
| Total Population in the Civilian Labor Force | 88,281 |
| Civilian Employed Population 16 years and over | 81,823 |
| Unemployment Rate | 7.32 |
| Unemployment Rate for Ages 16-24 | 14.41 |
| Unemployment Rate for Ages 25-65 | 5.09 |

Table 43 - Labor Force

Data Source: 2005-2009 ACS Data

Occupations by Sector

| | |
|--|--------|
| Management, business and financial | 18,073 |
| Farming, fisheries and forestry occupations | 7,017 |
| Service | 14,093 |
| Sales and office | 19,573 |
| Construction, extraction, maintenance and repair | 9,028 |
| Production, transportation and material moving | 14,039 |

Table 44 – Occupations by Sector

Data Source: 2005-2009 ACS Data

Travel Time

| Travel Time | Number | Percentage |
|--------------------|---------------|-------------|
| < 30 Minutes | 53,254 | 68% |
| 30-59 Minutes | 19,361 | 25% |
| 60 or More Minutes | 5,642 | 7% |
| Total | 78,257 | 100% |

Table 45 - Travel Time

Data Source: 2005-2009 ACS Data

Education:

Educational Attainment by Employment Status (Population 16 and Older)

| Educational Attainment | In Labor Force | | Not in Labor Force |
|---|-------------------|------------|--------------------|
| | Civilian Employed | Unemployed | |
| Less than high school graduate | 21,624 | 2,260 | 8,450 |
| High school graduate (includes equivalency) | 13,706 | 861 | 4,582 |
| Some college or Associate's degree | 18,640 | 1,123 | 4,899 |
| Bachelor's degree or higher | 11,351 | 363 | 2,018 |

Table 46 - Educational Attainment by Employment Status

Data Source: 2005-2009 ACS Data

Educational Attainment by Age

| | Age | | | | |
|---|-----------|-----------|-----------|-----------|---------|
| | 18–24 yrs | 25–34 yrs | 35–44 yrs | 45–65 yrs | 65+ yrs |
| Less than 9th grade | 1,640 | 4,818 | 5,866 | 9,301 | 5,256 |
| 9th to 12th grade, no diploma | 4,274 | 4,687 | 3,828 | 3,834 | 2,077 |
| High school graduate, GED, or alternative | 6,236 | 6,903 | 5,488 | 6,825 | 3,556 |
| Some college, no degree | 6,836 | 5,286 | 5,263 | 7,432 | 3,020 |
| Associate's degree | 1,106 | 2,327 | 1,644 | 3,117 | 867 |
| Bachelor's degree | 791 | 2,599 | 2,631 | 4,620 | 1,440 |
| Graduate or professional degree | 45 | 535 | 1,161 | 2,369 | 887 |

Table 47 - Educational Attainment by Age

Data Source: 2005-2009 ACS Data

Educational Attainment – Median Earnings in the Past 12 Months

| Educational Attainment | Median Earnings in the Past 12 Months |
|---|---------------------------------------|
| Less than high school graduate | 18,595 |
| High school graduate (includes equivalency) | 27,298 |
| Some college or Associate's degree | 35,239 |
| Bachelor's degree | 46,958 |
| Graduate or professional degree | 64,840 |

Table 48 – Median Earnings in the Past 12 Months

Data Source: 2005-2009 ACS Data

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The table shows that Education and Health Care Services is the largest local employment sector at 22% of the total followed in order by Retail Trade at 15%; Manufacturing at 13%; Wholesale Trade at 12%; and Art, Entertainment, Accommodations at 9%. The other sectors combined make up the balance of employment.

Describe the workforce and infrastructure needs of the business community:

Education and Health Care Services sector has the highest number of workers in Oxnard. Education is important to the society because businesses need skilled workers and the community needs educated citizens. An individual's future income is determined by the quantity and quality of schooling and thus, indicates the community's economic success (Table 48 Educational Attainment-Median Earning in the past 12 months for). With respect to the health care services, the number of elderly people, who need health care services more than other sub population, will continue to increase with the retirement of the "Baby Boomers". Oxnard residents overall attitude toward the physical well-being has been changed, but Oxnard has the lowest number of insured residents within the County, due to the population's composition. Oxnard's population is both younger and poorer. So, people are less likely to have government insurance (Medicare) and less able to buy their own. Therefore, Oxnard with a high

rate of uninsured residents is likely to be less healthy and will have a long way to grow healthier. The issue is compounded by the childhood obesity and teen pregnancy which are very high among the Hispanics and Latinos. More than 60% of Oxnard population is composed of Hispanics or Latinos. Therefore, the needs for healthcare services are probable high. Thus, the table 15-Business Activity indicate that there are 8,344 jobs in Education and Health Care sector and 12,309 workers, who are either employed or looking for work in this sector. This means that 32% of the total workers is unemployed or not working in the field they were trained for, and also, have the education and skill.

Manufacturing and retail trade sectors provide 24% of the workers to Oxnard. However, even manufacturing has more workers (10,669 manufacturing workers versus 8,677 retail workers) but offer less number of jobs than the retail sector (5,057 manufacturing jobs versus 5,807 retail jobs). Traditionally, the highest-paid jobs are in manufacturing, unfortunately, this sector is small in Oxnard and getting smaller.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create

In 2012 the City Council approved a major 400+ acre industrial/business park located at Sakioka tract for development in Oxnard. This will open the door for significant job growth over the next five to twenty years. The private developer is responsible for all infrastructure changes necessitated by the project, but the City may assist in marketing the project to appropriate companies and approving their plans quickly once they have committee to coming to Oxnard. Overall workforce development efforts in public school improvements will assist the general population in Oxnard to be more qualified to compete for the new jobs to be created by this business park.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The current workforce exhibits educational and skill levels which match well the current job opportunities in the city, which are in the manufacturing and retail sectors. The challenge will be for the future, if the city is to market to high-tech companies for relocation to Oxnard. The population's educational attainment level is significantly below the county as a whole, which does not make the Oxnard workforce on average a good match for the higher-skill-level jobs associated with high-tech and bio-tech employment. The long-term objective is to assist the high school degree holder to move on to further education at the college level, ideally resulting in college degree, which will then make the Oxnard workforce much more competitive.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan

There are two noteworthy initiatives underway now which involve Oxnard businesses and students. The High School District has developed eight specialty academies within the high schools which offer direct technical training on skills needed within those sectors, e.g., agriculture, culinary, engineering and math. Those academies are being exposed now to local businesses, both for their financial support and to make the business owners aware of potential source of qualified employees at the time of high school graduation for these participants. Another initiative is supported by the Workforce Investment Board, which has created a Manufacturers Council to bring together company leaders and educators for direct discussion on the types of skills currently needed but lacking in the workforce. Some private companies are providing funds also, to support specific classes or training regimens in the community colleges to respond to those identified needs. These efforts will contribute to an increasing average skill level in the Oxnard workforce, making them better candidates for future jobs as described above.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Oxnard is participating in the preparation of a Comprehensive Economic Development Strategy (CEDS) by the Oxnard Harbor District (OHD), a special district which encompasses the cities of Oxnard and Port Hueneme and which operates the local deep-water port for export and import activities. The OHD is in the midst of a contract for the preparation of a CEDS, which is due to be ready for approval and implementation later in 2013. At the time of Consolidated Plan submittal, the CEDS is not yet in place.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

Although not yet official, the CEDS will emphasize the value to local businesses of having export capability through the local port, and will offer to provide technical assistance to business owners through the local World Trade Center and Small Business Development Center. Also, the City is currently pursuing the approval of a State Enterprise Zone designation for the Oxnard/Port Hueneme area, which if approved would be an economic incentive for companies to locate or expand here, through the provision of State tax credits related to hiring qualified low/moderate-income workers and to the purchase of manufacturing equipment. Also, the City is supporting the regional effort to maintain a strong Navy presence at the local naval installations, the face of expected military budget reductions in the future, since Naval Base Ventura County is the largest single employer in the County, accounting for nearly 20,000 military and civilian jobs.

Discussion

Being the most populated city in the County of Ventura, Oxnard did not escape the impact of these declining economic activities. However, the job market is recovering slowly since 2010, because the City has a very low level of growth since the recession. Having the Naval Base as a neighbor and top employer of the County, Oxnard also benefits from the fact that the base suffered only minor job cuts over the last decade. With regards to agricultural job market, the labor has declined due to tougher border controls, the shrinkage of the crop-producing lands. Salaries in agriculture vary from about \$40,000 a year for managers and supervisors to \$20,000 for field workers. Because the majority of the agricultural employees are field workers, they are among the lower-paid people in the job market sector. However, over the next five year, the housing market should stabilize and may grow at a modest

rate. Then, likewise unemployment should drop below double digit and continue to decrease over the next five year.

FINAL DRAFT

MA-50 Needs and Market Analysis Discussion

Are there any populations or households in areas or neighborhoods that are more affected by multiple housing problems?

The areas with the lowest incomes and highest concentrations of Hispanic households tend to be more affected by multiple housing programs. Data from the U. S. Census Bureau confirms that the Hispanic population of Oxnard generally has lower income levels than other racial or ethnic groups, and there is a correlation between income levels and the existence of multiple housing problems.

Are there areas in the Jurisdiction where these populations are concentrated?

According to the 2010 Census, 73.5% of Oxnard's population was Hispanic as of April of 2010, and Hispanics reside in every part of the City. There are certain neighborhoods where the Hispanic population is present in extremely high concentrations (85% or more), and these tend to correspond to those Census tracts which are lower-income (particularly South Oxnard, and the northern part of the City east of Oxnard Boulevard between Fifth Street and Gonzales Road). In Oxnard, these neighborhoods are encompassed in the following Census Tracts: 3100; 3201; 3202; 3500; 3700; 3800; 3900; 4000; 4101; 4102; 4501; 4503; 4504; 4701; 4702; 4703; 4704; 4705; 4706; 4900; and 5002.

What are the characteristics of the market in these areas/neighborhoods?

The market characteristics in these neighborhoods are in many ways similar to the market characteristics of the City as a whole. This has been particularly true since the beginning of the recession in 2007-2008. In the past year, especially, the sharp increase in home values has been reflected throughout the City. While rising home values are good news for those who are already homeowners, it often makes housing more expensive for renters and, of course, for those seeking to attain homeownership. Recent data from the California Association of Realtors indicates that more investors are purchasing properties (as opposed to purchasers who intend to reside in the property). Increasing home values will tend place upward pressure on rents.

Are there any community assets in these areas/neighborhoods?

All neighborhoods and areas of the City enjoy the presence of community assets, such as parks, schools, retail and commercial facilities, etc. The City has consistently striven to allocate community assets equitably to all geographic regions in the City.

Are there other strategic opportunities in any of these areas?

Strategic opportunities arise in individual areas as a function of local circumstances.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The City of Oxnard has adopted and approved a five-year Consolidated Plan for the fiscal year 2013-2018, covering July 1, 2013 through June 2018. The preparation of the Consolidated Plan is guided by the following goals:

- Develop, preserve, and finance a continuum of decent and affordable housing opportunities.
- Revitalize low- and moderate-income neighborhoods to create healthy and sustainable communities through infrastructure and public facility improvements.
- Promote equal housing opportunities.
- Support efforts to develop/complete the Continuum of Care System for the homeless through the provision of emergency shelters, transitional housing, prevention and rapid re-housing, supportive housing services, and permanent housing.
- Provide community and supportive services for low- and moderate-income persons and those with special needs, including the homeless and persons with disability.
- Promote economic development opportunities
- Implement effective and efficient management practices to enhance customer service and project delivery.

SP-10 Geographic Priorities

Geographic Area

1. **Area Name:** Low-Mod Areas census tract neighborhoods

Area Type: Local Target area

Identify the neighborhood boundaries for this target area.

A census tract map was attached to the plan to determine the neighborhoods with census percentage of 51% or more of LMI residents (Appendix H).

Include specific housing and commercial characteristics of this target area.

As referred in the Needs Assessment and Market Analysis sections, the target area are populated with non-English speaking residents, mostly Spanish residents, and aged housing units which need a lot of rehabilitation works.

How did your consultation and citizen participation process help you to identify this neighborhood as a target area?

The target area was identified by mapping the low- and moderate-income areas using the 2000 census data. Additional tool to identify the target area is the use of the City's various master plans

Identify the needs in this target area.

The needs identified for this target area are: rehabilitation of public facilities and public improvements

What are the opportunities for improvement in this target area?

The opportunities for improvement are: park rehabilitation, public facilities construction and rehabilitation (Campus Park Gymnasium), public improvements (parking lots, alleys and street reconstruction), and construction and/or acquisition of housing units.

Are there barriers to improvement in this target area?

The main barrier is the lack of financial resources.

2. **Area Name:** City-wide

Area Type: Local Target area

Identify the neighborhood boundaries for this target area.

City-wide

Include specific housing and commercial characteristics of this target area.

N/A

How did your consultation and citizen participation process help you to identify this neighborhood as a target area?

More than 50% of the population of Oxnard is Hispanic ethnicity and most of them are employed in the agricultural sector and qualified as lower-income population.

Identify the needs in this target area.

The needs are great and vary from rental housing to essential needs, including educational, child care, transportation, and health care services.

What are the opportunities for improvement in this target area?

The opportunities for improvement in this target area: public services and housing unit projects.

Are there barriers to improvement in this target area?

The main barrier is the lack of financial resources.

Table 49 - Geographic Priority Areas

Consolidated Plan

General Allocation Priorities

Describe the basis for allocating investments geographically within the state

With the dissolution of Redevelopment in California and reduction of funds at the Federal level, the ability to leverage funds has greatly diminished. It has become critically important to develop strategies to focus these limited funds in areas of greatest need. ESG, HOME and CDBG funds are distributed on an income eligibility basis, whether it is presumed or verified income throughout the City. CBDG investments such as public facilities and improvements (streets) are made in low- to moderate income census tracts known as low-mod areas (LMA) neighborhoods.

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SP-25 Priority Needs

Priority Needs

| Priority Need Name | Priority Level | Population | Goals Addressing |
|---|----------------|---|---|
| Housing | High | Extremely Low Low | Help Achieve Homeownership New Affordable Rental Housing Units Help Achieve Housing Preservation |
| Homeless | High | Families with Children Chronic Homelessness Individuals Families with Children veterans Victims of Domestic Violence | Public Services Reduce homelessness |
| Homeless Prevention/Rapid Re- Housing | High | Individuals Families with Children | Public Services |
| Housing and Supportive Services | High | Chronic Homelessness Individuals Families with Children | Public Services |
| Job Development | High | Extremely Low Low Public Housing Residents Individuals | Public Services |
| Public Facilities | High | Low Moderate | Public Services |
| Public Housing and Housing Voucher Choice Programs | High | Low | Preserve 780 Public Housing Units |
| Public Improvements | High | Low Moderate | Infrastructure and Public Facilities |

Table 50 – Priority Needs Summary

Narrative (Optional)

The following needs are identified and will be addressed by the goals outlined in SP 45:

Housing Needs

- Lack of rental affordable housing units for extremely and very low income households
- Housing Cost Burden for extremely and very low income people
- Housing Problems - The four housing problems identified by HUD are:

Homeless Needs

- Supportive Services: essential services, case management, health care and mental care services
- Housing Services: Transitional Housing, Permanent Supportive Housing, Rapid Re-Housing and Shelter Services (for single fathers, single mothers, In-tact families and transition aged youth)
- Job Placement and Training

Non-Homeless Special Needs

- Housing and supportive services for the elderly and frail elderly persons
- Housing and supportive services for mentally ill persons
- Housing and supportive services for substance abused persons
- Housing and supportive services for disabled persons

Non-Housing Community Development

- Supportive services for transitional age youth
- Recreational services for at-risk youth
- Job training and placement for at-risk youth
- Homeless prevention and rapid re-housing services to at-risk of becoming homeless persons
- Public Facilities and improvements

The priority needs have been established as solutions to the needs identified and determined through the citizen participation process, previous consultations and discussions with various organizations and staff. Some of the priorities are reinforced by census data provided by HUD as well as comments from the public and the Community Survey results.

SP-30 Influence of Market Conditions

Influence of Market Conditions

| Affordable Housing Type | Market Characteristics that will influence the use of funds available for housing type |
|---------------------------------------|--|
| Tenant Based Rental Assistance (TBRA) | HOME grant does not have a TBRA activity. However, OHA section 8 program is very similar to the TBRA activity. The market characteristic that will influence the use of funds is: an increase in fair market rent will cause a decrease in the number of assisted families due to limited Housing Assistance Payments (HAP) funds. |
| TBRA for Non-Homeless Special Needs | Same as above. |
| New Unit Production | Cost of land; cost of infrastructure improvements required for development of land related to New Unit Production; impact fees, including school fees, transportation fees, parks, etc.; and construction requirements (e.g., seismic standards, Green building codes, accessibility standards, etc.); and general economic conditions, including income and employment levels and market interest rates. HOME program can be used based on costs and resources, targeting different level of income and various locations citywide. |
| Rehabilitation | General economic conditions, including income and employment levels as factors which affect whether homeowners repair their homes or move; and market interest rates. CDBG and HOME funds can be used. |
| Acquisition, including preservation | CDBG and HOME funds can be used as gap financing based on costs and resources, targeting different income levels within the community. |

Table 51 – Influence of Market Conditions

SP-35 Anticipated Resources

Introduction

The City anticipates that over the course of the Strategic Plan, CDBG, HOME, and ESG grants will be available for use in the jurisdiction. Along with these federal entitlements, the jurisdictions may elect to utilize Section 108, Low-Income Housing Tax Credits and the State of California's housing programs to support housing development, such as BEGIN and CalHome. Due to recent legislative changes in California, the 80% redevelopment tax increment funding will no longer be available for development or matching funds. The local Housing Trust Fund monies have been depleted as commercial development which generates these funds has stalled in recent years, but it is possible over a five-year period for commercial development to increase thereby generating growth in the trust funds to use for projects or matches.

Other resources that may be used include funds provided under other HUD programs, grants from the Department of Commerce, the Economic Development Administration, the Federal Emergency Management Agency, federal, state and local energy efficiency programs, federal tax credits and mortgage credit certificates, County and City General Fun as well as program income. One of the main obstacles to meeting community needs is inadequate resources for programs that could address these needs. Funding within California and federal and private funding sources for housing and community development programs is and will remain limited for the foreseeable future due to the current economic situation.

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|-------------------|------------------|--------------------------------------|-----------------------------------|-----------------------------|------------------------------------|-----------------------|--|-----------------------|
| | | | Annual Allocation: \$2,982,374 | Program Income: \$70,000 | Prior Year Resources: \$495,583 | Total: \$3,547,957 | | |
| CDBG | Public - Federal | Admin and Planning | 441,157 | | | | 0 | |
| | | Housing | 1,170,518 | 20,000 | | | | |
| | | Public Improvements | 243,242 | | 470,583 | | | |
| | | Public Services | 330,868 | | | | | |
| | | Total CDBG | 2,185,785 | 20,000 | 470,583 | 2,676,368 | | |
| HOME | Public - Federal | Administration | 69,608 | | 25,000 | | 0 | |
| | | Homebuyer assistance | 115,100 | 50,000 | | | | |
| | | Homeowner rehab | 225,000 | | | | | |
| | | Multifamily rental new construction | 236,369 | | | | | |
| | | Multifamily rental rehab | | | | | | |
| | | New construction for ownership | | | | | | |
| | | TBRA | | | | | | |
| Total HOME | 646,077 | 50,000 | 25,000 | 721,077 | | | | |
| ESG | Public - Federal | Administration | 11,289 | | | | 0 | |
| | | Financial Assistance | 30,000 | | | | | |
| | | Overnight shelter | 71,000 | | | | | |
| | | Rapid re-housing (rental assistance) | 30,205 | | | | | |
| | | HMIS | 8,018 | | | | | |
| | | Transitional housing | | | | | | |
| | | Total ESG | 150,512 | 0 | 0 | 150,512 | | |

Table 52 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

All sources and types of matching funds are more limited now due to the current economic climate, along with the demise of California redevelopment tax-increment funds and housing set-aside funds, and draw-down of local housing trust funds. However, as in the past, the jurisdictions will be as creative as possible to find other sources of funding from state, federal, private developer, state tax-credit, California Infrastructure and Economic Development Bank loans, or local funding, such as the housing trust funds, in order to develop and deliver efficient and cost effective projects.

Affordable Housing:

The Affordable Housing and Rehabilitation Division utilize various funding sources to leverage the federal funds received for our First-Time Homebuyer and Single-Family Rehabilitation programs. Specifically, our programs utilize required investment from homebuyers and homeowners, along with funding from the BEGIN program and the CalHome program. Combined, these meet and exceed the 25% match requirement of the HOME program.

For FY 2013-2014, a total of \$1,263,235 of BEGIN funding is anticipated for first-time homebuyers, along with \$600,000 of HOME and CDBG program funding. An additional \$1,000,000 from State Cal-HOME grant for Acquisition/Rehabilitation has been received, and it is anticipated that those funds will be expended over the next two fiscal years (FY 2013-2014 and 2014-2015). The Rehabilitation programs will receive \$236,369 and \$300,000 from HOME and CDBG grant programs respectively for fiscal year 2013-2014.

For FY 2013-2014, a total of \$1,263,235 of BEGIN funding is anticipated for first-time homebuyers, along with \$600,000 of CDBG and HOME programs funding. An additional \$1,000,000 from the State CalHome grant for Acquisition/Rehabilitation has been received, and it is anticipated that those funds will be expended over the next two fiscal years (FY 2013-2014 and 2014-2015). The Rehabilitation program will receive \$236,369 and \$300,000 from HOME and CDBG respectively, for FY 2013-2014.

Homeless Services:

Federal funds will leverage additional resources by allowing more people to receive eviction prevention and homeless services assistance. The City's ESG program leverages with the County of Ventura designated Homeless Prevention and Rapid Re Housing set aside by the Board of Supervisors. The established amount was \$750,000 for two years. Additionally, the Society of St. Vincent de Paul operates the Emergency Winter Warming Shelter in which the leverage from federal funds is an additional \$450,000 in shelter services. Other said funds for the operation of the Consolidated Plan

Shelter come from the Cities of Camarillo, Ventura, Port Hueneme, Ventura County, FEMA and privately raised funds of Society of St. Vincent de Paul. The other two shelter programs, which are operated by Kingdom Center and Turning Point Foundation, also leverage privately raised funds for the operation of their respective programs. Between these two programs, the City receives \$135,500 and \$157,000 in leveraging respectively.

The Continuum of Care (CoC) grant provides funding for transitional and permanent supportive housing, supportive services, case management and Shelter Plus Care services for homeless and at-risk of becoming homeless persons. Under the City's CoC umbrella there are nine separate programs, including the Homeless Management Information System (HMIS), which is the HUD-mandated database for funded homeless service providers. Programs are not required to demonstrate all leveraging sources and amounts, but must provide either a 20-25% match of the federal grant. The projects funded under the CoC grant are as follows: Khepera House (Transitional Housing), RAIN (Transitional Housing), Kingdom Center (Transitional Housing), Wooley House (Transitional Housing), Wooley House (Permanent Supportive Housing), Ventura County Behavioral Health (Shelter Plus Care), Project Understanding (Transitional Housing), Many Mansions D Street Project (Permanent Supportive Housing), Community Action of Ventura County (Supportive Services), Oxnard Homeless Outreach Project (Case Management - Homeless Outreach), and the HMIS. In total these projects receive \$763,546 and these funds are matched with other local, state and privately raised funds in the amount of \$152,709.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City has acquired title to a parcel of land located at First and Hayes. The land will be proposed to the City's certified CHDOs, through a competitive process, for the development of a new affordable housing development.

Discussion

Locally, state-wide, and nationally the traditional funding sources for housing and community development work will be in very limited supply for the foreseeable future. As the nation and the State of California move out of the effects of the recession and begin to experience economic growth and easing of national, state and local budget constraints jurisdiction may begin to see greater availability of housing funds to support local affordable housing construction and rehabilitation. This process will most likely take several years to occur. In the meantime, the City of Oxnard, as always, will continue to look for available public and private resources and creative ways to fund affordable housing.

SP-40 Institutional Delivery Structure

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

| Responsible Entity | Responsible Entity Type | Role | Geographic Area Served |
|---|--------------------------------|--|-------------------------------|
| Many Mansions | CHDO | Ownership Rental | Jurisdiction |
| Grantee Departments | Government | Economic Development Homelessness Non-homeless Special Needs Ownership Planning Neighborhood Improvements Public Facilities Public Services | Jurisdiction |
| Ventura County Human Services Agency | Sub recipient | Homelessness | Jurisdiction |
| Cabrillo Economic Development Corporation | CHDO | Ownership Rental | Jurisdiction |
| Community Action of Ventura County | Sub recipient | Homelessness | Jurisdiction |
| Khepera House | Sub recipient | Homelessness | Jurisdiction |
| Kingdom Center | Sub recipient | Homelessness | Jurisdiction |
| Labor Compliance Providers | Contractor | Neighborhood Improvements Public Facilities | Jurisdiction |
| Oxnard Housing Authority | PHA | Public Housing Rental | Jurisdiction |
| Turning Point Foundation | Sub recipient | Homelessness | Jurisdiction |

Table 53 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The City Manager continues to coordinate City programs with the various departments through weekly Executive Board and Economic Development Committee meetings. There are also weekly or bi-weekly meetings with individual department directors as a further way of managing City operations.

The Housing Department is making better utilization of its management staff by developing special teams combining staff from the Housing Authority Director's Office, Fair Housing, Affordable Housing, Grants Management divisions to implement special housing projects. The City Housing Department's efforts are to ensure decent, safe, attractive, sanitary and well-maintained housing for eligible ELLI individuals and families. The OHA is a part of the Housing Department of the City. The City's five council members also serve as Housing Authority Commission (HAC) members with the addition of two tenant commissioners for a total of seven HAC members. Non-profit housing development corporations, such as Cabrillo Economic Development Corporation, and Many Mansions, have played key roles in the development of affordable housing by leveraging limited City resources.

For any construction related projects, the City works closely with business partner, Labor Compliance Providers, Inc., to provide contract administration services including monitoring of the Davis Bacon Labor Law, as well as, adherence to the federal procurement requirements.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

| Homelessness Prevention Services | Available in the Community | Targeted to Homeless | Targeted to People with HIV |
|---|----------------------------|----------------------|-----------------------------|
| Homelessness Prevention Services | | | |
| Counseling/Advocacy | X | X | |
| Legal Assistance | X | X | |
| Mortgage Assistance | X | | |
| Rental Assistance | X | X | |
| Utilities Assistance | X | X | |
| Street Outreach Services | | | |
| Law Enforcement | X | | |
| Mobile Clinics | X | X | X |
| Other Street Outreach Services | | X | X |
| Supportive Services | | | |
| Alcohol & Drug Abuse | X | X | X |
| Child Care | X | | |
| Education | X | X | X |
| Employment and Employment Training | X | X | X |
| Healthcare | X | X | X |
| HIV/AIDS | X | X | X |
| Life Skills | X | X | |
| Mental Health Counseling | X | X | |
| Transportation | X | | |
| Other | | | |
| | | | |

Table 54 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

With the implementation of HEARTH legislation there is the expectation that the HUD-funded (CoC) program dollars will focus on meeting critical housing needs. Although some HUD dollars may be reinvested in the system to support services, there is the expectation that other mainstream resources will be incentivized through investment and managing care to provide service to special needs populations (persons with HIV/AIDS, the elderly and persons with disabilities). In line with managing service costs, there will be a focus on prevention, as research indicates that it is such approaches that are less expensive and highly effective when done properly. There will also be an increased focus on employment so the individuals and families can offset service costs and needs through increased income.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

While the strength of the service delivery system is the service providers, the gaps in the system deal with the lack of effective and efficient service providers and the lack of affordable housing for homeless persons. The region does not have enough providers to provide adequate attention to the special needs population. Coupled with the high cost of housing in the area, and the gap in services only widens each year.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The strategy for overcoming gaps in the institutional structure and service delivery system is to continue to strengthen the existing services providers and expand their individual coverage areas, and to also work closely with the non-profit and faith-based housing providers to construct appropriate and affordable housing for those persons with priority needs.

SP-45 Goals Summary

Goals Summary Information

| Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|--------------------------------------|------------|----------|---|--|---|---|---|
| Help Achieve Homeownership | 2013 | 2017 | Affordable Housing | City-wide | Housing | CDBG: \$300,000 HOME: \$1,425,000 | Direct Financial Assistance to Homebuyers: 58 Households Assisted |
| New Affordable Rental Housing Units | 2013 | 2017 | Affordable Housing | City-wide | Housing | HOME: \$575,500 | Rental units constructed: 16 Household Housing Unit |
| Help Achieve Housing Preservation | 2013 | 2017 | Affordable Housing | City-wide | Housing | HOME: \$1,500,000 | Homeowner Housing Rehabilitated: 75 Household Housing Unit |
| Infrastructure and Public Facilities | 2013 | 2017 | Non-Housing Community Development | Low-Mod Areas census tract neighborhoods | Public Improvements Public Facilities | CDBG: \$2,000,000 HOME: \$0 ESG: \$0 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100,000 Persons Assisted |
| Public Services | 2013 | 2017 | Homeless Non-Homeless Special Needs | City-wide | Job Development Housing and Supportive Services Homeless Prevention/Rapid Re-Housing Public Facilities | | Public service activities other than Low/Moderate Income Housing Benefit: 10,000 Persons Assisted Jobs created/retained: 50 Jobs |
| Reduce homelessness | 2013 | 2017 | Homeless | City-wide | Homeless | ESG: \$150,512 | Homeless Person Overnight Shelter: |

| Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|-------------------------|------------|----------|------------------|--|-----------------|--------------------|---|
| | | | | | | | 1000 Persons Assisted Homelessness Prevention: 100 Persons Assisted |
| Code Enforcement Effort | 2013 | 2014 | code enforcement | Low-Mod Areas census tract neighborhoods | Housing | CDBG: \$200,000 | Other: 750 Other |

Table 55– Goals Summary

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b) (2)

The following are estimated number of families per income category to whom the City will assist in providing affordable housing in the next five years.

1. Extremely low-income families: 20
2. Low-income families: 100
3. Moderate-income families: 20

SP-50 Public Housing Accessibility and Involvement

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

At present time, there is not a need to increase the number of accessible units.

Activities to Increase Resident Involvements

The OHA promotes and operates the Family Self-Sufficiency Program (FSS) for Public Housing residents and Housing Choice Voucher Participants. The OHA and its local partners provide the following services as part of the FSS Program:

- Computer literacy instruction including a computer lab on-site;
- Community college courses;
- Drug and alcohol treatment and counseling;
- Education and training, including education toward completion of high school, scholarships, tuition-free courses, and course materials;
- Family counseling;
- ESL classes;
- Job search assistance and work readiness training;
- Youth development and after school programs for youth;
- Money management and financial literacy counseling and training;
- Government and community services;
- Personal and professional appearance guidance and training;
- Rental and homeownership opportunity counseling in private sector;
- Special education, including business and trade schools, and training for the handicapped;
- Homeownership training and counseling;
- Child care, during training and employment hours;
- Health services, including medical, mental health, dental, and health care counseling;
- Nutrition programs and food assistance;

- Self-esteem or self-improvement counseling or seminars;
- Transportation, including automobile, insurance, or public-transportation subsidies and car repair or maintenance services;
- Legal services
- Vocational training and placement; and
- Parent training.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the 'troubled' designation

Not Applicable.

FINAL DRAFT

SP-55 Barriers to affordable housing

Barriers to Affordable Housing

Barriers or constraints to the affordability of housing exist in many forms. First and foremost, an economic barrier to affordable housing can result from a factor as simple as location. Ventura County is a coastal county, and land values are relatively high compared to much of the rest of the state. Set within Ventura County, the City of Oxnard is located on the Pacific Ocean, in an area with a desirable Mediterranean climate, close to the major cultural amenities of the Los Angeles area, but without many of the characteristics of a dense metropolis which are often deemed negative. This resulting high land cost, together with the relatively lower income levels of the City's population compared to neighboring areas, combine to present the primary barrier to affordable housing: the disparity between the high cost of housing in an area and the economic resources to access that housing available to a large percentage of the local workforce.

State law employs the term "constraints" to describe forces or efforts to restrain actions that would otherwise occur. Environmental review, general planning, zoning, and related local land use regulations and development standards are all extensions of local government police powers to protect life and property, minimize nuisances, and achieve a desired quality of life as expressed through a participatory democratic process. Certain barriers to affordability, then, can be required by State Law (such as preparing and adopting a General Plan and conducting environmental review), adopted for safety or civil rights reasons (such as the imposition of seismic construction standards in quake-prone areas, or requiring compliance with accessibility or visit ability design standards), or enacted to remedy or prevent a specific local issue (such as requiring landscaping to deter graffiti). The term "barrier" should not be interpreted in the context that local development standards and development review procedures are inhibiting the provision of quality affordable housing that would otherwise be developed.

The City strives to consistently implement all policies and procedures, to review local development standards and development review procedures in such a way as to ensure that such do not have unintended negative consequences, and to improve policies and procedures so as to increase the opportunities and feasibility of developing affordable housing, especially for special needs and very low- and low-income units). The City's recent enactment of an ordinance codifying the reasonable accommodation provisions in the planning and development process exemplifies the effort to eliminate any such barriers.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

The City strives to consistently implement all policies and procedures, to review local development standards and development review procedures in such a way as to ensure that such do not have unintended negative consequences, and to improve policies and procedures so as to increase the opportunities and feasibility of developing affordable housing, especially for special needs and very low- and low-income units). The City's recent enactment of an ordinance codifying the reasonable accommodation provisions in the planning and development process exemplifies the effort to eliminate any such barriers.

The strategy of the City will be to continue our on-going efforts to review all potential barriers to affordable housing that are within the City's power to address; to continue to pursue and utilize available funding for mortgage assistance and housing rehabilitation; and to continue to work with and partner with CHDOs and housing developers from the non-profit and for-profit sectors to promote the development of affordable and special-needs housing.

FINAL DRAFT

SP-60 Homelessness Strategy

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

Under the Continuum of Care grant, the City has collaborated with the Ventura County Human Services Agency (HSA) under its Oxnard Homeless Outreach Project (OHOP) to provide case management to unsheltered homeless persons. The HSA street team provides counseling, service information updates, and referrals to this population, including medical assistance and homeless court advocacy.

Addressing the emergency and transitional housing needs of homeless persons

There are few year round shelter options in the city for homeless persons year round. However, the Rescue Mission provides emergency shelter beds for single men, women and women with children. There are seven transitional housing service providers with a total of 193 beds. There is an emergency winter shelter open from December 1 - March 31, but this does not provide the year round shelter necessary to assist those most in need when the shelter is not open. In order to adequately address the shelter needs there needs to be a complete and permanent year round shelter.

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

Currently, the City is using Emergency Solutions Grant (ESG) funding in a collaborative effort with the Ventura County Human Services Agency (HSA) to provide an HPRP-like program. This assists households with move-in deposits, short term rental assistance, utility assistance, and utility deposits for homeless families, individuals, veterans and others that meet the minimum program guidelines. The program's case management component is in place to keep the stability of newly housed families in place and to guide them into choices that will hopefully prevent them from becoming homeless again. There are also the transitional housing programs that work with clients exiting for permanent housing. These programs also have case managers assigned to exiting clients to ensure long term stability after program exit. The combination of these activities, and with service providers collaborating with each other, makes the transition for homeless persons into permanent housing more prone to success.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The City collaborates with HSA with its ESG funds to help low-income individuals and families and others in the pre-defined populations avoid becoming homeless by providing rental and eviction prevention assistance. Also, this assistance includes move-in/security deposit and first month's rent. We also collaborate with other homeless service providers and non-profits for utility assistance, weekly food baskets, and medical assistance. These services fill the gaps for those families and individuals that are on the verge of becoming homeless.

FINAL DRAFT

SP-65 Lead based paint Hazards

Actions to address LBP hazards and increase access to housing without LBP hazards

Staff presumes that all pre1978 properties contain components with lead-based paint on the interior, exterior, or both. Only individuals trained and certified in procedures compliant with the U.S. Environmental Protection Agency's lead-based paint ruling effective April 22, 2010 do all work and supervision.

For projects less than \$5000, certified individuals supervise and perform any work, which disturbs painted surfaces of pre-1978 properties, after which a clearance test is done. If work performed doesn't disturb painted surfaces, then no lead-based paint is abated. In any case, the Rehabilitation Loan Specialist will give a pamphlet; *"Protect Your Family from Lead-Based Paint Hazards"*, provided by HUD. The pamphlet explains about lead poisoning, including that soil and dust may contribute.

For projects between \$5,000 and \$25,000, a risk assessment is required prior to the work beginning to determine components having lead based paint. This is for the safety of the workers as well as occupants when the project is completed. Clearance testing is required. The homeowner receives the above-mentioned pamphlet also.

For projects over \$25,000, a certified lead-based paint abatement contractor abates the lead-based paint. Clearance testing is required. The homeowner receives the pamphlet if there are any additional areas where work was not performed have painted surfaces in a pre-1978 property.

How are the actions listed above related to the extent of lead poisoning and hazards?

Workers are trained how to protect themselves when working in a property that is presumed or known to have lead-based painted surfaces. They also know how to reduce or prevent an accumulation of lead-based paint dust so as not to harm the residents when they return to the home or are in the home while the rehabilitation is proceeding.

The pamphlet educates the residents how to clean or when not to disturb lead-painted surfaces so that they are safe or safer in their home. It educates them that lead is found in other sources such as lead-soldered pipes or soil around the home. The homeowners copy of the scope of work performed can be his/her record of abatement when selling the home or having additional work done.

How are the actions listed above integrated into housing policies and procedures?

The Affordable Housing and Rehabilitation staff has produced a handbook of loan processing policies, which staff included on the webpage on the City's website. The brochures and most business cards refer to this webpage. The public is encouraged to view the handbook prior to applying for any loans or filling out an application to verify eligibility to purchase an affordable housing unit. Each loan lists applicable policies including the lead-based paint.

The procedures manual includes giving the pamphlet to the homeowner/homebuyer. Now the page that shows that the homeowner received the pamphlet is signed by the homeowner and kept in the project file.

SP-70 Anti-Poverty Strategy

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

Per the 2005-2009 American Community Survey, the City has approximately 31,443 (15.9 %) of its population at or below the poverty level. There were approximately 8,455 extremely low-income households in Oxnard, which represent 17% of the total households (49,550).

The City employs a variety of strategies to help alleviate poverty, including efforts to stimulate economic growth and additional job opportunities, and to provide residents with the skills and abilities required to take advantage of those opportunities. Economic development opportunities, such as living wages paying jobs, are very important to low-income persons to start gaining economic self-sufficiency and move above the poverty level. As described in the Homeless Strategic Plan and the Continuum of Care the City works with local nonprofits, faith based and governmental agencies to provide emergency shelters and transitional and permanent housing and the full range of supportive services required to assist this population to achieve economic independence. Along with City Corps programs designed to improve employment skills and provide job opportunities to youth at risk, Police Activities League provides youth enrichment activities (recreational, athletic and educational) designed to support crime prevention and intervention programs and to create a safe environment for a positive change. To the extent possible, the City plans to reduce the number of households with incomes below the federal poverty level through a combination of direct assistance and indirect benefit from neighborhood improvement activities, using the CDBG, HOME and ESG funds through the following strategies:

- Encourage economic development in low- and moderate-income areas by providing funding to improve public infrastructure
- Utilize improved public infrastructure to spur private investment to revitalize existing commercial areas to remove blighting influence and increase the number of jobs
- Rehabilitate substandard existing single-family or mobilehome housing units for income qualified owners;
- Rehabilitate or provide new affordable housing units that include handicap accessibility for seniors or the disabled persons,
- Improve community centers, neighborhood parks and infrastructure, including those in conjunction with affordable housing projects, and
- Provide comprehensive homeless and homeless prevention programs

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan?

By providing financial assistance to first-time homebuyers, the Affordable Housing and Rehabilitation Program's activities assist low-income residents in the long run by helping them make the transition to homeowner statues and also by helping them build up equity in their own home. Similarly, assisting a low-income family which already owns in home to rehabilitate or improve that home increases its value, and thus increases the value of that family's home in the long run. Increased wealth in the form of home ownership can, when properly nurtured, provide

economic resources that can permit a low-income homeowner to increase their income, by providing wealth that can assist in the financing of higher education for household members (leading to increased income), and/or wealth which can assist in obtaining investment capital to start a business. While the ability to access home equity is limited for extended periods of time under most housing assistance programs, a valuable credit history can be created which increases a family's access to borrowed money. In addition, the eventual termination of restrictions permits direct access to accumulated equity at some point in the future. All of these can have the effect of lifting families out of poverty.

FINAL DRAFT

SP-80 Monitoring

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

Housing staff monitors home loans for homebuyer down payment assistance, homeowner rehabilitation loans/grants, community housing development projects (CHDO) homebuyer and rental projects, and units designated as affordable by the planning department, which were the result of negotiations between the City and the developer of the developments. Staff monitors for owner occupancy mostly for homeowner, homebuyer loans and deed-restricted units during the affordability period. Rental projects are mostly HOME-funded with CHDO Set-Aside funds. Staff monitors HOME-Assisted units in the rental projects throughout the HOME affordability period utilizing the HOME Monitoring Checklists. Staff monitors affordable density bonus projects for compliance with applicable state regulations. Staff determines eligibility for CHDO Set Aside funds currently using 1) Certification of the community housing development organization, and the required analysis. Staff utilizes an open bidders list for general contractors and specialty trades. To promote minority- and women-owned businesses in the projects, staff has and will continue to notify appropriate local organizations for these groups, college construction management and trades programs and post opportunities to planning rooms. This will include Section 3 in the future, particularly if the project creates new jobs to offer training and employment opportunities to low-income individuals in the community. Staff will comply with comprehensive planning requirements in setting goals for the programs, reporting on progress as required, taking into consideration comments from the community gathered by survey of community priorities collected by Grants Management including comments and inquiries received from the public throughout the year.

Grants Management administratively will continue to monitor housing and community development projects, through site visits, to ensure long-term compliance requirements and comprehensive planning requirements are met. Throughout the grants' terms, the Grants Management Division continues to provide technical assistance to various city programs in terms of administrative as well as financial compliance with all HUD regulations.

For any construction related projects, the City works closely with business partners, Labor Compliance Providers, Inc, to provide contract administration services including monitoring of the Davis Bacon Labor Law, as well as, adherence to the federal procurement requirements.

In the efforts to effectively enhance the coordination with various service providers, a bi-annual monitoring process with new monitoring tools has been implemented for the Homeless Program. The process calls for each service provider receiving City funds to provide homeless services, to receive an on-site monitoring visit from the City staff. Homeless Program staff will review client information, financial records and internal operating policies to ensure continued program success, as well as, meeting HUD and State guidelines as required by each individual grant.

AP-15 Expected Resources

Introduction

The City expects to receive CDBG, HOME, and ESG, over the course of the Strategic Plan for use to address the community needs. In addition to these entitlement grants, Oxnard anticipates receiving funding from CoC, and the State of California's housing programs to support housing development, such as BEGIN, and CalHome. Due to recent legislative changes in California, the 80% redevelopment tax increment funding will no longer be available for development or matching funds. The local Housing Trust Fund monies have been depleted as commercial development which generates these funds has stalled in recent years, but it is possible over a five-year period for commercial development to increase thereby generating growth in the trust funds to use for projects or matches.

FINAL DRAFT

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|---------|------------------|--------------------------------------|-----------------------------------|-----------------------------|------------------------------------|-----------------------|--|-----------------------|
| | | | Annual Allocation: \$2,982,374 | Program Income: \$70,000 | Prior Year Resources: \$495,583 | Total: \$3,547,957 | | |
| CDBG | Public - Federal | Admin and Planning | 441,157 | | | | 0 | |
| | | Housing | 1,170,518 | 20,000 | | | | |
| | | Public Improvements | 243,242 | | 470,583 | | | |
| | | Public Services | 330,868 | | | | | |
| | | Total CDBG | 2,185,785 | 20,000 | 470,583 | 2,676,368 | | |
| HOME | Public - Federal | Administration | 69,608 | | 25,000 | | 0 | |
| | | Homebuyer assistance | 115,100 | 50,000 | | | | |
| | | Homeowner rehab | 225,000 | | | | | |
| | | Multifamily rental new construction | 236,369 | | | | | |
| | | Multifamily rental rehab | | | | | | |
| | | New construction for ownership | | | | | | |
| | | TBRA | | | | | | |
| | | Total HOME | 646,077 | 50,000 | 25,000 | 721,077 | | |
| ESG | Public - Federal | Administration | 11,289 | | | | 0 | |
| | | Financial Assistance | 30,000 | | | | | |
| | | Overnight shelter | 71,000 | | | | | |
| | | Rapid re-housing (rental assistance) | 30,205 | | | | | |
| | | HMIS | 8,018 | | | | | |
| | | Transitional housing | | | | | | |
| | | Total ESG | 150,512 | 0 | 0 | 150,512 | | |

Table 56 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

All sources and types of matching funds are more limited now due to the current economic climate, along with the demise of California redevelopment tax-increment funds and housing set-aside funds, and draw-down of local housing trust funds. However, as in the past, the jurisdictions will be as creative as possible to find other sources of funding from state, federal, private developer, state tax-credit, California Infrastructure and Economic Development Bank loans, or local funding, such as the housing trust funds, in order to develop and deliver efficient and cost effective projects.

Affordable Housing:

The Affordable Housing and Rehabilitation Division utilize various funding sources to leverage the federal funds received for our First-Time Homebuyer and Single-Family Rehabilitation programs. Specifically, our programs utilize required investment from homebuyers and homeowners, along with funding from the BEGIN program and the CalHome program. Combined, these meet and exceed the 25% match requirement of the HOME program.

For FY 2013-2014, a total of \$1,263,235 of BEGIN funding is anticipated for first-time homebuyers, along with \$600,000 of HOME and CDBG program funding. An additional \$1,000,000 from State Cal-HOME grant for Acquisition/Rehabilitation has been received, and it is anticipated that those funds will be expended over the next two fiscal years (FY 2013-2014 and 2014-2015). The Rehabilitation programs will receive \$236,369 and \$300,000 from HOME and CDBG grant programs respectively for fiscal year 2013-2014.

Homeless Services:

1) Federal funds will leverage additional resources by allowing more people to receive eviction prevention and homeless services assistance. The City's ESG program leverages with the County of Ventura designated Homeless Prevention and Rapid Re Housing set aside by the Board of Supervisors. The established amount was \$750,000 for two years. Additionally, the Society of St. Vincent de Paul operates the Emergency Winter Warming Shelter in which the leverage from federal funds is an additional \$450,000 in shelter services. Other said funds for the operation of the Shelter come from the Cities of Camarillo, Ventura, Port Hueneme, Ventura County, FEMA and privately raised funds of Society of St. Vincent de Paul. The other two shelter program, which is operated by Kingdom Center and Turning Point Foundation, also leverage privately, raised funds for the operation of their respective programs. Between these two programs, the City receives \$135,500 and \$157,000 in leveraging respectively.

Consolidated Plan

The Continuum of Care (CoC) grant provides funding for transitional and permanent supportive housing, supportive services, case management and Shelter Plus Care services for homeless and at-risk of becoming homeless persons. Under the City's CoC umbrella there are nine separate programs, including the Homeless Management Information System (HMIS), which is the HUD-mandated database for funded homeless service providers. Programs are not required to demonstrate all leveraging sources and amounts, but must provide either a twenty or 20-25% match of the federal grant. The projects funded under the CoC grant are as follows: Khepera House (Transitional Housing), RAIN (Transitional Housing), Kingdom Center (Transitional Housing), Wooley House (Transitional Housing), Wooley House (Permanent Supportive Housing), Ventura County Behavioral Health (Shelter Plus Care), Project Understanding (Transitional Housing), Many Mansions D Street Project (Permanent Supportive Housing), Community Action of Ventura County (Supportive Services), Oxnard Homeless Outreach Project (Case Management - Homeless Outreach), and the HMIS. In total these projects receive \$763,546 and these funds are matched with other local, state and privately raised funds in the amount of \$152,709.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City has acquired title to a parcel of land located at First and Hayes. The land will be proposed to the City's certified CHDOs, through a competitive process, for the development of a new affordable housing development.

Discussion

Locally, state-wide and nationally, the traditional funding sources for housing and community development work will be in very limited supply for the foreseeable future. As the nation and the State of California move out of the effects of the recession and begin to experience economic growth and easing of national, state and local budget constraints jurisdiction may begin to see greater availability of housing funds to support local affordable housing construction and rehabilitation. This process will most likely take several years to occur. In the meantime, the City of Oxnard, as always, will continue to look for available public and private resources and creative ways to fund affordable housing.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

| Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|--------------------------------------|------------|----------|---|---|---|--|---|
| Help Achieve Homeownership | 2013 | 2014 | Affordable Housing | City-wide | Housing | CDBG: \$300,000 HOME: \$300,000 | Direct Financial Assistance to Homebuyers: 20 Households Assisted |
| New Affordable Rental Housing Units | 2013 | 2014 | Affordable Housing | City-wide | Housing | HOME: \$115,100 | Other: 1 Other |
| Help Achieve Housing Preservation | 2013 | 2014 | Affordable Housing | City-wide | Public Improvements Housing | CDBG: \$300,000 HOME: \$200,387 | Homeowner Housing Rehabilitated: 25 Household Housing Unit |
| Infrastructure and Public Facilities | 2013 | 2014 | Non-Housing Community Development | Low-Mod Areas census tract neighborhoods | Public Improvements Public Facilities | CDBG: \$500,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1601 Persons Assisted |
| Public Services | 2013 | 2014 | Non-Homeless Special Needs | Low-Mod Areas census tract neighborhoods City-wide | Housing and Supportive Services | CDBG: \$281,524 | Public service activities other than Low/Moderate Income Housing Benefit: 6000 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 300 Households Assisted |
| Reduce homelessness | 2013 | 2014 | Homeless | City-wide | Homeless Prevention/Rapid Re- Housing | ESG: \$150,512 | Homeless Person Overnight Shelter: 635 Persons Assisted Homelessness Prevention: 100 Persons Assisted |
| Code Enforcement Effort | 2013 | 2014 | Code Enforcement | Low-Mod Areas census tract neighborhoods | Housing | CDBG: \$200,000 | Housing Code Enforcement/Foreclosed Property Care: 750 Household Housing Unit |

Table 57 – Goals Summary

Projects

AP-38 Project Summary

Project Summary Information

| Project Name | Target Area | Goals Supported | Needs Addressed | Funding |
|---|-------------|--|---|-----------------|
| CDBG 13 : GRANTS ADMINISTRATION AND SUPPORT | City-wide | Help Achieve Homeownership New Affordable Rental Housing Units Help Achieve Housing Preservation Infrastructure and Public Facilities Public Services Reduce homelessness Code Enforcement Effort | Housing Homeless Homeless Prevention/Rapid Re- Housing Housing and Supportive Services Job Development Public Facilities Public Improvements | CDBG: \$284,307 |
| CDBG 13: ADMIN-HOMELESS ADMINISTRATION | City-wide | Reduce homelessness | Homeless | CDBG: \$72,430 |
| CDBG 13: ADMIN-FAIR HOUSING | City-wide | Help Achieve Homeownership New Affordable Rental Housing Units Help Achieve Housing Preservation | Housing | CDBG: \$15,390 |
| CDBG 13: ADMIN-AFFORDABLE HOUSING | City-wide | Help Achieve Homeownership New Affordable Rental | Housing | CDBG: \$69,030 |

| | | | | |
|--|---|---|------------------------------------|-----------------|
| | | Housing Units Help Achieve Housing Preservation | | |
| CDBG 13: PS- FAIR HOUSING- HOUSING RIGHT CENTER | City-wide | Public Services | Housing and Supportive Services | CDBG: \$30,000 |
| CDBG 13: PS-COLONIA GYMNASIUM | Low-Mod Areas census tract neighborhoods | Public Services | Housing and Supportive Services | CDBG: \$50,000 |
| CDBG 13: PS-AFTER SCHOOL PROGRAMS | Low-Mod Areas census tract neighborhoods | Public Services | Housing and Supportive Services | CDBG: \$91,000 |
| CDBG13: PS-POLICE ACTIVITIES LEAGUE | City-wide | Public Services | Housing and Supportive Services | CDBG: \$127,848 |
| CDBG13: PS-COLONIA BOXING CENTER | City-wide | Public Services | Housing and Supportive Services | CDBG: \$17,020 |
| CDBG13: CIP-CODE COMPLIANCE | Low-Mod Areas census tract neighborhoods | Code Enforcement Effort | Housing and Supportive Services | CDBG: \$200,000 |
| CDBG13: CIP-HOUSING SERVICES | City-wide | Help Achieve Homeownership Help Achieve Housing Preservation | Housing and Supportive Services | CDBG: \$390,518 |
| CDBG13: CIP-FIRST TIME HOMEBUYER | City-wide | Help Achieve Homeownership | Housing | CDBG: \$300,000 |
| CDBG13: CIP-REHABILITATION OF SF HOUSING UNITS | City-wide | Help Achieve Homeownership | Public Improvements | CDBG: \$200,000 |
| CDBG13: CIP-MOBILEHOME REHABILITATION | City-wide | Help Achieve Housing Preservation | Public Improvements | CDBG: \$100,000 |
| CDBG13: CIP-CAMPUS PARK GYMNASIUM FINAL PHASE | Low-Mod Areas census tract neighborhoods | Infrastructure and Public Facilities | Public Facilities | CDBG: \$500,000 |
| HESG13: EMERGENCY SOLUTIONS GRANT PROGRAM | City-wide | Reduce homelessness | Homeless | ESG: \$150,512 |

| | | | | |
|--|--|--|--|-----------------|
| HOME13: HOUSING ADMINISTRATION | City-wide | Help Achieve Homeownership New Affordable Rental Housing Units Help Achieve Housing Preservation | Housing | HOME: \$69,608 |
| HOME13: CHDO SET ASIDES | City-wide | New Affordable Rental Housing Units | Housing | HOME: \$115,100 |
| CDBG13: PS-RAIN CHILD CARE TLC | City-wide | Public Services | Homeless Housing and Supportive Services | CDBG: \$15,000 |
| HOME13: FIRST-TIME HOMEBUYER ASISTANCE | City-wide | Help Achieve Homeownership | Housing | HOME: \$300,000 |
| CDBG13: CIP-COLONIA PARKING LOTS AND ALLEYS | Low-Mod Areas census tract neighborhoods | Infrastructure and Public Facilities | Public Improvements | CDBG: \$213,825 |
| HOME13: HOUSING REHABILITATION MH | City-wide | Help Achieve Housing Preservation | Housing | HOME: \$116,369 |
| HOME13; SINGLE-FAMILY HOUSING REHABILITATION | City-wide | Help Achieve Housing Preservation | Housing | HOME: \$120,000 |

Table 58 – Project Summary

AP-35 Projects

Introduction

HUD requires a consolidated planning process for CDBG, HOME and ESG programs. This process consolidates multiple grant application requirements into a single submission. The Five Year Consolidated Plan outlines proposed strategies for the expenditures of CDBG, HOME and ESG with the mission to provide a suitable living environment by revitalizing LMA neighborhoods, to assist disadvantaged persons by providing adequate public facilities and services and generating affordable housing opportunities and to stimulate the economic situation.

| # | Project Name |
|----|--|
| 1 | CDBG 13 : GRANTS ADMINISTRATION AND SUPPORT |
| 2 | CDBG 13: ADMIN-HOMELESS ADMINISTRATION |
| 3 | CDBG 13: ADMIN-FAIR HOUSING |
| 4 | CDBG 13: ADMIN-AFFORDABLE HOUSING |
| 5 | CDBG 13: PS- FAIR HOUSING-HOUSING RIGHT CENTER |
| 6 | CDBG 13: PS-COLONIA GYMNASIUM |
| 7 | CDBG 13: PS-AFTER SCHOOL PROGRAMS |
| 8 | CDBG13: PS-POLICE ACTIVITIES LEAGUE |
| 9 | CDBG13: PS-COLONIA BOXING CENTER |
| 10 | CDBG13: CIP-CODE COMPLIANCE |
| 11 | CDBG13: CIP-HOUSING SERVICES |
| 12 | CDBG13: CIP-FIRST TIME HOMEBUYER |
| 13 | CDBG13: CIP-REHABILITATION OF SF HOUSING UNITS |
| 14 | CDBG13: CIP-MOBILEHOME REHABILITATION |
| 15 | CDBG13: CIP-CAMPUS PARK GYMNASIUM FINAL PHASE |
| 16 | HESG13: EMERGENCY SOLUTIONS GRANT PROGRAM |
| 17 | HOME13: HOUSING ADMINISTRATION |
| 18 | HOME13: CHDO SET ASIDES |

| # | Project Name |
|----|--|
| 19 | HOME13: FIRST-TIME HOMEBUYER ASSISTANCE |
| 20 | HOME13: HOUSING REHABILITATION MH |
| 21 | HOME13: SINGLE FAMILY HOUSING REHABILITATION |

Table 59 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The primary obstacle to addressing the underserved needs is the limited amount of funding available. The elimination of all funding resulting from the dissolution of redevelopment agencies in California has had a direct and significant impact on the ability of the City to support the development of additional affordable housing. The continued reductions year after year in HOME allocation and CDBG allocations further erode the resources available to meet the need for affordable housing. The reasons for allocation of the priorities are a product of this reality. The City has surveyed community needs, and elected officials have fulfilled their responsibility to direct funding in a manner which tries to meet these needs to the greatest extent possibility, given the limited funds available. At the commencement of this Five-Year plan, two projects are underway that will result in new affordable rental housing stock (Terraza Las Cortes, a 64-unit project; and Las Cortes, a 266-unit project). Additional construction of more affordable rental housing units in addition to those already initiated, while a top priority, is not feasible at this time. The entire annual HOME and CDBG allocation would be insufficient to construct more than two or three rental units, so the City has determined that directing that funding to first-time homebuyer assistance and rehabilitation will assist more low-income families and will be a better use of limited resources. The City will, however, evaluate proposals from CHDOs for possible support of new affordable rental housing from the City’s CHDO set-aside.

AP-50 Geographic Distribution

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City will assist the low-income and minority people citywide with HOME and ESG funds. CDBG funds will be used to serve the LMI person citywide and LMA neighborhoods.

Geographic Distribution

| Target Area | Percentage of Funds |
|--|---------------------|
| Low-Mod Areas census tract neighborhoods | 51 |
| City-wide | 49 |

Table 60 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The need for affordable housing (funded from CDBG and HOME) is present throughout the City. CDBG funds for direct benefit category-capital improvements and code enforcement are allocated based on the percentage of LMI persons within the LMA neighborhoods.

Discussion

N/A

Affordable Housing

AP-55 Affordable Housing

Introduction

Lower-income households continue to pay high percentage of their income for housing, compared to other income groups. A large percentage of lower-income renters tend to experience overcrowding and inadequate housing conditions as housing problems. In order to help provide decent and affordable housing, and improve the social and economic status for the LMI households in Oxnard, the following programs will be available during the next program year:

1. First Time Homebuyer Assistance program
2. Rehabilitation of Single-Family Housing Units
3. Rehabilitation of Mobilehome Housing Units

| One Year Goals for the Number of Households to be Supported | |
|--|-------|
| Homeless | 250 |
| Non-Homeless | 1,000 |
| Special-Needs | 6,025 |
| Total | 7,275 |

Table 61 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|--|----|
| Rental Assistance | 16 |
| The Production of New Units | 0 |
| Rehab of Existing Units | 25 |
| Acquisition of Existing Units | 20 |
| Total | 61 |

Table 62 - One Year Goals for Affordable Housing by Support Type

Discussion

Affordable Housing Division will continue to provide homeownership programs including the owner-occupied rehabilitation loans for repairs and first time homebuyer grants for down payment assistance to acquire existing units or new units.

AP-60 Public Housing

Introduction

Actions planned during the next year to address the needs to public housing

OHA will continue to administer the 780 public housing units and over 1600 rental assistance vouchers, to address needs to public housing residents through its Resident Services Program which offers a variety of services to families on-site including youth program. The OHA also operates a Family Self-sufficiency (FSS) program to public housing families which promotes homeownership and economic self-sufficiency. The FSS Program provides one-on-one counseling and individual assistance to families that participate in this program.

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

OHA has promoted homeownership by partnering with homeownership counseling agencies such as Cabrillo Economic Development Corporation (CEDC) and offer homeownership services to public housing families. In addition, families are informed of these services through its Family Self-Sufficiency Program and distribution of fliers to all households.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

N/A

AP-65 Homeless and Other Special Needs Activities

Introduction

The City of Oxnard has several collaborative partners thru both the Continuum of Care and Emergency Solutions Grants that are working diligently to solve the issues of homelessness for those who are sheltered, unsheltered, chronically homeless and new to homelessness. It is very important, due to the shrinking resources that these agencies work together. From the results of the Point In Time Counts over the last three (3) years, the overall trend of homelessness is going down. However, the populations are changing. There are more families and single fathers with children than before, and the resources, mainly beds and programs, are not available to accommodate them.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

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

Through the Oxnard Homeless Outreach Project (OHOP), which is funded under the Continuum of Care grant (COC) and facilitated by the Ventura County Human Services Agency (HSA), and the 1-Stop Service Center, which is also funded under the COC and facilitated by Community Action of Ventura County (CA-VC), the outreach to homeless persons is done at the street level. HSA has a team of case managers who diligently work to identify and monitor homeless persons that are on the streets to provide them with connections to other resources, including financial resources to assist them in their homelessness. However, the end-goal is to gently nudge them into securing some type of permanent housing. CA-VC works within its 1-Stop, along with the Ventura County Homeless Health Care, to provide mobile health exams and health care. Dental referrals are also made for clients. The one-year goal is to both continue to identify homeless persons, provide the initial intake/assessment, and use the necessary resources to get them stable, and then use all resources possible to house them either in transitional or permanent housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

The one-year goal to address the emergency shelter and transitional housing needs of homeless persons is to utilize the temporary emergency shelter from December to March to get as many people off the streets as possible during the winter/cold season. Also, referrals will continue to be made to the existing, permanent shelters operated by the Rescue Mission. The same will apply for transitional housing as there are no new shelter beds or transitional housing beds being created by existing service providers. However, with the possible passing of the local Housing Element and Senate Bill 2 (SB2), a more suitable source of permanent shelter can be created within the next two years.

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

The City's plan is to continue working with the local and regional service providers to assist with helping homeless persons make the transition to permanent and independent living environments. The process has many parts and the collaboration between providers is critical to the ongoing success of families and

individuals exiting homelessness. Providers such as VCHSA use financial resources to assist with move-in deposits via Ventura County General Fund and the City's ESG program. Case management is provided by VCHSA and other providers, depending on the referring provider. Community Action of Ventura County also provides move-in deposits for qualifying persons under its COC program guidelines. Ventura County Behavioral Health and works long-term with clients being housed from its program, as does other programs.

Families being housed have been able to receive food from Food Share in addition to possibly receiving food stamps and other subsidies, while home furnishings have been provided by local second-hand/thrift stores operated by Society of St. Vincent de Paul, Catholic Charities, the Rescue Mission and other local operators. These ongoing efforts will continue to make the transition for homeless persons not only smooth, but will also work to decrease the time persons may experience homelessness and prevent ongoing bouts of homelessness.

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

Local publicly funded institutions and systems of care are prohibited from releasing persons into homelessness by their own guidelines and state instituted policies. The City, as stated throughout this document, has contracted with VCHSA to provide rental and eviction prevention assistance under the ESG program. The income guidelines, as directed by HUD, target those below 30% of the Area Median Income (<http://www.huduser.org/portal/datasets/il/il2012/2012summary.odn>) for Ventura County. The Ventura County Board of Supervisors has also committed \$750,000 for two (2) years (which began in July 2012), to continue a HPRP-like program, which the City's ESG funds are leveraged by. This allows qualifying households to receive up to \$3,000 in assistance, and up to \$5,000 in severe cases.

Discussion

N/A

AP-75 Barriers to affordable housing

Introduction

Barriers or constraints to the affordability of housing exist in many forms. A particular building code that to one sector might be interpreted as a “negative” public policy that acts as a barrier to affordable housing may to another sector be seen as a life-saving necessity – for example, seismic safety construction requirements. The same can be said for zoning and land use regulations. It should be noted that in Ventura County, local growth limitations have been adopted by direct ballot measures. Some of these measures entail costs which can affect housing supply and the cost of housing that is produced.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Environmental review, general planning, zoning, and related local land use regulations and development standards are all extensions of local government police powers to protect life and property, minimize nuisances, and achieve a desired quality of life as expressed through a participatory democratic process. . Certain barriers to affordability, then, can be required by State Law (such as preparing and adopting a General Plan and conducting environmental review), adopted for safety or civil rights reasons (such as the imposition of seismic construction standards in quake-prone areas, or requiring compliance with accessibility or visitability design standards), or enacted to remedy or prevent a specific local issue (such as requiring landscaping to deter graffiti). The term “barrier” should not be interpreted in the context that local development standards and development review procedures are inhibiting the provision of quality affordable housing that would otherwise be developed.

The City strives consistently to implement all policies and procedures, to review local development standards and development review procedures in such a way as to ensure that such do not have unintended negative consequences, and to improve policies and procedures so as to increase the opportunities and feasibility of developing affordable housing, especially for special needs and very low- and low-income units). The City will continue to engage in these efforts to identify and minimize any barriers over which the City has legal authority, in accordance with applicable law.

Discussion

N/A

AP-85 Other Actions

Introduction

The City will implement the goals and strategies of the Consolidated Plan to achieve the other actions listed below.

Actions planned to address obstacles to meeting underserved needs

The City will continue to implement housing and community development activities that meet the underserved needs in the community. The 2013-2018 Consolidated Plan lists the following obstacles to meeting underserved needs as:

- Limited availability of funding from both federal, state and other sources;
- High cost of housing and provisions in the area which increases the difficulty of meeting affordable housing needs;
- Reduced or frozen funding from state and other sources due to inadequate state revenue; the housing and credit crisis causing a negative effect;
- High rate of unemployment and foreclosures continue to strain the ability to meet affordable housing needs; and,
- Credit crisis has limited the availability of capital to develop housing for low-and moderate-income households and special needs groups.

City staff will address the challenges of existing and new obstacles in 2013 by focus in the following programmatic and administrative areas:

- Staff will continue to research availability of future funding resources and use proactive approaches toward future applications for potential leverage funds; this will assist the City of Oxnard to strategically place future activities in line to address the above obstacles
- CDBG and other funds will be used as leverage for the City administered programs and support services that serve the burgeoning needs of LMI citizens communitywide.
- Staff will continue to research for private partnership in the construction and development of affordable housing.

Staff continues to collaboratively work with the services providers, the non-profit organizations as well as the neighboring cities and local governmental agencies within the County of Ventura to identify projects that also meet federal community development program eligibility and meet timely draw down requirements. This approach will help to ensure to select ready-to-go projects and quickly spent funds projects.

Actions planned to foster and maintain affordable housing

Please refer to AP 55 for discussion on the City-Affordable Housing's strategies and goals.

Actions planned to reduce lead-based paint hazards

The City will coordinate activities with the County of Ventura Department of Health and Human Services to reduce lead-based paint hazards in accordance with federal regulations. Any rehabilitation activities on housing units constructed prior to 1978 will have lead hazards identified and actions taken to remove the hazard.

Actions planned to reduce the number of poverty-level families

Eliminating poverty is a clear concern in Oxnard and the Ventura County in general. Efforts are constantly underway to improve the quality of life and economic well-being of the residents through collaborative efforts of the following agencies and their programs provide needed skills for individuals seeking jobs and thereby getting them out of poverty:

- EDCO
- City Corp
- Community Action of Ventura County
- Oxnard Housing Authority

Actions planned to develop institutional structure

Actions planned to enhance coordination between public and private housing and social service agencies

The City will continue to collaborate with public and private housing and social service agencies to meet the goals and objectives of the Consolidated Plan. This could be from ongoing meetings, special meetings and/or tasks force.

Discussion

N/A

Program Specific Requirements

AP-90 Program Specific Requirements

Introduction

In addition to the 20% cap for Administration, the City of Oxnard also allocates 15 % of 2013 CDBG funds for community services including youth services and fair housing activities. The balance of the funds will be allocated to housing activities, code compliance and public facilities. In the event of an emergency (such as an earthquake, flooding, or hurricane ...) the City will cut the non-committed funds from other existing projects in order to fund the urgent need within the allowable range. However, the urgent need to meet the following tests:(1) the existing conditions pose serious and immediate threat to the health and welfare of the community, (2) the existing conditions are recent or recently became urgent, generally 18 months, (3) the City cannot finance on its own, (4) and when other funding sources are not available.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220.(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

| | |
|--|---------------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 20,000 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 20,000 |

Other CDBG Requirements

| | |
|---|---------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220.(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Cal-Home funds were awarded in September 2012 for \$1,000,000 for acquisition/rehabilitation of single-family homes. Staff anticipates making 8 acquisition/rehabilitation loans annually for the first two years of the Consolidated Plan 2013-2018. Each borrower will receive up to \$60,000 combined total for acquisition and rehabilitation of the house. This program will allow houses previously not eligible to be considered, brought up to code and improve the neighborhood's appearance and quality of life.

The remaining BEGIN funds of 2.1 million dollars will be exhausted in fiscal year 2013-2014 prior to June 30, 2014 for moderate-income households purchasing the newly constructed Vista Urbana homes in the Riverpark Master Plan.

CDBG funding for first-time homebuyers will allow a more widely distributed assistance in purchasing affordable units throughout the city rather than a specific development site that is 100% affordable units.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The homebuyer activity that the City of Oxnard uses HOME funds is the City-wide Homebuyer Down Payment Assistance Loan. During the period of affordability which may be from 5 to 10 years depending upon the amount used for gap financing, the City will recapture the entire amount of HOME funds as allowed in 24 CFR 92.254 (a)(5)(ii)(A)(1). In some cases, there may be additional HOME subsidies if a Community Housing Development Organization (CHDO) constructed the development for homebuyer sales. Primarily, the developer subsidies are paid at the time of the sale and may be reprogrammed for homebuyer activities to the new homebuyer.

At this time, our division does not have authorization from the City Council to use entitlement HOME funds for preserving affordability through a purchase option, right of first refusal, or to acquire the property at a Trustee's Sale in foreclosure.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City uses a promissory note secured by trust deed and recorded with the Ventura County Recorder's office to secure the recapture provisions.

Annually, staff sends a Certification of Owner-Occupancy, which requires a utility bill, mobile home space rental statement, and/or property tax or insurance bill with the homeowner's name and address is the same as the property address. If non-owner occupancy or an unauthorized sale is reported, the homeowner is notified in writing and given a time to cure; the report is also investigated by staff through other means to verify the allegation. If the homebuyer/homeowner does not cure the default, staff sends a follow up demand letter. In the case of a default of a senior lien on the property, staff sends a default letter for the HOME-funded loan along with a loan modification/foreclosure prevention advisory by the Ventura County District Attorney, which includes local HUD-certified housing counselors. Staff tries to work with the homeowner to have a positive outcome if possible. Staff will attempt to or contact the lender to negotiate retaining the resale restriction agreement in place if the unit is an inclusionary unit for the City.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of Oxnard does not include refinancing of existing debt secured by single-family or multifamily housing that is rehabilitated with HOME funds as an activity that is considered for funding. For multifamily housing which may have multiple federal funding sources for assistance in the construction of the units, 24 CFR 92.206(b)(2)(vi) does not permit refinancing of any loans made or insured with federal funding, including CDBG funds.

Emergency Solutions Grant (ESG)

1. Include written standards for providing ESG assistance (may include as attachment).
See Appendix C
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.
The City of Oxnard, Homeless Assistance Program is in charge of the coordination of the assessment system.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).
The City used the Request for Proposal (RFP) procurement process to award ESG funds to sub-recipients. For fiscal year 2013-2014, a request for proposal (Appendix F) was published on the Ventura County Star newspaper on March 23, 2013. The City received five applications and the Review Committee met on April 24, 2013, to review the applications and make recommendations for funding.
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.
N/A
5. Describe performance standards for evaluating ESG.
See Appendix C

Discussion

N/A

APPENDIX A

APPLICATIONS (SF-424's) & CERTIFICATIONS

(CDBG, HOME & ESG)

APPLICATIONS (SF-424's) & CERTIFICATIONS
TABLE OF CONTENTS

CDBG Application.....p. 1-4

HOME Application.....p. 5-8

ESG Application.....p. 9-12

Certifications.....p. 13-22

Application for Federal Assistance SF-424

Version 02

| | | | | | |
|---|--|--|---|---|--|
| *1. Type of Submission | | *2. Type of Application | | *If Revision, select appropriate letter(s): | |
| <input type="checkbox"/> Preapplication | | <input type="checkbox"/> New | | | |
| <input checked="" type="checkbox"/> Application | | <input checked="" type="checkbox"/> Continuation | | * Other (Specify) | |
| <input type="checkbox"/> Changed/Corrected Application | | <input type="checkbox"/> Revision | | | |
| *3. Date Received: | | 4. Application Identifier: B-13-MC-06-0534 | | | |
| 5a. Federal Entity Identifier: B-13-MC-06-0534 | | | *5b. Federal Award Identifier: B-13-MC-06-0534 | | |
| State Use Only: | | | | | |
| 6. Date Received by State: | | | 7. State Application Identifier: | | |
| 8. APPLICANT INFORMATION: | | | | | |
| * a. Legal Name: CITY OF OXNARD | | | | | |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): 95-6000756 | | | *c. Organizational DUNS: 081790214 | | |
| d. Address: | | | | | |
| *Street 1: 300 W. THIRD STREET | | | | | |
| Street 2: | | | | | |
| *City: OXNARD | | | | | |
| County: VENTURA | | | | | |
| *State: CALIFORNIA | | | | | |
| Province: | | | | | |
| Country: U.S.A. | | | | *Zip/ Postal Code: 93030 | |
| e. Organizational Unit: | | | | | |
| Department Name: HOUSING DEPARTMENT | | | Division Name: GRANTS MANAGEMENT DIVISION | | |
| f. Name and contact information of person to be contacted on matters involving this application: | | | | | |
| Prefix: MRS. | | First Name: JULIETTE | | | |
| Middle Name: | | | | | |
| *Last Name: DANG | | | | | |
| Suffix: | | | | | |
| Title: GRANTS COORDINATOR | | | | | |
| Organizational Affiliation: | | | | | |
| | | | | | |
| *Telephone Number: 805-385-7493 | | | | Fax Number: 805-385-7969 | |
| *Email: juliette.dang@ci.oxnard.ca.gov | | | | | |

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: **C. City or Township Government**

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

*Other (specify):

*10. Name of Federal Agency:

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

*12. Funding Opportunity Number:

*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

CITY OF OXNARD

*15. Descriptive Title of Applicant's Project:

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant **CA-23**

*b. Program/Project: **CA-23**

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: **07-01-2013**

*b. End Date: **06-30-2014**

18. Estimated Funding (\$):

| | |
|--------------------|----------------|
| *a. Federal | \$2,185,785.00 |
| *b. Applicant | |
| *c. State | |
| *d. Local | |
| *e. Other | |
| *f. Program Income | \$20,000.00 |
| *g. TOTAL | \$2,205,785.00 |

*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- a. This application was made available to the State under the Executive Order 12372 Process for review on **06-27-2013**
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372

*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

- Yes
- No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

**I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: **MRS.**

*First Name: **KAREN**

Middle Name: **R.**

*Last Name: **BURNHAM**

Suffix:

*Title: **INTERIM CITY MANAGER**

*Telephone Number: **805-385-7879**

Fax Number: **805-385-7595**

*Email: **karen.burnham@ci.oxnard.ca.us**

*Signature of Authorized Representative: *Karen R. Burnham* Date Signed: **6-18-13**

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

| Application for Federal Assistance SF-424 | | Version 02 |
|---|--|---|
| *1. Type of Submission | | *2. Type of Application |
| <input type="checkbox"/> Preapplication | <input type="checkbox"/> New | *If Revision, select appropriate letter(s): |
| <input checked="" type="checkbox"/> Application | <input checked="" type="checkbox"/> Continuation | * Other (Specify) |
| <input type="checkbox"/> Changed/Corrected Application | <input type="checkbox"/> Revision | |
| *3. Date Received: | | 4. Application Identifier: M-13-MC-06-0526 |
| 5a. Federal Entity Identifier: M-13-MC-06-0526 | | *5b. Federal Award Identifier: M-13-MC-06-0526 |
| State Use Only: | | |
| 6. Date Received by State: | | 7. State Application Identifier: |
| 8. APPLICANT INFORMATION: | | |
| * a. Legal Name: CITY OF OXNARD | | |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): 95-6000756 | | *c. Organizational DUNS: 081790214 |
| d. Address: | | |
| *Street1: 300 W. THIRD STREET | | |
| Street 2: | | |
| *City: OXNARD | | |
| County: VENTURA | | |
| *State: CALIFORNIA | | |
| Province: | | |
| Country: U.S.A. | | *Zip/ Postal Code: 93030 |
| e. Organizational Unit: | | |
| Department Name: HOUSING DEPARTMENT | | Division Name: GRANTS MANAGEMENT DIVISION |
| f. Name and contact information of person to be contacted on matters involving this application: | | |
| Prefix: MRS. | | First Name: JULIETTE |
| Middle Name: | | |
| *Last Name: DANG | | |
| Suffix: | | |
| Title: GRANTS COORDINATOR | | |
| Organizational Affiliation: | | |
| *Telephone Number: 805-385-7493 | | Fax Number: 805-385-7969 |
| *Email: juliette.dang@ci.oxnard.ca.gov | | |

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: **C. City or Township Government**

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

*Other (specify):

*10. Name of Federal Agency:

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

11. Catalog of Federal Domestic Assistance Number:

14-239

CFDA Title:

HOME INVESTMENT PARTNERSHIPS ACT (HOME)

*12. Funding Opportunity Number:

*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

CITY OF OXNARD

*15. Descriptive Title of Applicant's Project:

HOME INVESTMENT PARTNERSHIPS ACT (HOME)

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant **CA-23**

*b. Program/Project: **CA-23**

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: **07-01-2013**

*b. End Date: **06-30-2014**

18. Estimated Funding (\$):

*a. Federal **\$646,077.00**
*b. Applicant
*c. State
*d. Local
*e. Other
*f. Program Income **\$50,000.00**
*g. TOTAL **\$696,077.00**

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on **06-27-2013**
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- c. Program is not covered by E.O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

- Yes
- No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

****I AGREE**

**** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.**

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Prefix: **MRS.**

*First Name: **KAREN**

Middle Name: **R.**

*Last Name: **BURNHAM**

Suffix:

*Title: **INTERIM CITY MANAGER**

*Telephone Number: **805-385-7879**

Fax Number: **805-385-7595**

*Email: **karen.burnham@ci.oxnard.ca.us**

*Signature of Authorized Representative: *Karen R Burnham* Date Signed: **6-18-13**

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

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Application for Federal Assistance SF-424

Version 02

| | | | | | |
|--|--|--|---|--|--|
| *1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application | | *2. Type of Application <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision | | *If Revision, select appropriate letter(s): * Other (Specify) | |
| *3. Date Received: | | | 4. Application Identifier: E-13-MC-06-0534 | | |
| 5a. Federal Entity Identifier: E-13-MC-06-0534 | | | *5b. Federal Award Identifier: E-13-MC-06-0534 | | |
| State Use Only: | | | | | |
| 6. Date Received by State: | | | 7. State Application Identifier: | | |
| 8. APPLICANT INFORMATION: | | | | | |
| * a. Legal Name: CITY OF OXNARD | | | | | |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): 95-6000756 | | | *c. Organizational DUNS: 081790214 | | |
| d. Address: | | | | | |
| *Street1: 300 W. THIRD STREET Street 2: *City: OXNARD County: VENTURA *State: CALIFORNIA Province: Country: U.S.A. | | | | | |
| *Zip/ Postal Code: 93030 | | | | | |
| e. Organizational Unit: | | | | | |
| Department Name: HOUSING DEPARTMENT | | | Division Name: GRANTS MANAGEMENT DIVISION | | |
| f. Name and contact information of person to be contacted on matters involving this application: | | | | | |
| Prefix: MRS. Middle Name: | | First Name: JULIETTE | | | |
| *Last Name: DANG Suffix: | | | | | |
| Title: GRANTS COORDINATOR | | | | | |
| Organizational Affiliation: | | | | | |
| *Telephone Number: 805-385-7493 | | | Fax Number: 805-385-7969 | | |
| *Email: juliette.dang@ci.oxnard.ca.gov | | | | | |

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: **C. City or Township Government**

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

*Other (specify):

*10. Name of Federal Agency:

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

11. Catalog of Federal Domestic Assistance Number:

14-231

CFDA Title:

EMERGENCY SOLUTIONS GRANT (ESG)

*12. Funding Opportunity Number:

*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

CITY OF OXNARD

*15. Descriptive Title of Applicant's Project:

EMERGENCY SOLUTIONS GRANT (ESG)

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

Version 02

| | |
|--|-------------------------------|
| 16. Congressional Districts Of: | |
| *a. Applicant CA-23 | *b. Program/Project: CA-23 |
| Attach an additional list of Program/Project Congressional Districts if needed. | |
| 17. Proposed Project: | |
| *a. Start Date: 07-01-2013 | *b. End Date: 06-30-2014 |
| 18. Estimated Funding (\$): | |
| *a. Federal | \$150,512.00 |
| *b. Applicant | |
| *c. State | |
| *d. Local | |
| *e. Other | |
| *f. Program Income | |
| *g. TOTAL | \$150,512.00 |
| 19. Is Application Subject to Review By State Under Executive Order 12372 Process? | |
| <input checked="" type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on 06-27-2013 | |
| <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. | |
| <input type="checkbox"/> c. Program is not covered by E.O. 12372 | |
| 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.) | |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| 21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001) | |
| <input checked="" type="checkbox"/> **I AGREE | |
| ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions. | |
| Authorized Representative: | |
| Prefix: MRS. | *First Name: KAREN |
| Middle Name: R. | |
| *Last Name: BURNHAM | |
| Suffix: | |
| *Title: INTERIM CITY MANAGER | |
| *Telephone Number: 805-385-7879 | Fax Number: 805-385-7595 |
| *Email: karen.burnham@ci.oxnard.ca.us | |
| *Signature of Authorized Representative: <i>Karen R. Burnham</i> | Date Signed: 6-18-13 |

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

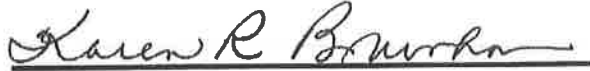
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

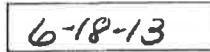
8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and Implementing regulations at 24 CFR Part 135.





Signature/Authorized Official

Date



Name



Title



Address



City/State/Zip



Telephone Number

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available;
12. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013, 2014, 2015, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

Karen R Burnham

Signature/Authorized Official

6-18-13

Date

KAREN BURNHAM

Name

INTERIM CITY MANAGER

Title

300 WEST THIRD STREET

Address

OXNARD/CA/93030

City/State/Zip

(805) 385-7479

Telephone Number

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Karen R Burnham

6-18-13

Signature/Authorized Official

Date

Karen R. Burnham

Name

Interim City Manager

Title

300 W. Third Street

Address

Oxnard, California 93030

City/State/Zip

(805) 385-7479

Telephone Number

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;



Signature/Authorized Official

6-18-13

Date

KAREN R. BURNHAM

Name

INTERIM CITY MANAGER

Title

300 WEST THIRD STREET

Address

OXNARD/CA/93030

City/State/Zip

(805) 385-7479

Telephone Number

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.


Signature/Authorized Official

July 16, 2013

Date

Interim City Manager

Title

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

16. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
17. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
18. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
19. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
20. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
21. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code)
Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

| Place Name | Street | City | County | State | Zip |
|-------------------------------|---------------------|--------|---------|-------|-------|
| ANNEX BUILDING | 300 W. THIRD ST. | OXNARD | VENTURA | CA | 93030 |
| CITY HALL | 305 W. THIRD ST. | OXNARD | VENTURA | CA | 93030 |
| CAMPUS PARK GYM | 309 S. "K" STREET | OXNARD | VENTURA | CA | 93030 |
| FIC BUILDING | 1500 CAMINO DEL SOL | OXNARD | VENTURA | CA | 93030 |
| SERVICE CENTER | 215 S. "C" STREET | OXNARD | VENTURA | CA | 93030 |
| REC. & COMMUNITY SERVICE | 555 S. "A" STREET | OXNARD | VENTURA | CA | 93030 |
| CITY OF OXNARD CORPORATE YARD | 1060 PACIFIC AVE. | OXNARD | VENTURA | CA | 93030 |
| HOUSING ADMINISTRATION BLDG. | 435 S. D STREET | OXNARD | VENTURA | CA | 93030 |

22. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:
 - a. All "direct charge" employees;
 - b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
 - c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of sub-recipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

Karen R Burnham

6-18-13

Signature/Authorized Official

Date

KAREN BURNHAM

Name

INTERIM CITY MANAGER

Title

300 WEST THIRD STREET

Address

OXNARD/CA/93030

City/State/Zip

(805) 385-7479

Telephone Number

APPENDIX B

CITIZEN PARTICIPATION

CITIZEN PARTICIPATION

TABLE OF CONTENTS

| | |
|--|----------|
| Affidavits of Publication..... | p. 1-9 |
| Public Hearings-Agendas and Minutes..... | p. 10-45 |
| Summary of Public Comments..... | p. 46-93 |
| Community Survey and Related Data..... | p. 94-98 |
| Question and Answers from Service Providers (Q&A)..... | p 99-108 |

Certificate of Publication

Ad #321128

In Matter of Publication of:

Public Notice

State of California)

)§

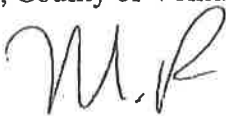
County of Ventura)

I, **Maria Rodriguez**, hereby certify that the **Ventura County Star Newspaper** has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

Dec. 09, 2012

I, Maria Rodriguez certify under penalty of perjury, that the foregoing is true and correct.

Dated this Dec. 10, 2012, in Camarillo, California, County of Ventura.



Maria Rodriguez
(Signature)

**City of Oxnard
Notice of Public Hearing
Unmet Needs of Low Income Persons
Related to Housing, Homeless and
Community Development
FY 2013-2018 Consolidated Plan and
FY 2013-2014 Annual Action Plan
January 8, 2013 at 7:00 PM**

The Oxnard City Council will conduct a public hearing on Tuesday, January 8, 2013 at 7:00 p.m., or as soon thereafter as the matter may be heard, in the Council Chambers, 305 West Third Street, Oxnard, California.

The purpose of this hearing is to receive comments on the housing, homelessness, public facilities and improvements, public services and/or economic development (unmet) needs of extremely low to low income persons which are not currently being addressed by the City or local agencies and organizations. Presentations may be made by local agencies and organizations that currently provide services to low income persons. Topics which may be addressed include: affordable housing, transitional and permanent housing for homeless persons/households or those who are at risk of becoming homeless, public facilities, infrastructure improvements, public services, accessibility, economic development and/or other community development needs.

Comments about the above matters and other related issues will be used in the preparation of the City's FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan, as required by the U.S. Department of Housing and Urban Development (HUD). A tentative second public hearing is scheduled for March 19, 2013. This public hearing will allow for further discussion of unmet needs and related issues. It will also require recommendations from the public and directions from the Council members for the design of the goals and objectives that will be addressed in the multi-year and annual plan documents. The FY 2013-2018 Consolidated Plan is the fifth multi-year document prepared by the City State for HUD's approval and includes also the FY 2013-2014 Annual Action Plan. HUD requires the submission of these documents prior to the release on July 1, 2013, of Community Development Block Grant (CDBG), Home Investment Partnership Act (HOME), and Emergency Solutions Grant (ESG) monies to fund local projects.

Beginning at 7:00 p.m. on January 8, 2013, Channel 10/17 will televise and broadcast the meeting at which the public hearing will be conducted.

If you plan to attend the hearing, staff suggests that you contact the City Clerk's Office at (805) 385-7903 the Thursday prior to the scheduled date to confirm that the hearing has not been rescheduled. Persons with disabilities needing special assistance to participate in the hearing, or persons requiring a translator should also contact the City Clerk's Office at least 72 hours prior to the meeting.

For further information, contact Juliette Dang, Grants Coordinator, at (805) 385-7493. Written comments may be addressed to the following:

City of Oxnard Housing Department
Grants Management Division
435 South "D" Street
Oxnard, CA 93030
Publish: Dec. 09, 2012 Ad No. 321128

**CITY OF
OXNARD
CALIFORNIA**

Certificate of Publication

Ad # 322546

In Matter of Publication of:

Legal Notice

State of California)

County of Ventura)

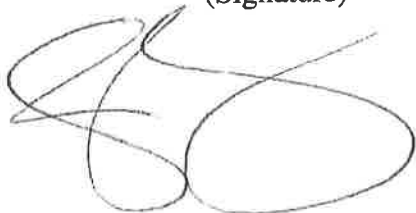
I, **Jenny Gamez**, hereby certify that the **Ventura County Star Newspaper** has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

Jan. 24, 2013

I, **Jenny Gamez** certify under penalty of perjury, that the foregoing is true and correct.

Dated this Jan. 28, 2013, in Camarillo, California, County of Ventura.

Jenny Gamez
(Signature)



CITY OF OXNARD

**NOTICE OF PUBLIC COMMUNITY SURVEY
For FY 2013-2018 Consolidated Plan**

The Grants Management Division of the City of Oxnard, Housing Department is conducting a survey of citizens to identify community needs and priorities for the expenditure of federal funds to low-income families, households and neighborhoods. The survey results will be one tool used to develop the 2013-2018 Consolidated Plan, a strategic plan that prioritizes expenditure of these funds.

While this survey will help to frame the goals and priorities for the FY 2013-2018 consolidated plan, it should be noted that the current economic climate has resulted in additional challenges, including reduction or elimination of some sources of governmental funding, moratoriums on capital projects, and limited resources. These factors are expected to affect program/project selection, implementation, and goal attainment. Funding priorities will be determined by available resources and ability to meet performance goals efficiently and within timeframes.

The survey is available for review and response at the following locations:

Housing Department
Grants Management Division
435 South D Street
Oxnard, CA 93030

City of Oxnard Web Site: www.ci.oxnard.ca.us

Oxnard Main Library
251 South A Street
Oxnard, CA 93030

South Oxnard Branch Library
4300 Saviers Road
Oxnard, CA 93033

The deadline for submission of the survey is February 22, 2013.

CITY OF
OXNARD
CALIFORNIA

Publish: Jan. 24, 2013 Ad No. 322546

In the Superior Court of the State of California

IN AND FOR THE COUNTY OF VENTURA CERTIFICATE OF PUBLICATION

TYPE OF NOTICE

CITY OF OXNARD

NOTICE OF PUBLIC COMMUNITY SURVEY

FY 2013-2018 Consolidated Plan

(English and Spanish)

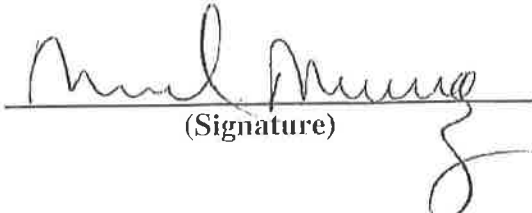
STATE OF CALIFORNIA
COUNTY OF VENTURA

I Manuel M. Muñoz
hereby certify that Ventura County VIDA
Newspaper, is a newspaper of general
circulation within the provision of the
Government Code of the State of
California, printed and published in the
County of Ventura, State of California;
that I am the Director of said newspaper;
that the annexed clipping is a true printed
copy and published in said newspaper on
the following dates, to wit.

January 24, 2013

I certify under penalty of perjury that the
foregoing is true and correct, at Oxnard,
County of Ventura, State of
California, on the

24 th day of January 2013


(Signature)

CITY OF OXNARD
NOTICE OF PUBLIC
COMMUNITY SURVEY
For FY 2013-2018 Consolidated Plan

The Grants Management Division of the City of Oxnard, Housing Department is conducting a survey of citizens to identify community needs and priorities for the expenditure of federal funds to low-income families, households and neighborhoods. The survey results will be one tool used to develop the 2013-2018 Consolidated Plan, a strategic plan that prioritizes expenditure of these funds.

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435 South D Street
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251 South A Street
Oxnard, CA 93030

South Oxnard Branch Library
4300 Saviers Road
Oxnard, CA 93033

The deadline for submission of the survey is February 22, 2013.

CITY OF
OXNARD
CALIFORNIA

CIUDAD DE OXNARD

**AVISO AL PÚBLICO
ENCUESTA DE LA COMUNIDAD**

Para el Plan Consolidado para años fiscales 2013-2018

La División de Administración de Subsidios del Departamento de Viviendas, de la Ciudad de Oxnard está llevando a cabo una encuesta ciudadana con el fin de identificar las necesidades de la comunidad y prioridades para el gasto de fondos federales para familias hogares y vecindarios de bajos ingresos. Los resultados de la encuesta serán una herramienta utilizada para la elaboración del Plan Consolidado 2013-2018, un plan estratégico que prioriza el desembolso de estos fondos.

Mientras que esta encuesta ayudará establecer un marco para las metas y prioridades del Plan Consolidado para años fiscales 2013-2018, cabe señalar que el clima económico actual da lugar a desafíos adicionales, incluyendo la reducción o eliminación de algunas fuentes de financiamiento gubernamental, moratorias en proyectos de inversión a largo plazo y recursos limitados. Se espera que estos factores afecten a los programas / proyectos de selección, implementación y logro de las metas. Las prioridades de financiamiento serán determinadas por los recursos disponibles y la capacidad para cumplir con las metas de desempeño de manera eficiente y dentro de los plazos.

La encuesta está disponible para revisión y respuesta en las siguientes ubicaciones:

**Housing Department
Grants Management Division
435 South D Street
Oxnard, CA 93030**

Sitio Web de la ciudad de Oxnard: www.ci.oxnard.ca.us

**Biblioteca Principal de Oxnard
251 South A Street
Oxnard, CA 93030**

**Biblioteca del Sur de Oxnard
4300 Saviers Road
Oxnard, CA 93033**

La fecha límite para la sumisión de la encuesta es el 22 de febrero de 2013.



**CITY OF OXNARD
NOTICE OF PUBLIC COMMUNITY SURVEY
For FY 2013-2018 Consolidated Plan**
City of Oxnard
Housing Department
Grants Management Division
Attn: Hermila Hernandez
435 South D Street
Oxnard, CA 93030

**PROOF OF PUBLICATION
(2015.5 C.C.P.)**

**STATE OF CALIFORNIA,
County of Ventura,**


I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of the Ventura County Reporter, a newspaper of general circulation, printed and published weekly in the City of Ventura, County of Ventura, and which newspaper has been adjudged a newspaper of general circulation in Ventura, Oxnard, Camarillo, Newbury Park, Oak Park, Oak View, Ojai, Port Hueneme, Somis, Thousand Oaks, Westlake Village and Agoura Hills by the Superior Court of the County of Ventura, State of California, under the date of August 20, 1981, Case Number SP50329; that the notice, of which the annexed is a printed copy (set in type no smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

1/24/13

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Ventura, California,

This January 24, 2013


Signature

Proof of Publication of

**CITY OF OXNARD
NOTICE OF PUBLIC
COMMUNITY SURVEY
For FY 2013-2018
Consolidated Plan**

The Grants Management Division of the City of Oxnard, Housing Department is conducting a survey of citizens to identify community needs and priorities for the expenditure of federal funds to low-income families, households and neighborhoods. The survey results will be one tool used to develop the 2013-2018 Consolidated Plan, a strategic plan that prioritizes expenditure of these funds.

While this survey will help to frame the goals and priorities for the FY 2013-2018 consolidated plan, it should be noted that the current economic climate has resulted in additional challenges, including reduction of elimination of some sources of governmental funding, moratoriums on capital projects, and limited resource. These factors are expected to affect program/project selection, implementation, and goal attainment. Funding priorities will be determined by available resources and ability to meet performance goals efficiently and within timeframes.

The survey is available for review and response at the following locations:

Housing Department
Grants Management Division
435 South D Street
Oxnard, CA 93030

City of Oxnard Web Site:
www.ci.oxnard.ca.us

Oxnard Main Library
251 South A Street
Oxnard, CA 93030

South Oxnard Branch Library
430 Saviers Road
Oxnard, CA 93033

The deadline for submission of the survey is February 22, 2013.
PUBLISHED: Ventura County Reporter; 1/24/13.

**CITY OF
OXNARD**

CALIFORNIA

Certificate of Publication

Ad # 324243

In Matter of Publication of:

Legal Notice

State of California)

)§

County of Ventura)

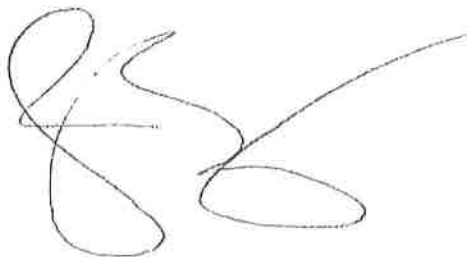
I, **Jenny Gamez**, hereby certify that the **Ventura County Star Newspaper** has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

Feb. 17, 2013

I, **Jenny Gamez** certify under penalty of perjury, that the foregoing is true and correct.

Dated this Feb. 19, 2013, in Camarillo, California, County of Ventura.

Jenny Gamez
(Signature)



CITY OF OXNARD
Notice of Public Hearing
Consideration of Goals and Objectives for
FY 2013-2018 Consolidated Plan and
FY 2013-2014 Annual Action Plan
March 19, 2013 at 7:00p.m.

The Oxnard City Council will conduct a public hearing on Tuesday, March 19, 2013 at 7:00p.m., or as soon thereafter as the matter may be heard, in the Council Chambers, 305 West Thirds Street, Oxnard, California.

On January 8, 2013, the City Council held the first public hearing on the FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan. The purpose of the hearing was to obtain public input on housing, homelessness, public facilities and improvements, public services and/or economic development unmet needs of extremely low to low-income (ELLI) persons, which are not currently being addressed by the City or local agencies and organizations.

This second public hearing is to allow for further discussion of unmet needs and related issues, and to designate the goals and specify the measurable objectives that will be addressed in the multi-year and annual plan documents. Presentations may be made by local agencies and organizations that currently provide services to ELLI persons. Topics which may be addressed include: affordable housing, transitional and permanent housing for homeless persons/households or those who are at risk of becoming homeless; public facilities, infrastructure improvements; public services; accessibility; economic development; and/or other community development needs.

The U.S. Department of Housing and Urban Development (HUD) requires the consideration of all comments presented in the public hearings in the preparation of the City's FY 2013-2018 Consolidated Plan and the FY 2013-2014 Annual Action Plan. HUD also requires the submission of these documents prior to the release on July 1, 2013 of the Community Development Block Grant (CDBG), Home Investment Partnerships Act (HOME), and Emergency Solutions Grant (ESG) monies to fund local projects.

Beginning at 7:00p.m., on March 19, 2013, Channel 10/17 will televise and broadcast the meeting at which the public hearing will be conducted.

If you plan to attend the hearing, staff suggests that you contact the City Clerk's Office at (805) 385-7803 the Thursday prior to the scheduled date to confirm that the hearing has not been rescheduled. Persons with disabilities needing special assistance to participate in the hearing, or persons requiring a translator, should also contact the City Clerk's Office at least 72 hours prior to the meeting.

For further information, contact Juliette Dang, Grants Coordinator, at (805) 385-7493. Written comments may be addressed to the following:

City of Oxnard Housing Department
Grants Management Division
435 South "D" Street
Oxnard, CA 93030

CITY OF OXNARD
CALIFORNIA

Publish: Feb 17, 2013 Ad No 324243

Certificate of Publication

Ad # 326836

In Matter of Publication of:

Legal Notice

State of California)
))§
County of Ventura)

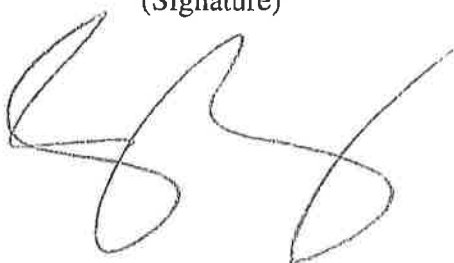
I, **Jenny Gamez**, hereby certify that the **Ventura County Star Newspaper** has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

March 23, 2013

I, Jenny Gamez certify under penalty of perjury, that the foregoing is true and correct.

Dated this March 25, 2013, in Camarillo, California, County of Ventura.

Jenny Gamez
(Signature)



**City of Oxnard
Request for Proposals
2013 Emergency Solutions Grant Program
(ESG)**

The City of Oxnard invites proposals for homeless assistance services under the U.S. Department of Housing and Urban Development (HUD) Emergency Solutions Grant Program (ESG). The City is making available approximately \$192,690 in ESG funds to one or more non-profit or faith-based service providers to assist homeless persons and families in Oxnard.

Application packets may be picked up beginning March 25, 2013 at the City of Oxnard Housing Department, 435 South D Street, Oxnard, CA 93030, or by calling 805.385.8044, or via email at will_reed@ci.oxnard.ca.us.

Proposals must be submitted to the same address no later than Friday, April 19, 2013, by 4:00 PM. Representatives of the following types of organizations are strongly urged to submit proposals: Non-profit organizations representing persons with disabilities, government agencies, homeless service providers, housing developers, veteran's service organizations, faith-based groups, and other organizations that provide services to homeless individuals or individuals at risk of becoming homeless. Online applications can be downloaded at: <http://finance.cityofoxnard.org/Department.aspx?DepartmentID=8&DivisionID=63&ResourceID=618&AdID=352>

For more information, including permitted uses of funds, please contact Will Reed at 805.385.8044. Submit one original application and five (5) copies. The proposal envelope shall be clearly marked "Emergency Solutions Grant 2013" by the submitting organization. Any proposal submitted after the due date and time will not be submitted for review and award consideration.

****NOTE: HUD has not yet appropriated the 2013-14 ESG awards. The amount listed is an approximate amount and will be adjusted accordingly upon official notification. Publish: March 23, 2013 Ad No. 326836.**

CITY OF
OXNARD
CALIFORNIA

Certificate of Publication

I.O. #1297576

In Matter of Publication of:

Public Notice

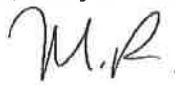
State of California)
))§
 County of Ventura)

I, **María Rodriguez**, hereby certify that the **Ventura County Star Newspaper** has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

April 07, 2013

I, **María Rodriguez** certify under penalty of perjury, that the foregoing is true and correct.

Dated this April 08, 2013; in Camarillo, California, County of Ventura.


María Rodriguez
 (Signature)

CITY OF OXNARD
NOTICE OF 30-DAY PUBLIC REVIEW
DRAFT FY 2013-2018 consolidated plan
and FY 2013-2014 Annual Action plan

NOTICE IS HEREBY GIVEN that the City of Oxnard (City) has received its Draft Five Year Consolidated Plan (FY 2013-2018) and One-Year Action Plan (FY 2013-2014). The publication of this notice is the beginning of the 30-day public review period required under Executive Order Proclamation 24 (E.O. 11050) (E.O.). The public review and written comment period begins on April 8, 2013, and concludes on May 7, 2013.

NOTICE IS HEREBY FURTHER GIVEN that the Five-Year Consolidated Plan and One-Year Action Plan will be presented to the City Council (Council) for approval on the following:

DATE: May 7, 2013
LOCATION: City Council Chambers
 308 West Third Street
 Oxnard, California 93030
TIME: 7:00 PM

At this meeting, the Council will receive public comments on the Draft Five-Year Consolidated Plan (Plan) and One-Year Action Plan (AAP) and consider the submission of the Five Year Consolidated Plan and One-Year Action Plan to the U.S. Department of Housing and Urban Development (HUD) on or before May 15, 2013.

BACKGROUND

Each year, the City has participated in grant programs sponsored by HUD. HUD programs include the Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME), and Emergency Solutions Grant (ESG) Programs. The City participates in the following amounts for FY 2013-2014 for these programs:

| | |
|------|--------------|
| CDBG | \$ 1,828,241 |
| HOME | \$ 808,541 |
| ESG | \$ 192,890 |

*HUD has not announced the 2013 allocation for the three community grant programs. The anticipated amounts reflect the 10% reduction from 2012 allocations. The City will make the necessary adjustments after HUD's allocation of the awards.

SUMMARY OF CONSOLIDATED PLAN

To receive the community grant funds, the City is required to submit to HUD a Plan every three to five years and an AAP. The Plan describes the City's community development priorities and long-range goals based on an assessment of housing and community development needs, an analysis of housing and economic market conditions and available resources. In May 2012, HUD's Office of Community Planning and Development (CPO) introduced the e-Plan Planning Suite and required the City to submit electronically the Plan and the AAP using the Consolidated Plan template in the Integrated Data Management and Information System (IDMIS) Online. To meet the City's community goals, the Plan is guided by three goals:

- Provide decent housing by preserving and increasing the affordable housing stock; by increasing the supply of supportive housing for people with special needs; by assisting homeless persons and families with shelter and housing services; and by providing transitional and permanent housing using the homeless prevention and/or the rapid re-housing activities.
- Provide a suitable living environment through safer and livable neighborhoods, affordable housing opportunities and community improvements (public facilities and public improvements) in low- and moderate-income areas throughout the City.
- Provide economic opportunities for both low- and moderate-income persons, more training for job seekers, the City's Every year and the empowerment of low- and moderate-income persons to achieve self-sufficiency.

As part of the Plan development process, federal regulations (24 CFR 81.102, 81.105, and 81.200(b)) include the requirement that the City consult with community service providers, other jurisdictions, and other entities with an interest in or knowledge of the City's housing and community development needs and issues.

ONE-YEAR ACTION PLAN

For the fiscal year beginning July 1, 2013, and ending June 30, 2014, the City proposes the allocation of grant funds to implement the programs and activities as follows:

COMMUNITY DEVELOPMENT BLOCK GRANT

| | |
|--|--------------------|
| Fiscal Year 2013-2014 Estimated Award | \$1,650,624 |
| Estimated Program Income | \$30,000 |
| Reappropriated From Completed Projects | \$470,543 |
| Total CDBG funding Available: | \$2,151,167 |

PROPOSED CDBG PROJECTS

| | |
|---|--------------------|
| Administrative Activities (60%) | \$175,965 |
| Public Service Projects (15%) | \$278,525 |
| Capital Improvement Projects | \$1,843,517 |
| TOTAL PROPOSED CDBG ACTIVITIES/PROJECTS: | \$2,298,007 |

HOME INVESTMENT PARTNERSHIPS ACT

| | |
|---------------------------------------|------------------|
| Fiscal Year 2013-2014 Estimated Award | \$650,541 |
| Estimated Program Income | \$50,000 |
| Total HOME funding Available: | \$700,541 |

PROPOSED HOME ACTIVITIES

| | |
|---|------------------|
| Program Administration (10%) | \$65,054 |
| CDBG to See Assisted (Minimum 15%) | \$115,100 |
| Project Construction | \$475,387 |
| TOTAL PROPOSED HOME ACTIVITIES/PROJECTS: | \$655,541 |

EMERGENCY SOLUTIONS GRANT

| | |
|---------------------------------------|------------------|
| Fiscal Year 2013-2014 Estimated Award | \$192,890 |
| Estimated Program Income | \$0 |
| Total ESG funding Available: | \$192,890 |

PROPOSED ESG ACTIVITIES

| | |
|--|------------------|
| Program Administration (7.5%) | \$14,467 |
| ESG | \$115,000 |
| ESG and Other | \$77,423 |
| Other | \$6,000 |
| TOTAL PROPOSED ESG ACTIVITIES/PROJECTS: | \$192,890 |

PUBLIC COMMENTS

Copies of the draft of this document will be available for public review at the following locations:

- City of Oxnard Main Library
251 South 7A Street
- City of Oxnard City Clerk's Office
308 West Third Street, First Floor
- City of Oxnard Housing Department
345 South 7D Street

If you plan to attend the hearing, you are requested that you contact the City Clerk's Office at (805) 385-7400 the Thursday prior to the scheduled date to confirm that the hearing has not been rescheduled. Persons who are unable to attend hearing assistance in participating in the hearing. Persons requiring a translator, should also contact the City Clerk's Office at least 72 hours prior to the hearing.

For further information, contact Julia D. Davis, Grants Coordinator at (805) 385-7432. Written comments may be addressed to the following:

City of Oxnard
 Housing Department
 Grants Management Division
 425 South D Street
 Oxnard, CA 93030
 (805) 385-7400

CITY OF OXNARD
CALIFORNIA

Certificate of Publication

Ad #328892

In Matter of Publication of:

Public Notice

State of California)

)§

County of Ventura)

I, **Maria Rodriguez**, hereby certify that the **Ventura County Star Newspaper** has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

April 30, 2013

I, **Maria Rodriguez** certify under penalty of perjury, that the foregoing is true and correct.

Dated this April 30, 2013; in Camarillo, California, County of Ventura.



Maria Rodriguez
(Signature)

CITY OF OXNARD
NOTICE OF EXTENSION OF 30-DAY
PUBLIC REVIEW DRAFT FY 2013-2018
CONSOLIDATED PLAN AND FY 2013-2014
ANNUAL ACTION PLAN

NOTICE IS HEREBY GIVEN that the City of Oxnard has extended the public comment period on the Draft of the FY2013-2018 Consolidated Plan (Plan) and FY2013-2014 Annual Action Plan (AAP). The purpose of the extension is to comply with the 30 day comment period. The public review and comment period is from April 17, 2013, to May 20, 2013.

NOTICE IS HEREBY FURTHER GIVEN that the public hearing currently scheduled for May 7, 2013, on which the Five-Year Consolidated Plan and One-Year Action Plan will be presented to City Council for approval, will be continued to May 21, 2013.

PUBLIC COMMENTS

Copies of the draft of the Plan and the AAP are available for public review at the following locations:

- City of Oxnard Main Library
251 South "A" Street
- City of Oxnard City Clerk's Office
305 West Third Street, First Floor
- City of Oxnard Housing Department
435 South "D" Street

If you plan to attend the hearing, staff suggests that you contact the City Clerk's Office at (805) 385-7803 the Thursday prior to the scheduled date to confirm that the hearing has not been rescheduled. Persons with disabilities needing special assistance to participate in the hearing, or persons requiring a translator, should also contact the City Clerk's Office at least 72 hours prior to the meeting.

For further information, contact Juliette Dang, Grants Coordinator, at (805) 385-7493. Written comments may be addressed to the following:

City of Oxnard - Housing Department
Grants Management Division
Attention: Juliette Dang
435 South "D" Street
Oxnard, CA 93030

CITY OF OXNARD
CALIFORNIA

Publish: April 30, 2013 Ad No:328892

Meeting Date: 01/08/13



| ACTION | TYPE OF ITEM |
|--|---|
| <input type="checkbox"/> Approved Recommendation | <input type="checkbox"/> Info/Consent |
| <input type="checkbox"/> Ord. No(s). _____ | <input type="checkbox"/> Report |
| <input type="checkbox"/> Res. No(s). _____ | <input type="checkbox"/> Public Hearing (Info/consent) |
| <input type="checkbox"/> Other | <input checked="" type="checkbox"/> Other <u>Public Hearing</u> |

Prepared By: Juliette Dang *JD* Agenda Item No. L-2
 Reviewed By: City Manager *mmh* City Attorney *BA* Finance *JC* Other (Specify)

DATE: December 20, 2012

TO: City Council

FROM: William E. Wilkins, Housing Director *John Wilkins for WEW*

SUBJECT: **Extremely Low-to Low-Income Needs Assessment – FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan**

RECOMMENDATION

That the City Council conduct a public hearing to receive comments and provide direction to staff concerning unmet needs of extremely low to low-income persons for housing, community development, and homelessness.

DISCUSSION

Background

In May 2008, the City Council adopted the FY 2008-2013 Consolidated Plan (Plan), as required by the U.S. Department of Housing and Urban Development (HUD) for submission of goals for HUD’s community planning, development and various housing programs. The Plan, approved by HUD, serves as a planning document (comprehensive housing affordability strategy and community development plan) for the City, and as an application for funding under the Community Planning and Development formula grant programs, i.e. Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME) and Emergency Solutions Grant (ESG). In addition, for each year of the Plan’s existence, the City must submit an Annual Action Plan, which is also the annual application for the three grants.

The City is required to submit a new Consolidated Plan which will cover the next five years (FY 2013-2018) and an Annual Action Plan (FY 2013-2014) to HUD by May 15, 2013 which will become effective on July 1, 2013.

HUD’s Formula Grant Programs

The City has been receiving community and development funds for over three decades. More specifically, the City has received CDBG funding for more than 37 years, HOME funds for 20 years and ESG funding for 22 years.

HUD has provided the funding through CDBG for neighborhood street improvements, parks, public facility improvements, housing rehabilitation, and public service activities targeted to youth and homeless persons.

HOME funding has assisted numerous first-time buyers with down-payment assistance. Moreover, HOME funds have assisted extremely low to low income families and individuals with the rehabilitation of single-family homes, as well as mobile homes, and the construction of new housing.

ESG has provided funding for homeless prevention, essential services, and the operation of emergency shelters. The City has provided emergency food, shelter, counseling and homeless prevention annually to more than 1,000 people.

Attachment No. 1 summarizes eligible activities and distribution mandates of these funds. Attachment No. 2 is a five-yea historical summary of the three (3) entitlement grants.

Overall Goals and ConPlan Content

The overall goals of HUD's community planning and development programs are to develop viable urban communities by providing decent housing, a suitable living environment, and expanded economic opportunities, principally for extremely low and low income persons. The primary means toward these ends is to extend and strengthen partnerships among all levels of government and the private sector, including for-profit and non-profit organizations.

The Plan contents must include: housing and homelessness needs assessments; a housing market analysis; a strategic plan indicating priorities for allocating investments for affordable housing; an analysis of the supportive needs of the non-homeless; and, a non-housing community development plan, with specific long-term and short-term community development objectives as well as economic development activities that create jobs. In addition, the priorities within the Plan must describe the basis for assigning the priority; identify obstacles to meet underserved needs; describe how funds that are reasonably expected will be used to address identified needs; and, identify proposed accomplishments the City plans to achieve over the five years.

The Annual Action Plan must contain the applications for CDBG, HOME and ESG grant funds and the following sections: expected resources, annual goals and objectives, projects, geographic distribution, affordable housing, public housing, homeless and other special needs activities, barriers to affordable housing, other actions and program specific requirements.

Citizen Participation Process

In October 1994, the City adopted a Citizen Participation Plan (CPP), which was updated in 2000. Consistent with the CPP, notice of the first public hearing on the Plan and Annual Action Plan was advertised in the Ventura County Star newspaper on December 9, 2012 (attachment No. 3).

The second hearing will be held in March, prior to the adoption of the FY 2013-2014 Annual Action Plan, which is tentatively scheduled for May 7, 2013. The purpose of the second hearing

Extremely low to Low-Income Needs Assessment

December 20, 2012

Page 3

is to provide further opportunity for the City Council and members of the public to give input into the final needs assessment process, as well as to continue the refinement and completion of the proposed activities that will be addressed through the Plan.

During the preparation of the Plan and Annual Action Plan, the City is required to consult with other public and private agencies that provide assisted housing, health and social services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, in addition to the homeless). The City must also notify adjacent units of general local government, to the extent possible, when preparing the description of priority non-housing community development needs.

The general intent of the consolidated planning process is a collaborative effort whereby the community establishes a unified and comprehensive vision for housing and community development. It also facilitates “bottoms up” planning, which renews the commitment and generates citizen involvement. The comprehensive vision of the Plan should include affordable housing, adequate infrastructure, measures to overcome impediments to fair housing, and economic growth coordinated with human development.

FINANCIAL IMPACT

There is no financial impact to conduct the public hearing.

Attachment #1 – Program Funding Eligibility

#2 – Five-Year Entitlement Summary of HUD Formula Grant Programs Allocation

#3 – Newspaper Notice of the Public hearing

MINUTES

OXNARD CITY COUNCIL Regular Meeting January 8, 2013

A. ROLL CALL/POSTING OF AGENDA

At 5:32 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Tim Flynn, Bryan A. MacDonald, and Dorina Padilla were present. Mayor Pro Tem Carmen Ramirez was absent. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Karen Burnham, Interim City Manager; Alan Holmberg, City Attorney; Grace Magistrale Hoffman, Deputy City Manager; and James Cameron, Chief Financial Officer.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

At 5:33 p.m. the City Council recessed to a closed session, pursuant to Government Code section 54957(b)(1), to discuss action to be taken with respect to the position of the City Manager due to the expiration of the City Manager Edmund F. Sotelo's contract on February 28, 2013.

At 5:45 p.m., Mayor Pro Tem Ramirez was present.

The City Council also recessed to a closed session, pursuant to Government Code section 54956.9(a), to confer with its attorneys. The title and case number of the litigation discussed is James Blanchard v. Edmund Sotelo, Oxnard Fire Department, Chief Randy Milligan [sic], et al. Ventura County Superior Court Case No. 56-2011-00403332-CU-WM-VTA

The City Council also recessed to a closed session, pursuant to Government Code section 54956.9(b)(3)(c), based on existing facts and circumstances, there is significant exposure to litigation against the City in one potential case based upon a claim for damages number 155 on file with the City Clerk, which is available for inspection at the City

D. OPENING CEREMONIES

At 7:07p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers, concurrently with the Community Development Commission Successor Agency. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence. Mayor Flynn presided. Additional staff members present were: Jeri Williams, Police Chief; Rob Roshanian, Interim Public Works Director; William "Bill" Wilkins, Housing Director; Eric Sonstegard, Police Commander; Lou Balderrama, City Engineer; Grant Dunne, Environmental Resources Management Analyst; Anthony Emmert, Water Resources Manager; Sue Martin, Planning and Environmental Services Manager; and Kymberly Horner, Interim Redevelopment Services Manager.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of Employee of the Fourth Quarter 2012
ACTION: Mayor Flynn presented a plaque and check to Barbara Wulf

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following individuals provided comments: Inez Tuttle; Martin Jones; Saul Medina; Pedro Vazquez; William Terry; Sergio Lagunas; Dick Jaquez; Harold Ceja; Morey Navarro; Mario Quintana; Dan Pinedo; Lizette Cuevas; Rudy Salvio; Jaime Melgoza; and Pat Brown.

G. REVIEW OF INFORMATION/CONSENT AGENDA

Comments were received from Interim City Manager and City Attorney (L-1); Police Commander (I-G, H, I); Interim Public Works Director and Environmental Resources Management Analyst (I-2, & I-3); City Engineer (I-4); and Water Resources Manager (I-5 & I-6).

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

The following individuals provided comments: William Terry (I-2, I-6); Steve Nash (I-1, I-2, I-3, I-4, I-5, I-6); Inez Tuttle (I-4); Jeanne Benitez (I-2, I-3); Orlando Dozier (I-2 & I-4); Patty Brown (I-2); Bert Perello (I-6); Pat Brown (I-4 & I-6); and Gerard Kapusck (I-2 & I-3).

I. INFORMATION/CONSENT AGENDA

City Manager Department

1. SUBJECT: Agreements for City Council Review. (001)
RECOMMENDATION: Approve and authorize the Interim City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than \$25,000 but less than \$250,000.

Public Works Department

2. SUBJECT: Second Amendment to Agreement for the Management and Operation of the Del Norte Regional Recycling and Transfer Station (Del Norte Facility) between the City of Oxnard and Republic Services of Oxnard, Inc. (005)
RECOMMENDATION: Approve and authorize the Mayor to execute the Second Amendment to the Agreement for the management and operation of the Del Norte Facility with Republic Services of Oxnard, Inc. (A-7465) to extend the contract expiration date to January 31, 2014.
3. SUBJECT: First Amendment to Agreement for Yard Trimmings and Wood Waste Processing Services between the City of Oxnard and Republic Services of Oxnard, Inc. (009)
RECOMMENDATION: Approve and authorize the Mayor to execute the First Amendment to the Agreement for Yard Trimmings and Wood Waste with Republic Services of Oxnard, Inc., (A-7517) to extend the contract expiration date to January 31, 2014.
4. SUBJECT: Approval of Award to All American Asphalt for PW 10-05 Wooley Road Arterial Resurfacing Project. (013)
RECOMMENDATION: 1) Approve and authorize the Mayor to execute Contract with All American Asphalt (A-7555) in the amount of \$3,920,000 for Project Specification Number 10-05 for pavement resurfacing, sidewalk, curb and gutter repair, replacing street name signs and improvement to railroad crossings on Wooley Road from Victoria Avenue to Rose Avenue; and 2) Approve a Special Budget Appropriation recognizing Caltrans for Surface Transportation Act (STA) federal aid grant funding in amount of \$3,488,834.

5. **SUBJECT:** Agreement with Layne Christensen Co. for Well Nos. 22, 32, & 33 Repair and Maintenance. (041)
RECOMMENDATION: Approve and authorize the Mayor to execute Contract with Layne Christensen Co. (A-7553) in the amount of \$489,041 for Project Specification Number 12-16 for Well Nos. 22, 32 and 33-Repair and Maintenance.

6. **SUBJECT:** First Amendment to Water Supply Agreement between the City of Oxnard and Procter & Gamble Paper Products Company. (081)
RECOMMENDATION: Approve and authorize the Mayor to execute the First Amendment to the Water Supply Agreement between the City of Oxnard and Procter & Gamble Paper Products Company (A-6168) to extend the expiration date to December 31, 2014.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended with I-2 and I-3 being six month agreements. (MacDonald/Ramirez) Ayes: Ramirez, MacDonald, Padilla, and Flynn.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

Finance Department

1. **SUBJECT:** Monthly Budget Status Report for the Period Ending November 30, 2012. (085)
RECOMMENDATION: Receive Report.
DISCUSSION:
ACTION: Received and filed.

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

Development Services Department

1. **SUBJECT:** Planning and Zoning Permit No. 12-580-01 (Zone Code Text Amendment), Regulations Concerning Operation of Mobile Food Facilities, Citywide.
RECOMMENDATION: Continue to February 26, 2013.
DISCUSSION: The Planning and Environmental Services Manager review the process of contacting the community including restaurants, mobile truck operators and neighborhoods.

Comments were received from: Steve Nash; Abel Magana; Bert Perello; Morey Narvarro; Saul Medina; and Alejandro Rivera.

The Council discussed the option to send issue back to the Planning Commission, information needed to make a discussion, and the need for County involvement.

ACTION: The Council concurred to return to Planning Commission.

ACTION: Mayor Flynn declared the public hearing open.

DISCUSSION: The City Clerk reported on posting, publication and no written communications were received.

Housing Department

2. **SUBJECT:** Extremely Low- to Low-Income Needs Assessment – FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan. (103)
RECOMMENDATION: Conduct a public hearing to receive comments and provide direction to staff concerning unmet needs of extremely low to low-income persons for housing, community development, and homelessness.
DISCUSSION: The Housing Director reviewed the Annual Action Plan including the goals, available funds, use of resources and public outreach programs.

Comments were received from: Ron Mulvihill; Karen Flock; Peggy Rivera; Monica De La Haya; and Eileen Tracy.

Councilmembers discussed several issues including property zoning, density issues, individuals with mental health issues, homeless individual(s)/families and the need to work with other public agencies.

ACTION: Close the public hearing. (MacDonald/Ramirez). The City Council conducted a public hearing to receive comments and provide directions to staff.

M. REPORT OF CITY MANAGER

1. **SUBJECT:** Verbal Report on Oxnard Community Development Commission Successor Agency and Status of Redevelopment Activities in the City of Oxnard.
RECOMMENDATION: Receive and consider report.
DISCUSSION: The Interim Redevelopment Services Manager updated the status of Wagon Wheel project, housing funds, and other ROPS items being reviewed by the State. She commended on Successor Agency staffing, administration costs, project costs and impact of past redevelopment transactions.

Comments were received from: Bert Perello; Jim Lavery; Eileen Tracy; and Steve Nash.

The Council discussed staffing, administration costs, audit report and impact to community.

ACTION: Received verbal report.

COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

At 11:27 p.m., the concurrent meetings with the Community Development Commission Successor Agency concluded.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

City Clerk Department

1. **SUBJECT:** Filling a City Council Vacancy. (109)
RECOMMENDATION: 1) Adopt **Resolution No. 14,292** appointing a person to fill the City Council vacancy; or 2) Adopt a resolution calling for a special election for the position of City Council member to be held on June 4, 2013; and 3) Adopt **Resolution No. 14,293** establishing rules to govern submission by candidates of candidate statements calling for a special election to be held on June 4, 2013.

DISCUSSION: The City Clerk and City Attorney commented briefly on the options of appointing or electing a Councilmember.

Councilmembers discussed the importance of having an election rather than an appointment of a Councilmember.

ACTION: Approve as recommended. (Ramirez/Padilla) Ayes: Padilla, Flynn, Ramirez, and MacDonald.

City Council

2. **SUBJECT:** Mayor's Letter on Fiscal Management for City Council Consideration - Mayor Flynn (117)
DISCUSSION: Councilmembers provided comments regarding the Mayor's letter.

Comments received from: Bert Perello.

ACTION: The selection of January 29, 2013 and February 19, 2013 as strategic workshop dates (Flynn/Ramirez) Ayes: Ramirez, MacDonald, Padilla and Flynn.

O. REPORTS

City Manager Department

1. **SUBJECT:** Update on 2012 City Council Strategic Planning Workshop Initiatives. (119)
RECOMMENDATION: Receive a report and provide comments on the tactical plans, implementation and status of the strategic initiatives identified by the Members of the City Council during the City Council Strategic Planning Workshop held on February 28-29, 2012.
ACTION: Continue to future date.

Finance Department

2. **SUBJECT:** Annual Report for Development, Connection and Improvement Fees for the Year Ended June 30, 2012. (157)
RECOMMENDATION: Receive and file the Annual Report for Development, Connection and Improvement Fees for the year ended June 30, 2012 in accordance with Government Code Section 66006.
DISCUSSION: The Chief Financial Officer reviewed fees report regarding parks, storm drains, traffic impact, capital growth (residential/non-residential), water system, and waste water.
ACTION: Received, filed and provided comments.

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

1. **SUBJECT:** Oxnard Convention and Visitors Bureau (OCVB) Annual Report and Dallas Cowboys Economic Impact.
RECOMMENDATION: Receive verbal report and provide comments.
ACTION: Continue to future date.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The Council requested future information regarding: a possible "gun buy-back" program, Lifeline program, procedure for recruitment of a City Manager and changing the start time of Council meetings.

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 12:32 a.m. the City Council concurred to adjourn the meeting.


DANIEL MARTINEZ
City Clerk


TIM FLYNN
Mayor



Meeting Date: 03/26/13

| ACTION | TYPE OF ITEM |
|--|--|
| <input type="checkbox"/> Approved Recommendation | <input type="checkbox"/> Info/Consent |
| <input type="checkbox"/> Ord. No(s). _____ | <input type="checkbox"/> Report |
| <input type="checkbox"/> Res. No(s). _____ | <input type="checkbox"/> Public Hearing (Info/consent) |
| <input type="checkbox"/> Other _____ | <input checked="" type="checkbox"/> Other Public Hearing |

Prepared By: Juliette Dang *JD* Agenda Item No. L-4
 Reviewed By: City Manager *mmh* City Attorney *AK* Finance *JC* Other (Specify) _____

DATE: March 5, 2013
TO: City Council
FROM: William E. Wilkins, Housing Director *[Signature]*
SUBJECT: Goals and Objectives for FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan

RECOMMENDATION

That the City Council conduct a second public hearing to consider a report and public testimony and to provide direction to the Housing Director regarding the specific priorities and measurable objectives to be addressed in the multi-year Consolidated Plan and Annual Action Plan.

DISCUSSION

On January 8, 2013, City Council held the first public hearing of the FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan, to obtain public input for unmet needs of extremely low to low-income persons regarding: housing, community development and homelessness.

The overall goal of the U.S. Department of Housing and Urban Development's (HUD) programs is to develop viable urban communities by providing decent housing, a suitable living environment, and expand economic opportunities, primarily for low-income persons. The key to accomplish this goal is to extend and strengthen partnerships among all levels of government, the private sector, and non-profit organizations.

The second public hearing scheduled for March 19, 2013 was continued to March 26, 2013 to provide City Council and the public, the opportunity to offer input into the final needs assessment process, to designate the priorities, and specify the measurable objectives that will be addressed in the FY-2013-2018 Consolidated Plan and FY2013-2014 Annual Action Plan

The FY 2013-2018 Consolidated Plan must include: an executive summary, the planning process, housing and homeless needs assessments, a housing market analysis, a strategic plan and an annual action plan.

The FY 2013-2014 Annual Action Plan must contain: expected resources, annual goals and objectives, projects, geographic distribution, affordable housing, public housing, homeless and other special needs activities, barriers to affordable housing, other actions and program specific requirements.

The FY 2013-2018 Consolidated Plan regulations stipulate that the City has to meet minimum citizen participation requirements in its development and formulation. The City has developed and followed a detailed planning schedule for the development of the five-year plan and one-year action plan. This schedule provides three public hearings and various consultation sessions with City staff, Oxnard Housing Authority staff, social service providers, non-profit organizations, and public presentations to the advisory/oversight boards.

The third public hearing will be schedule sometime in May of 2013.

FINANCIAL IMPACT

From July 2008 to June 2013, the City of Oxnard will have received a combined total of \$18,729,865 in federal funds for CDBG and HOME.

As of February 2013, HUD has not provided the 2013 allocation of funds for the Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), and Emergency Solutions Grant (ESG) which will be available to the City of Oxnard for the fiscal year 2013-2014. It has been projected that there will be an estimated 10% in cuts for fiscal year 2013-2014.

There is no financial impact to conduct the public hearing.

- Attachment # 1 – Table 2 of 2012-13 annual Action Plan-FY 2008-2013 Priority Needs
- Attachment # 2 – Table 12 of 2011-12 CAPER-Goals and Accomplishments of FY 2008-2013 Consolidated Plan
- Attachment # 3 – Five Year Entitlement Summary and estimated for 2013 allocation
- Attachment # 4 – City of Oxnard Citizen Participation Plan
- Attachment # 5 – Community Survey
- Attachment # 6 – Priorities list

MINUTES

OXNARD CITY COUNCIL Regular Meeting March 26, 2013

A. ROLL CALL/POSTING OF AGENDA

At 5:30 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, and Dorina Padilla were present. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Karen Burnham, Interim City Manager; Alan Holmberg, City Attorney; James Cameron, Chief Financial Officer; and Grace Magistrale Hoffman, Deputy City Manager.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

At 6:04 p.m. the City Council recessed to a closed session, pursuant to Government Code section 54956.9(a) to confer with its attorneys. The title and case numbers of the litigation being discussed were City of Oxnard et al. v. Malcolm Pirnie, Inc., et al., Los Angeles Superior Court, Case No. BC469176; City of Oxnard et al. v. Kennedy Jenks Consultants, et al., Los Angeles Superior Court, Case No. BC493631; City of Oxnard v. Procter & Gamble, et al. Ventura County Superior Court Case No. 56-2012-00428233-CU-BC-VTA.

At 6:35 p.m., the City Council reconvened from the closed session and recessed to the evening session.

D. OPENING CEREMONIES

At 7:04 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers, concurrently with the Community Development Commission Successor Agency, Housing Authority and Finance Authority. The meeting opened with the pledge of allegiance to the flag of the United States by Soleil Jones, followed by a moment of silence. Mayor Flynn presided. Additional staff members present were: Jeri Williams, Police Chief; James Williams, Fire Chief; Barbara Murray, Library Director; William "Bill" Wilkins, Housing Director; Martin Erickson, Special Assistant to the City Manager; Michael More, Financial Resources Manager; Brad Windsor, Assistant Fire Chief; Chris Williamson, Principal Planner; and Cynthia Daniels, Project Manager.

E. CEREMONIAL CALENDAR

2. SUBJECT: Presentation of Commendation to Soleil Jones, Winner of The Ventura County Spelling Bee
ACTION: The City Council recognized Soleil Jones of Juan Soria School who will be representing Oxnard Elementary School District.
1. SUBJECT: Oxnard's Earth Day Festival, Saturday, April 6, 2013
ACTION: Trish Honigsberg, Outreach & Education Specialist, invited the public and City Council to come the Earth Day Festival.

- 3. **SUBJECT:** Swearing in of the New Fire Chief James Williams.
ACTION: The City Clerk swore-in the new Fire Chief.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following individuals provided comments: Andres Orozco; Priscilla Cisneros; Peter Turley; Jennifer Vasquez; Jasmine Sanchez; Jacqueline Vasquez; Karen Sanchez; Lydia Rivera; Bert Perello; Steve Nash; and Larry Stein.

G. REVIEW OF INFORMATION/CONSENT AGENDA

The following individuals provided comments: Principal Planner (I-2); Project Manager (I-5); Chief Financial Officer, Assistant Fire Chief and Financial Resources Manager (I-6); and Library Director (I-7).

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

The following individuals provided comments: Larry Stein (I-6); Ellen Tracy (I-1); William "Bill" Terry (I-2); Steve Nash (I-2); and Rebecca Ralph (I-6).

I. INFORMATION/CONSENT AGENDA

City Manager Department

- 1. **SUBJECT:** Agreements for City Council Review. (001)
RECOMMENDATION: Approve and authorize the Interim City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than \$25,000 but less than \$250,000.

Development Services Department

- 2. **SUBJECT:** Submittal of Application to CalTrans for Oxnard Corridor Community Transportation Improvement Plan (OCCTIP) Planning Grant. (005)
RECOMMENDATION: Adopt **Resolution No. 14,310** authorizing the City Manager to submit an application for up to \$300,000 in Community-Based Transportation Planning grant funds, to be used for development of the Oxnard Corridor Community Transportation Improvement Plan.
- 3. **SUBJECT:** Approval of Award of Contract for Oxnard School Area Safety –Safe Route to School Project DS12-12. (009)
RECOMMENDATION: Approve and authorize the Mayor to execute Contract with Granite Construction Company (A-7570) in the amount of \$550,826 for the installation of sidewalk on the east side of Vineyard Avenue between Rio School Lane and Collins Street, sidewalk extension at various locations, bike lanes and crosswalk lighting on C Street between Channel Islands Boulevard and Pleasant Valley Road.
- 4. **SUBJECT:** Dedication of a Strip of Land on the Northwest Corner of Santa Clara Avenue and Auto Center Drive for Public Right of Way. (011)
RECOMMENDATION: Adopt **Resolution No. 14,311** authorizing the Mayor to execute the deed dedicating as public right of way and accepting into the City street system Santa Clara Avenue extending north of Auto Center Drive by approximately 147 feet, and Auto Center Drive extending northwest of Santa Clara Avenue by approximately 477 feet.

- 5. **SUBJECT:** Appropriate Funds for the "Victoria Route Transit Stops" Project. (025)
RECOMMENDATION: Appropriate funds in the amount of \$264,700 from the Transportation Development Act Capital Improvement Project Fund to "Victoria Route Transit Stops" Project No. 133108 for transit stops for the three-year demonstration bus route on Victoria Avenue and Channel Islands Boulevard operated by Gold Coast Transit.

Fire Department

- 6. **SUBJECT:** Authorization for the Lease-Purchase of an Aerial Ladder Truck. (029)
RECOMMENDATION: 1) Approve a lease purchase in the amount of \$1,099,999 under the Master Equipment Lease Purchase Agreement (A-7211) with the Bank of America for the acquisition of a fire ladder truck from Pierce Manufacturing, Inc.; 2) Approve a special budget appropriation transferring the capacity for the acquisition of a new aerial ladder truck from Measure "O" to the Lease Purchase Fund; and 3) Approve future appropriations of approximately \$170,000 over a 7 year period from Measure "O".

Library Department

- 7. **SUBJECT:** Approval of Agreement with Ingram Library Services Inc. as Library Materials Vendor to the Oxnard Public Library for Fiscal Years 2013 Through 2018. (043)
RECOMMENDATION: Approve and authorize the Mayor to execute agreement with Ingram Library Services, Inc. (6111-13-LI) in the amount of \$1,396,000 from General Funds to provide library materials for the Oxnard Public Library for fiscal years 2013 through 2018.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended (Ramirez/MacDonald) Ayes: Ramirez, MacDonald, Padilla, and Flynn.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

Finance Department

- 1. **SUBJECT:** Monthly Budget Status Report for the Period Ending February 28, 2013. (073)
RECOMMENDATION: Receive Report.
ACTION: Received and filed.

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

Development Services Department

- 1. **SUBJECT:** Revision of Existing Fees and Adoption of New Fees Related to Development and Construction Permits and Services, Geographic Information Systems, and Library Services.
RECOMMENDATION: Continue to April 23, 2013
ACTION: Approved as recommended. (MacDonald/Ramirez) Ayes: Flynn, Ramirez, MacDonald and Padilla.

2. **SUBJECT:** SB-2 Ordinance Amendment (PZ 10-580-01), Pertaining to Emergency Shelters, Transitional Housing, Supportive Housing and Farmworker Housing.
RECOMMENDATION: Continue to April 9, 2013.
ACTION: Approved as recommended. (Ramirez/MacDonald) Ayes: Flynn, Ramirez, MacDonald and Padilla.

Q. APPOINTMENT ITEMS

1. **SUBJECT:** RDP-21 the Regional Defense Partnership. Supervisor Kathy Long and Mr. Gene Fisher will be providing the City Council with an update of their activities.
DISCUSSION: Ventura County Supervisor Long briefly outlined the RDP-21 accomplishments of the partnership and communications between the military, business and the community.
ACTION: Received report and provided comments.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

1. **SUBJECT:** Presentation of the 2013 State of the Region Report Presented by David Maron and Sandy Smith of the Civic Alliance
DISCUSSION: David Maron and Sandy Smith presented the regional report to the City Council representing several aspects of Ventura County including education, economy, land use, public safety, public health, environmental quality and transportation.
ACTION: Received report and provided comments.

At 8:06 p.m., the City Council recessed while the Housing Authority held a public hearing and at 9:37 p.m., the City Council reconvened.

L. PUBLIC HEARINGS

ACTION: Mayor Flynn declared the public hearing open.

DISCUSSION: The City Clerk reported on posting, publication and no written communications were received.

4. **SUBJECT:** Goals and Objectives for FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan. (109)
RECOMMENDATION: Conduct a second public hearing to consider a report and public testimony and to provide direction to the Housing Director regarding the specific priorities and measurable objectives to be addressed in the multi-year Consolidated Plan and Annual Action Plan.
DISCUSSION: The Housing Director commented on the posting schedule for required public hearings and public outreach efforts. He outlined past grant funding which included funding of community activities and infrastructure (street improvements, code compliance, afterschool programs); funding of homelessness shelter program; homelessness prevention; housing set-a-side programs; and housing for programs veterans.

Comments were received from: Leticia Sandoval, Eileen Tracy, Karen Flock, and Bert Perello.

ACTION: Close the public hearing. (Ramirez/Padilla) Ayes: Flynn, Ramirez, MacDonald and Padilla.

DISCUSSION: The Council discussed staff's schedule of finalizing the Annual Action Plan and a year-round homeless program.

ACTION: Provided comments to staff.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

City Manager Department

- 2. SUBJECT: Cancellation of the Regular Meetings Scheduled for April 16, 2013. (123)
- RECOMMENDATION: Cancel their regular meetings scheduled for April 16, 2013.
- ACTION: Approved as recommended. (Ramirez/MacDonald) Ayes: Flynn, Ramirez, MacDonald and Padilla.

COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY/HOUSING AUTHORITY/FINANCE AUTHORITY

At 10:19 p.m. the concurrent meetings with the Community Development Commission Successor Agency, Housing Authority and Finance Authority concluded.

M. REPORT OF CITY MANAGER

The City Manager reported that the "State of the City" would be airing on the Government Channel and presented a video on programs funded by Measure "O".

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The City Council commented on: future water needs; new fire chief; pay of mid- management and confidential employees; establishment of a "youth commission" and upcoming Council strategic planning meeting at the Advanced Water Purification Facility.

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 10:31 p.m. the City Council concurred to adjourn the meeting.


 DANIEL MARTINEZ
 City Clerk



 TIM FLYNN
 Mayor



Meeting Date: 05/21/2013

| ACTION | TYPE OF ITEM |
|--|--|
| <input type="checkbox"/> Approved Recommendation | <input type="checkbox"/> Info/Consent |
| <input type="checkbox"/> Ord. No(s). _____ | <input type="checkbox"/> Report |
| <input type="checkbox"/> Res. No(s). _____ | <input type="checkbox"/> Public Hearing (Info/consent) |
| <input type="checkbox"/> Other _____ | <input checked="" type="checkbox"/> Other Public Hearing |

Prepared By: Juliette Dang ^{JD} Agenda Item No. L-1

Reviewed By: City Managers [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) _____

DATE: May 6, 2013

TO: City Council

FROM: William E. Wilkins, Housing Director
Housing Department [Signature]

SUBJECT: **Public Hearing to Consider Oxnard's Fiscal Years 2013-2018 Consolidated Plan (Plan) and Fiscal Year 2013-2014 Annual Action Plan (AAP) Component; including Applications to the U.S. Department of Housing and Urban Development (HUD).**

RECOMMENDATION

That City Council:

1. Conduct a Public Hearing to receive comments and provide direction to staff on changes to the Plan, and approve the Plan with recommended use of funds;
2. Authorize the Interim City Manager to make changes to the Plan as directed;
3. Authorize the Interim City Manager to execute the required applications, certifications, and other pertinent documents for submission of the Plan and Annual Action Plan to HUD;
4. Authorize the Interim City Manager to sign any documents or agreements required by HUD for implementation of the Consolidated Plan and Annual Action Plan.

DISCUSSION

In 1994, HUD required entitlement jurisdictions to complete a three to five year plan which consolidated the CDBG, HOME, and ESG formula grant programs into one application and implementation reporting process. For each year of the Plan's existence, the City must also submit an AAP, which is the annual application for these three grants. On May 2012, HUD's Office of Community Planning and Development (CPD) introduced the eCon Planning Suite and required cities to submit electronically the Plan and the AAP using the Consolidated Plan template in the Integrated Disbursement and Information System (IDIS) Online.

The FY 2013-2018 Plan Draft and the FY 2013-2014 AAP Draft (Attachment No. 1) are presented for your review and approval.

Community Involvement

The Plan represents the culmination of a lengthy process that included consultation, collaboration, and involvement of residents and public and private agencies (Attachment No. 2). The Plan is also the result of a well-coordinated effort by an employee team representing various City Departments. Prior to submitting the Plan for City Council's consideration, the City must afford residents the opportunity to review and comment on the priorities and strategies in the Consolidated Plan and the annual uses of the federal funds. An initial public hearing was held on January 8, 2013 to solicit comments from residents, public agencies and other interested parties on housing and community development needs. A second public hearing was scheduled on March 19, 2013 and continued to March 26, 2013 to obtain additional public comments and directions from City Council to establish the community priority needs. Per Council request, a staff report was scheduled for April 9, 2013 and continued to April 23, 2013, to submit a list of priority needs for review, consideration and approval.

The third public hearing, scheduled for May 7, 2013, was advertised in Ventura County Star Newspaper on April 7, 2013 (Attachment No. 3). Additionally, on April 30, 2013, an extension notice of the public comment period on the Draft Plan and AAP was advertised in the Ventura County Star newspaper (Attachment No. 4) and announced that the third public hearing would be continued to May 21, 2013.

Annual Action Plan FY 2013-2014 Funding

While HUD has not yet announced 2013-2014 allocation, the City anticipates receiving \$1,856,824 in CDBG funds; \$600,541 in HOME funds; and \$192,690 in ESG funds, effective July 1, 2013, representing 10% anticipated reduction from FY 2012-2013 allocations. Additionally, the City has reprogrammed \$470,583 of CDBG funds and \$25,000 of HOME funds from previously completed projects. It should also be noted that \$50,000 of program income from the HOME program, as well as CDBG program income in the amount of \$20,000 will be available for FY 2013-2014. Program income is received and recorded in the HUD Integrated Disbursement and Information System (IDIS), when loans from such activities as housing rehabilitation and first time homebuyer are repaid to the City. Thus, the total amount currently available in CDBG, HOME, and ESG funding for projects and activities for the period from July 1, 2013 to June 30, 2014 is \$3,215,638 (Attachment No. 5).

FINANCIAL IMPACT

With the submission of the Plan and subsequent to the approval by HUD, staff anticipates funding in the amount of \$2,347,407 for CDBG, \$675,541 for HOME and \$192,690 for ESG in Fiscal Year 2013-2014. The total funding of \$3,215,638 includes allocations of \$2,650,055 from HUD for FY 2013-2014, \$495,583 reprogrammed from completed projects, and \$70,000 in program income.

- Attachments
- 1 – Draft of FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan
 - 2 – Consultations and Citizen Participation of 2013-2018 Plan Development
 - 3 – Certificate of Publication of 3rd Public Hearing
 - 4 – Certificate of Publication of Notice of Extension of 30-day Public Review
 - 5 – Proposed Projects Funding Summary

Attachment #1 is being provided to City Council under a separate cover. Copies are available in the City Clerk's Office and in Library at the Help Desk after 6:00 p.m. on Thursday prior to the City Council meeting.



In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

The entire agenda packet is available for review in the Library and the City Clerk's Office. The agenda reports are on the City of Oxnard web site at www.ci.oxnard.ca.us.

This page contains Adobe Acrobat PDF (.pdf) files. To view PDF documents please download and install the free Adobe Acrobat Reader.

Disclaimer: Minutes are considered unofficial until approved and executed.

Unofficial Minutes
CITY COUNCIL MEETING
May 21, 2013

A. ROLL CALL/POSTING OF AGENDA

* The Oxnard Community Development Commission Successor Agency, the Oxnard Financing Authority and the Oxnard Housing Authority will not meet because there are no items requiring consideration on this date.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

At this time, a person may address the legislative body only on matters appearing on the closed session agenda. The presiding officer shall limit public comments to three minutes.

C. CLOSED SESSION

Q. APPOINTMENT ITEMS - 6:00 P.M.

City Manager Department

1. SUBJECT: Measure O Half-Cent Sales Tax Budget Study Session. (001)
RECOMMENDATION: Receive an update on the Measure O half-cent sales tax program, including revenues expended to date, and provide direction to staff for future programming of Measure O revenue.
Legislative Body: CC Contact: Martin Erickson Phone: 385-7870

Document: Staff Report (pdf 785kb)

Document: Powerpoint Presentation (pdf 285kb)

ACTION: Received report and provided comments to staff.

D. OPENING CEREMONIES - 7:00 P.M.

Pledge of allegiance to the flag of the United States.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of Commendation to the Oxnard 15 and Under Girls Soccer Team for Winning the 2013 California State Cup Championship.
2. SUBJECT: Presentation of Commendation to the Water Conservation Art Contest Winners.
3. SUBJECT: Oxnard Police Explorer of the Year.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (30 Minutes)

At this time, the legislative body will consider public comments for a maximum of thirty minutes. A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. A person not able to address the legislative body at this time because the thirty minutes expires may do so just prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take any action on any items presented during public comments at this time. Such items may only be referred to the City Manager/ Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing. The presiding officer shall limit public comments to three minutes.

G. REVIEW OF INFORMATION/CONSENT AGENDA

The members of the legislative body will consider whether to remove Information/Consent Agenda items for discussion later during the meeting.

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

At this time, a person may address the legislative body only on matters appearing on the information/consent agenda. The presiding officer shall limit public comments to three minutes.

I. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the Oxnard City Council for April 9, 16 and 23, 2013; and Minutes of the Special Meeting of the Oxnard City Council for April 2 and 30, 2013. (007)
RECOMMENDATION: Approve.

Legislative Body: CC Contact: Daniel Martinez Phone: 385-7803

Document: Draft Minutes (pdf 1,278kb)

City Manager Department

2. SUBJECT: Agreements for City Council Review. (025)
RECOMMENDATION: Pursuant to Ordinance 2835 and Resolution 13,932, approve and authorize the Interim City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than \$25,000 but less than \$250,000.
Legislative Body: CC Contact: Karen Burnham Phone: 385-7430

Document: Agreements for City Council Review (pdf 155kb)

ACTION: Approve with removal only item 2(a).

3. SUBJECT: Fifth Amendment to Agreement for On-Call Landscape Architect Services. (029)
RECOMMENDATION: Approve and authorize the Mayor to execute the Fifth Amendment to Agreement for On-Call Landscape Architect Services provided by Jordan, Gilbert & Bain Landscape Architects, Inc. (4734-09-CM) extending the expiration date to June 30, 2014 and adding the sum of \$100,000, for a total agreement amount of \$620,000.
Legislative Body: CC Contact: Michael Henderson Phone: 385-7950

Document: Staff Report (pdf 1,845kb)

4. SUBJECT: Agreement Extension with Oxnard Airport Shell and MacValley Oil Company for Cardlock Fuel and Car Wash Service for FY 2013-14. (061)
RECOMMENDATION: Approve and authorize the Mayor to sign a blanket purchase order (No. 4447) with Shell Fleet Card Services, contract administrator for Oxnard Airport Shell and MacValley Oil Company, for the period from July 1, 2013, to June 30, 2014, in an amount not to exceed \$3,000,000, for unleaded gasoline and diesel fuel from vendors' pumps and for off-site car wash service for City vehicles and equipment through a fuel card system.
Legislative Body: CC Contact: Bill Birch Phone: 385-8080

Document: Staff Report (pdf 328kb)

ACTION: Approve as recommended with the removal of 2(a) only.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS - 7:15 P.M.

Housing Department

1. **SUBJECT:** Public Hearing to Consider Oxnard's Fiscal Years 2013-2018 Consolidated Plan and Fiscal Year 2013-2014 Annual Action Plan Component, Including Applications to the U.S. Department of Housing and Urban Development (HUD). (065)
RECOMMENDATION: 1) Conduct a public hearing to receive comments and provide direction to staff regarding any changes to the Plan; 2) Authorize Interim City Manager to make changes to the Plan as directed by City Council; 3) Approve the Plan and the recommended proposed use of funds; 4) Authorize Interim City Manager to execute the required applications, certifications, and other pertinent documents and submit the Plan to HUD; and 5) Authorize Interim City Manager to execute any agreement and other documents necessary to implement the Plan after approval of the Plan by HUD.
Legislative Body: CC Contact: William E. Wilkins Phone: 385-8094

Document: Staff Report (pdf 694kb)

Document: Attachment No. 4- Consolidated Plan 2013-2018/Annual Action Plan 2013-2014 (pdf 13.6mb)

ACTION: Continue to June 11, 2013.

M. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY

The City Manager/Executive Director/Secretary shall report on items of interest to the legislative body occurring since the last meeting. The legislative body cannot enter into detailed discussion or take action on any item presented during this report. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion.

N. CITY COUNCIL/HOUSING AUTHORITY/SUCCESSOR AGENCY/FINANCING AUTHORITY BUSINESS/COMMITTEE REPORTS

O. REPORTSP. PUBLIC COMMENTS ON REPORTS

At this time, a person may address the legislative body only on matters appearing on the reports. The presiding officer shall permit a person to address the legislative

body after the staff presentation on the report and before the consideration of the report by the legislative body. The presiding officer shall limit public comments to three minutes.

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

At this time, a person may address the legislative body only on matters appearing on the study session agenda. The presiding officer shall permit a person to address the legislative body after the staff presentation on the item and before the consideration of the item by the legislative body. The presiding officer shall limit public comments to three minutes.

T. ADJOURNMENT

Document: Powerpoint Presentation Consolidated Plan (pdf 498kb)



Meeting Date: 6-11-13

| ACTION | TYPE OF ITEM |
|--|---|
| <input type="checkbox"/> Approved Recommendation | <input type="checkbox"/> Info/Consent |
| <input type="checkbox"/> Ord. No(s). _____ | <input type="checkbox"/> Report |
| <input type="checkbox"/> Res. No(s). _____ | <input type="checkbox"/> Public Hearing (Info/consent) |
| <input checked="" type="checkbox"/> Other _____ | <input checked="" type="checkbox"/> Other <u>Public Hearing</u> |

Prepared By: Juliette Dang *JD* Agenda Item No. I-3
 Reviewed By: City Manager *[Signature]* City Attorney *FT* Finance *J.C.* Other (Specify) _____

DATE: May 6, 2013

TO: City Council

FROM: William E. Wilkins, Housing Director
 Housing Department *[Signature]*

SUBJECT: **Public Hearing to Consider Oxnard's Fiscal Years 2013-2018 Consolidated Plan (Plan) and Fiscal Year 2013-2014 Annual Action Plan (AAP) Component; including Applications to the U.S. Department of Housing and Urban Development (HUD).**

RECOMMENDATION

That City Council:

1. Conduct a Public Hearing to receive comments and provide direction to staff on changes to the Plan, and approve the Plan with recommended use of funds;
2. Authorize the Interim City Manager to make changes to the Plan as directed;
3. Authorize the Interim City Manager to execute the required applications, certifications, and other pertinent documents for submission of the Plan and Annual Action Plan to HUD;
4. Authorize the Interim City Manager to sign any documents or agreements required by HUD for implementation of the Consolidated Plan and Annual Action Plan.

DISCUSSION

In 1994, HUD required entitlement jurisdictions to complete a three to five year plan which consolidated the CDBG, HOME, and ESG formula grant programs into one application and implementation reporting process. For each year of the Plan's existence, the City must also submit an AAP, which is the annual application for these three grants. On May 2012, HUD's Office of Community Planning and Development (CPD) introduced the eCon Planning Suite and required cities to submit electronically the Plan and the AAP using the Consolidated Plan template in the Integrated Disbursement and Information System (IDIS) Online.

The FY 2013-2018 Plan Draft and the FY 2013-2014 AAP Draft (Attachment No. 1) are presented for your review and approval.

Community Involvement

The Plan represents the culmination of a lengthy process that included consultation, collaboration, and involvement of residents and public and private agencies (Attachment No. 2). The Plan is also the result of a well-coordinated effort by an employee team representing various City Departments. Prior to submitting the Plan for City Council's consideration, the City must afford residents the opportunity to review and comment on the priorities and strategies in the Consolidated Plan and the annual uses of the federal funds. An initial public hearing was held on January 8, 2013 to solicit comments from residents, public agencies and other interested parties on housing and community development needs. A second public hearing was scheduled on March 19, 2013 and continued to March 26, 2013 to obtain additional public comments and directions from City Council to establish the community priority needs. Per Council request, a staff report was scheduled for April 9, 2013 and continued to April 23, 2013, to submit a list of priority needs for review, consideration and approval.

The third public hearing, scheduled for May 7, 2013, was advertised in Ventura County Star Newspaper on April 7, 2013 (Attachment No. 3). Additionally, on April 30, 2013, an extension notice of the public comment period on the Draft Plan and AAP was advertised in the Ventura County Star newspaper (Attachment No. 4) and announced that the third public hearing would be continued to May 21, 2013. The public hearing was conducted on May 21, 2013 and continued to June 11, 2013.

Annual Action Plan FY 2013-2014 Funding

On May 30, 2013, HUD announced 2013 allocations. The City will receive \$2,185,785 in CDBG funds; \$646,077 in HOME funds; and \$150,512 in ESG funds. Additionally, the City has reprogrammed \$470,583 of CDBG funds and \$25,000 of HOME funds from previously completed projects. It should also be noted that \$50,000 of program income from the HOME program and \$20,000 from the CDBG program will be available for FY 2013-2014. Program income is received and recorded in the HUD Integrated Disbursement and Information System (IDIS), when loans from such activities as housing rehabilitation and first time homebuyer are repaid to the City. Thus, the total amount currently available in CDBG, HOME, and ESG funding for projects and activities for the period from July 1, 2013 to June 30, 2014 is \$3,547,957 (Attachment No. 5).

FINANCIAL IMPACT

With the submission of the Plan and subsequent to the approval by HUD, staff anticipates funding in the amount of \$2,676,368 for CDBG, \$721,077 for HOME and \$150,512 for ESG in FY 2013-2014. The total funding of \$3,547,957 includes FY 2013 Allocations of \$2,982,374 from HUD, \$495,583 reprogrammed revenues from completed projects, and \$70,000 from estimated program income.

- Attachment * 1 -- Draft of FY 2013-2018 Consolidated Plan and FY 2013-2014 Annual Action Plan
2 -- Consultations and Citizen Participation of 2013-2018 Plan Development
3 -- Certificate of Publication of 3rd Public Hearing
4 -- Certificate of Publication of Notice of Extension of 30-day Public Review
5 -- Proposed Projects Funding Summary

* Item being provided under separate cover.



In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

The entire agenda packet is available for review in the Library and the City Clerk's Office. The agenda reports are on the City of Oxnard web site at www.ci.oxnard.ca.us.

This page contains Adobe Acrobat PDF (.pdf) files. To view PDF documents please download and install the free [Adobe Acrobat Reader](#).

Disclaimer: Minutes are considered unofficial until approved and executed.

Unofficial Minutes
CITY COUNCIL MEETING
June 11, 2013

A. ROLL CALL/POSTING OF AGENDA

* The Oxnard Community Development Commission Successor Agency, the Oxnard Financing Authority and the Oxnard Housing Authority will not meet because there are no items requiring consideration on this date.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

At this time, a person may address the legislative body only on matters appearing on the closed session agenda. The presiding officer shall limit public comments to three minutes.

C. CLOSED SESSION

J. APPOINTMENT ITEMS - 5:30 P.M

1. SUBJECT: Budget Study Session - FYs 2013-14 & 2014-15 Two Year Operating Budget. (001)
RECOMMENDATION: Receive presentations on the FYs 2013-14 & 2014-15 Two Year Operating Budget consisting of an over view and presentations by the following Departments: 1) Police; 2) Fire; 3) Development Services; 4) Library; and 5) Finance.
Legislative Body: CC Contact: James Cameron Phone: 385-7461

Document: Staff Report (pdf 299kb)

J. APPOINTMENT ITEMS - 5:30 P.M

D. OPENING CEREMONIES - 7:00 P.M.

Pledge of allegiance to the flag of the United States.

D. OPENING CEREMONIES - 7:00 P.M.

Pledge of allegiance to the flag of the United States.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of Employee of the Second Quarter.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (30 Minutes)

At this time, the legislative body will consider public comments for a maximum of thirty minutes. A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. A person not able to address the legislative body at this time because the thirty minutes expires may do so just prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take any action on any items presented during public comments at this time. Such items may only be referred to the City Manager/ Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing. The presiding officer shall limit public comments to three minutes.

G. TRANSMITTAL OF INFORMATION ONLY ITEMSH. INFORMATION/CONSENT PUBLIC HEARINGS

I. PUBLIC HEARINGS - 7:15 P.M.

Fire Department

1. SUBJECT: Authorization to Sign Lease Agreements with Oxnard Fire Station, LLC for Fire Station No. 8 at Southeast Corner of South Rose Avenue and East Channel Islands Boulevard. (003)

RECOMMENDATION: 1) Conduct a Tax Equity and Fiscal Responsibility Act (TEFRA) Hearing in consideration of the issuance of tax exempt revenue bonds with a principal amount not to exceed \$15,750,000 by the California Municipal Finance Authority on behalf of Oxnard Fire Station Limited Liability Corporation (OFSLLC), an Arizona limited liability company to be formed whose sole member will be Community Finance Corporation, an Arizona non-profit corporation designated as an exempt organization under Section 501 of the Internal Revenue Code of 1986, for the purpose of developing a "turn-key" fire station as further described herein. Such hearing

will also constitute a public hearing under Section 6586.5 of the Government Code of the State of California; 2) Adopt a resolution approving, authorizing, and directing execution of a site lease and a master lease for the purpose of TEFRA and approving the issuance of tax exempt revenue bonds with a principal amount not to exceed \$15,750,000 in one or more series by the California Municipal Finance Authority. The bonds shall be for the purpose of financing the development of certain facilities for the benefit of OFSLLC; 3) Authorize the allocation of additional Measure O Funds as required to meet the annual lease payments for Fire Station No. 8 consistent with the alternatives and options approved as part of the above recommendation and related project costs; AND 4) Authorize the allocation of Measure O Funds for the acquisition of the necessary Fire vehicles at an estimated cost of \$1,193,748.

Legislative Body: CC Contact: Brad Windsor Phone: 385- 7708

Document: Staff Report (pdf 29.0mb)

ACTION: Carmen Ramirez, Mayor Pro Tem moved to approve 1) Conduct a Tax Equity and Fiscal Responsibility Act (TEFRA) Hearing in consideration of the issuance of tax exempt revenue bonds with a principal amount not to exceed \$15,750,000 by the California Municipal Finance Authority on behalf of Oxnard Fire Station Limited Liability Corporation (OFSLLC), an Arizona limited liability company to be formed whose sole member will be Community Finance Corporation, an Arizona non-profit corporation designated as an exempt organization under Section 501 of the Internal Revenue Code of 1986, for the purpose of developing a "turn-key" fire station as further described herein. Such hearing will also constitute a public hearing under Section 6586.5 of the Government Code of the State of California; 2) Adopt a resolution approving, authorizing, and directing execution of a site lease and a master lease for the purpose of TEFRA and approving the issuance of tax exempt revenue bonds with a principal amount not to exceed \$15,750,000 in one or more series by the California Municipal Finance Authority. The bonds shall be for the purpose of financing the development of certain facilities for the benefit of OFSLLC; 3) Authorize the allocation of additional Measure O Funds as required to meet the annual lease payments for Fire Station No. 8 consistent with the alternatives and options approved as part of the above recommendation and related project costs; AND 4) Authorize the allocation of Measure O Funds for the acquisition of the necessary Fire vehicles at an estimated cost of \$1,193,748. , seconded by Bryan MacDonald, Councilmember.

The motion unanimously carried by the following roll call vote:

AYES: Tim Flynn, Mayor, Carmen Ramirez, Mayor Pro Tem, Bryan MacDonald, Councilmember, and Dorina Padilla, Councilmember.

NAYS: None.

RECUSED: Jose Andrade, Housing Commissioner, and Francisco Vega,
Housing Commissioner.

Housing Department

2. **SUBJECT:** Public Hearing for Issuance of Multifamily Housing Revenue Bonds for Villa Solimar, Located at 904-930 Donlon Avenue, and Cypress Court, Located at 490 East Pleasant Valley Road and 5135-5155 Cypress Road. (109)
RECOMMENDATION: 1) Hold a public hearing regarding the issuance of up to \$5,000,000 of multifamily housing revenue bonds by the California Statewide Communities Development Authority to finance the acquisition and rehabilitation of Villa Solimar, located at 904-930 Donlon Avenue, and Cypress Court, located at 490 East Pleasant Valley Road and 5135-5155 Cypress Road; and 2) Adopt a resolution approving the issuance of bonds.
Legislative Body: CC Contact: Karl Lawson Phone: 385-8095

Document: Staff Report (pdf 839kb)

3. **SUBJECT:** Public Hearing to Consider Oxnard's Fiscal Years 2013-2018 Consolidated Plan (Plan) and Fiscal Year 2013-2014 Annual Action Plan (AAP) Component; including Applications to the U.S. Department of Housing and Urban Development (HUD). (115)
RECOMMENDATION: 1) Conduct a Public Hearing to receive comments and provide direction to staff on changes to the Plan, and approve the Plan with recommended use of funds; 2) Authorize the Interim City Manager to make any changes to the Plan as directed; 3) Authorize the Interim City Manager to execute the required applications, certifications, and other pertinent documents for submission of the Plan and Annual Action Plan to HUD; and 4) Authorize the Interim City Manager to sign any documents or agreements required by HUD for implementation of the Consolidated Plan and Annual Action Plan.
Legislative Body: CC Contact: William E. Wilkins Phone: 385-8094

Document: Staff Report (pdf 1.72mb)

Document: Attachment No. 1 (pdf 13.6mb)

ACTION: Carmen Ramirez, Mayor Pro Tem moved to approve 1) Conduct a Public Hearing to receive comments and provide direction to staff on changes to the Plan, and approve the Plan with recommended use of funds; 2) Authorize the Interim City Manager to make any changes to the Plan as directed; 3) Authorize the Interim City Manager to execute the required applications, certifications, and other pertinent documents for submission of the Plan and Annual Action Plan to HUD; and 4) Authorize the Interim City

Manager to sign any documents or agreements required by HUD for implementation of the Consolidated Plan and Annual Action Plan. , seconded by Bryan MacDonald, Councilmember.

The motion unanimously carried by the following roll call vote:

AYES: Tim Flynn, Mayor, Carmen Ramirez, Mayor Pro Tem, Bryan MacDonald, Councilmember, and Dorina Padilla, Councilmember.

NAYS: None.

RECUSED: Jose Andrade, Housing Commissioner, and Francisco Vega, Housing Commissioner.

- 2. SUBJECT: Public Hearing for Issuance of Multifamily Housing Revenue Bonds for Villa Solimar, Located at 904-930 Donlon Avenue, and Cypress Court, Located at 490 East Pleasant Valley Road and 5135-5155 Cypress Road. (109)

1) Hold a public hearing regarding the issuance of up to \$5,000,000 of multifamily housing revenue bonds by the California Statewide Communities Development Authority to finance the acquisition and rehabilitation of Villa Solimar, located at 904-930 Donlon Avenue, and Cypress Court, located at 490 East Pleasant Valley Road and 5135-5155 Cypress Road; and 2) Adopt a resolution approving the issuance of bonds.

ACTION: Bryan MacDonald, Councilmember moved to approve 1) Hold a public hearing regarding the issuance of up to \$5,000,000 of multifamily housing revenue bonds by the California Statewide Communities Development Authority to finance the acquisition and rehabilitation of Villa Solimar, located at 904-930 Donlon Avenue, and Cypress Court, located at 490 East Pleasant Valley Road and 5135-5155 Cypress Road; and 2) Adopt a resolution approving the issuance of bonds. , seconded by Carmen Ramirez, Mayor Pro Tem.

The motion unanimously carried by the following roll call vote:

AYES: Tim Flynn, Mayor, Carmen Ramirez, Mayor Pro Tem, Bryan MacDonald, Councilmember, and Dorina Padilla, Councilmember.

NAYS: None.

RECUSED: Jose Andrade, Housing Commissioner, and Francisco Vega, Housing Commissioner.

Police Department

- 4. SUBJECT: Recovery of Civil Citation Fines. (123)
RECOMMENDATION: 1) Conduct a public hearing to consider objections of property owners whose property is to be assessed for civil citation fines as stated in the cost report; 2) Approve the cost report; and 3) Direct the City Manager or designee to file a certified copy of the cost report with the Ventura County Auditor-Controller.

Legislative Body: CC Contact: Rob Silverstein Phone: 385-8263

Document: Staff Report (pdf 2.60mb)

- 5. SUBJECT: Recovery of Nuisance Abatement Costs. (143)
RECOMMENDATION: 1) Conduct a public hearing to consider objections of property owners whose property is to be assessed for nuisance abatement costs as stated in the cost report; 2) Approve the cost report; and 3) Direct the City Manager or designee to file a certified copy of the cost report with the Ventura County Auditor-Controller.

Legislative Body: CC Contact: Rob Silverstein Phone: 385-8263

Document: Staff Report (pdf 299kb)

J. APPOINTMENT ITEMS

K. REPORTS

L. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY

The City Manager/Executive Director/Secretary shall report on items of interest to the legislative body occurring since the last meeting. The legislative body cannot enter into detailed discussion or take action on any item presented during this report. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion.

- 4. SUBJECT: Recovery of Civil Citation Fines. (123)

1) Conduct a public hearing to consider objections of property owners whose property is to be assessed for civil citation fines as stated in the cost report; 2) Approve the cost report; and 3) Direct the City Manager or designee to file a certified copy of the cost report with the Ventura County Auditor-Controller.

ACTION: Carmen Ramirez, Mayor Pro Tem moved to approve 1) Conduct a public hearing to consider objections of property owners whose property is to be assessed for civil citation fines as stated in the cost report; 2) Approve the cost report; and 3) Direct the City Manager or designee to file a certified copy of the cost report with the Ventura County Auditor-Controller. , seconded by Dorina Padilla, Councilmember.

The motion unanimously carried by the following roll call vote:

- AYES: Tim Flynn, Mayor, Carmen Ramirez, Mayor Pro Tem, Bryan MacDonald, Councilmember, and Dorina Padilla, Councilmember.
- NAYS: None.

RECUSED: Jose Andrade, Housing Commissioner, and Francisco Vega, Housing Commissioner.

M. CITY COUNCIL/HOUSING AUTHORITY/SUCCESSOR AGENCY/FINANCING AUTHORITY BUSINESS/COMMITTEE REPORTS

N. PUBLIC COMMENTS ON REPORTS

At this time, a person may address the legislative body only on matters appearing on the reports. The presiding officer shall permit a person to address the legislative body after the staff presentation on the report and before the consideration of the report by the legislative body. The presiding officer shall limit public comments to three minutes.

O. PUBLIC COMMENTS ON STUDY SESSION

At this time, a person may address the legislative body only on matters appearing on the study session agenda. The presiding officer shall permit a person to address the legislative body after the staff presentation on the item and before the consideration of the item by the legislative body. The presiding officer shall limit public comments to three minutes.

P. STUDY SESSION

Q. REVIEW OF INFORMATION/CONSENT AGENDA

The members of the legislative body will consider whether to remove Information/Consent Agenda items for discussion later during the meeting.

R. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

At this time, a person may address the legislative body only on matters appearing on the information/consent agenda. The presiding officer shall limit public comments to three minutes.

S. INFORMATION/CONSENT AGENDA

City Manager Department

1. SUBJECT: Agreements for City Council Review. (147)
RECOMMENDATION: Pursuant to Ordinance 2835 and Resolution 13,932, approve and authorize the Interim City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than \$25,000 but less than \$250,000.
Legislative Body: CC Contact: Karen Burnham Phone: 385-7430

Document: Agreements for City Council Review (pdf 437kb)

2. SUBJECT: Authorization to Submit an Application for Fiscal Year (FY) 2013 Second Chance Act Adult Reentry Program Grant. (151)
RECOMMENDATION: Adopt a resolution authorizing the City Manager to submit an application for up to \$750,000 in U. S. Department of Justice funds for Second Chance Act Adult Reentry Program.
Legislative Body: CC Contact: Grace Magistrale Hoffman Phone: 385-7430

Document: Staff Report (pdf 267kb)

3. SUBJECT: Adoption of Resolutions Levying FY 2013-2014 Assessments in Landscape Maintenance District Nos. 27 through 60. (153)
RECOMMENDATION: Adopt resolutions levying FY 2013-2014 assessments for Landscape Maintenance District Nos. 27 through 60 as follows: Tract No. 5016, District No. 27 (Rose Island); Tract No. 4268, District No. 28 (Harborside); APN 202-0-110-175 and 202-0-110-295, District No. 29 (Mercy Charities Housing Project); Tract No. 5020, District No. 30 (Haas Automation); Tract No. 4714, District No. 31 (Rancho de la Rosa); Tract No. 5070, District No. 32 (Oak Park); Tract No. 5153, District No. 33 (El Paseo); Tract No. 5136, District No. 34 (Sunrise/Sunset Cove); Parcel Map No. 97-5-55, District No. 35 (Airport Marina Center); Tract No. 5135, District No. 36 (Villa Carmel/Villa Santa Cruz); Tract No. 5137, District No. 37 (Pacific Breeze); Tract No. 5148, District No. 38 (Aldea Del Mar); Tract No. 5198-1 and 5198-2, District No. 39 (Promesa/Sueno); Tract No. 5214, District No. 40 (Cantada); Tract No. 5171, District No. 41 (Pacific Cove); Tract No. 5228, District No. 42 (Cantabria/Coronado); Parcel Map No. 98-5-117, Tract Nos. 4317, 5293 and 5294, District No. 43 (Parc Rose, Tierra Vista, Sonrisa II and Mayfield Village); Tract No. 5253, District No. 44 (American Pacific Homes); Parcel Map No. 00-5-55, District No. 45 (Channel Point); Tract No. 5276, District No. 46 (Daily Ranch); Tract No. 5339, District No. 47 (Sycamore Place); Tract No. 5234, District No. 48 (Victoria Estates); Tract No. 5296, District No. 49 (Cameron Ranch); Tract No. 5273, District No. 50 (Pleasant Valley Senior Housing); Tract No. 5389-1, 2 and 3, District No. 51 (Pfiler); Tract No. 5340, District No. 52 (Wingfield); Tract No. 5305, District No. 53 (Huff Court); Tract No. 5459, District No. 54 (Meadowcrest); Tract No. 5640, District No. 55 (Wingfield West); Tract No. 5450, District No. 56 (The Cottages); APN 144-0-150-085, APN 144-0-150-075, District 57 (Golden State Self Storage); Tract No. 5441, District No. 58 (Westwind); Tract No. 5542, District No. 59 (Orbela); and APN 213-0-031-250, APN 213-0-031-260, APN 213-0-031-450, District 60 (The Artisan).
Legislative Body: CC Contact: Michael Henderson Phone: 385-7950

Document: Staff Report (pdf 17.6mb)

City Treasurer Department

4. **SUBJECT:** First Amendment to Agreement for Utility Bill Printing, Inserting and Mailing Services. (261)
RECOMMENDATION: Approve and authorize the Mayor to execute an amendment to the agreement between the City of Oxnard and InfoSend, Inc. (5805-12-CT) for \$502,000 for utility bill printing, inserting and mailing services, resulting in a total contract amount of \$753,000, extend the expiration date to June 30, 2015, and provide for adjustment of service fees.
Legislative Body: CC Contact: Eden Alomeri Phone: 385-7811

Document: Staff Report (pdf 5.07mb)

Development Services Department

5. **SUBJECT:** Traffic Signal Modifications at the Intersection of Ventura Road and Ninth Street. (295)
RECOMMENDATION: 1) Adopt Project Specification No. DS 13-12 for the modification of the existing traffic signal at the intersection of Ventura Road and Ninth Street; and 2) Approve the special budget appropriation recognizing the Federal grant funding of \$139,600 from the Highway Safety Improvement Program (HSIP), and transferring existing appropriations of Circulation System Improvement Funds in the amount of \$17,800 from project 113101 Traffic Signal at the intersection of Saviers Road and Hill Street as local match to Ventura Road and Ninth Street (Project No. 123103).
Legislative Body: CC Contact: Soher Abdelmalik Phone: 385-7873

Document: Staff Report (pdf 359kb)

6. **SUBJECT:** Second Reading of Ordinance No. 2868 Amending Section 17-15 (C) of the City Code to Implement California Coastal Commission (Commission) Recommended Changes Pursuant to Commission Certification of Local Coastal Plan (LCP) Amendment OXN-MAJ-1-12 (Seabridge School Use). (299)
RECOMMENDATION: Second reading and adoption.
Legislative Body: CC Contact: Chris Williamson Phone: 385- 8156

Document: Ordinance No. 2868 (pdf 269kb)

Finance Department

7. **SUBJECT:** FY 2013-14 Property Tax Rate for Voter Approved Obligations. (301)
RECOMMENDATION: Adopt a resolution establishing the FY 2013-14 tax rates on property in the City of Oxnard for the payment of voter approved

obligations.

Legislative Body: CC Contact: Mike More Phone: 385-7480

Document: Staff Report (pdf 534kb)

8. SUBJECT: Special Tax Levy for Community Facilities District No. 2000-3 (Oxnard Boulevard/Highway 101 Interchange). (305)
RECOMMENDATION: Acting as the legislative body of Community Facilities District No. 2000-3 ("CFD No. 2000-3"), adopt a resolution setting a special tax rate within CFD No. 2000-3 (Oxnard Boulevard/Highway 101 Interchange) for Fiscal Year 2013-2014.
Legislative Body: CC Contact: Mike More Phone: 385-7480

Document: Staff Report (pdf 1.70mb)

9. SUBJECT: Special Tax Levy for Community Facilities Districts No. 1 and No. 2 (Westport at Mandalay Bay). (315)
RECOMMENDATION: Acting as the legislative body of Community Facilities District (CFD) No. 1 and of Community Facilities District (CFD) No. 2: 1) Adopt a resolution setting a special tax rate within CFD No. 1 (Westport at Mandalay Bay) for FY 2013-2014; and 2) Adopt a resolution setting a special tax rate within CFD No. 2 (Westport at Mandalay Bay) for FY 2013-2014.
Legislative Body: CC Contact: Mike More Phone: 385-7480

Document: Staff Report (pdf 2.30mb)

10. SUBJECT: Special Tax Levy for Community Facilities Districts No. 3 and No. 4 (Seabridge at Mandalay Bay). (335)
RECOMMENDATION: Acting as the legislative body of Community Facilities District (CFD) No. 3 and Community Facilities District (CFD) No. 4: 1) Adopt a resolution setting a special tax rate within CFD No. 3 (Seabridge at Mandalay Bay) for FY 2013-14; and 2) Adopt a resolution setting a special tax rate within CFD No. 4 (Seabridge at Mandalay Bay) for FY 2013-14.
Legislative Body: CC Contact: Mike More Phone: 385-7480

Document: Staff Report (pdf 3.82mb)

11. SUBJECT: Special Tax Levy for Community Facilities District No. 5 (Riverpark). (353)
RECOMMENDATION: Acting as the legislative body of Community Facilities District (CFD) No. 5, adopt a resolution setting a special tax rate within CFD No. 5 (Riverpark) for FY 2013-14.
Legislative Body: CC Contact: Mike More Phone: 385-7480

Document: Staff Report (pdf 4.05mb)

12. **SUBJECT:** Special Tax Levy for Community Facilities District No. 6 (Northshore at Mandalay Bay). (373)
RECOMMENDATION: Acting as the legislative body of Community Facilities District (CFD) No. 6 adopt a resolution setting a special tax rate within CFD No. 6 (Northshore at Mandalay Bay) for Fiscal Year 2013-2014.
Legislative Body: CC Contact: Mike More Phone: 385-7480

Document: Staff Report (pdf 557kb)

T. ADJOURNMENT

Summary of Public Comments:

January 8, 2013 - First Public Hearing

Five persons spoke during public comments:

Ron Mulvihill, Director of Housing for Saint Vincent de Paul Society addressed the council regarding the homeless population and stated shelters are not solving the homeless problem. He indicated ½ of the City and County homeless population are chronically homeless. Mr. Mulvihill recommended Oxnard moved beyond shelter to actual solutions such as permanent supportive housing, single room occupancy (SRO) type housing and home first model without long shelter. Mr. Mulvihill also urged Council to approve resolution implementing SB-2, and encouraged council to grandfather in those services which are outside of ML zone; he also urged council to endorse the 10-year plan from the County.

Karen Flock, Real Estate Development Director with Cabrillo Economic Development Corporation (CEDC) spoke about two developments for farmworkers and disabled developed in partnership with the City of Oxnard, she stated these were challenging times, fewer resources, lost redevelopment and state bonds have been spent, and a greater need, called council attention and requested support on the HOMES in Jobs act introduced to CA the senate, in an effort to develop permanent source of funding for affordable homes.

Peggy Rivera, chairperson for the Commission on Homelessness, spoke about the homeless population, commented City has fallen short on production of affordable housing, expressed dissatisfaction with SB-2 delays, emphasized the need to move forward to be able to have a year round shelter, and requested protection to service providers who are outside the ML zone who could be affected by SB-2. Ms. Rivera pointed out that there are more children who are homeless than ever before, and encouraged council to meet the unmet needs.

Monica de la Haya, Directing Attorney– spoke on behalf CRLA low income clients. She indicated there is not enough supply of affordable housing in Oxnard for farmworkers, disabled and homeless people. Lower income clients with unmet housing needs specifically disabled with mental illness, families with income with inhabitable housing because of what their income permits, concur there is an unmet need for shelter, support of housing which includes onsite case management, resolution to the problems that mental illness can cause instead of resolving to evictions. She stated CRLA is a law office. They are Lawyers not social workers; they are not trained to deal with social issues.

Eileen Tracy, Oxnard resident, emphasized the need of housing for extremely low and low, pointed out the use of CDBG funds by the City, and expressed dissatisfaction of expenditure of funds on curb cuts, PAL activities and parks.

February 12, 2013 - Senior Services Commission

A member of the commission inquired about clinics and reaching out to faith based organizations. Another member asked about senior outreach and recommended staff posted public notices regarding the consolidated plan in Public Housing Agency senior buildings.

February 17, 2013 - Parks and Recreation Commission

A member of the commission inquired about expectancy of funding cuts for next fiscal year, funding assurance for the next five years since the plan was for five years and procedures taken with fund recipients when funding cuts occur. She was informed a 6-10% cut was predicted for next fiscal year; the consolidated plan is based on 5-year funding projection. City has the opportunity to amend the consolidated plan through the annual action plan if there is reduction or increase of funding. When funding cuts occur, all projects are affected. There is a cap for administration, public services and activities. The needs assessment done each year and amount of funding is taken into consideration when allocating funding to recipients.

March 18, 2013 - Commission on Homelessness

6 Persons provided comments:

Karol Schulkin, Program Coordinator for the Human Services Agency provided informational data on homeless population and asked for consideration of year round sheltering programs. She announced winter shelters would be closing morning of April 1st. She questioned, where will the homeless go?

Eileen Tracy, member of the public, stated homeless population lacks money to obtain birth certificates and IDs. She stated homeless do a lot of walking and asked if police had any bikes that they could donate to the homeless. She also mentioned about the need for housing targeted to single people and families and stressed the priority needs were 1) education and 2) job training.

Jennifer Gomez, former Homelessness Commissioner and Program Director for Pacific Clinics spoke about the need for a small local shelter.

Peggy Rivera, Chair Person for the Commission requested continuation of the public hearing scheduled for March 19th to March 26th to be able to submit a plan for a shelter to council.

Homelessness Commissioners inquired about funding for a year round shelter; Grants Management staff provided information on requirements to apply for funding. Commissioners expressed dissatisfaction about the process stating they were not given advanced notice about the Consolidated Plan process. Staff provided a summary of all the different outreach efforts to make the community aware of the process, including the first public hearing in which at least one of the commissioners was present and made comments. Staff also informed the commissioners about a 2003 award for construction of a shelter which was recaptured due to lack of site control.

Tim Hawkins, Executive Director of Community Action encouraged everyone present to work together and come up with a feasible plan for a shelter.

March 26, 2013 - Second Public Hearing

Four persons spoke during public comments:

Leticia Sandoval, Program Coordinator for Women Economic Ventures (WEB) spoke about job creation and small business development. She stated WEB provides training, consulting and micro loans to help primarily low income entrepreneurs start and grow small businesses throughout Ventura and Santa Barbara Counties. Their services are

targeted to women but they help men as well. She stated it was their goal was to continue help entrepreneurs in Oxnard start and grow small business, create new jobs, and help residents move out of poverty and into financial self-sufficiency, with City's help.

Eileen Tracy, resident of Oxnard, provided council with the community survey results and stated every communication from HUD says housing 1st, per her comments; HUD's 1st priority this year is "reduce homelessness or increasing homes" and stated that the community survey didn't address those issues. She praised the previous speaker for the excellent program and said she hoped they were able to put in a request for funding. Ms. Tracy suggested converting some low income housing rental units to extremely low and very low income because there were too many low and not enough very low or extremely low units for seniors. She pointed out the homeless count for this year was 8 or 9 fewer homeless than previous year and said the fact has to do more with HOME funds and not CDBG, ESG and/or CoC. She stated "we" have been leaving \$400,000 on the table each year; because HUD wants new projects but nothing is done. She noted she has heard that in HUD's opinion, the City has poor management, inadequate staffing and no leadership from the Council.

Karen Flock, Real Estate Development Director with Cabrillo Economic Development Corporation (CEDC) encouraged council to commit some HOME and CDBG funding to permanent affordable rental housing and prioritize housing that serves low and very low. She appreciated the opportunity to partner with the City on previous affordable developments. She alluded about an earlier presentation by a group of youth and said affordable homes provided that kind of opportunity for kids, and a great deal of economic development and jobs in construction. She said there are resources in HOME and CDBG and although historically CDBG has not been used for affordable homes, it is definitely something the CDBG dollars can be used for. She thanked the City for endorsing SB391, state measure, to provide permanent source of affordable housing funding. In closing, she stated HOME funds could leverage perhaps 40 units of a 10 million dollars project under current circumstances.

Bert Perello, resident of Oxnard, inquired about auditing of HUD funding referring to the 18.7 million dollars spent during FY 2008-2013 and disclosed in the staff report.

May 21, 2013 - Third Public Hearing

The public hearing was continued to June 11, 2013. Several comments were received from the public as follows:

- The power point presentation should be made available prior to the public hearing because some of slides are not legible
- Lack of public comments during the consultation sessions
- No proposed uses of funds for Youth Enrichment Program and a year round emergency shelter for the fiscal year 2013-2014
- The procurement process to request application from services providers for ESG grant
- The need for affordable housing for disabled persons
- More affordable housing should be produced
- Neighborhoods Councils should be involved and active in addressing the community needs.

June 11, 2013 - Third Public Hearing continued...

During the June 11, 2013 public hearing several residents exposed their comments related to:

- The proposed use of CDBG, HOME and ESG
- The Priority factor regarding the allocation of funds
- The enhancement and promotion of producing additional rental housing units and,
- The need of funding for mobilehome rehabilitation activity

Juliette Dang - Comments for public hearing on the unmet needs of low income persons

From: <Cathybrudnicki@vcnet.com>
To: <juliette.dang@ci.oxnard.ca.us>
Date: 1/8/2013 5:46 AM
Subject: Comments for public hearing on the unmet needs of low income persons
CC: "'Peggy Rivera"' <pegstr1@yahoo.com>

Juliette, I was unable to email these to Council member Padilla, but did forward them to Flynn, Ramirez & MacDonald. Cathy

**Cathy Brudnicki
1900 Ferndale Place, Thousand Oaks, CA 91360
phone 805-493-2471 fax 805-241-9292 cathybrudnicki@vcnet.com**

January 8, 2013

**To: Mayor Tim Flynn, Mayor Pro Tem Ramirez, and Councilmembers MacDonald and Padilla
RE: Public Hearing on the unmet needs of low income persons**

Although I retired in 2012 from the Ventura County Homeless & Housing Coalition, I have been engaged by the Society of St. Vincent de Paul with whom your city contracts to operate the Winter Warming Shelter. I could write a dissertation on the unmet needs of homeless and at risk persons in your city, however I will limit my comments to three essential pieces of information that are important for you as elected leaders to know.

1) The homeless population of Oxnard is 2000 persons:

While the City of Oxnard contains one quarter of the County's population, it contains one third of the homeless population. There is an annual enumeration of homeless persons (available at www.vchhc.org) and this number has been consistent over time. The 2012 count showed 522 persons in Oxnard on a single day in January. This translates to approximately 2000 homeless persons over the course of a year since episodically homeless persons are not all on the street at the same time.

It is important to note that 40% to 50% of the homeless population in our County is chronically homeless. Chronic is defined as homeless for one year or more, or four episodes of homelessness in three years, plus having a physical or mental disability. Surveys of our homeless community also show that 60% are disabled.

For the City of Oxnard we can do the math: 2000 homeless persons of whom 1200 are disabled and 800 to 1000 are chronically homeless. These folks are extremely low income and in need of permanent supportive housing.

2) **The solution to homelessness is housing.**

Oxnard has a good track record of producing housing that is affordable. However, chronically homeless persons need SRO (single room occupancy) housing. Esseff Village in Thousand Oaks and El Patio in Ventura are good examples of such housing. I would encourage you to visit these projects.

3) **A concern with SB2 & current services:**

The City of Oxnard contains the vast majority of emergency shelter beds in the County operated by the Rescue Mission Alliance.

For the last two years, the members of the Oxnard Commission on Homelessness and your planning staff have been hammering out the language for SB2, and the zone in which emergency shelter may be located by right within your city will be the ML zone.

A concern in the provider community is that the current shelter beds are not in an ML zone. We need assurance from you, our elected leaders, that existing services will be grandfathered. These services have been in place for decades and should not be threatened by new legislation.

Thank you for giving me the opportunity to share my thoughts with you.

Sincerely,



Inter-Neighborhood Council Forum
Meeting of February 6, 2013

To: Board Members,

The general meeting of February 6, 2013 was very interesting. While I did my best to explain as a Grants Coordinator for the Housing Department that I am able to provide some specific information about the Entitlement Grants, but I am not in the position to explain why certain decisions were made or why there isn't enough money to do all the projects that each neighborhood wants.

I understand there is a very involved group of people who are interested in their specific sections/neighborhoods within the city of Oxnard. My presentation was not directed to specific areas but was intended to provide an opportunity to obtain input from Oxnard residents for the determination of priorities, strategies and goals toward the formulation and development of the uses of CDBG, HOME and ESG funds in the next five years.

I could tell that the topic was of great interest from the number and types of questions that I received from the audience. I am including some of the questions that I recall and a brief answer that I provided in hope to be more informative and accurate:

1. I was asked about the construction of 228 senior units and why was the City listing it as an accomplishment when it was developed with private monies.
Answer: the funds used for the construction were from Multi-family mortgage Revenue Bonds, tax credits and developer deferred fees. Even though the City is not held responsible for the payment of the bonds, the issuance of the bonds needed the City Council's approval. The construction of the housing units was in the City's General Plan-Housing Element and was also included in the Strategic Plan of the FY 2008-2013 Consolidated Plan, submitted to HUD in June 2008. Thus, there was involvement by the City in the financing of the project as well as its approval.
2. Is the Camino Gonzales project for farm workers dedicated to only farm workers? If there is any change in the job, can the household still remain in the same units? **Answer:** under the lease agreement, there is the restriction clause which specifies that the units are reserved for farm workers. In case there is a change of job category, the household will be relocated to another affordable housing unit (if the household's income is still qualified for affordable housing).
3. Where is the Colonia neighborhood street improvement request?
Answer: HUD has specific rules regarding the street improvement project. In order to use CDBG funds to improve the neighborhood streets, the condition of the streets has to be so bad that it requires that the Public Works Department dig under the street surface and reconstruct the street. Therefore, resurfacing and overlaying is not an option eligible under CDBG grant. And if we need to use

CDBG funds, we have to use the conditions of the road as a justification for CDBG eligibility. Financial factor also affects the realization of the street project because CDBG funds, annually allocated by HUD are not enough to complete a street project. Therefore, City staff has to combine other available resources to CDBG funds in order to start a street project. The lack of funding explains the delay of a big street project.

4. Some of the comments and questions were directed to the accomplishments for the last 4 years.

Comments: while I understand that the questions came from a sense for the need to get more input from City staff but I cannot correct or change the lack of opportunity that may or may not have been provided in the past. The primary purpose of the presentation was to get input and comments (Consultations) from the public for the next five years. Those comments that are related to the preparation of the Consolidated Plan will be used to establish priorities and strategies for the Oxnard Community in the next five years. The process is enhanced by the results provided to us in the survey and from the answers to questions that we have distributed to the residents and organizations.

5. Discussion about the need to response to the "Survey" and its formulation and content:

Answer: The "Community survey" is a tool designed and used by Grants Management to obtain input from the community as well as to engage the public in communicating their observations about the priorities to full fill the identified needs. I fully understand the discussion about the ranked items in the survey and I hope that the INCF members realizes that the subject matter, coming as it does from Federal Guidelines, is more complex than anyone of us would prefer. However, I also hope that the general public as well as the executive members of INCF left the meeting with the knowledge that the response to the survey is important in order for staff to use the answers to determine the priority of the identified needs and the funding allocation of the uses of the three entitlement grants, which are CDBG, HOME and ESG. Please encourage the INCF members to contact Juliette Dang at 385-7493 or Hermila Hernandez at 385-8275, if more copies of the survey are needed for distribution to the neighborhoods for responses.

6. Comments about simplifying the presentation:

Answer: My staff and I had a hard time to simplify the slides because we felt that the subject matter presented is too important, helpful and crucial to the public that we did not want to mislead the general public by cutting out information.

Finally, I am very thankful to have been given the opportunity to consult with the Oxnard residents at the INCF meeting. Given the high level of interest shown by the general public in the audience, I am offering you the opportunity to have more consultation sessions to get more information out to the public through the specific Neighborhood Council meeting.

Cathy Brudnicki
1900 Ferndale Place, Thousand Oaks, CA 91360
phone 805-493-2471 fax 805-241-9292 cathybrudnicki@vcnet.com

March 26, 2013

To: Mayor Tim Flynn and Members of the City Council
RE: Public hearing items L 3 & 4

Mr. Mayor, Members of the Council:

I want to commend staff for the work they have put into the items you have before you tonight. Many hours of work, including numerous consultations with service providers, members of the Commission on Homelessness, and interested parties such as myself have resulted in the recommendations on tonight's agenda.

Is it perfect? No. Is everyone 100% happy? No. But that is a function of declining funding – down by 1/3 in the last few years – not a reflection on the compromise that has been achieved.

Creating housing opportunities for the residents of your city who are homeless and for those who are living in poverty has never been easy. In the current economic climate it is even more challenging and can only be achieved by working together. These recommendations set a course for doing so.

Thank you for the opportunity to make my comments known to you.

Sincerely,



Juliette Dang - Procedural handling of public review of HUD's 5-year consolidated plan and 1-year action plan

From: Eileen Tracy <eileenareena@yahoo.com>
To: bill wilkins <bwilkins@oxnardhousing.org>, "Karen.Burnham@ci.oxnard.ca.us" <Karen.Burnham@ci.oxnard.ca.us>, Daniel Martinez <Daniel.Martinez@ci.oxnard.ca.us>
Date: 4/13/2013 1:13 PM
Subject: Procedural handling of public review of HUD's 5-year consolidated plan and 1-year action plan
CC: Tim Flynn <timbflynn@gmail.com>, Bryan Macdonald <bryan.macdonald@ci.oxnard.ca.us>, Dorina Padilla <Pdorinamarie@gmail.com>, Maria Carmen Ramirez <carmen4oxnard@gmail.com>, Juliette Dang <juliette.dang@ci.oxnard.ca.us>, "SR juliabrownley@yahoo.com" <juliabrownley@yahoo.com>

In the Notice of 30-day public review for draft 2013-2018 Five Year Consolidated Plan (FY 2013-2018) and the One-Year Action Plan (FY 2013-2014, we are informed that the publication of the public notice begins the 30-day public review period, required under Federal Regulation 24 CFR 91.105(b) (2). The public review written comment period began on April 8th, 2013 and concludes on May 7, 2013. We are also advised that copies of the draft of "this" document will be available for public review at the Main Library, the City Clerk's Office and the Housing Dept. Thinking that I would see the consolidated plan and/or the one year action plan, I went to the city clerk on April 8th and they didn't have the documents. I went to the library today, (Apr 13th) and they did not have any documents to review. Can you find out for me if this is HUD's intention of denying the public access to either document during the public comment and review period? In the past, I have seriously questioned the use of CDBG funds for parks and road repair, when this city has thousands of extremely low income people living in sub-standard housing. It doesn't seem right that the public would be denied the right to see which projects will receive the funds. Finally, staff still has not received City Council's (the approving agency) priorities for where the funds should be spent. **What can be done to correct what appears to be the mishandling of the HUD procedures for Public Comment.**

As I read Federal Regulation 24 CFR 91.105(b) (2) which follows my, interpretation is that the entire plan, as well as a few free copies must be made available to the public. Here is the regulation:
 2) The citizen participation plan must require the jurisdiction to publish the proposed consolidated plan in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and to submit comments. The citizen participation plan must set forth how the jurisdiction will publish the proposed consolidated plan and give reasonable opportunity to examine the contents of the proposed consolidated plan. The requirement for publishing 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, the jurisdiction must provide a reasonable number of free copies of the plan to citizens and groups that request it.

My other question is: how can the 30-day public review be underway, when the entire proposed consolidated plan is not available?
 Finally, when will the plan(s) be available at the library?

NB. This delay in making the document available on time has happened before.
 Eileen Tracy
 eileenareena@yahoo.com

Juliette Dang - Re: Email sent on April 13th

From: Eileen Tracy <eileenareena@yahoo.com>
To: Bill Wilkins <bwilkins@oxnardhousing.org>
Date: 4/16/2013 6:07 PM
Subject: Re: Email sent on April 13th
CC: Karen Burnham <Karen.Burnham@ci.oxnard.ca.us>, Juliette Dang <juliette.dang@ci.oxnard.ca.us>

Yes, Bill. I'm glad that someone brought it to your attention. I tried two different email addresses for you and both were returned.

Eileen Tracy
eileenareena@yahoo.com

From: Bill Wilkins <bwilkins@oxnardhousing.org>
To: eileenareena@yahoo.com
Cc: Karen Burnham <Karen.Burnham@ci.oxnard.ca.us>; Juliette Dang <juliette.dang@ci.oxnard.ca.us>
Sent: Tuesday, April 16, 2013 3:17 PM
Subject: Email sent on April 13th

Hi Eileen, I just found out about an email you sent out on Saturday, April 13, 2013, because Juliette Dang brought it to my attention. I will get back to you after discussing the matter with her.....bew

William E. Wilkins
Housing Director
City of Oxnard
Housing Department
435 South "D" Street
Oxnard, California 93030
(805) 385-8096

Juliette Dang - Re: Procedural Handling of Public Review of HUD's 5 Year Consolidated Plan and 1 Year Action Plan

From: Eileen Tracy <eileenareena@yahoo.com>
To: Bill Wilkins <bwilkins@oxnardhousing.org>
Date: 4/16/2013 6:14 PM
Subject: Re: Procedural Handling of Public Review of HUD's 5 Year Consolidated Plan and 1 Year Action Plan
CC: Juliette Dang <juliette.dang@ci.oxnard.ca.us>, Karen Burnham <Karen.Burnham@ci.oxnard.ca.us>, Angelica Navarro <anavarro@oxnardhousing.org>

Thanks for your response, Bill. You must have received some invalid information. I went to the city clerk's office yesterday, 4/15 and other than the Oxnard Housing Authority there are no other documents from Housing. The mostly template only consolidated plan was received at the city clerk, earlier this afternoon and the 1 year plan arrived at the clerk's office late today. I reviewed the strategy section of the consolidated plan and was sad to see the same types of strategy as other years, even tho HUD is asking for places and populations that have the most need and also that housing for homeless populations take a highest priority. You have heard my thoughts on this, before. HUD keeps re-inforcing their requests for housing first and Cabrillo asked if CDBG funds be used entirely for housing. But the current strategy is doing road repair, etc (some in areas that are not the most needed).

Eileen Tracy
eileenareena@yahoo.com

From: Bill Wilkins <bwilkins@oxnardhousing.org>
To: eileenareena@yahoo.com
Cc: Juliette Dang <juliette.dang@ci.oxnard.ca.us>; Karen Burnham <Karen.Burnham@ci.oxnard.ca.us>; Angelica Navarro <anavarro@oxnardhousing.org>
Sent: Tuesday, April 16, 2013 4:24 PM
Subject: Procedural Handling of Public Review of HUD's 5 Year Consolidated Plan and 1 Year Action Plan

Eileen, I just spoke with Juliette Dang, Grants Coordinator about your concerns. As you know, we have conducted two (2) public hearings, one in January and the other in March. We were scheduled to provide the City Council with a report on "Priority options", last week however, the matter was continued to their next meeting of April 23, 2013. As you know, staff is not in a position of making recommendations, until we are given direction (s) on what "priorities" will be considered. Therefore, in response to your questions: "Public review comment period starts on April 8, 2013 for 30 days, through May 8, 2013. Copies are available for review at the library, City Clerk's Office and the Housing Department. I went to the Clerk's Office on the 8th and the Library on the 13th. Our apologies for the documents not being available, but as I indicated we do not have the priorities as yet. Staff did put the Consolidated Plan on the City's Website yesterday, April 15, 2013 and copies of the document were sent to the City Clerk's Office and to the Library, as well. The Action Plan will be made available on Wednesday, April 17, 2013. Unlike past years, we are making the document (s) available with all of the REQUESTS FOR FUNDING, and nothing will be taken as a direction from the City Council, until they specifically state what the "priorities" are going to be for the next 5 years.

You ask, "Can you find out for me if this is HUD's intention of denying the public access to either document during the comment and review period?" I assume that you were thinking out loud, as the comment doesn't require a response.

"In the past, I have seriously questioned the use of CDBG funds for parks and road repair, when this

City has thousands of extremely low income people living in sub-standard housing. It doesn't seem right that the public would be denied the right to see which projects will receive the funds. Finally, staff still has not received City Council's (the approving agency) priorities for where the funds should be spent. What can be done to correct what appears to be the mishandling of the HUD procedures for public comment."

- The legislative body, City Council appropriates the funds, so if parks and road repairs are what staff is directed to fund, this action is taken accordingly;
- The public is not being denied the right to see which projects will receive the funds, because staff doesn't know until the City Council makes the priorities known;
- You admit the priorities have not been identified, but in the same breathe you state there appears to be a "mishandling of the HUD procedures for public comment".

Finally, you state "NB. This delay in making the document available on time has happened before". So you think we have purposely delayed the document being made available???

I have on any number of occasions advised you that as an employee of the City, I am always available to discuss concerns that either you, or any resident has regarding the various things that occur, or don't happen within my jurisdiction. There is no conspiracy, nor intentions to do anything other than what we are here to do. It is unfortunate that we have reached this point.....

Once again, the Consolidated Plan was delivered to the City Clerk's Office yesterday, Monday, April 15th, as well as to the Library. Additionally, the ConPlan was put on the City's website. The Action Plan will be provided tomorrow. What is included will be "Requests for Funding" from every agency that asked for funds from CDBG, HOME, ESG.....bew

William E. Wilkins
Housing Director
City of Oxnard
Housing Department
435 South "D" Street
Oxnard, California 93030
(805) 385-8096

Public Comments for Consolidated Plan 2013-2018

This three (3) page document lists seven (7) unmet needs, with supporting facts and positive conclusions. The categories of unmet needs are: employment opportunities, affordable housing, reduce homeless count, public improvements in most-needy neighborhoods, public services in most needy neighborhoods, educational support and funding opportunities.

I followed HUD's current guideline to focus on "Housing First", place-based and need-based solutions. The current draft focuses spending on moderate and low-income housing, versus Extremely-low (EL) and Very Low (VL). EL and VL housing categories have a greater need than Low Income and moderate income. I also followed HUD's place-based recommendation and focused on the seven (7) neighborhoods with the largest concentration of EL and VL residents.

Please respond in final draft that is presented to Council for approval.

Unmet Need 1 Increased employment opportunities in most needy place-based neighborhoods

- a. If mixed-use zones were included within strictly residential neighborhoods, more walk-to-work opportunities for employment could be created within large residential neighborhoods. It is a common knowledge that most new jobs are created by small business.
- b. More importantly, by incentivizing Health Support employment positions, instead of all manufacturing employment, a significant number of entry-level workers could find employment with better salaries in the growing health support field.
- c. The highest need neighborhoods in Oxnard (according to CPD maps, Consolidated Plan and Continuum of Care Planning Tool) are Hobson Park East and West, La Colonia East and West, Southwinds, Cypress and Pleasant Valley Village. Prioritize public services and improvement in these place-based neighborhood.
- d. Excessive use of restrictive Commercial, Residential 2 (R2) and Residential 3 (R3) in the highest need neighborhoods, results in over-crowding, over-parking and few employment opportunities.
- e. The city has no senior housing opportunities for financially-secure seniors and no independent living or assisted living facilities. By outreaching to investors and managers in these facilities, unemployment would be greatly reduced by providing health support positions and a very-needed housing supply would be provided.

Conclusion: Modify restrictive zoning to reduce construction of ghettos with inadequate walk-to-work opportunities. Financially secure seniors are not forced to move to neighboring cities to get senior housing. Health support employment positions are created.

Unmet need 2 Affordable housing for Income-challenged Households

- a. Using CPD Maps-Consolidated Plan and Continuum of Care Planning Tool, under Number of Households by HUD Area Median Family(HAMFI) reveals that Oxnard has

8,455 households at <30% of HUD Area Median Family Income (HAMFI) and
8,060 households at 30-50% of HAMFI,

Eileen Tracy, 745 So. E St., Oxnard, Ca. 93030

Saturday, April 20, 2013

Public Comments for Consolidated Plan 2013-2018

totaling 16,515 households in Oxnard having less than low and moderate income household income.

But rents in a 0-bedroom apartment range from \$778 to \$993 per month,
And rents in a 1-bedroom apartment range from \$834 to \$1065 per month.
These rents exceed VL and EL household's ability to acquire decent housing

- b. Extremely Low Income 1-person family's rent cannot exceed \$459 in 2013 or (30% of HAMFI).
Very Low Income 1-person family's rent cannot exceed \$765 per month in 2013 or (50% of HAMFI)
A Low Income 1-person family's rent cannot exceed \$1223.75 per month in 2013 or (80% of HAMFI)
- c. Extremely Low Income 1-person family earning \$459 per month or less cannot afford 0-bedroom apartment rent, which starts at \$778 or more per month.
Very Low Income 1-person family earning \$765 per month or less can barely afford 0-bedroom apartment rent, which starts at \$778 or more per month.
Low Income 1-person family earning up to \$1,223.75 can afford rent for a 0-bedroom apartment, which ranges from \$834 to \$1065 per month.

Conclusion: The Extremely Low and Very Low 1-person families need affordable housing more than low or moderate income families and housing for the 2 groups should have much higher priority in this 5 year plan. Over-crowded neighborhoods can be reduced.

Unmet need 3: Supportive housing reduces homeless count

- a. 1-person households need supportive or 0-1 bedroom affordable units.
The homeless count for 2012, shows that Oxnard has
388 men and
153 women who are single and not in a family.
- b. Non-chronic homeless benefit in supportive housing
On Table 25 on Page 35 of document, we find there are
60 non-chronic homeless sheltered and
23 non-chronic homeless unsheltered adults who need supportive housing.
- c. There are 27 homeless seniors who need 0-1 bedroom affordable units.
The city has several senior apartments for low-income seniors. Housing units for ELLI or VL Income seniors is grossly inadequate.
- d. In keeping with HUD's "Housing First" priority and collaborating with CHDO's and/or public housing to construct 15 0-1 bedroom units each year within the next 5 years a high need goal can be reached. Behavioral Health and faith-based community groups can be identified to join the collaboration and provide case management for EL and VL income residents under a supportive housing plan.

Conclusion: Homeless counts could be reduced by 83 non-chronic homeless people within the Consolidated Planning period.

Eileen Tracy, 745 So. E St., Oxnard, Ca. 93030

Saturday, April 20, 2013

Unmet need 4 Direct CDBG funds for public improvement in most needy neighborhoods

- a. Beck Park is not located in the neighborhoods that have the highest-need. Parks like Sierra Linda, College Estates, Pleasant Valley Estates, Five points northeast, and Fremont North are not in neighborhoods with the highest need.
- b. Reconstructing alleys west of Terrace Avenue, east of Samuel Avenue, south of Hill Street, or west of Saviers Road also are not in neighborhoods with the highest needs.
- c. However, reconstructing alleys and streets in Hobson Park East and La Colonia and would provide much needed safety for numerous families negatively impacted by neglected and dangerous streets and alleys. For example: 7th between C & Oxnard Blvd, 5th between K and Ventura Rd, K between 5th and 5th. Another example is inadequate lighting at intersections of Wooley and C and Wooley and E.

Unmet Need 5 Use CDBG public service funds in most-needy neighborhoods

- a. CDBG Funds used on public services that don't focus on most-needy neighborhoods don't stabilize lives of most-needy residents in these neighborhoods
- b. Public services and/or improvement for non-housing community development projects proposed on page 44, do not explain how improving parks will stabilize lives of residents in neighborhoods with the highest needs. After affordable housing, this population needs employment opportunities that provide a living wage, or vocational training and English-Language Skills which provide a much greater chance of stabilizing and improving their lives.

Unmet need 6: CDBG funds have a greater impact when used for educational support instead of on Recreational Activities

- a. Public services like Police Athletic League (P.A.L.), Colonia Boxing Center and Colonia gymnasium are all recreation-based programs.
- b. In a city where 2-3 of 17 schools are performing below the state Performance Target, the use of CDBG funds to partner with educational-based programs provided by the Oxnard school district, El Centrito, Café on A, Boys and Girls Club and other educational non-profits would do much more to help our under-educated youth, especially those that require English-language skills.

Unmet need 7 Increase funding opportunities for supportive and affordable housing

- a. Increase Homeless Services staff to reach out to service providers and faith community already serving our EL and VL residents. Collaboration with these service providers can result in a joint strategy that effectively reduces homeless population and large populations who are living in over-crowded or substandard housing.
- b. We have additional funding opportunity by investing in the Ventura County Housing Trust Fund and obtaining Neighborhood Stabilization grant (NSP) which requires both collaboration and strategy.

Conclusion: By qualifying for Neighborhood Stabilization Grants and investing in Ventura County Housing Trust Fund, we increase the amount of money available for supportive and affordable housing and beneficial public services.

Eileen Tracy, 745 So. E St., Oxnard, Ca. 93030

Saturday, April 20, 2013

745 So E St
Oxnard, Ca 93030

City of Oxnard
Housing Dept.
Grants Mgmt. Division
435 So. D St.
Oxnard Ca 93030



9303035518

William E. Wilkins
Housing Director



Housing Administrative Services

435 South D Street
Oxnard, California 93030
(805) 385-8096
Fax (805) 385-7969

May 1, 2013

Ms. Eileen Tracy
745 South E Street
Oxnard, California 93030

Re: Public Comments for Consolidated Plan 2013-2018/Dated Saturday, April 20, 2013

Dear Ms. Tracy:

This letter is in response to your communication to Shaun L. Donovan, HUD Secretary and Suyong Choi, CPD Representative on April 20, 2013.

The public review period for the Consolidated Plan has been republished and extends the review period to May 20, 2013.

The format used to respond to your comments for the Consolidated Plan for 2013-2018 is a restatement of the question/issue/concern, with the response in bold.

"Public Comments for Consolidated Plan 2013-2018"

"This three (3) page document lists seven (7) unmet needs, with supporting facts and positive conclusions. The categories of unmet needs are: employment opportunities, affordable housing, reduce homeless count, public improvements in most-needy neighborhoods, public services in most needy neighborhoods, educational support and funding opportunities."

"I followed HUD's current guideline to focus on "Housing First", place-based and need-based solutions. The current draft focuses spending on moderate and low-income housing, versus Extremely-low (EL) and Very Low (VL). EL and VL housing categories have a greater need than low income and moderate income. I also followed HUD's place-based recommendation and focused on the seven (7) neighborhoods with the largest concentration of EL and VL residents."

“Please respond in final draft that is presented to Council for approval.”

“Unmet Need 1 increased employment opportunities in most needy place-based neighborhoods”

- a. “If mixed-use zones were included within strictly residential neighborhoods, more walk-to-work opportunities for employment could be created within large residential neighborhoods. It is a common knowledge that most new jobs are created by small business.”
- ***Your comment is taken under consideration and will be forwarded to the appropriate City Departments (Planning and Community Development), inasmuch as your statement does not come under the jurisdiction of the City’s Grants Management Division.***
- b. “More importantly, by incentivizing Health Support employment positions, instead of all manufacturing employment, a significant number of entry-level workers could find employment with better salaries in the growing health support field.”
- ***Your comment is duly noted however any action necessary would not come under the jurisdiction of the Grants Management Division.***
- c. “The highest need neighborhoods in Oxnard (according to CPD maps, Consolidated Plan and Continuum of Care Planning Tool) are Hobson Park East and West, La Colonia East and West, South winds, Cypress and Pleasant Valley Village. Prioritize public services and improvement in these place-based neighborhoods.”
- ***Your comments are duly noted and will be forwarded to appropriate parties for future consideration. This is not a function of the Grants Management Division.***
- d. “Excessive use of restrictive Commercial, Residential 2 (R2) and Residential 3 (R3) in the highest need neighborhoods, results in over-crowding, over-parking and few employment opportunities.”
- ***You comment will be submitted to the Development Services Department for review by their Planning Division. This does not come under the jurisdiction of the Grants Management Division.***
- e. “The City has no senior housing opportunities for financially-secure seniors and no independent living or assisted living facilities. By outreaching to investors and

managers in these facilities, unemployment would be greatly reduced by providing health support positions and very-needed housing supply would be provided."

- ***Your comments are duly noted and will be forwarded to the appropriate department for future consideration. This is not a function of the Grants Management Division.***

"Conclusion: Modify restrictive zoning to reduce construction of ghettos with inadequate walk-to-work opportunities. Financially secure seniors are not forced to move to neighboring cities to get senior housing. Health support employment positions are created."

- ***These are all excellent comments and will be forwarded to the appropriate departments for future consideration. The Grants Management Division does not perform any of the areas discussed.***

"Unmet need 2 Affordable housing for income-challenged Households"

- a. Using CPD Maps Consolidated Plan and Continuum of Care Planning Tool, under Number of Households by HUD Area Median Family (HAMFI) reveals that Oxnard has 8,455 households at <30% of HUD Area Median Family Income (HAMFI) and 8,060 households at 30-50% of HAMFI, totaling 16,515 households in Oxnard having less than low and moderate income household income."
But rents in a 0-bedroom apartment range from \$778 to \$993 per month, and rents in a 1-bedroom apartment range from \$834 to \$1065 per month. These rents exceed VL and EL household's ability to acquire decent housing."
- ***We would agree with your assessment, but we are not quite sure what you would propose that the Grants Management Division do about this situation.***
- b. "Extremely Low income 1-person family's rent cannot exceed \$459 in 2013 or (30% of HAMFI). Very Low Income 1-person family's rent cannot exceed \$765 per month in 2013 or (50% of HAMFI)."
 - ***Once again, we agree with your observation, but we are not sure how this would be addressed under the Grants Management Division.***
- c. "Extremely Low Income 1-person family earning \$459 per month or less cannot afford 0-bedroom apartment rent, which starts at \$778 or more per month. Very Low Income 1-person family earning \$765 per month or less can barely afford 0-bedroom apartment rent, which starts at \$778 or more per month. Low income 1-person family earning up to \$1,223.75 can afford rent for a 0-bedroom apartment, which ranges from \$834 to \$1,065 per month."

- *Grants Management is not responsible for apartment rental programs, and has no jurisdiction over the market driven rents. The Oxnard Housing Authority operates the Section 8 Housing Voucher Program and the Public Housing Owned Unit subsidy program. However, this would not have an impact on the rent structure of the units throughout the City.*

“Conclusion: The Extremely Low and Very Low 1-person families need affordable housing more than low or moderate income families and housing for the 2 groups should have much higher priority in this 5 year plan. Over-crowded neighborhoods can be reduced.”

- *Once again, excellent comments that will be forwarded to the appropriate parties. Grants Management does not determine who, where nor what projects receive funding. The appropriations are determine based on submittals for funding, inasmuch as the Redevelopment Agency no longer exists to assist with funding affordable housing, the only catalyst available are non-profit housing developers.*

“Unmet need 3: Supportive housing reduces homeless count”

- a. *“1-person household’s need supportive or 0-1 bedroom affordable units. The homeless count for 2012, shows that Oxnard has 388 men and 153 women who are single and not in a family.”*
- *I would consider this a comment, which does not require a response.*
- b. *“Non-chronic homes benefit in supportive housing
On Table 25 on Page 35 of document, we find there are 60 non-chronic homeless sheltered and 23 non-chronic homeless unsheltered adults who need supportive housing.”*
- *Once again, this is a comment and I am not quite sure what response you are seeking from the Grants Management Division, as it pertains to the Consolidated Plan and Annual Action Plan.*
- c. *“There are 27 homeless seniors who need 0-1 bedroom affordable units. The City has several senior apartments for low-income seniors. Housing units for ELLI or VL income seniors is grossly inadequate.”*

- *We agree with your statement, however, this is not something that comes under the purview of the Grants Management Division.*

d. *"In keeping with HUD's Housing First" priority and collaborating with CHDO's and/or public housing to construct 15 0-1 bedroom units each year within the next 5 years a high need goal can be reached. Behavioral Health and faith-based community groups can be identified to join the collaboration and provide case management for EL and VL income residents under a supportive housing plan."*

- *Unless you have information from HUD that the staff is unaware of, Housing First is a philosophy directed towards taking the necessary steps to ensure that individuals/families are no longer "warehoused" in shelters. This is a quote from Wikipedia, "Rather than moving homeless individuals through different "levels" of housing, known as the Continuum of Care, whereby each level moves them closer to "independent housing" (for example: from the streets to a public shelter, and from a public shelter to a transitional housing program, and from there to their own apartment in the community) Housing First moves the homeless individual or household immediately from the streets or homeless shelters into their own apartments."*
- *"Housing First, when supported by the United States Department of Housing and Urban Development, does not only provide housing. The model, used by nonprofit agencies throughout America, also provides wraparound case management services to the tenants. This housing is supported through two HUD programs. They are the Supportive Housing Program and the Shelter Plus Care Program."*
- *Please note it does not state that HUD supports the Housing First effort through CDBG, however, that does not preclude communities from supporting efforts being made by non-profits submitting requests as possible sub-recipients. In essence, Grants Management has a responsibility to ensure through the Citizen Participation Planning Process that information is disseminated to all possible stakeholders in the Community. This was accomplished over a six (6) month period, as stated in the Consolidated Plan.*

"Conclusion: Homeless counts could be reduced by 83 non-chronic homeless people within the Consolidated Planning period."

- *Your comments and opinion will be recorded and submitted, as required by the Citizen Participation Plan of the Consolidated Plan.*

"Unmet need 4 Direct CDBG funds for public improvement in most needy neighborhoods"

- a. "Beck Park is not located in the neighborhoods that have the highest-need. Parks like Sierra Linda, College Estates, Pleasant Valley Estates, Five points northeast, and Fremont North are not in neighborhoods with the highest need."
- ***The Grants Management staff does not determine which parks in the City of Oxnard are determined to be in need of public improvement. Your comments will be forwarded to the Parks and Facilities Department.***
- b. "Reconstructing alleys west of Terrace Avenue, east of Samuel Avenue, south of Hill Street, or west of Saviers Road also are not in neighborhoods with the highest needs."
- ***Your comments will be forwarded to the Public Works Department, inasmuch as Grants Management staff does not determine which parks are selected for public improvement.***
- c. "However, reconstructing alleys and streets in Hobson Park East and La Colonia and would provide much needed safety for numerous families negatively impacted by neglected and dangerous streets and alleys. For example: 7th between C & Oxnard Blvd, 5th between K and Ventura Rd, K between 5th. Another example is inadequate lighting at intersections of Wooley and C and Wooley and E."
- ***Your comments will be submitted to the Public Works Department for consideration, as the Grants Management Division is not involved with determining what streets and alleys are considered for projects.***

Unmet Need 5 Use CDBG public service funds in most-needy neighborhoods

- a. CDBG Funds used on public services that don't focus on most-needy neighborhoods don't stabilize lives of most-needy residents in these neighborhoods.
- ***It should be noted that all of the City of Oxnard has been determined to be eligible for CDBG funds. However, funds can only be expended within neighborhoods, or zip codes identified as having 51 percent of the households at low to moderate income levels based on the Ventura County Area Median Income.***
- b. Public services and/or improvement for non-housing community development projects proposed on page 44, do not explain how improving parks will stabilize lives of residents in neighborhoods with the highest needs. After affordable housing, this population

needs employment opportunities that provide a living wage, or vocational training and English Language Skills which provide a much greater chance of stabilizing and improving their lives.”

- *What you are referring to on Page 44 of the “Draft” Consolidated Plan is a proposal from the Public Works Department for a non-housing project. The City Council may elect to not support the project through the use of CDBG funds; however, it is not the responsibility of Grants Management staff to determine what projects are “worthy” and in the greatest need. If a proposal were submitted to establish employment opportunities, it would be the City Council that would make the determination of whether or not it’s approved.*

“Unmet need 6: CDBG funds have a greater impact when used for educational support instead of on Recreational Activities”

- a. Public services like Police Athletic League (P.A.L.), Colonia Boxing Center and Colonia gymnasium are all recreation-based programs.
- *Not quite sure if this requires a comment, but I will error on the side of caution. Unless you have personally attended, watched and understood exactly what was taking place, I think you have completely missed the point. PAL works with underprivileged children by providing an informal source of mentoring, character building, and ethics development. The Colonia Boxing Center does a tremendous job of developing young individuals into great future leaders. The Colonia gymnasium provides a service much needed in our very low to low income neighborhood of La Colonia, by giving the children a place to expend excess energy. With all of this said, Grants Management does not make the decision as to whether or not funding goes towards supporting these functions; it is the decision of the City Council.*
- b. “In a City where 2-3 of 17 schools are performing below the State Performance Target, the use of CDBG funds to partner with educational-based programs provided by the Oxnard School District, El Centrito, Café on A, Boys and Girls Club and other educational non-profits would do much more to help our under-educated youth, especially those that require English-language skills.”
- *Those are all terrific programs and worthy of consideration, however, they are all entitled to submit a request for funding, if they are willing to undergo the level of scrutiny required by Federal Programs. The School District has its own source of funding, in addition to the numerous grant opportunities afforded schools. The Boys*

and Girls Club does an excellent job and is certainly entitled to submit a request for funding at some point during the grant cycle; the same would apply to Café on A and El Centrito.

"Unmet need 7 Increase funding opportunities for supportive and affordable housing"

- a. *"Increase Homeless Services staff to reach out to service providers and faith community already serving our EL and VL residents. Collaboration with these service providers can result in a joint strategy that effectively reduces homeless population and large populations who are living in over-crowded or substandard housing."*
- *Sequestration, is a reality that all local governments must now endure, coupled with the continuing reduction of budget appropriations. As such, staff cannot be added when the primary purpose is to ensure the continuing delivery of services at the same level. If you add staffing, funds would be reduced from program services.*
- b. *"We have additional funding opportunity by investing in the Ventura County Housing Trust Fund and obtaining Neighborhood Stabilization grant (NSP) which requires both collaboration and strategy."*
- *The City of Oxnard created a Housing Trust Fund more than 12 years ago and has utilized the funding made available to assist non-profits with the development of affordable housing. The Ventura County Housing Trust Fund, established within the past 2 years is a great opportunity for cities within the County to acquire another development tool. Each participating city was asked to contribute a certain amount of money, which was supplemented by funding received from the State of California and Ventura County. A Notice of Funding Availability (NOFA) was recently published and interested participating cities were required to submit a response to the NOFA. As previously stated, the City of Oxnard established a Housing Trust Fund some years ago, and the City Council has sole responsibility in determining whether a project receives funding. You also mentioned the Neighborhood Stabilization Program (NSP); the City of Oxnard was one of the first participants in the State of California's NSP starting in 2009. We were awarded \$2.1 million, which was used to purchase 7 foreclosed homes that were rehabilitated and sold to very low to low income households. We used Cabrillo Economic Development Corporation as our loan coordinating entity. Once the homes were sold to the very low to low income households, the program income from the sales was used to purchase 2 triplexes, which received substantial rehabilitation, and are now rented to six (6) very low to low income families.*

"Conclusion: By qualifying for Neighborhood Stabilization Grants and investing in Ventura County Housing Trust Fund, we increase the amount of money available for supportive and affordable housing and beneficial public services".

- *As previously stated, the City already participates in these programs, none of which are tied to the Grants Management Division.*

On behalf of the City of Oxnard, thank you for your comments that will be incorporated in the Citizen Participation Plan of our 2013-2018 Consolidated Plan. The Grants Management Division is responsible for ensuring the City of Oxnard's participation in the various U.S. Department of Housing and Urban Development's, Community Development Programs, as well as compliance with regulations. The process requires an establishment of application procedures for perspective sub-recipients based on HUD's policies. Once the applications are received and vetted, they are submitted to City Council for review and approval.

Grants Management does not determine which projects get submitted, it generally is the program manager within a department or nonprofit that determines what projects are submitted for approval. Ultimately, the City Council determines what priorities are given for the Consolidated Plan over a 5 year period.

Should you require additional information, please feel free to contact Juliette Dang, Grants Coordinator, at (805) 385-7493.

Sincerely,



William E. Wilkins
Housing Director

Cc: William G. Vasquez
Suyong Choi
Karen R. Burnham

Juliette Dang - Request for information regarding Grant management

From: Eileen Tracy <eileenareena@yahoo.com>
To: "karen.burnham@ci.oxnard.ca.us" <karen.burnham@ci.oxnard.ca.us>, Bill Wilkins <bwilkins@oxnardhousing.org>
Date: 4/30/2013 4:44 PM
Subject: Request for information regarding Grant management

Ms. Burnham,

After seeing HUD's letter to you from Wm. Vasquez, I have some additional questions, which I hope you can get answers for me. I am sending it to you because Mr. Wilkins has blocked my email from all of his various email addresses. I know you are busy, so please respond at your earliest convenience. Here are my new questions:

- 1) Is there a certain date that HUD requires submission of the 5-Year Consolidated Plan? Mr. Wilkins advised Council that it is due by May 15th to HUD. If Oxnard's compliance with the directive is followed, we will be too late for the May 15th deadline that Mr. Wilkins believes is your due date.
- 2) If the deadline is missed, what next steps are available to the grantees?
- 3) What citizen oversight is required for HUD's CDBG, NSP & Home Grants? In Oxnard, the Homeless Commission is delegated to provide review of the ESG and CoC grants. To my knowledge there is no advisory group delegated to review the other grants, although CDBG is included in the Consolidated Plan for any community member to see.
- 4) Similar to question #4, are CAPER's created and submitted to HUD for CDBG, NSP and HOME grants and are they available to the general public?

Thank you in advance for all your assistance and direction.

Eileen Tracy
745 So. E St.
Oxnard, Ca. 93030
805-201-1640
eileenareena@yahoo.com

Eileen Tracy
eileenareena@yahoo.com

Karen R. Burnham
Interim City Manager

City Manager's Office

300 West Third Street
Oxnard, CA 93030
(805) 385-7430
Fax (805) 385-7595
www.ci.oxnard.ca.us



May 2, 2013

Ms. Eileen Tracy
745 South E Street
Oxnard, California 93030

Re: Housing Director and Grants Management

Dear Ms. Tracy:

On April 30, 2013 you sent me an email regarding additional questions about William E. Wilkins, Housing Director and the Consolidated Plan. I have asked Bill to provide you with a response.

Your comment: "After seeing HUD's letter to you from Wm. Vasquez, I have some additional questions, which I hope you can get answers for me. I am sending it to you because Mr. Wilkins has blocked my email from all of his various email addresses. I know you are busy, so please respond at your earliest convenience. Here are my new questions:"

RESPONSE: It's unfortunate that you have not been able to communicate with Bill Wilkins, I have spoken with him regarding this matter and we are providing you with the following information to contact him in the future. Email address: bwilkins@oxnardhousing.org; work telephone number: (805) 385-8094. However, the individual responsible for communications related to the Consolidated Plan, Annual Action Plan or anything having to do with HUD grants would be Juliette Dang, Grants Coordinator, who apparently you have been speaking with occasionally.

QUESTION: 1) "Is there a certain date that HUD requires submission of the 5-Year Consolidated Plan? Mr. Wilkins advised Council that it is due by May 15th to HUD. If Oxnard's compliance with the directive is followed, we will be too late for the May 15th deadline that Mr. Wilkins believes is your due date."

RESPONSE: Bill's comments to the City Council regarding the due date were correct, the Consolidated Plan and the Annual Action Plan are required to be submitted to the HUD Office by May 15, 2013. According to CFR 24 Section 91.15 as cited below, we have 45 days before the new fiscal year to submit the Consolidated Plan. The City of Oxnard's fiscal year ends on June 30th, therefore, May 15th would be the deadline for submission within the 45 day time period. However, the City may submit the Consolidated Plan by August 16, 2013; this would be considered a late submission and might affect the scoring and risk assessment factors during review.

QUESTION: 2) "If the deadline is missed, what next steps are available to the grantees?"

RESPONSE: The City of Oxnard is an entitlement City; as such we are a Recipient, not a Grantee. If the submission is submitted late, as indicated above, the City would have until August 16, 2013 to submit. Given the extension of the Public Review Period to May 20, 2013 and the scheduled review and approval of the Consolidated Plan by City Council on May 21, 2013, it is doubtful that submission would occur later than May 25, 2013.

QUESTION: 3) "What citizen oversight is required for HUD's CDBG, NSP & HOME Grants? In Oxnard, the Homeless Commission is delegated to provide review of the ESG and CoC grants. To my knowledge there is no advisory group delegated to review the other grants, although CDBG is included in the Consolidated Plan for any community member to see."

RESPONSE: HUD does not have a local oversight requirement of the CDBG and HOME Reinvestment grants. They are federally funded programs that are monitored through the Consolidated Annual Performance and Evaluation Report (CAPER). The NSP program is monitored through the State of California's Housing & Community Development Department. This program has been in existence since 2009 and will be phased out by January 2014.

QUESTION: 4) "Similar to question #3, are CAPER's created and submitted to HUD for CDBG, NSP and HOME grants and are they available to the general public?"

RESPONSE: In order to apply for the new annual allocations made available through the Annual Action Plan, the City of Oxnard is required to report on past performances of the various sub-recipients for the past year. As such the CAPER is created annually, there is a public hearing and the matter is submitted for City Council's review, comment and approval prior to submission to HUD. The CAPER is always shown on the City of Oxnard's home page, as well as the Oxnard Housing Department's website.

I hope this addresses your questions and that it will help you moving forward with any concerns about the Housing Department's operations, to include the Grants Management Division.

Sincerely,

A handwritten signature in cursive script that reads "Karen R. Burnham".

Karen R. Burnham,
Interim City Manager

Cc: William G. Vasquez
Suyong Choi
William E. Wilkins
Juliette Dang

Juliette Dang - Item L-3 continued for May 21st

From: Eileen Tracy <eileenareena@yahoo.com>
To: Tim Flynn <timbflynn@gmail.com>, Maria Carmen Ramirez <carmen4oxnard@gmail.com>, Bryan Macdonald <bryan.macdonald@ci.oxnard.ca.us>, Dorina Padilla <Pdorinamarie@gmail.com>
Date: 5/5/2013 5:30 PM
Subject: Item L-3 continued for May 21st
CC: Juliette Dang <juliette.dang@ci.oxnard.ca.us>
Attachments: CDBG2EligibleActivitiesSummary.pdf

Mayor Flynn, Mayor Pro-tem Ramirez, Councilmember MacDonald, Councilmember Padilla,

I am attaching a 3-page document identifying those projects from HUD that are eligible for CDBG funding for your information and consideration. Some would help fund some of the projects that you are currently considering.

Following are some questions and/or considerations in advance:

Questions

When will the Consolidated Plan be updated with Council Priorities?

When is the finalized consolidated plan available for public review?

How can Council respond to request to approve application requests to HUD, prior to completion and approval of Consolidated Plan?

For those Public Comments forwarded to City Departments, will response/status be returned within 15 days?

Please consider perceived, continued discrimination against single people who need affordable housing.

Procedural complaints

Format of funding requests to meet unmet needs is not made clear to the public. In prior years, identifying an unmet need was sufficient for the general public, thee appears to be a procedural change that a formal request for proposal identifying and explaining a project to resolve the unmet need is required (per a service provider public hearing). Staff appears to be aware of new requirement.

An expectation for the format of funding request to resolve unmet housing needs by Community partners is unclear. For example, a non-profit (i.e. a CHDO requested during public comments that CDBG funds be targeted for affordable housing) submitted a public request to include housing that uses CDBG funds is not included in the plan. Apparently, the non-profit request was not accompanied by a formal request for funding. However, internal projects by staff were identified with requests for proposal.

Categories and suggestions for examples of CDBG eligible projects (see attached) are not explained to the general public. Even though the public and council submit comments and requests that address unmet needs to Council, during the year, these requests are not considered in staff recommendations. These include Special Economic Development Activities in the downtown area, strategic planning and capacity building, consideration to begin measuring performance of city's program, undergrounding of public activities, vocational training, senior services and levee repair.

Examples

Examples are staff recommends parks improvement because parks are dangerous but ignores inadequate levee projects that would address reduce risk of dangerous flooding in residential areas.

Also, funding requests for economic development by Oxnard Downtown Management District (ODMD) during the year are not considered, but economic development using

CDBG funds are directed to EDCO, a program with no measurable performance evaluation.

I am aware that some of these questions are only understood by those with considerable knowledge of HUD requirements, but I think to avoid future confusion, it would be wise to consider new staff procedures in subsequent years.

Eileen Tracy 201-1640
eileenareena@yahoo.com

National Objectives & Categories of CDBG Eligible Activities

Meeting National Objective

. . . the program rules state that, in order to be eligible for funding, every CDBG-funded activity must qualify as meeting one of the *three national objectives* of the program. This requires that each activity, except those carried out under the basic eligibility categories of Program Administration and Planning and Capacity Building, meet specific tests for either:

- ❖ Benefiting low- and moderate-income persons,
- ❖ Preventing or eliminating slums or blight, or
- ❖ Meeting other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

An activity that fails to meet one or more of the applicable tests for meeting a national objective is in noncompliance with CDBG rules.

Program Administration Costs

Overall program management, coordination, monitoring, and evaluation include, but are not limited to, the following types of assistance:

- Preparing program budgets, schedules and amendments;
- **Evaluating program results against stated objectives;**
- Coordinating the resolution of audit and monitoring findings;
- Developing systems for assuring compliance with program requirements;
- Monitoring program activities for progress and compliance with program requirements;
- Preparing reports and other compliance documents related to the program for submission to HUD; and
- **Developing interagency agreements and agreements with subrecipients and contractors to carry out program activities.**

Planning and Capacity Building Eligible Activities

CDBG funds may be used for Studies, Analysis, Data gathering

The types of plans which may be paid for with CDBG funds include, but are not limited to:

- **Comprehensive plans;**
- Individual project plans;
- Community development plans;
- Capital improvement programs;
- **Small area and neighborhood plans;**
- Analysis of impediments to fair housing choice;
- Environmental and historic preservation studies; and
- **Functional plans (such as plans for housing, land use, energy conservation or economic development).**

A more detailed description of planning and capacity building activities is located at §570.205 of the regulations.

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/library/deskguid

National Objectives & Categories of CDBG Eligible Activities

Special Economic Development Activities

Special economic development activities may include:

- Construction by the grantee or subrecipient of a business incubator designed to provide inexpensive space and assistance to new firms to help them become viable businesses,
- Loans to pay for the expansion of a factory or commercial business,
- Technical assistance to a business facing bankruptcy, and
- Providing training needed by persons on welfare to enable them to qualify for jobs created by CDBG-assisted special economic development activities.

Privately-Owned Utilities

A grantee could use CDBG funds to:

- Pay the costs of placing underground new or existing power lines and telephone lines where such lines are owned by private companies.
- Pay the costs of installing water lines where the water service is owned and operated by a private company.

Relocation

If the grantee acquires property for construction of a public facility that will serve an area that qualified under the slums/blight objective, but cannot qualify as benefiting L/M income persons, the payment of assistance to those displaced by such activity would qualify under the slums/blight objective *even if most or all of the displacees are L/M income*. This is because the grantee is required by law to make such payments and therefore it must be viewed as an integral part of the displacing activity.

Acquisition of Real Property

Real property to be acquired may be:

- Land,
- Air rights,
- Easements,
- Water rights,
- Rights-of-way,
- Buildings and other real property improvements, or
- Other interests in the real property.

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/library/deskguid

National Objectives & Categories of CDBG Eligible Activities

Public Services

Public services include, but are not limited to:

- Child care,
- Health care,
- Job training (including training a qualified pool of candidates for unspecified jobs but see Special Economic Development Activities and Special Activities by CBDOs categories),
- Recreation programs,
- Education programs,
- Public safety services,
- Fair housing activities (but see Program Administration category),
- Services for senior citizens,
- Services for homeless persons,
- Drug abuse counseling and treatment,
- Energy conservation counseling and testing,
- Homebuyer downpayment assistance, and
- Welfare (but excluding provision of income payments described at §570.207(b)(4)).

Paying the cost of operating and maintaining that portion of a facility in which the service is located is also considered to fall under the basic eligibility category of Public Services, even if such costs are the only contributions made by CDBG for those services.

Public Facilities and Improvements

CDBG funds may be used by the grantee or other public or private nonprofit entities for the:

- Acquisition (including long term leases for periods of 15 years or more),
- Construction,
- Reconstruction,
- Rehabilitation (including removal of architectural barriers to accessibility), or Installation
- Flood and drainage improvements,

Disposition of properties acquired with CDBG funds

Disposition costs include preparation of legal documents, as well as fees paid for:

- Surveys,
- Marketing,
- Financial services, and
- Transfer taxes and other costs involved in the transfer of ownership of property.

Code Enforcement

CDBG funds may be used to pay the salaries of inspectors enforcing codes in a blighted area being renewed through comprehensive treatment.

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/library/deskguid

Mayor Flynn, Mayor Pro-tem Ramirez, Councilmember MacDonald, Councilmember Padilla,

I am attaching a 3-page document identifying those projects from HUD that are eligible for CDBG funding for your information and consideration. Some would help fund some of the projects that you are currently considering.

Following are some questions and/or considerations in advance:

Questions

1. When will the Consolidated Plan be updated with Council Priorities?

The final draft of the Consolidated Plan and the Annual Action Plan will be part of the staff report to the Council as Attachment No 1 for the public hearing of May 21, 2013. The Council priorities was presented to the public on the April 23, 2013 report meeting. An staff did receive directions from Council how to budget for the Annual Action Plan 2013-14.

2. When is the finalized consolidated plan available for public review?

The draft of the Plan and the AAP, submitted to HUD, will be posted on the City website after the third public hearing.

3. How can Council respond to request to approve application requests to HUD, prior to completion and approval of Consolidated Plan?

The application referred in the staff report is related to HUD form SF424 which stand for the application of the grant entitlement as a yearly allocation from HUD.

4. for those Public Comments forwarded to City Departments, will response/status be returned within 15 days?

The exhibit 19-3 question F-35 of the federal Monitoring Handbook 6509.2REV-5, states that "the local government need to respond to written citizen complaints "within 15 days, where practicable"". On May 1, 2013, Mr. Wilkins did respond to your written comments dated on April 20, 2013. Therefore, we are in compliance with HUD regulations and with the City of Oxnard Citizen Participation Plan.

5. Please consider perceived, continued discrimination against single people who need affordable housing.

"One commentator has asked the City to 'consider perceived continued discrimination against single people who need affordable housing.' It is unlawful to discriminate against persons on the basis of family status. The City utilizes Community Development Block Grant money to fund the City's Fair Housing Program, which provides a mechanism for citizens to have housing discrimination complaints investigated and processed through a professional fair housing services organization."

Procedural complaints

1. Format of funding requests to meet unmet needs is not made clear to the public. In prior years, identifying an unmet need was sufficient for the general public, thee appears to be a procedural change that a formal request for proposal identifying and explaining a project to resolve the unmet need is required (per a service provider public hearing). Staff appears to be aware of new requirement.

The funding request procedure, when asked by the public, was explained to the public during the consultation meetings and the names of the project managers were also communicated to the attendees for the related areas. The responsible parties are: Karl Lawson (Affordable Housing Manager) for housing activities, Will Reed (Homeless Assistance Coordinator) for homeless issues and Juliette Dang (Grants Coordinator) for the Consolidated Plan development and other areas of the CDBG grant, which are not related to housing and homelessness. This procedure has been established and followed by staff for years. Staff is not aware of the new requirement. All requests need to be formal and part of the manager's program because of the contractual agreement and the monitoring requirements.

Some funding allocations need to be procured formally through the Request for Proposal process. In the past, we are using this method to procure services for Youth Enrichment Programs and Business Technical Assistance under CDBG, and homeless related services under the ESG grant

2. An expectation for the format of funding request to resolve unmet housing needs by Community partners is unclear. For example, a non-profit (i.e. a CHDO requested during public comments that CDBG funds be targeted for affordable housing) submitted a public request to include housing that uses CDBG funds is not included in the plan. Apparently, the non-profit request was not accompanied by a formal request for funding. However, internal projects by staff were identified with requests for proposal.

"One commentator has stated that the City has not considered requests for funding from CHDOs". The City respectfully disagrees with this statement. A process is in place by which non-profits present proposals for funding to the City. Since funds are limited, not all proposals are accepted. This does not mean that they are not 'considered' or are not worthy projects; simply that there are insufficient funds available to support all proposed projects.

For the fiscal year 2013-14, Staff has budgeted approximately 70% of the of the direct benefits activities for housing, therefore, the request from public to target CDBG funds for affordable housing was considered and accomplished.

3. Categories and suggestions for examples of CDBG eligible projects (see attached) are not explained to the general public. Even though the public and council submit comments and requests that address unmet needs to Council, during the year, these requests are not considered in staff recommendations.

During the previous staff report on April 23, staff did not recommend the funding selection, but rather only listed the funding requests that staff have received. City Council gave the directions how to fund them for the next fiscal year.

These include Special Economic Development Activities in the downtown area, strategic planning and capacity building, consideration to begin measuring performance of city's program, undergrounding of public activities, vocational training, senior services and levee repair

Examples

Examples are staff recommends parks improvement because parks are dangerous but ignores inadequate levee projects that would address reduce risk of dangerous flooding in residential areas.

Street Department with the assistance of Grants Management are considering some levee projects, but the investment requirements of the projects are too high (CDBG with a reduction in funding will not be able to provide funding for) and they may not be located in the low- and moderate income areas. The selection process of a project funding has to go through several steps:

- *identify the needs,
- * answer to a public benefit
- *matching the funds with other available resources
- *reasonable allocation of funds

With the reduction of funding, the City can't accomplish all projects listed in the eligible activities.

Also, funding requests for economic development by Oxnard Downtown Management District (ODMD) during the year are not considered, but economic development using CDBG funds are directed to EDCO, a program with no measurable performance evaluation.

During the fiscal year 2012-13, no CDBG funds were allocated to EDCO. For the program year 2011 CDBG-Business Technical Assistance activity, the City sent out RFP and advertised on the newspaper, but no response from Oxnard Downtown Management District was received.

EDCO did report the outcome of the activity (Business Technical Assistance) in the Consolidated Annual Performance and Evaluation Report if payments were issued as well as in IDIS.

I am aware that some of these questions are only understood by those with considerable knowledge of HUD requirements, but I think to avoid future confusion, it would be wise to consider new staff procedures in subsequent years.

HUD has consistently monitored the City grants programs every year and no finding or concerns were determined by HUD regarding the funding procedure.

Eileen Tracy 201-1640
eileenareena@yahoo.com

Juliette Dang - 5-year consolidated plan questions.

From: Eileen Tracy <eileenareena@yahoo.com>
To: Juliette Dang <juliette.dang@ci.oxnard.ca.us>
Date: 5/13/2013 7:15 AM
Subject: 5-year consolidated plan questions.
CC: Daniel Martinez <Daniel.Martinez@ci.oxnard.ca.us>

From: Eileen Tracy, 745 So. E Street, Oxnard, Ca. 93030
 To: Juliette Dang, Grants Coordinator, City of Oxnard Housing Dept., 435 So. D Street, Oxnard, Ca. 93030
 March 13, 2013

Hello Juliette,

I am concerned about the lack of public participation in the planning and development of the 5-year Consolidated Plan. I have a few questions below that I am curious about, concerning public participation in the 5-year Consolidated Plan? I am advised by Mrs. Burnham and Mr. Wilkins as well as Suyong Choi that all questions should be addressed to you.

Was your survey that you used to identify unmet needs, mailed to the 1600 people on the waiting list for housing? I have a few questions regarding your consolidated and action plans that are posted on the Housing Dept. website, as follows:

Can you send me a copy of the power point that you presented during the following public meetings and did you discuss planning for the Citizen Participation Plan?
 1/17/2013 - Planning Dept., 1/23/2013 - Parks & Recs Commission?

Your 3rd public announcement does not list the date of the announcement. On the 3rd announcement, when you reference "First 5 of the Ventura County Commission in Public Comments", which commissions were they and did the announcement include the development or availability of the Citizen Participation Plan? I'll try to get a copy of their minutes.

At the INCF meeting on Feb. 6th, can you give me more information on the 2 summarized comments that you received; Past Performance and Outreach of survey to LMI persons?

At the Senior Commission meeting on 1/15/2013, I don't understand that the comments received as listed is: "Survey and Consolidated Plan", can you tell me the unmet needs that were identified?

You mentioned another public meeting on 2/12/2013, where was this meeting conducted and how was it noticed and please let me know what the "Regulation Requirements of the 3 grants" are?

On March 19, 2013 at City council or any of the meetings, what unmet needs were identified by the broad audience? Was the development, planning and availability of the Citizen Participation Plan announced?

I notice in the Public Notices that I have seen for public hearings and meetings, that you ask Spanish-speakers to notice the City three days prior to the meeting if they require translation services. Did the city receive any such requests? I am curious how many survey responses were received in Spanish? Please let me know.

I have a few other clarification questions and I hope you can clear up.

In 5-year Consolidated Plan, Page 86, SP-80 Monitoring, as follows:

"Staff utilizes an open bidders list for contractors and specialty trades." Are RFP's or RFQ's always used along with this list, as Council Policy dictates?

You reference Section 3 in a later sentence, I am unfamiliar with this regulation, can you explain or tell me where I can get more information? Also, where does staff post the "opportunities to planning room" for minority and women-owned businesses? The last sentence concerning comprehensive planning requirements and considerations that are taken into consideration, are any of these monitoring activities made available to the public. If so, can I be included in the distribution list?

I have made a public information request to see the project applications that staff used to identify the amount of funds needed for each of the projects listed in AP-38 Project Summary, FYI.

On Page 6, item 4 Summary of citizen participation process. . ." in what section of the newspaper do you advertise public hearings?

If you can send me the detailed plan providing and encouraging citizen participation, I would appreciate it as I do not see it available on any website and I'm concerned about who participated in the development of the plan, otherwise, I have already filed

a public information request to see it.

Finally, in the 2013 Annual Action Plan Section AP-85, I am very concerned about the 2nd "CDBG and other funds will be used as leverage for the City administered programs and support services that serve the burgeoning needs of LMI citizens communitywide." Does this not imply that the city does not intend to consider any Requests for Proposals from the community during the next year? Please clarify in the document.

Thanks for your help. I will hand deliver a hard-copy of these questions to your building later today in case you only respond to hard-copy.

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1. Was your survey that you used to identify unmet needs, mailed to the 1600 people on the waiting list for housing?

The survey is one of the tools that we were using to identify the needs of the community. In addition to hand delivery and distribution of the Community Survey, 800 survey copies were mailed out to public housing tenants and residents and 1573 copies were mailed out to section 8 renters. Please refer to section PR15-Citizen Participation of the Consolidated Plan final draft. Staff did not mail the survey to the people on the waiting lists because the information on the waiting lists was not recently updated. The waiting lists were closed in 2008.

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The two power point presentations were televised on TV. The videos of the meetings can be found on the City's website. Please refer to section PR15-Citizen Participation of the Consolidated Plan final draft.

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If you need to know more about the First 5 of the Ventura County Commission, please refer to the following link www.first5ventura.org

Again the subject is not the development of Citizen Participation Plan, but rather the development of the 5 year Consolidated Plan and the Annual Action Plan.

At the INCF meeting on Feb. 6th, can you give me more information on the 2 summarized comments that you received; Past Performance and Outreach of survey to LMI persons? More information about past performance can be found on the Consolidate Annual Performance and Evaluation Report (FY 2011-2012 CAPER) posted on the City's website. In reference to the outreach of community survey to LMI persons, please refer to section PR15-Citizen Participation of the Consolidated Plan.

At the Senior Commission meeting on 1/15/2013, I don't understand that the comments received as listed is: "Survey and Consolidated Plan", can you tell me the unmet needs that were identified?

During this meeting with the Senior Commission, staff:

- (1) announced the existence of the community survey and encouraged residents to respond to it,
- (2) and, formally requested to make a presentation about the Consolidated Plan development

You mentioned another public meeting on 2/12/2013, where was this meeting conducted and how was it noticed and please let me know what the "Regulation Requirements of the 3 grants" are?

The meeting was conducted at the Wilson Senior Center and was scheduled on the agenda of the meeting.

On March 19, 2013 at City council or any of the meetings, what unmet needs were identified by the broad audience? Was the development, planning and availability of the Citizen Participation Plan announced?

Again, the Citizen Participation Plan is not the subject to be discussed. On April 23, 2013, in response to the Council request, staff has presented the needs and priorities for Council review and approval. Please refer to the section SP25-Priority Needs of the Consolidated Plan final draft.

I notice in the Public Notices that I have seen for public hearings and meetings that you ask Spanish-speakers to notice the City three days prior to the meeting if they require translation services. Did the city receive any such requests? I am curious how many survey responses were received in Spanish? Please let me know.

The request for translation services should be addressed to the City Clerk Office as published on the newspaper; please inquire with the City Clerk's Office. The number of survey responses in Spanish is 77.

I have a few other clarification questions and I hope you can clear up.

In 5-year Consolidated Plan, Page 86, SP-80 Monitoring, as follows:

"Staff utilizes an open bidders list for contractors and specialty trades." Are RFP's or RFQ's always used along with this list, as Council Policy dictates?

Yes, the RFQ process was used.

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You can surf on HUD website for additional information about Section 3.

Also, where does staff post the "opportunities to planning room" for minority and women-owned businesses?
The answer is in the sentence.

The last sentence concerning comprehensive planning requirements and considerations that are taken into consideration, are any of these monitoring activities made available to the public. If so, can I be included in the distribution list?
Monitoring is part of our daily tasks. We don't have a distribution list for the monitoring function.

I have made a public information request to see the project applications that staff used to identify the amount of funds needed for each of the projects listed in AP-38 Project Summary, FYI.
We will wait for the City Clerk public information request to furnish the information if required.

On Page 6, item 4 Summary of citizen participation process. . ." in what section of the newspaper do you advertise public hearings?
The public hearing notices were published on the legal section/classified section of the Ventura County Star newspaper.

If you can send me the detailed plan providing and encouraging citizen participation, I would appreciate it as I do not see it available on any website and I'm concerned about who participated in the development of the plan, otherwise, I have already filed a public information request to see it.
Please refer to sections PR10-Consultations and PR 15-Citizen Participation of the Consolidated Plan final draft.

Finally, in the 2013 Annual Action Plan Section AP-85, I am very concerned about the 2nd "CDBG and other funds will be used as leverage for the City administered programs and support services that serve the burgeoning needs of LMI citizens communitywide." Does this not imply that the city does not intend to consider any Requests for Proposals from the community during the next year? Please clarify in the document.
No clarification is needed in the document. It meant what it was stated. There were no other implied intentions

Thanks for your help. I will hand deliver a hard-copy of these questions to your building later today in case you only respond to hard-copy.

The Letter was received by Juliette Dang on May 13, 2013.

From: Eileen Tracy, 745 So. E Street, Oxnard, Ca. 93030

To: Juliette Dang, Grants Coordinator, City of Oxnard Housing Dept., 435 So. D Street, Oxnard, Ca. 93030

March 13, 2013 (The date should be May 13, 2013)

Hello Juliette,

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No answer is needed.

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The Letter was received by Juliette Dang on May 13, 2013.

MAY 13 2013

435 South D Street
Oxnard, CA 93030

Elleen Tracy, 745 So. E St., Oxnard, Ca. 93030

City of Oxnard Housing Dept., Grants Mgmt. Division. 435 South D Street, Oxnard, California 93030
May 13, 2013

Subject unmet neighborhood needs

We need Road and alley Repair or repaving in and near my home:

7th Street between Oxnard Blvd and C Street – extremely rough road, needs repaving

K Street between 5th and 7th – extremely rough road, needs repaving

Large cracks in pedestrian crossings at intersection of 7th and Hobson Park need repair.

Alley between 7th & 9th Sts has 8 severe potholes and entire center of alley is cracked and sunken - needs repaving.

The same alley has majority of homes with access only from the alley. Since cars are frequently parked in the alley, it is not possible for fire trucks to get through. This is a serious public threat in this and many of the alleys in the city that requires correction.

At night, there is a dangerous and poorly lit pedestrian crossing at the intersection of Wooley and C St. Please improve street lighting.

At Wooley and E Street, it is dangerous for middle school students going to and from school, because there is no crossing guard, stop sign or light and crosswalk is not enforced with blinking lights to alert cars driving fast that there is a pedestrian present. It is too easy for drivers to fail to notice pedestrian(s) because of their speed. During Wooley Road repaving, can these safety conditions be addressed?

Homes in Hobson Park East have severe over parking issues because R-2 and R-3 zoning allow multiple family units on most streets. This area needs funds to provide public parking lots that alleviate the problem. The same neighborhood has no “walk to work” housing opportunities. There is a need for economic development and mixed use zone changes and pocket zone changes for Commercial zoning area(s) within this area.

Because of severe overcrowded conditions, to help address the city’s need for more affordable housing, especially for single people, HOME, CDBG, Measure “O” and other funds should be allocated to develop and encourage a policy that makes funds available for home rehabilitation policies that create and encourage small affordable rental units, frequently referred to as granny flats or 2nd units. The funding would assist in paying for the extensive permit fees, development of required additional parking space and upgrades that result in compliance with code requirements. The policy should be encouraged in all residential zoned neighborhoods.

There is severe apathy and lack of participation in this city. Small Businesses, community groups, Spanish-speaking residents are not participating and having their voices heard on a regular basis. Funding should be made available to create small offices or even desk space for city council constituent

services or for a community group-sponsored resident ombudsman in most LMI areas, so residents can make their suggestions, concerns and complaints known to council members without interpretation by staff or identification. Too many residents are afraid of retaliation, etc to come forward. Another suggestion assist a community group to conduct a weekly public discussion to identify and discuss neighborhood and resident concerns. This should be conducted each week at a time and day that most residents can attend.

We are in need of a new policy for Public Hearings and Public Comments at City Council meetings that these hearings and agenda items should be conducted at decent times, so residents can participate and still get up for work the next day. More than once, we have had to wait until midnight for these hearings. This existing scheduling discourages public participation.

Additionally neighborhood groups should be assisted with funding to distribute flyers or replace flyers with neighborhood signage and email. In R-2 and R-3 zones, the flyer distribution is an onerous task. The Neighborhood Services should assist both INCF and neighborhood groups to encourage community groups, small and large businesses and county departments (like community services) to participate in identifying needed neighborhood improvements, discuss solutions and then track their findings frequently reporting these findings to city council and grants management.

There are many blind spots exiting alleys. After stopping at sidewalk, drivers need mirrors to help identify skateboarders and bicyclers or even speeding vehicles. Without mirrors, a severe safety condition exists. An example is the alley exit on 7th and the E-F Street alley.

There are several 4-way stop signs in the city that appear unnecessary and deter traffic flow. For example, H Street and Doris, H Street and Devonshire, and Doris & M. Can these be replaced by 2-way stops? Traffic flows easily from East to West in this city, but North/South routes have obstructive and seemingly unnecessary 4-way stops instead of 2-way stops.

Thank you for your attention to these items and I look forward to your written response in a reasonable time as well as the final Consolidated Plan.

Eileen Tracy 5-13-2013



**CITY OF OXNARD
HOUSING DEPARTMENT
GRANTS MANAGEMENT DIVISION
Community Survey**

The Grants Management Division of the City of Oxnard, Housing Department is conducting a survey of citizens to identify community needs and priorities for the expenditure of federal funds to low-income families, households and neighborhoods. The survey results will be one tool used to develop the 2013-2018 Consolidated Plan, a strategic plan that prioritizes expenditure of these funds. Please help us by ranking the following priorities as low, medium or high, and adding any needs not listed on the survey.

NOTE: While this survey will help to frame the goals and priorities for this five-year plan, it should be noted that the current economic climate has resulted in additional challenges, including reduction or elimination of some sources of governmental funding, moratoriums on capital projects, and limited resource. These factors are expected to affect program/project selection, implementation, and goal attainment. Funding priorities will be determined by available resources and ability to meet performance goals efficiently and within timeframes.

| COMMUNITY PRIORITIES | Low | Med. | High | COMMUNITY PRIORITIES | Low | Med. | High |
|--|--------------------------|--------------------------|--------------------------|---|--------------------------|--------------------------|--------------------------|
| <u>HOUSING</u> | | | | <u>SENIORS / ELDERLY</u> | | | |
| Foreclosure Prevention | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Development of Affordable rental units | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Abandoned/Vacant Units | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Help achieving homeownership | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Affordable Rental Housing Construction | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Owner-occupied housing rehabilitation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construction of Single Family housing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Support services | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Help achieving homeownership | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Energy efficiency Assistance | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>PUBLIC SAFETY</u> | | | |
| Owner-occupied housing rehabilitation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Crime prevention programs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Multi-family Housing Construction | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Crime prevention through environmental design | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Housing discrimination information | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Housing Code violations | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Historic Preservation/Residential Structures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Historic Preservation/Non-Residential Structures | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>PUBLIC FACILITIES</u> | | | |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Passive parks/green space | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>ANTI-POVERTY</u> | | | | Neighborhood/Community Gardens | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Job Creation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Community facilities/meeting places | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Job Training | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | ADA/Accessibility Improvements | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Small Business Development | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drop-in centers (Low income & homeless) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Credit / Financial Counseling | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Health facilities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emergency Assistance | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>INFRASTRUCTURE/IMPROVEMENTS</u> | | | |
| <u>HUMAN SERVICES</u> | | | | Paving of dirt roads in neighborhoods | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Food banks/food programs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Wider main roads | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Substance abuse treatment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sidewalks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Abused and neglected individuals | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fire hydrants | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Health services | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Flood/drainage improvements | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mental health services | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Water improvements (water line extension) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Affordable childcare | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sewer improvements (hookups) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Business storefront improvements | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>HOMELESS</u> | | | | Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emergency shelter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>PERSONS WITH DISABILITIES</u> | | | |
| Transitional housing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Development of Affordable rental units | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Permanent housing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Help achieving homeownership | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Housing for disabled/chronic homeless | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Housing rehabilitation or modification | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Housing for homeless veterans | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Support services | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Youth programs/services (21 or younger) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Group Home/ Independent Living Facility | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Support Services | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>OTHER NEEDS</u> | | | |
| <u>YOUTH</u> | | | | 1. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| After school programs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Crime Prevention Programs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

THANK YOU for completing the survey. Please return the completed form by FAX to 805-385-7969 or MAIL to Housing Department Grants Management Division, 435 South "D" Street, Oxnard, Ca 93030; or answer online by accessing to the City of Oxnard website: www.ci.oxnard.ca.us. Questions? Email: juliette.dang@ci.oxnard.ca.us, or Phone: (805)385-7493 (English), (805)-385-8275 (Spanish).



**CIUDAD DE OXNARD
DEPARTAMENTO DE VIVIENDAS
DIVISIÓN DE ADMINISTRACIÓN DE SUBSIDIOS
Encuesta Comunitaria**

La División de Administración de Subvenciones del Departamento de Viviendas, de la Ciudad de Oxnard está llevando a cabo una encuesta de los ciudadanos con el fin de identificar las necesidades de la comunidad y prioridades para el desembolso de fondos federales para familias, hogares y vecindarios de bajos ingresos. Los resultados de la encuesta serán una herramienta utilizada para la elaboración del Plan Consolidado 2013-2018, un plan estratégico que establece prioridades para el desembolso de estos fondos. Por favor ayúdenos en la clasificación de las siguientes prioridades como baja, media o alta, y agregando cualquier necesidad que no aparezca en la encuesta.

NOTA: Mientras que esta encuesta ayudará establecer un marco para las metas y prioridades de este plan de cinco años, cabe señalar que el clima económico actual da lugar a desafíos adicionales, incluyendo la reducción o eliminación de algunas fuentes de financiamiento gubernamental, moratorias en proyectos de inversión a largo plazo y recursos limitados. Se espera que estos factores afecten a los programas / proyectos de selección, implementación y logro de las metas. Las prioridades de financiamiento serán determinadas por los recursos disponibles y la capacidad para cumplir con las metas de desempeño de manera eficiente y dentro de los plazos.

| PRIORIDADES DE LA COMUNIDAD | Baja | Media | Alta | PRIORIDADES DE LA COMUNIDAD | Baja | Media | Alta |
|---|--------------------------|--------------------------|--------------------------|---|--------------------------|--------------------------|--------------------------|
| <u>VIVIENDA</u> | | | | <u>PERSONAS MAYORES/ANCIANOS</u> | | | |
| Prevención de ejecuciones hipotecarias | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Desarrollo de unidades de alquiler asequible | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Unidades vacantes/abandonadas | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Ayuda para lograr tener vivienda propia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construcción de viviendas de alquiler asequibles | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Rehabilitación de viviendas ocupadas por propietario | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construcción de vivienda unifamiliar | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Servicios de apoyo | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ayuda para lograr tener vivienda propia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Asistencia a eficiencia energética | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>SEGURIDAD PÚBLICA</u> | | | |
| Rehabilitación de viviendas ocupadas por el propietario | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Programas de prevención de delito | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Construcción de viviendas multifamiliares | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Prevención de delincuencia mediante diseño ambiental | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Información de discriminación de vivienda | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Violaciones del código de vivienda | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Preservación histórica/estructura residencial | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Preservación histórica/estructura no residencial | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>INSTALACIONES PÚBLICAS</u> | | | |
| Estructuras | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Parques pasivos/espacio verde | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>LUCHA CONTRA LA POBREZA</u> | | | | Jardines comunitarios/de vecindad | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Creación de empleo | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Instalaciones/ lugares de reunión comunitarias | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Entrenamiento para el trabajo | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Mejoras de acceso para discapacitados/ADA | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Desarrollo para la pequeña empresa | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Centros de acogida (personas de bajos ingresos y sin hogar) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Asesoría Financiera/Crédito | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Establecimientos de salud | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Asistencia de emergencia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>RECURSOS HUMANOS</u> | | | | <u>MEJORAS DE INFRAESTRUCTURA</u> | | | |
| Bancos/programas de alimentos | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Pavimentación de terracerías en vecindarios | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tratamiento contra el abuso de sustancias | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Calles principales más amplias | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Individuos víctimas de abuso y abandono | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Aceras/Banquetas | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Servicios de salud física | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Bocas de incendio | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Servicios de salud mental | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Mejoras sistema de drenaje/contra inundaciones | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Servicios de guardería asequibles | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Mejoras de agua (extensiones de la tubería de agua) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Mejoras de alcantarillado (conexiones) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <u>PERSONAS SIN HOGAR</u> | | | | Mejoras en las fachadas de negocios | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Refugios de emergencia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Viviendas de transición | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>PERSONAS CON DISCAPACIDAD</u> | | | |
| Vivienda permanente | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Desarrollo de unidades de alquiler asequible | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vivienda para discapacitados/crónicamente sin hogar | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Ayuda para lograr tener vivienda propia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Vivienda para veteranos sin hogar | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Rehabilitación o modificación de viviendas | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Servicios/programas para juventud (21 años o menores) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Servicios de apoyo | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Servicios de apoyo | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Hogar de Grupo /centro de vida independiente | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>OTRAS NECESIDADES</u> | | | |
| <u>JUVENTUD</u> | | | | 1. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Programas después de clases escolares | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Programas de prevención del delito | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Otra _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

GRACIAS por completar esta encuesta. Por favor regrese el formulario lleno por FAX al 805-385-7969 o por correo a Housing Department Grants Management Division, 435 South "D" Street, Oxnard, CA 93030; o puede llenarlo en-linea ingresando a la página web de la Ciudad de Oxnard al www.ci.oxnard.ca.us. ¿Preguntas? Envielas al correo electrónico: juliette.dang@ci.oxnard.ca.us o al teléfono: (805)385-7493 (Inglés), (805)-385-8275 (Español).

**CITY OF OXNARD
COMMUNITY SURVEY RESULTS**

| TOTAL | No-Response | | Low | Med | High | Total | No-Response | Low | Med | High | Webtotal | Total of High Priority | Activity Group per HUD |
|--|-------------|----|-----|-----|------|-------|-------------|-----|-----|------|----------|------------------------|------------------------|
| | | | | | | | | | | | | | |
| HOUSING | | | | | | | | | | | | | |
| Affordable Housing Rental Construction (housing) | 37 | 43 | 69 | 102 | 251 | 3 | 19 | 22 | 51 | 95 | 153 | HSG | |
| Energy efficiency Assistance | 27 | 37 | 76 | 111 | 251 | 6 | 15 | 32 | 42 | 95 | 153 | HSG | |
| Help achieving homeownership (housing) | 29 | 46 | 77 | 99 | 251 | 5 | 23 | 27 | 40 | 95 | 139 | HSG | |
| Abandoned/Vacant Units | 35 | 57 | 73 | 86 | 251 | 8 | 10 | 31 | 46 | 95 | 132 | HSG | |
| Foreclosure Prevention | 21 | 49 | 87 | 94 | 251 | 10 | 20 | 30 | 35 | 95 | 129 | HSG | |
| Housing discrimination information | 24 | 56 | 86 | 85 | 251 | 4 | 29 | 37 | 25 | 95 | 110 | HSG | |
| Owner-occupied housing rehabilitation (housing) | 29 | 58 | 88 | 76 | 251 | 7 | 24 | 35 | 29 | 95 | 105 | HSG | |
| Construction of Single Family Housing (housing) | 41 | 61 | 72 | 77 | 251 | 6 | 28 | 36 | 25 | 95 | 102 | HSG | |
| Multi-family Housing Construction | 37 | 65 | 82 | 67 | 251 | 8 | 27 | 34 | 26 | 95 | 93 | HSG | |
| Historic Preservation/Residential Structures | 31 | 80 | 81 | 59 | 251 | 7 | 42 | 23 | 23 | 95 | 82 | HSG | |
| Historic Preservation/Non-Residential Structures | 34 | 89 | 82 | 46 | 251 | 6 | 41 | 26 | 22 | 0 | 68 | HSG | |
| Other | 193 | 24 | 15 | 19 | 251 | 0 | 0 | 0 | 0 | 0 | 19 | HSG | |
| ANTI-POVERTY | | | | | | | | | | | | | |
| Job Creation | 20 | 41 | 41 | 149 | 251 | 3 | 7 | 11 | 74 | 95 | 223 | ED | |
| Job Training | 20 | 40 | 45 | 146 | 251 | 3 | 10 | 27 | 55 | 95 | 201 | ED | |
| Emergency Assistance | 28 | 42 | 66 | 115 | 251 | 4 | 16 | 32 | 43 | 95 | 158 | PS/HL | |
| Credit / Financial Counseling | 26 | 47 | 88 | 90 | 251 | 5 | 16 | 43 | 31 | 95 | 121 | PS/HL | |
| Small Business Development | 33 | 50 | 92 | 76 | 251 | 5 | 9 | 39 | 42 | 95 | 118 | ED | |
| Other | | | | | 0 | | | | | | | | |
| HUMAN SERVICES | | | | | | | | | | | | | |
| Health Services | 20 | 30 | 61 | 140 | 251 | 6 | 12 | 24 | 53 | 95 | 193 | PS | |
| Mental Health Services | 22 | 36 | 53 | 140 | 251 | 4 | 12 | 26 | 53 | 95 | 193 | PS | |
| Food banks/food programs | 16 | 31 | 67 | 137 | 251 | 4 | 13 | 36 | 42 | 95 | 179 | PS | |
| Abused and neglected individuals | 27 | 37 | 70 | 117 | 251 | 6 | 9 | 35 | 45 | 95 | 162 | PS | |
| Affordable childcare | 30 | 44 | 68 | 109 | 251 | 2 | 17 | 26 | 50 | 95 | 159 | PS | |
| Substance abuse treatment | 24 | 47 | 81 | 99 | 251 | 7 | 14 | 39 | 35 | 95 | 134 | PS | |
| Other | | | | | 0 | | | | | | | | |
| HOMELESS | | | | | | | | | | | | | |
| Emergency Shelter | 15 | 47 | 45 | 144 | 251 | 3 | 7 | 33 | 52 | 95 | 196 | HL | |
| Housing disabled/chronic homeless | 17 | 40 | 55 | 139 | 251 | 5 | 12 | 23 | 55 | 95 | 194 | HL | |
| Permanent housing | 23 | 43 | 51 | 134 | 251 | 5 | 13 | 28 | 49 | 95 | 183 | HSG/HL | |
| Housing for homeless veterans | 27 | 36 | 67 | 121 | 251 | 6 | 8 | 27 | 54 | 95 | 175 | HSG/HL | |
| Youth programs/services (21 or younger) | 24 | 49 | 60 | 118 | 251 | 5 | 11 | 32 | 47 | 95 | 165 | PS | |
| Support Services (homeless) | 32 | 47 | 54 | 118 | 251 | 6 | 12 | 40 | 37 | 95 | 155 | HL | |
| Transitional housing | 25 | 40 | 79 | 107 | 251 | 6 | 18 | 36 | 35 | 95 | 142 | HL | |
| Other | | | | | 0 | | | | | | | | |

**CITY OF OXNARD
COMMUNITY SURVEY RESULTS**

| TOTAL | No-Response | | Low | Med | High | Total | No-Response | | Low | Med | High | Webtotal | Total of High Priority | Activity Group per HUD |
|---|-------------|----|-----|-----|------|-------|-------------|----|-----|-----|------|----------|------------------------|------------------------|
| | | | | | | | | | | | | | | |
| YOUTH | | | | | | | | | | | | | | |
| After-School Programs | 22 | 30 | 58 | 141 | 251 | 3 | 8 | 25 | 59 | 95 | 200 | PS | | |
| Crime Prevention Programs (Youth) | 20 | 35 | 56 | 140 | 251 | 5 | 11 | 19 | 60 | 0 | 200 | PS | | |
| Other | | | | | 0 | | | | | | | | | |
| SENIORS / ELDERLY | | | | | | | | | | | | | | |
| Development of Affordable rental units (seniors) | 13 | 27 | 57 | 154 | 251 | 2 | 14 | 27 | 52 | 95 | 206 | HSG | | |
| Help achieving homeownership (seniors) | 23 | 52 | 73 | 103 | 251 | 3 | 33 | 26 | 33 | 95 | 136 | HSG | | |
| Support Services (seniors) | 32 | 37 | 89 | 93 | 251 | 6 | 12 | 37 | 40 | 95 | 133 | PS | | |
| Owner-occupied housing rehabilitation (seniors) | 30 | 46 | 90 | 85 | 251 | 5 | 14 | 43 | 33 | 95 | 118 | HSG | | |
| Other | | | | | 0 | | | | | 0 | | | | |
| PUBLIC SAFETY | | | | | | | | | | | | | | |
| Crime Prevention Programs (public safety) | 32 | 23 | 63 | 133 | 251 | 3 | 15 | 25 | 52 | 95 | 185 | PS | | |
| Crime Prevention through environmental design | 35 | 32 | 85 | 99 | 251 | 3 | 16 | 26 | 50 | 95 | 149 | PF | | |
| Housing Code Violations | 42 | 32 | 91 | 86 | 251 | 3 | 16 | 34 | 42 | 95 | 128 | HSG | | |
| Other | | | | | 0 | | | | | | | | | |
| PUBLIC FACILITIES | | | | | | | | | | | | | | |
| Passive parks/green space | 21 | 39 | 96 | 95 | 251 | 4 | 20 | 29 | 42 | 95 | 138 | PF | | |
| ADA/Accessibility improvements | 32 | 42 | 93 | 84 | 251 | 6 | 18 | 40 | 31 | 95 | 124 | PF | | |
| Neighborhood/Community Gardens | 24 | 56 | 93 | 78 | 251 | 5 | 32 | 28 | 30 | 95 | 123 | PF | | |
| Drop-in centers (Low income & homeless) | 24 | 46 | 79 | 102 | 251 | 5 | 18 | 31 | 41 | 95 | 120 | PF/HL | | |
| Health facilities | 35 | 38 | 71 | 107 | 251 | 3 | 12 | 37 | 43 | 95 | 114 | PF | | |
| Community facilities/meeting places | 22 | 53 | 88 | 88 | 251 | 5 | 25 | 40 | 25 | 95 | 113 | PF | | |
| Other | | | | | 0 | | | | | | | | | |
| INFRASTRUCTURE / IMPROVEMENTS | | | | | | | | | | | | | | |
| Paving of dirt roads in neighborhoods | 13 | 42 | 55 | 141 | 251 | 7 | 19 | 30 | 39 | 95 | 180 | PI | | |
| Wider main roads | 18 | 37 | 77 | 119 | 251 | 7 | 31 | 26 | 31 | 95 | 150 | PI | | |
| Sidewalks | 23 | 36 | 72 | 120 | 251 | 7 | 20 | 38 | 30 | 95 | 150 | PI | | |
| Flood/drainage improvements | 22 | 43 | 89 | 97 | 251 | 9 | 11 | 42 | 33 | 95 | 130 | PI | | |
| Water improvements (water line extension) | 25 | 46 | 86 | 94 | 251 | 10 | 24 | 42 | 19 | 95 | 113 | PI | | |
| Fire hydrants | 27 | 44 | 99 | 81 | 251 | 7 | 25 | 39 | 24 | 95 | 105 | PI | | |
| Sewer improvements (hookups) | 35 | 47 | 82 | 87 | 251 | 9 | 21 | 47 | 18 | 95 | 105 | PI | | |
| Business storefront improvements | 26 | 56 | 93 | 76 | 251 | 8 | 29 | 33 | 25 | 95 | 101 | PI | | |
| Other | | | | | 0 | | | | | | | | | |
| PERSONS WITH DISABILITIES | | | | | | | | | | | | | | |
| Development of Affordable rental units (disabled) | 20 | 30 | 86 | 115 | 251 | 3 | 17 | 28 | 47 | 95 | 162 | HSG | | |
| Support Services (disabled) | 27 | 36 | 76 | 112 | 251 | 6 | 16 | 31 | 42 | 95 | 154 | PS | | |
| Group Home/Independent Living Facility | 30 | 35 | 79 | 107 | 251 | 4 | 14 | 37 | 40 | 95 | 147 | HSG | | |
| Housing rehabilitation or modification | 42 | 43 | 86 | 80 | 251 | 4 | 14 | 46 | 31 | 95 | 111 | HSG | | |
| Help achieving homeownership (disabled) | 26 | 51 | 100 | 74 | 251 | 2 | 26 | 34 | 33 | 95 | 107 | HSG | | |
| Other | | | | | 0 | | | | | | | | | |

**CITY OF OXNARD
COMMUNITY SURVEY RESULTS**

Funded by
Grant Types
CDBG
CDBG
CDBG
HOME/CDBG
ESG/CoC
CDBG
Various

PS: Public Services
PI: Public Improvements
PF: Public Facilities
HSG: Housing
HL: Homeless
ED: Economic Development
AD: General Administration and Planning

OTHER NEEDS (77 Items)

ADA transportation buses
Allow seniors to carry loaded guns to protect themselves
Aithez back alley
Arcades
Assistance for youth in good diet
Back Alleies
Bathroom sliding door in tubs
Bigger rooms
Bike lanes
Boys and Girls Club Programs
Child/youth tutoring services
Clothes Design Program
Concord Back Alley
Decrease water cost
Do no allow smoking in Sec. 8 and PH apartments
Drug prevention
Educate people in emergency situation/natural disaster
Education on health for seniors
Financial Coaching
Financial Loan Opportunities
Fix main roads
Food stamps for diabetis diet
Foster Children Emancipated Housing
Foster Kids Housing
Free dental for PH and Sec. 8 tenants
Fremont back alley
Gang prevention
Green Energy
Housing Authority Alleys
Housing Authority Parking lot
Inflation Control Programs
Job opportunities
Job training for outcoming inmates
Loans for low income
Lower water cost
Money grants
More affordable housing
More information

More lighting
More Section 8 vouchers
Neighborhood/residential lightning
Outdoor screens/peep-holes in housing projects
Parent Education
Park Restrooms
Parkin lot 1500-1480
Parking Area Lighting
Parking Lot @ 1470 Colonia Rd.
Parking lot @ 1500 Camino del Sol
Parking lot 1500-1430
Parking lots improvements
Parks for seniors
Plant more trees
Pot holes repaired
Programs for people needing a car
Public Restrooms
Public safety for skate boarders
Public Transportation Buses
Quality Assistance Services in Housing
Racial Equality on Fire house
Racial Equality on Police force
Recreation Programs
Replace food disposal grinders
Safe Neighborhoods/Neighborhood watch
Skating rings
Social get together for disabled
Social get together for seniors
Sports Programs
Surveillance Cameras
Tax reduction
Therapy and counseling programs for youth
Training and Trades ages 21-27
Transitional housing for outcoming inmates
Transparent audit of bids and awards of public work projects
Youth Assistance
Youth Children Museums
Youth Job training

Q&A

Jennifer Gomez
Program Director
Pacific Clinics T.A.Y. Tunnel
Wellness and Recovery Center

During the planning stage of the 5-year Consolidated Plan and the one year Action Plan, the City of Oxnard has scheduled various meetings and presentations in order to receive input and comments regarding the unmet needs of the low- and moderate-income residents. The citizen participation process has the purpose to increase the community knowledge and engage the citizen to participate in the planning process as well as the program implementation.

The following issues can be discussed and comments can be submitted to Grants Management in writing:

1. What are the most common housing problems observed and/or identified?
 - **Pacific Clinics – TAY Tunnel has been serving young adults 18-25 years old in the downtown Oxnard area since September 2007. During this time it has been evident that there is lack of resources for short Term Housing. This would be a 3-6 month option that could potentially serve at least 40 homeless youth annually. Services would include intensive case management with a focus on community integration and stepping into permanent housing.**
2. Are any populations/household types more affected than others by these problems?
 - **TAY (18-25) with mental health concerns who have lost their housing with family/friends due to lack of services or support outside of the home.**
 - **Those with no income reentering from prison on probation or parole with little to no support system, including those TAY youth emancipating from the foster care system.**
3. Geographically, where the problems are located within the City /County limits?
 - **Our youth are pretty transient; they tend to go where services are located or where they can access the most resources. At this time there is only one “walk in Center” in downtown Oxnard for the County.**
4. What are the most common needs for the homeless?
 - **For our 18-25 year olds – Basic Needs are a Priority. Food, clothing and shelter. Once these items are provided or obtained, through Peer Support, we are able to assist the youth in accessing a variety of resources, thus maximizing and not duplicating services.**

5. What are the additional resources (human, facility, financial...) available in the community to invest to prevent homelessness?
6. What are the efficient methods of outreach and actions for reducing homelessness and for helping low-income persons to avoid becoming homeless?
 - **Employing those with lived experience to come along side and support in next steps.**
7. What are the City's needs for social services? How to identify them?
 - The city can assist fostering a coordinated effort for service providers to communicate more effective. For example, facilitate a community stakeholder meeting with all service providers that work with the homeless.**
8. How to meet/serve the identified needs with institutional structure?
9. How to determine the public services needs? What are they?
 - **Data/information mining of the many collaborative Oxnard groups already in existence: Oxnard Alliance, Homeless Service Providers group, HMIS data, etc.**
10. What are the supportive services (recreational activities, job training and educational programs) that can be provided to youth as part of crime prevention solution?
 - Focus on the 18-25 year olds; invest in a Step Up short term housing that could support them over the course of a year, with a focus on community integration and long term/ permanent housing. Supported by Case management and peer support**
11. How does the skills and education of the current workforce correspond to employment opportunities in the Oxnard community?
12. Describe any needs for workforce development, business support or infrastructure that you have observed or identified. **Publicize online and other resources provided by WIB and JCC - <https://www.venturacountyjcc.org/learning.asp>**

Q & A

Tina McDonald

Program Manager

HSA/RAIN Transitional Living Center

During the planning stage of the 5-year Consolidated Plan and the one year Action Plan, the City of Oxnard has scheduled various meetings and presentations in order to receive input and comments regarding the unmet needs of the low- and moderate-income residents. The citizen participation process has the purpose to increase the community knowledge and engage the citizen to participate in the planning process as well as the program implementation.

The following issues can be discussed and comments can be submitted to Grants Management in writing:

1. What is the most common housing problems observed and/or identified?

Answer: Cost is primary, additional issues are requirements for 3 to 5 times the rent, eviction and debt histories of the low income household. In addition, Families/Individuals that have substance abuse issues, domestic violence, unemployment or underemployed, no high school diploma, no driver's license and legal histories .

2. Are any populations/household types more affected than others by these problems?

Answer: Most vulnerable is multiple children with a single mother. Adults with misdemeanors, felonies and other legal issues are particularly vulnerable. Children separated from their parent waiting to be reunited have also been identified and young adults coming from the foster care.

3. Geographically, where the problems are located within the City /County limits?

Answer: Every city in the County of Ventura has a limited number of low-income housing.

4. What are the most common needs for the homeless?

Answer: Housing, employment, transportation, childcare. Reinstated driver's licenses for employment purposes subsidized or reduced rent, employment opportunities.

5. What are the additional resources (human, facility, financial...) available in the community to invest to prevent homelessness?

Answer: Coordinate the discharge planning of the treatment centers, sober livings, and religious programs, so that the residents are more suited to return to the community. In addition, allow non-homeless to do community service for high legal dept, because the inability to pay this debt, cancellation of driver's licenses often lead to homelessness.

6. What are the efficient methods of outreach and actions for reducing homelessness and for helping low-income persons to avoid becoming homeless?

Answer: If a transitional living center accepts an Oxnard family, rehabilitates them, they should be able to return to Oxnard into subsidized housing, or at a minimum not be removed from the Housing authority wait list.

7. What are the City's needs for social services? How to identify them?

Answer: Assessment of the populations in warming shelters, transitional living centers, religious organizations and churches, to determine the next step to housing. With the appropriate assessment tool the social service needs will be identified and programs to assist can be formed or financed.

8. How to meet/serve the identified needs with institutional structure?

Answer: Develop a transportation system that is efficient and affordable. Invest in early childcare programs to assist with under privilege pre-school children, while providing safe, educational childcare alternative to working parents. Support short term certified programs to assist with job training and placement.

9. How to determine the public services needs? What are they?

Answer: See #7 and 8.

10. What are the supportive services (recreational activities, job training and educational programs) that can be provided to youth as part of crime prevention solution?

Answer: Invest in after school recreational activities that are not limited but include art, performing arts, athletics, computer training and development. Develop and coordinate with high schools, community colleges and local businesses job skill development that lead to employment after completing high school. Coordinate with community college and employers to develop short term programs to re-train workers.

11. How does the skills and education of the current workforce correspond to employment opportunities in the Oxnard community?

Answer: The adults hunting for employment do not have the skills and abilities needed to find and maintain employment.

12. Describe any needs for workforce development, business support or infrastructure that you have observed or identified

Answer: See #10

In addition, the following project managers can be contacted, if you need any assistance.

CDBG Juliette Dang 385-7493 juliette.dang@ci.oxnard.ca.us

HOME Karl Lawson 385-8095 karl.lawson@ci.oxnard.ca.us

ESG Will Reed 385-8044 will.reed@ci.oxnard.ca.us

Q & A

Timothy J. Hawkins
Director of Operations
Community Action of Ventura County, Inc.

During the planning stage of the 5-year Consolidated Plan and the one year Action Plan, the City of Oxnard has scheduled various meetings and presentations in order to receive input and comments regarding the unmet needs of the low- and moderate-income residents. The citizen participation process has the purpose to increase the community knowledge and engage the citizen to participate in the planning process as well as the program implementation.

The following issues can be discussed and comments can be submitted to Grants Management in writing:

1. What are the most common housing problems observed and/or identified?
 - **Lack of Case Managed shelters for the homeless, especially those reentering from prison and the mentally ill. Needs to be located in a spot that is compliant with 290 registered sex offenders.**
2. Are any populations/household types more affected than others by these problems?
 - **Low-income, especially those on fixed incomes.**
 - **Those with no income reentering from prison on probation or parole with little to no support system.**
3. Geographically, where the problems are located within the City /County limits?
 - **Downtown Oxnard & Santa Clara River Bottom at Ventura/Oxnard boarder where homeless camps are exploding in number.**
4. What are the most common needs for the homeless?
 - **Case Managed year round shelter programs, coordinated food pantries, mental health access/disability evaluations, job training/workforce reentry programs.**
5. What are the additional resources (human, facility, financial...) available in the community to invest to prevent homelessness?
 - **Advocate/review for law change on remote monitoring of sex offenders that is in line with neighboring cities. The current Oxnard practice makes it impossible for "low-risk" 290's to get out of homeless situation.**
 - **Expansion of One-Stop services which caters to the difficulty low-income have getting transportation to the different service locations.**
 - **Support for expedited zoning and permit applications for shelter programs.**

- **Homeless Inventory Specialist – go to person that is aware, through HMIS possibly, of all available shelter beds.**
6. What are the efficient methods of outreach and actions for reducing homelessness and for helping low-income persons to avoid becoming homeless?
 - **Prevention = HPRP with case management and follow-up**
 - **Reduction = Case Managed Shelter with graduation to Homeless 2 Home program similar to program in Ventura.**
 7. What are the City’s needs for social services? How to identify them?
 - **Need a fund for short term Emergency Basic Needs. See #9.**
 8. How to meet/serve the identified needs with institutional structure?
 - **Better collaboration & info sharing using HMIS.**
 - **Require set aside for developers to create more very affordable housing stock with less stringent financial qualifications for rental.**
 - **Preference for Homeless on Section 8 housing list.**
 9. How to determine the public services needs? What are they?
 - **Data/information mining of the many collaborative Oxnard groups already in existence: Oxnard Alliance, Homeless Service Providers group, HMIS data, etc.**
 10. What are the supportive services (recreational activities, job training and educational programs) that can be provided to youth as part of crime prevention solution?
 - **Increase educational programming in conjunction with Oxnard City Corps. (Community Action’s character building course – Successful Living).**
 - **Goodwill’s Job Training/ subsidized employment placement programs.**
 11. How does the skills and education of the current workforce correspond to employment opportunities in the Oxnard community? **Not enough skilled workers for employment opportunities.**
 12. Describe any needs for workforce development, business support or infrastructure that you have observed or identified. **Publicize online and other resources provided by WIB and JCC - <https://www.venturacountyjcc.org/learning.asp>**

Q & A

Gigi Tsontos, LCSW MPA
Director of Social Services

During the planning stage of the 5-year Consolidated Plan and the one year Action Plan, the City of Oxnard has scheduled various meetings and presentations in order to receive input and comments regarding the unmet needs of the low- and moderate-income residents. The citizen participation process has the purpose to increase the community knowledge and engage the citizen to participate in the planning process as well as the program implementation.

The following issues can be discussed and comments can be submitted to Grants Management in writing:

1. What are the most common housing problems observed and/or identified?
 - **Lack of affordable, managed homes that provide permanent solutions to individuals and families especially the chronically homeless. The support component has to be increased so that the**
2. Are any populations/household types more affected than others by these problems?
 - **Low-income, especially those on fixed incomes.**
 - **Chronically**
3. Geographically, where the problems are located within the City /County limits?
 - **Oxnard, Ventura, and other larger cities**
4. What are the most common needs for the homeless?
 - **Program for homeless individuals and families that include suitable permanent supportive housing that provides supportive services to include but not limited to food, employment development, mental health support, etc.**
5. What are the additional resources (human, facility, financial...) available in the community to invest to prevent homelessness?
 - **Support for expedited zoning and permit applications for housing programs that support long term housing options**
 - **Homeless Specialists – go to person that is aware, through HMIS possibly, of all available housing and support for individuals**
6. What are the efficient methods of outreach and actions for reducing homelessness and for helping low-income persons to avoid becoming homeless?
 - **Early intervention, prevention of homelessness;**

- **Support appropriate to the needs of the individuals that retains them in housing options.**
7. What are the City's needs for social services? How to identify them?
- **Programs that support the long term housing options for individuals and families; social workers that are trained in housing retention**
8. How to meet/serve the identified needs with institutional structure?
- **Collaborative efforts within the service community.**
 - **Provide support through Section 8 options**
9. How to determine the public services needs? What are they?
- HMIS, data sharing,**
10. What are the supportive services (recreational activities, job training and educational programs) that can be provided to youth as part of crime prevention solution?
11. How does the skills and education of the current workforce correspond to employment opportunities in the Oxnard community?
12. Describe any needs for workforce development, business support or infrastructure that you have observed or identified.

Create opportunities for employment for lower functioning individuals.

Q & A

Karol Schulkin, MSW
Program Coordinator
Homeless Services Program
County of Ventura
Human Services Agency

During the planning stage of the 5-year Consolidated Plan and the one year Action Plan, the City of Oxnard has scheduled various meetings and presentations in order to receive input and comments regarding the unmet needs of the low- and moderate-income residents. The citizen participation process has the purpose to increase the community knowledge and engage the citizen to participate in the planning process as well as the program implementation.

The following issues can be discussed and comments can be submitted to Grants Management in writing:

1. What are the most common housing problems observed and/or identified?

Response: The most common housing obstacle we encounter for the homeless population we serve is the lack of extremely affordable housing. This lack forces people to double and triple up, often leading to eviction by the landlord due to overcrowding. It also forces people to live in their cars or outdoors.

2. Are any populations/household types more affected than others by these problems?

Those most affected are those on fixed incomes, in particular those who are disabled and receiving SSI and seniors attempting to live on Social Security retirement. These are highly vulnerable populations. The other hard hit groupings are single parents, especially those with more than one child and those with children under school age.

3. Geographically, where the problems are located within the City /County limits?

We see clusters of need near the OTC and on the fringes of downtown. Also in the Oxnard canal near the ocean end, Oxnard Shores and along Vineyard Avenue.

4. What are the most common needs for the homeless?

Year round shelter, especially for families with young children and those who are mentally ill. There is need for more lockers and more showering options; this directly relates to person's ability to get employment and to keep it. Access to dental care beyond teeth cleaning and eye glasses. Access to entry level jobs and /or subsidized employment.

5. What are the additional resources (human, facility, financial...) available in the community to invest to prevent homelessness?

An expansion of the half day, one day a week One Stop Center would create a significant access point to services and consistent case management. Time limited, service supported year round shelter. A “safe space” day care center where homeless parents could safely leave their preschool age children. Development of SRO units with on-site support staff (like the El Patio in Ventura) would offer critically needed housing for the disabled single population.

6. What are the efficient methods of outreach and actions for reducing homelessness and for helping low-income persons to avoid becoming homeless?

See #4 and # 5 above.

7. What are the City’s needs for social services? How to identify them?

See #4 and #5 above. Conduct a “What services do you need?” survey among the homeless population themselves. Hire some of them to conduct it.

8. How to meet/serve the identified needs with institutional structure?

Create community service opportunities (much like City Corps) through which people can find meaning, develop work skills and build more healthy support systems.

Create a homeless preference on the Housing Authority’s Public Housing and Section 8 waiting lists.

Require affordable housing developers to set aside a % of units for persons at or below 35% AMI. Also ask them NOT to require income that is 2-3 times the rent. This essentially rules out everyone who is poor and certainly those who are homeless.

9. How to determine the public services needs? What are they?

10. What are the supportive services (recreational activities, job training and educational programs) that can be provided to youth as part of crime prevention solution?

11. How does the skills and education of the current workforce correspond to employment opportunities in the Oxnard community?

12. Describe any needs for workforce development, business support or infrastructure that you have observed or identified

In addition, the following project managers can be contacted, if you need any assistance.

CDBG Juliette Dang 385-7493 juliette.dang@ci.oxnard.ca.us

HOME Karl Lawson 385-8095 karl.lawson@ci.oxnard.ca.us

ESG Will Reed 385-8044 will.reed@ci.oxnard.ca.us

APPENDIX C

UNIQUE APPENDICES

UNIQUE APPENDICES

TABLE OF CONTENTS

ESG RFPp. 1

2013 ESG Grant Recommendations.....p. 2-3

ESG Policies and Procedures Manual.....p. 4-29

Land Use Map.....p. 30

Census 2000 LMA Neighborhoods.....p. 31

Service Area Map for Colonia Parking Lots and Driveways.....p. 32

Plan for Multi-Service Center Parking Lots Reconstruction.....p. 33-35

City of Oxnard
Request for Proposals
2013 Emergency Solutions Grant Program (ESG)

The City of Oxnard invites proposals for homeless assistance services under the U.S. Department of Housing and Urban Development (HUD Emergency Solutions Grant Program (ESG)). The City is making available approximately \$192,690 in ESG funds to one or more non-profit or faith-based service providers to assist homeless persons and families in Oxnard.

Application packets may be picked up beginning March 25, 2013 at the City of Oxnard Housing Department, 435 South D Street, Oxnard, CA 93030, or by calling 805.385.8044, or via email at will.reed@ci.oxnard.ca.us.

Proposals must be submitted to the same address no later than Friday, April 19, 2013, by 4:00 PM. Representatives of the following types of organizations are strongly urged to submit proposals: Non-profit organizations representing persons with disabilities, government agencies, homeless service providers, housing developers, veteran's service organizations, faith-based groups and other organizations that provide services to homeless individuals or individuals at-risk of becoming homeless. Online applications can be downloaded at:
<http://finance.cityofoxnard.org/Department.aspx?DepartmentID=8&DivisionID=63&ResourceID=618&AdID=352>

For more information, including permitted uses of funds, please contact Will Reed at 805.385.8044. Submit one original application and five (5) copies. The proposal envelope shall be clearly marked "Emergency Solutions Grant 2013" by the submitting organization. Any proposal submitted after the due date and time will not be submitted for review and award consideration.

****NOTE:** HUD has not yet appropriated the 2013-14 ESG awards. The amount listed is an approximate amount and will be adjusted accordingly upon official notification.



MEMO



TO: Commission on Homelessness
FROM: Will Reed, Homeless Program Coordinator
DATE: May 29, 2013
SUBJECT: 2013 Emergency Solutions Grant Recommendations

While the City has yet to receive the official announcement from HUD regarding the 2013 allocation of Emergency Solutions Grant funds, we were still mandated to complete the obligation of potential funds by May 7, 2013. However, with the current Federal Sequester in place, we were advised to anticipate a ten percent (10%) reduction from the 2012 amount. Therefore, the recommendations for 2013 are based on the City receiving \$192,690. The immediate deductions from the grant include the City's Administrative Fees (7.5%), and HPRP-like activities at 40% of the grant amount, and an HMIS allocation of \$15,000.

The City received five (5) applications, and the Review Committee met on April 24, 2013, to review the applications. The results are as follows:

| Agency | Shelter Request | Eviction Prevention | Rapid Re-housing | Total Request | Funding Recommendation |
|--------------------------------|-----------------|---------------------|------------------|------------------|------------------------|
| Society of St. Vincent de Paul | \$70,000 | | | \$70,000 | \$70,000 |
| County of Ventura | | \$30,000 | \$30,000 | \$60,000 | \$60,000 |
| Turning Point Foundation | \$20,000 | | | \$20,000 | \$20,000 |
| Kingdom Center | \$10,000 | | | \$10,000 | \$13,239 |
| City HMIS Support | | | | \$15,000 | \$15,000 |
| City Administrative Fees | | | | \$14,451 | \$14,451 |
| St. Johns Foundation | | \$15,000 | \$10,000 | \$25,000 | \$0 |
| | | | | | |
| Grand Totals | \$90,000 | \$ 45,000 | \$ 40,000 | \$214,451 | \$192,690 |

However, the City received the official notification from HUD on Wednesday, May 29th, and learned the actual amount for the 2013 Program Year (PY) will be \$150,512. Applying the mandates established by HUD for Emergency Solutions Grant, the City must use at least 40% for

HPRP-like activities (homeless/eviction prevention and rapid re-housing), 7.5% for administrative fees, and HMIS. The 2013 ESG will be applied as follows:

| Agency | Shelter Activity | Eviction Prevention | Rapid Re-housing | Funding Recommendation |
|--------------------------------|-------------------------|----------------------------|-------------------------|-------------------------------|
| Society of St. Vincent de Paul | \$45,000 | | | \$45,000 |
| County of Ventura | | \$30,000 | \$30,205 | \$60,205 |
| Turning Point Foundation | \$16,000 | | | \$16,000 |
| Kingdom Center | \$10,000 | | | \$10,000 |
| City HMIS Support | | | | \$8,020 |
| City Administrative Fees | | | | \$11,287 |
| | | | | |
| Grand Totals | \$70,000 | \$ 30,000 | \$ 30,205 | \$150,512 |

CITY OF OXNARD
HOMELESS SERVICES PROGRAM
EMERGENCY SOLUTIONS GRANT
PROGRAM



Policies and Procedures Manual

Housing Department
Division of Homeless Services
435 South D Street
Oxnard, CA 93030
Phone: 805.385.8044
Fax: 805.247.0379

Revised July 18, 2012

TABLE OF CONTENTS

| | |
|---|-----------|
| GENERAL INFORMATION | 3 |
| Background | 3 |
| Goal..... | 3 |
| Objectives | 3 |
| Eligible Activities | 3 |
| GRANT REQUIREMENTS | 4 |
| Grant Agreements..... | 4 |
| Matching Funds | 5 |
| Keeping Accurate Financial and Service Delivery Records | 5 |
| Financial Management Expectations..... | 6 |
| DISBURSEMENT OF FUNDS | 6 |
| Request for Reimbursement..... | 6 |
| Statistical Reporting..... | 7 |
| Documentation of Homelessness | 7 |
| Termination of Participation and Client Grievance Procedures | 9 |
| Participation of Homeless Persons in Policy Making and Agency Operations | 9 |
| Ensuring Confidentiality | 10 |
| Documentation of Service Provision..... | 10 |
| Admissions and Supportive Services Guidelines..... | 10 |
| Sanctions for Noncompliance | 11 |
| Reallocation of Grant Funds | 11 |
| TECHNICAL REQUIREMENTS | 11 |
| Performance Measures | 11 |
| Minimum Standards | 11 |
| Building and Habitability Standards | 11 |
| Eligible Grant Activities | 13 |
| Monitoring | 13 |
| HOMELESS PREVENTION AND RAPID RE-HOUSING | 13 |
| Use of funds | 13 |
| EVALUATION OF QUALIFYING HOUSEHOLDS | 14 |
| Basic Eligibility Requirements | 14 |
| HOMELESS PREVENTION ELIGIBILITY REQUIREMENTS | 14 |
| CLIENT EVALUATIONS | 14 |
| ABILITY TO PAY | 16 |
| ATTACHMENT I – MINIMUM STANDARDS | 16 |

GENERAL INFORMATION

BACKGROUND

The Emergency Solutions Grant (ESG) is awarded to the City of Oxnard "City" by the U.S. Department of Housing and Urban Development (HUD) for the purpose of providing Essential Services and Shelter Operations to homeless and at risk of being homeless persons in and near the City of Oxnard. The City makes these funds available to local service providers, as well as itself, via a Request for Proposals (RFP) process only after it receives notification from HUD of the amount of ESG funds allocated to the City for the program year. The public notification of the RFP is placed in a local newspaper, on the City's website and electronically distributed by the City's Homeless Program Coordinator to Ventura County and Los Angeles County homeless service providers. The City also allots a portion (seven and ½ percent) to itself to administer the program.

GOAL

The goal of ESG is to assist homeless families and individuals by providing financial support for rental assistance, payment of utilities, transportation services and other essential services deemed eligible by HUD and necessary for the continued housing of a homeless or at risk of becoming homeless person, and/or families. Also, ESG can be used to fund local homeless shelter operations.

OBJECTIVES

The objectives of the ESG program include: renovation, major rehabilitation, or conversion of buildings for use as emergency shelters for the homeless; payment for shelter maintenance, operation, rent, repairs, security, fuel, equipment, insurance, utilities, food, and furnishings.

ELIGIBLE ACTIVITIES

The HUD approved eligible activities under ESG are as follows: Rapid Re-Housing Rental Assistance, Rapid Re-Housing Relocation and Stabilization Services, Homeless Prevention Rental Assistance, Homeless Prevention Housing Relocation and Stabilization Services, Homeless Management Information System (HMIS), Emergency Shelter – Shelter Operations, Emergency Shelter – Essential Services, Emergency Shelter Renovation, Emergency Shelter – Assistance Required Under the Uniform Relocation and Real Property Acquisition Act of 1970, and Street Outreach – Essential services. Additionally, the following activities are eligible but should not be accepted as the exhaustive listing of activities as interpretations may need clarification from both the City and HUD.

1. Provision of essential services to the homeless, including services concerned with employment, health, drug abuse, and education and may include, (but are not limited to):
 - Assistance in obtaining permanent housing;
 - Medical and psychological counseling and supervision;
 - Employment counseling;

- Nutritional counseling;
 - Substance abuse treatment and counseling;
 - Assistance in obtaining other federal, state, and local assistance including: mental health benefits, employment counseling, medical assistance, veteran's benefits, income support assistance such as Supplemental Security Income benefits, Aid to Families with Dependent Children, General Relief Assistance, and Food Stamps;
 - Other services such as child care, transportation, job placement and job training;
 - Transportation; and
 - Staff salaries necessary to provide the above services.
2. Provision of homeless prevention services, including (but not limited to):
- Short term subsidies to defray rent and utility arrearages for families that have received eviction or utility termination notices;
 - Security deposits or first month's rent to permit a homeless family to move into its own apartment; and
 - Other innovative programs and activities designed to prevent the incidence of homelessness.

Up to 30 percent of the total grant amount may be used for homeless prevention services. The ESG program statute requires that grantees involve, to the maximum extent practicable, homeless individuals and families in constructing, renovating, maintaining and operating services for occupants of these facilities.

The City has also determined, based on the amount of funding received, that households demonstrating the need for assistance can receive a one-time assistance of up to \$1,000 per program year. In extreme cases, qualifying households can receive a maximum of \$2,000 in an eighteen (18) month period.

GRANT REQUIREMENTS

GRANT AGREEMENTS

City will enter into a Grant Agreement with each approved service provider on July 1 of the Program Year (PY). The Grant Agreement will specify the terms and conditions of the grant award. **The Grant Agreement must be signed and the full document (all pages) mailed to the City by July 31 of the PY or the award may be forfeited.** The Grant Agreement will require subgrantee compliance with the terms, conditions, and requirements of the agreement, the program and the laws of the City and HUD.

The Grant period will begin July 1 of PY and end June 30 PY, unless otherwise noted. A Grant Agreement is considered fully executed and in force when both parties have signed it. Along with the Grant Agreement, a budget for the PY year must be submitted detailing the categories, amounts and match sources for the funding.

*** Important note that ESG Program Year is two (2) years beginning July 1 of the Award Year.**

****Agencies receiving ESG funds must participate in the local Continuum of Care Homeless Management Information System (HMIS).**

MATCHING FUNDS

The City and all ESG subgrantees are required to provide a dollar-for-dollar match for the ESG award amount. The match must be project specific to the ESG funding and must be received and expended within the grant year. Allowable sources of match are cash, the value or fair rental value of any donated material or building, the value of any lease on a building, any salary paid to staff to carry out the program of the subgrantee, and the value of the time and services contributed by volunteers to carry out the program of the subgrantee. Matching funds must be documented and submitted with all requests for reimbursement in accordance with the reimbursement schedule. Subgrantees should contact the Homeless Program Coordinator for details.

KEEPING ACCURATE FINANCIAL AND SERVICE DELIVERY RECORDS

Maintaining accurate records is an important aspect of quality management of ESG funding. Therefore, it is critical that full and accurate information about program activities and services provided with ESG funds is gathered and maintained. Subgrantees are expected to keep accurate records of the expenditure of funds and other program activities. In order to report fully on program outcomes and activities, subgrantee should consistently gather demographic information on the population being served by the program and the types of activities being provided to participants. This information must be reported quarterly to the City. Additionally, grantees must maintain accurate client records and documentation. Client files will be reviewed carefully during on-site monitoring visits. Subgrantees are expected to provide documentation through client files which adhere to agency policy and procedures based on the level of supportive services indicated in the approved application. Those levels are either one or a combination of the following:

Basic Case Management:

- Homelessness documented and verified;
- Basic, documented assessment;
- Basic, documented service plans;
- Regular, documented meetings with clients;
- Referrals to needed services;
- Group meetings; and
- Case files kept with client information.

Information and Referrals:

- Homelessness verified;
- Clients sign in (when appropriate); and
- Information and referrals made on an as-needed basis.

Records shall be readily accessible to the City and HUD during the course of the grant agreement and shall remain intact and accessible for **five years thereafter**. The exception is in the event that any litigation claim or audit is started before expiration of the five year period the records shall be retained until such action is resolved.

Financial Management Expectations

The following are expectations intended to address common issues and to strengthen the financial management practices of subgrantees in the ESG program:

- Employee time sheets should reflect actual times, not percentages. Likewise, time sheets should be signed and dated by the staff person and the supervisor.
- When staff salaries are shared among more than one ESG budget line (e.g., essential services and operating expenses), the time sheet should reflect the distribution of time between budget lines.
- If the expenditures are paid for by more than one source (e.g., federal, United Way, private donations), the split costs should be accurately tracked within the grantee's accounting system.
- Only actual incurred costs can be charged against the grant. For example, invoices for blocks of professional counseling time must show that participants were provided counseling services throughout that time period to be considered an actual, incurred cost.

DISBURSEMENT OF FUNDS

REQUEST FOR REIMBURSEMENT

All funds are disbursed by reimbursement only and must adhere to the following guidelines:

- To request a disbursement, a subgrantee must submit a Request for Reimbursement and Match Expenditure forms. These must be completed, printed, signed and mailed or dropped off at the City's Housing Department each month.
Attention: Homeless Program Coordinator
City of Oxnard Housing Department
435 South D Street
Oxnard, CA 93030
- Expenses must be recorded on the Request for Reimbursement form in accordance with the approved budget. The proper category must correspond with all reported expenses before the disbursement request can be approved and processed.
- Requests for ESG reimbursement of funds must be submitted at least monthly

STATISTICAL REPORTING

All subgrantees, including winter shelters, must submit statistical reports on a quarterly basis to the City unless noted for monthly submissions. Statistical reports must be submitted for each of the four quarters in the PY, even if ESG funds are not expended in the quarter.

Submission of the quarterly reports implies approval from the subgrantee's Executive Director and is considered final. Any changes to quarterly reports must be made by the fifteenth of the month in which the reports are due. The City reserves the right to withhold reimbursement payments if the subgrantee fails to submit the quarterly reports in accordance with the prescribed schedule.

Repeated non-compliance with reporting requirements may result in further grant restrictions. The City is required to submit annual reports to HUD. Delays in reporting may cause delays in processing payments to the City by HUD. Therefore, it is imperative that each subgrantee submits all reporting information accurately and in a timely manner.

DOCUMENTATION OF HOMELESSNESS

Documentation of participants' homelessness situation is an equally important aspect of ESG project management. ESG subgrantees are required to maintain adequate documentation of homelessness status to determine the eligibility of homeless applicants. The documentation is typically obtained from the participant or a third party at the time of referral, entry, intake or orientation to the program. A copy of the documentation must be maintained in the client file.

How is Homelessness Defined?

A homeless person is someone who, as defined by HUD, fits into one of the following four (4) categories:

- A) Individuals and families who lack a fixed, regular, and adequate nighttime residence and includes a subset for an individual who resided in an emergency shelter, or a place not meant for human habitation and who is exiting an institution where he or she temporarily resided;
- B) Individuals and families who will imminently lose their primary nighttime residence;
- C) Unaccompanied youth (under the age of 25) and families with children and youth who are defined as homeless under other federal statutes who do not otherwise qualify as homeless under this definition; and
- D) Individuals and families who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member.

Further clarification of Homeless Definition Categories can be found in the HUD Federal Register Volume 76, No. 233, dated Monday, December 5, 2011, under Rules and Regulations (See Appendix A).

Homelessness Verification and Documentation

The degree of documentation of homelessness required depends on the type of short or long term shelter provided. Projects providing short-term emergency shelter or support services only require a lower standard of proof of the person's prior living situation than projects providing long-term emergency shelter or transitional housing.

Short-Term Emergency Shelter/Services (1 – 30 Days) Participant Verification/Documentation Required

Persons living on the street:

Projects may provide short-term shelter and/or services - such as outreach, food, health care, and clothing - to persons who reside on the streets or who are otherwise homeless. In these cases, it may not be feasible to obtain required verifications and associated documentation for each homeless person. If unable to verify that the person is living on the street or in short-term emergency shelter, the participant or a staff person may prepare a short written statement about the participant's previous living place. The participant should sign and date the statement.

Long-Term Emergency Shelter (1 – 180 Days) Participant Verification/Documentation Required

Persons living in a long-term emergency shelter:

Information should be obtained to indicate that the participant is living on the street or in short-term emergency shelter. This may include names of organizations or outreach workers who have assisted them in the past, whether the client receives any general assistance checks and where the checks are delivered, or any other information regarding the participant's activities in the recent past that might provide documentation. If unable to verify that the person is homeless, the participant or a staff person may prepare a short written statement about the participant's previous living place. The participant should sign and date the statement. Persons coming from another program for homeless persons should obtain written verification from the previous homeless program staff that the participant has been residing at the facility. The verification should be signed and dated by the referring agency personnel. Also, written verification that the participant was living on the streets or otherwise homeless, was residing in another homeless program or was discharged from an institution or evicted from a private dwelling prior to living in the facility and would have been homeless (see below for required documentation for eviction from a private dwelling) should be obtained.

Persons being evicted from a private dwelling:

Obtain evidence of formal eviction notice indicating that the participant was being evicted within a week before receiving homeless assistance. Also, obtain information on the participant's income and efforts made to obtain housing and why, without the homeless assistance, the participant would be living on the street or in an emergency shelter. If the participant's family is evicting the participant, a statement describing the reason for eviction must be signed by the family member and dated. In other cases where there is no formal eviction process, persons are considered evicted when they are forced out of the dwelling unit by circumstances beyond their control. In those instances, a signed and dated statement from the participant describing the situation should be obtained. The subgrantee must make efforts to confirm these circumstances are true and have written verification describing the efforts attesting to their validity. The verification should be signed and dated. Persons from a short-term stay (up to 30 consecutive days) in an institution who previously resided on the street or in an emergency shelter should obtain written verification from the institution's staff that the participant has been residing

in the institution for less than 31 days and information on the previous living situation. See above for guidance.

Persons being discharged from a longer stay in an institution:

Obtain evidence from the institution's staff that the participant was being discharged within the week before receiving homeless assistance. Obtain information on the income of the participant, what efforts were made to obtain housing and why, without the homeless assistance, the participant would be living on the street or in an emergency shelter.

Persons fleeing domestic violence:

Obtain written verification from the participant that he/she is fleeing a domestic violence situation. Whenever possible, a police report should be obtained requested from the participant. If a participant is unable to provide verification, the subgrantee may prepare a written statement about the participant's previous living situation for the participant to sign and date.

Transitional Housing (TH) (up to 24 months) Participant Verification/Documentation Required

For clients being accepted into the TH program from a homeless situation, the same criteria required of long-term shelters must be used in these situations. For clients coming from an emergency shelter, a statement from the referring agency indicating the client resided in the shelter is sufficient.

TERMINATION OF PARTICIPATION AND GRIEVANCE PROCEDURE

Subgrantees may terminate assistance provided to clients who violate program requirements. The termination, however, must allow for the due process of the terminated client's rights. Subgrantees must have in place a procedure that governs the termination and grievance process. These procedures should describe the program's requirements and the termination process, as well as the grievance procedure that might, for example, allow participants to request a hearing regarding the termination of their assistance. It is important that subgrantee organizations effectively communicate the termination and grievance procedures to clients and ensure the procedures are fully understood. Documentation of the participant's acknowledgement of the availability of the procedures should include a signed and dated form obtained at the time of intake.

Staff is expected to verbally explain the procedures to clients upon entry, intake, or orientation to the program and make the procedures readily available to participants through written information. Posting the policy on a bulletin board in a common area within the facility is an effective way to ensure that the procedures are available for clients to access at any time.

PARTICIPATION OF HOMELESS PERSONS IN POLICY-MAKING AND OPERATIONS

Each subgrantee must involve, to the maximum extent possible, homeless individuals and families in program policy and procedure making decisions, in the maintenance and operation of facilities and in the provision of services to residents of these facilities. This might include, for example, involvement of a formerly homeless person on the Board of Directors, Advisory Council or similar entity that considers and sets program policy or makes decisions for the grantee. This involvement may also be in the form of client employment or volunteering in agency activities such as minor construction, renovation, maintenance, general operation of facilities, or provision of services. Other methods of achieving client involvement may include having a suggestion box, using chore lists and exit interviews, conducting regularly scheduled house meetings, encouraging clients to assist with children's programs, parenting classes or vocational training programming. Subgrantees may request a waiver from this requirement when the grantee is unable to meet this requirement, and the subgrantee agrees to consult with homeless or formerly homeless persons in making program policy or decisions.

ENSURING CONFIDENTIALITY

To ensure the safety and security of clients, subgrantees are required to develop and implement procedures to guarantee the confidentiality of client records. At a minimum, all client paper files and records should be secured when not in use in a locked file cabinet in a room that is also locked when staff is not present. Client records and files that are stored electronically must be password protected and should only be accessed by authorized agency personnel. Unique client identifiers should be used whenever possible. Confidentiality statements should be used and signed by any staff, volunteers or outside individuals who have access to client information.

DOCUMENTATION OF SERVICE PROVISION

All grantees must maintain accurate client records and documentation. Client files will be reviewed carefully during on-site monitoring visits. Subgrantees are expected to provide documentation through client files and agency policy and procedure based on the level of supportive services indicated in the application. Records shall be readily accessible to the City during the course of the grant agreement time frame and shall remain intact and accessible for **five years thereafter**. The exception is in the event that any litigation claim or audit is started before expiration of the five year period the records shall be retained until such action is resolved.

ADMISSIONS AND SUPPORTIVE SERVICES GUIDELINES

Applicants for all emergency shelter and transitional housing programs are required to offer supportive services as outlined in the application. Subgrantees may give preference to homeless persons who reside in their service area prior to becoming homeless. However, it is expected that any verified homeless person meeting the emergency shelter or transitional housing program's admission criteria will be provided with shelter and services if space is available, with no consideration to previous residency status or last address.

Providers of emergency shelter for victims of domestic violence who receive ESG funds may grant priority to domestic violence victims, but must provide services to women (and their dependents, when appropriate) who are homeless due to other causes when space is available.

SANCTIONS FOR NONCOMPLIANCE

If the City determines that a subgrantee is not complying with the requirements of the ESG Program regulations and guidelines as defined in this Operations Manual, signed contract or other applicable federal or state laws, then the City may apply one or more of a variety of sanctions on the subgrantee. These potentially include requiring that previously committed ESG funds are returned to the City or choosing not to provide future grant funding to the subgrantee. Specifically, sanctions that may be applied (in addition to any remedies that may otherwise be available) include:

- Issuance of a warning letter indicating that further failure to comply with such requirements will result in a more serious sanction;
- Conditioning of a future grant;
- Directing the subgrantee to stop incurring costs under the grant;
- Requiring that some or all of the grant amounts already disbursed to the subgrantee be remitted to the City;
- Reducing the level of funds the subgrantee would otherwise be entitled to receive; and/or
- Electing not to provide future grant funds to the subgrantee until appropriate actions are taken to ensure compliance.

REALLOCATION OF FUNDS

The City continually monitors the use of all grant funds. The City reserves the right to reduce the grant award and reallocate funds to another agency. Prior to any action being taken, the subgrantee will be contacted by the assigned Program Administrator and/or Program Manager to discuss funding concerns or issues. Grant budget amendments will be used for any changes in the grant funding allocation.

TECHNICAL REQUIREMENTS

PERFORMANCE MEASURES

- All emergency shelters receiving ESG funds (excluding winter shelters) must be able to document placement of a minimum of 10% of the homeless households served in the Program Year into transitional or permanent housing.
- Subgrantees providing transitional housing must be able to document placement of a minimum of 50% of the households who completed the transitional housing program in the Program Year into permanent housing. "Household" is defined as all clients including single individuals and families.

MINIMUM STANDARDS

Subgrantees are expected to have taken steps to meet the "Minimum Standards" for Homeless Programs within thirty (30) days of executing the Program Year contract. The Minimum Standards are provided as Attachment I to this document.

BUILDING AND HABITABILITY STANDARDS

Any building for which ESG funding is used for renovation, major rehabilitation or conversion must meet local government safety and sanitation standards. In addition, the following are a number of basic standards to ensure that shelter and housing facilities funded through the ESG program are safe, sanitary and adequately maintained.

Structure and Materials - The shelter building should be structurally sound to protect residents from the elements and not pose any threat to the health and safety of the residents.

Access - The shelter must be accessible and there should be a second means of exiting the facility in the case of emergency or fire.

Space and Security - Each resident should have adequate space and security for themselves and their belongings. Each resident must have an acceptable place to sleep.

Interior Air Quality - Each room or space within the shelter/facility must have a natural or mechanical means of ventilation. The interior air should be free of pollutants at a level that might threaten or harm the health of residents.

Water Supply - The shelter's water supply should be free of contamination.

Sanitary Facilities - Each resident should have access to sanitary facilities that are in proper operating condition. These facilities should be able to be used in privacy and be adequate for personal cleanliness and the disposal of human waste.

Thermal Environment - The shelter/facility must have any necessary heating/cooling facilities in proper operating condition.

Illumination and Electricity - The shelter/facility should have adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There should be sufficient electrical sources to permit the safe use of electrical appliances in the shelter.

Food Preparation - Food preparation areas, if any, should contain suitable space and equipment to store, prepare and serve food in a safe and sanitary manner.

Sanitary Conditions - The shelter should be maintained in a sanitary condition.

Fire Safety-Sleeping Areas - There should be at least one working smoke detector in each occupied unit of the shelter facility. In addition, smoke detectors should be located

near sleeping areas where possible. The fire alarm system should be designed for a hearing-impaired resident. Shelters are expected to pass a fire safety inspection, conducted by the local fire marshal's office on an annual basis.

Fire Safety-Common Areas - All public areas of the shelter must have at least one working smoke detector. Shelters are expected to pass a fire safety inspection, conducted by the local fire marshals office on an annual basis.

ELIGIBLE GRANT ACTIVITIES

Eligible Activities

ESG funds may be used for one or more of the following activities:

- Rehabilitation, repair and improvements to bring existing emergency shelters and transitional housing facilities into compliance with state and local health and building codes.
- Operation costs such as administration (including staff), maintenance, rent, utilities, insurance, supplies and furnishings for emergency shelters and transitional housing facilities.
- The delivery of essential human services that address issues such as unemployment, substance abuse, education or health where such services do not duplicate or supplant existing local services.
- The provision of shelter or services to persons other than those who are homeless.
- Services related to unaccompanied minors who are not legally emancipated.
- Homeless prevention activities such as, but not limited to, mortgage or rental assistance and rental or utility deposits.

MONITORING

CITY staff will monitor the use of grant funds through a combination of a thorough review of all submitted reports, review of audit or financial statements, monitoring and site visits.

HOMELESS PREVENTION AND RAPID RE-HOUSING

Use of funds include:

Eligible use of Funds:

- Eviction Prevention
- Security Deposits + First month rent
- Utility Payments (deposits, current and arrears)
- Moving Expenses (moving van rental)
- Storage Expenses

Ineligible use of Funds:

- Mortgage payments
- Motel/Hotel vouchers
- Furniture/Appliance purchases or rentals
- Credit repair activities
- Car repairs
- Transportation
- Pet Care

- Food

EVALUATION OF QUALIFYING HOUSEHOLDS

Unlike the Homeless Prevention and Rapid Re-Housing Program (HPRP), there is no standard of meeting the “but for” test (but for the assistance of this program the household would be homeless). However, households seeking assistance must demonstrate a need for assistance in accordance with the HUD outlined definitions of homelessness and at risk of homelessness, and must meet the outlined eligibility requirements.

Basic Eligibility Requirements

| Basic/Baseline Eligibility Criteria | Required Documentation | Notes |
|--|--|-------|
| Verification of identity and citizenship. (US citizen or legal resident alien) | <ul style="list-style-type: none"> • Photo IDs (for all adults only) • Social Security Card (all household members) • Resident Alien card | |
| Must be homeless or about to be homeless within 30 days (includes people in shelters, transitional living programs, correctional facilities) | Completion of "Homeless Certification" (or eviction docs) Third Party verification or "Self Declaration" form | |
| Annual Household income of 30% or less of Area Media Income (AMI). Calculation based on household income TODAY. | Proof of all earned income and benefits coming into the household. "Verification of Income" form or "Self Declaration of Income" | |
| Be without other housing options or financial resources sufficient to obtain or retain housing (need to spend your own resources first). | Completion of Intake Packet Assessment of Housing Options Assessment of Money Options Third Party Verification | |
| Ventura County residency (note city of residency & employment) | Document stating current address (utility bill, drivers license, lease, NOA, 3rd party verification) | |
| Be financially able to maintain housing following financial assistance provided | Completion of Assessment Tool and Intake budget | |

HOMELESS PREVENTION ELIGIBILITY REQUIREMENTS

| Homeless Prevention Eligibility Criteria | Required Documentation | Notes |
|---|--|-------|
| Eminent eviction | <ul style="list-style-type: none"> • Notice of eviction or notice of arrears • Signed lease/rental agreement | |
| Inability to pay a one time extraordinary bill, which will result in eviction | Bill/invoice or letter documenting one time extraordinary bill | |
| Sudden loss of income | Layoff notice, UBI notice, employer letter | |
| Rent in arrears | Landlord notice, eviction notice, 3 day pay or quit notice | |

CLIENT EVALUATIONS

All clients receiving assistance must meet the HUD eligibility guidelines for income by household size. However, since the program is considered a “one-time” assistance,

ongoing eligibility is not necessary. What is necessary for all clients requesting and receiving assistance is the demonstrated financial ability to maintain housing at the address listed on the initial request, unless through no fault of their own, the family is forced to leave the premises.

Follow-up of clients may be done with a formal letter 45 days post assistance to determine continued residency, or clients may come in and verify their continued residency. The letter will be postmarked with "Do Not Forward" directions, and will request that clients complete and return the enclosed form to the City's Homeless Services Division. Once received and reviewed, clients will be officially exited from the program and their cases will be closed in HMIS.

ABILITY TO PAY AND/OR SHARE COST FOR HOUSING STABILIZATION, HOUSING PREVENTION, AND/OR RAPID RE-HOUSING

Clients qualifying for the assistance under the ESG guidelines must have a household income below the HUD determined thirty percent (30%) AMI. There may be circumstances that prohibit a household from contributing. The guidelines for client cost sharing are as follows:

- **Security Deposit**
 - Chronically homeless and/or homeless clients will be expected to contribute thirty percent (30%) of the move-in cost towards the security deposit.
 - Clients fleeing domestic violence situations will be expected to contribute ten percent (10%) of the move-in cost towards the security deposit.
 - Clients moving via forced eviction due to no fault of their own may be asked to contribute twenty percent (20%) of the move-in cost towards the security deposit.
 - Clients moving via eviction because they can no longer afford the rent and are relocating to a more affordable unit will be expected to contribute twenty percent (20%) of the move-in cost towards the security deposit.
- **Rental Assistance**
 - Clients seeking rental assistance under any circumstances will be expected to contribute forty percent (40) of the total amount due.
- **Utility Assistance**
 - Clients demonstrating the need for utility assistance in order to remain housed will not be required to contribute to the amount due.
- **Relocation Assistance**
 - Clients demonstrating the need to relocate will not be required to contribute to the cost of moving van and/or storage costs. However, households in this category that are also seeking either rental assistance or security deposit assistance will be expected to contribute according to the previously stated categories.

Assistance for any of the afore mentioned services can only be obtained from the City once in an eighteen (18) month period

NOTE: The City recognizes there will be instances in which clients will not be able to contribute towards security deposit and/or rent. Therefore, when such cases arise for qualifying households, the City will provide the assistance requested to the greatest extent possible and also provide referral(s) to other agencies in order to meet the need.

COORDINATION EFFORTS

The City will work diligently to manage all resources in the most effective and efficient manner. Because the City is also the Lead Agency for the Oxnard Continuum of Care, it has at its disposal the resources of various transitional housing, emergency shelter and supportive services providers from throughout Ventura County. Additionally, the City already has working relationships with: the Ventura County Human Services Agency, which administers state funded public benefits; Ventura County Veterans Administration which administers the City and Ventura County VASH Vouchers; and many other services. Some of the coordinating efforts will include the following list of agencies:

- City of Oxnard Commission on Homelessness (policy recommendation and project review)
- Ventura County Behavioral Health (Shelter + Care)
- Pacific Clinics Transition Aged Youth Program
- Ventura County Human Services Agency (public benefits, homeless prevention services, transitional housing programs, homeless outreach street team, social services, case management and HMIS)
- Turning Point Foundation (transitional housing, permanent supportive housing, and case management)
- Kingdom Center (transitional housing, emergency shelter and case management)
- Catholic Charities (food distribution, eviction prevention and utility assistance)
- Society of St. Vincent de Paul (eviction prevention and emergency shelter)
- Community Action of Ventura County (1 Stop Service Center)
- Khepera House (transitional housing, emergency shelter and case management)
- Oxnard Housing Authority (Shelter + Care)
- Many Mansions (transitional housing and case management)
- Food Share (food distribution services)

By coordinating with these agencies and many others, the City will address all of the needs of the client(s) instead of applying “band-aid” approach. Ultimately, the use of this community/county-wide system will allow the City and local service providers to reduce and hopefully prevent the incidences of homelessness in Ventura County.

ATTACHMENT I

Homeless Programs – Minimum Standards

As a part of the grant application process, subgrantees must conduct annually a “self-study” to determine compliance with the City standards and expectations. If a subgrantee is found to be noncompliant, a corrective action plan must be provided explaining the actions the agency will take to meet expectations. A waiver for a particular standard will be considered if there is a clear and compelling reason articulated by the subgrantee.

This document may be used as one of the review documents during an on-site monitoring conducted by the City’s Homeless Program Coordinator.

A. DOCUMENTATION

The following organizational documents, policies, statements or certifications are key ingredients to a well-managed agency or organization.

A1. The organization has formal by-laws that have been reviewed and approved by the Board of Directors within the last three years.

A2. The organization has a written Conflict of Interest Policy that addresses conflicts of interest that involve members of the Board of Directors and all employees and volunteers of the organization.

A3. The agency has written guidelines that are shared with all clients on its policies and rules regarding:

- confidentiality
- client rights and responsibilities
- fee structure (if applicable)
- payment guidelines (if applicable)
- hours of operation
- eligibility criteria
- grievance procedure/appeal

B. THE BOARD OF DIRECTORS

The Board of Directors’ primary purpose is to assure that agencies fulfill their mission and meet their goals. More specifically, the Board of Directors’ purpose is to set broad policy, review and approve programs and budgets developed and implemented by the Executive Director, and ensure financial stability and accountability.

B1. The Board is responsible for the selection and annual performance review of the chief administrative officer.

B2. The Board meets at least four (4) times annually and minutes of all meetings are kept.

B3. The Board has approved an appropriate structure for fiscal management and responsibility that will meet HUD requirements.

B4. The agency adheres to a written policy that ensures continuity, change in board membership and diversity of board members.

B5. Each new board member receives orientation.

B6. A Board needs assessment is conducted yearly and training provided that addresses the Board's needs.

B7. The Board has a committee structure that specifies the purpose and composition, including, but not limited to, a finance committee.

C. STRATEGIC PLANNING

A vibrant organization must always have an understanding of the direction the organization will take in the future. A strategic plan is an essential document that reflects where the organization presently is and where the organization plans to be in the future and is reflective of the need to change to deliver quality services. It should detail how the agency intends to achieve its objectives by prioritizing goals and determining resources.

C1. The Strategic Plan has been developed in partnership with the Board and key staff people and is reviewed at least every three years.

C2. A Work Plan including measurable goals, target dates and responsible parties, has been developed and is reviewed at least annually by the Board.

D. FISCAL MANAGEMENT

The stewardship function of the Board of Directors ensures fiscal responsibility of all funds received and spent by the agency.

D1. The agency financial reports comparing budgeted versus actual balances should be provided to the Board at least quarterly.

D2. The agency has sufficient cash to meet current obligations and has developed contingency plans to cover unexpected shortfalls in revenues and for redistribution of services if unexpected funding cutbacks should occur.

D3. The agency receives a prompt audit (within six months of the fiscal year-end) conforming to GAAP (Generally Accepted Accounting Practices) standards and including a balance sheet and operating statement setting forth the agency's financial condition.

D4. The audit and assessment letter are reviewed by the Board and any needed corrective action is formally enacted and followed to completion.

D5. The agency develops and, with the help of a risk-management expert, assesses its policies, procedures and practices at least every two years, to identify and manage situations and conditions that might place undue risk on the organization.

D6. The agency adheres to established comprehensive written internal fiscal control policies and procedures that contain a procurement policy.

E. FUND DEVELOPMENT

A fiscally sound agency should have a fund development plan that reflects a comprehensive strategy to secure the needed revenue for agency operations. Fund development activities are a primary responsibility of the Board.

E1. The fund development plan has specific goals for various categories of funding (e.g., corporate giving, agency board of directors giving, grants, government contracts, special events, direct mail, planned giving, etc.) which include objectives and assignment of responsibility.

E2. The agency makes every effort to access and develop several different streams of funding to provide a stronger more secure base for funding the organization.

F. MARKETING AND PUBLIC RELATIONS

It is important for an agency to inform the public of its mission and services so that members of the community are encouraged to support the work of the agency.

F1. The agency has a marketing/public relations plan.

F2. The agency has a policy regarding confidentiality and protection of consumer privacy, including consumer's written permission of release of information before the consumer can be presented in any manner to the public for marketing purposes.

G. COMMUNITY RELATIONS AND COLLABORATION

Collaboration among agencies strengthens the entire system, helps to close the gaps in service and promotes a community of cooperation.

G1. The agency has positive working relationships with other homeless service agencies in the community.

G2. The agency has worked with neighborhood stakeholders in a good faith effort to develop a partnership with neighbors, neighborhood organizations, businesses and other groups.

H. PERSONNEL POLICIES, STAFF RELATIONS AND VOLUNTEER USE

Written personnel policies that standardize the conduct of all employees and the use of volunteers are an essential component of good agency management.

H1. The agency has a Personnel Policies Manual that is approved by the Board of Directors and is reviewed at least every three years.

H2. The manual must include personnel policies that address:

- job descriptions for all positions including designated supervisor
- annual performance evaluations for all staff, including the Executive Director
- compensation and benefits plan
- grievance procedure for staff and volunteers
- conflict of interest and nepotism policy

H3. Professional development opportunities, either internal or external, are available to all staff every year.

H4. Each employee receives a copy of the policies, a job description, attendance and compensation information upon beginning employment.

H5. If volunteers are used, the agency must have a current volunteer training manual, a formal process for orientation and training for the task to be performed.

PROGRAM ADMINISTRATION STANDARDS

I. PROGRAM CRITERIA

I1. The agency has written client admissions policies which are posted or otherwise made known to clients and include re-entry policies and procedures. The agency can make its own rules about the right to leave and return to the facility, but these rules cannot be intended to unfairly discriminate against clients.

I2. The hours of operation are clearly posted.

I3. Reasonable efforts will be made to accommodate an applicant with a disability. If the program is not able to accommodate the applicant, referral to another appropriate program should be made.

I4. The agency has a process for distributing and otherwise making known rules, regulations, disciplinary procedures and termination/suspension policies.

- There are written guidelines that are posted or that clients have been made aware of that describe unacceptable behaviors, such as violence, theft and any other activities that are against the law.
- Consequences of rules violations are clearly stated and consistently enforced. There is an expectation that the staff is aware of client activities and behaviors.

I5. The agency has a process for posting, reading and otherwise making known, the rights and responsibilities of residents that include a grievance policy for addressing alleged violations of clients' rights. Reasonable efforts shall be made to ensure that all residents, regardless of language, understand their rights and responsibilities.

I6. There is evidence that the governing board or its agent, collects, evaluates and analyzes all grievances so that trends and patterns can be noted and corrections can be made.

17. The agency shall provide or arrange for food service or make known available services nearby.

- At sites where clients prepare their own food, clients have access to a kitchen. Food and other necessary supplies are provided on an as needed basis.
- At sites where food is prepared for clients, the staff is knowledgeable in nutrition and sanitary food handling and safe food storage.
- The agency makes a reasonable effort to meet medically and culturally appropriate dietary needs of residents.

18. If the agency holds funds or possessions on behalf of clients, the funds or possessions shall be returned upon request within two (2) business days of the client's request.

19. Each agency should provide reasonable access to a public or private telephone for use by facility clients or residents.

110. The agency has a written policy outlining the procedure related to consent for search when there is reasonable evidence of danger to self and others or of criminal activity.

111. Services for basic human needs cannot be denied if a client is unable to pay. Fees for some services may be required as part of a program, especially in long-term transitional programs. Fees for additional services must be reasonable and just.

112. The agency provides support services or makes referrals to appropriate support services such as:

- case management
- assistance with employment opportunities
- education and training
- medical and mental health services
- transportation services
- alcohol and drug treatment programs
- assistance to secure long-term housing
- material assistance programs
- adult/children protective services
- basic financial planning

113. The agency has a written process for evaluating the program outcomes so that information gained from the evaluation leads to modifications, changes or new programs that will improve or enhance the services offered and the services delivered.

114. The agency has a written procedure and can provide evidence that the procedure is being followed regarding:

- possession and use of controlled substances
- prescription medication

J. STAFFING

Each agency should have competent, well-trained staff that is able to successfully implement the program and provide services according to the mission of the agency. In addition to the Personnel Policies Manual (Personnel Policies, Section H1), each agency has a Policies and Procedures Manual that includes the following:

J1. The agency has an organizational chart of the paid staff including written job descriptions, roles and responsibilities.

J2. The agency has an appropriate number of paid and/or volunteer agency staff for the number of clients served so that goals and objectives of quality service delivery to clients can be achieved.

J3. Daily logs are kept documenting shift activities, special instructions and accounts of unusual or special situations. There is evidence, such as initialing, that the logs are reviewed by staff.

J4. At least one staff person is available at all times with verifiable training in emergency first aid, emergency evacuation and CPR procedures.

J5. The agency will ensure that all relevant staff members receive training in the following areas:

- universal precautions for handling body fluids
- TB protocol
- emergency evacuation procedures
- CPR, First Aid procedures
- agency operating procedures
- non-violent crisis intervention techniques
- community resources and social services programs
- ethical client practices
- recognition of elder and child abuse

Documentation is maintained that shows that employees' training is current or is scheduled to be completed within the new employee's first year.

K. ADMINISTRATION

Proper oversight and management of programs ensure successful service delivery. An agency Policies and Procedures Manual enables consistent, standardized supervision and management and enhances the effectiveness of the program.

K1. The agency has established a data collection system which includes:

- participation with the local CoC HMIS initiative;
- implementation of an intake and client record keeping procedure that includes intake interviews and records of services provided; and
- a listing of each person residing in/or receiving services at each facility with the dates and types of services provided

In addition:

- Files containing client information are in a secure location and locked (or capable of being locked) to maintain confidentiality. Signed consent forms are included in the files.
- Records of accountability for any money management/payee programs, clients' funds or possessions are turned over for safekeeping.

K2. A written policy concerning the release form that clients would sign to receive services at another agency should be part of the orientation procedures for clients and for staff.

K3. The agency has a written policy and procedure for the length of time client files are retained and a procedure for destruction of files after the designated period of time.

L. FACILITIES CRITERIA

All facilities should be in adequate repair and in compliance with local health, fire, electrical and building codes. Agencies should provide, to the best of their ability, a clean, adequate and safe space for clients.

L1. The facility must be kept in a sanitary condition. There is a written housekeeping plan and evidence that it is being implemented.

L2. There is a process for providing clean sheets, blankets and a towel for each client.

L3. There is evidence of adequate provision of pest control.

L4. The general appearance of the building is well maintained. Facilities are in good repair. Windows and doors operate properly and are not broken. The facility is in a fit and habitable condition.

L5. Restroom facilities include showers/baths, wash basins and toilets with handicapped accommodations. There is warm and cold running water. Facilities are clean and in good working order. In individual apartment units there is at least one toilet, washbasin and shower/tub per unit.

L6. The facility has heating units for winter and the ability to create airflow in hot weather. Furnaces are kept clean and in good working order. Filters are changed routinely as evidenced by a building maintenance log. Fans and air conditioning, if available, are in good condition.

L7. There is adequate natural or artificial illumination to permit normal indoor activities, including reading small print where posted.

L8. In facilities housing children, testing for lead has been done and necessary remediation has taken place in accordance with applicable law.

L9. There is evidence that radon testing has been done and necessary corrections made.

L10. Hallways, stairwells and exits are well lit and there are back-up batteries for exit lights. There are exit signs with arrows clearly visible.

L11. Exits, steps and walkways are clear of debris, ice, snow and other hazards. There is a process in place and utilized to maintain clear walkways. Exits are clearly marked and not blocked. All steps have handrails as required by applicable codes. Steps have treads or similar accommodation to prevent slipping.

L12. First aid is complete and accessible to staff. In congregate units, a first aid kit with sufficient supplies to handle multiple occurrences is kept in a well-known accessible place.

L13. The facility has written plans for identification, treatment and control of medical and health conditions (contagious diseases, body infestations) which implement Universal Precaution Procedures as required by OSHA standards. There is evidence that TB protocol is used. Staff members are trained in the implementation of disease prevention protocols.

L14. There is a fire safety plan.

- a. In congregate shelters, there are records of an annual fire inspection, a posted evacuation plan and an adequate fire detection system, regular fire drills and adequate fire extinguishers.
- b. The facility has documentation that employees are trained in fire safety procedures, including the use of fire extinguishers.
- c. In independent units, there are working smoke detectors and posted evacuation plans.
- d. In multiple units with common entrances, there is record of an annual fire inspection.

L15. The facility has a written policy, posted in a manner that will communicate to the greatest number of residents possible, prohibiting the possession of weapons and there is evidence that the policy is implemented.

L16. If the facility provides meals, it makes adequate provisions for the safe storage of foods.

L17. There have been Phase I Environmental Studies done for all newly acquired property.

L18. Residential facilities should have a written procedure that assures the safety and security of residents and staff and their possessions.

L19. In independent units, windows can be secured.

L20. Phones are readily accessible for 911/emergency calls.

L21. The physical layout of the facility provides separate living, dining and sleeping facilities.

L22. The size and design of the facility is compatible with the program and the number to be served.

L23 Privacy is assured for bathing and toilet facilities and available for male and female use.

L24 There is an adequate supply of bed linens, towels, washcloths, blankets and water resistant mattress covers for each occupant.

L25. Private offices or rooms are available to staff for interviews, counseling sessions, examinations and treatment.

M. SHELTER ENVIRONMENT AND RELATIONSHIPS

Each agency should strive to maintain a healthy, friendly environment for the benefit of staff/staff, staff/consumer and consumer/consumer relationships.

M1. Each agency establishes and disseminates a clients' bill of rights.

M2. The agency has a written procedure for applicants and clients to lodge complaints or appeals when decisions concerning them or services provided them are considered unsatisfactory.

M3. The agency is guided by the belief that all persons served by its facilities have a right to protection from physical abuse, inhumane treatment, and all forms of sexual abuse and exploitation.

N. ESSENTIAL SERVICES

N1. The agency develops a resource and referral list and updates the list annually. The referral list shall include referrals to all local community services.

N2. Within 12 hours of entering shelter, make contact with client, conduct a needs assessment and begin developing an action plan to enable client to become permanently housed.

N3. When appropriate, observe child and child/parent interactions for signs of child abuse and/or neglect and report to Child Protective Services as necessary.

N4. Develop a client file and document the provision of essential serves and other important information.

N5. Provide in-person crisis intervention, including supportive counseling and advocacy services when necessary.

N6. Within 48 hours establish a plan for regular face-to-face supportive counseling and case management services.

N7. Provide or make referrals to appropriate education/support groups.

N8. Provide and/or coordinate access to agency and community services to meet the individual's identified needs.

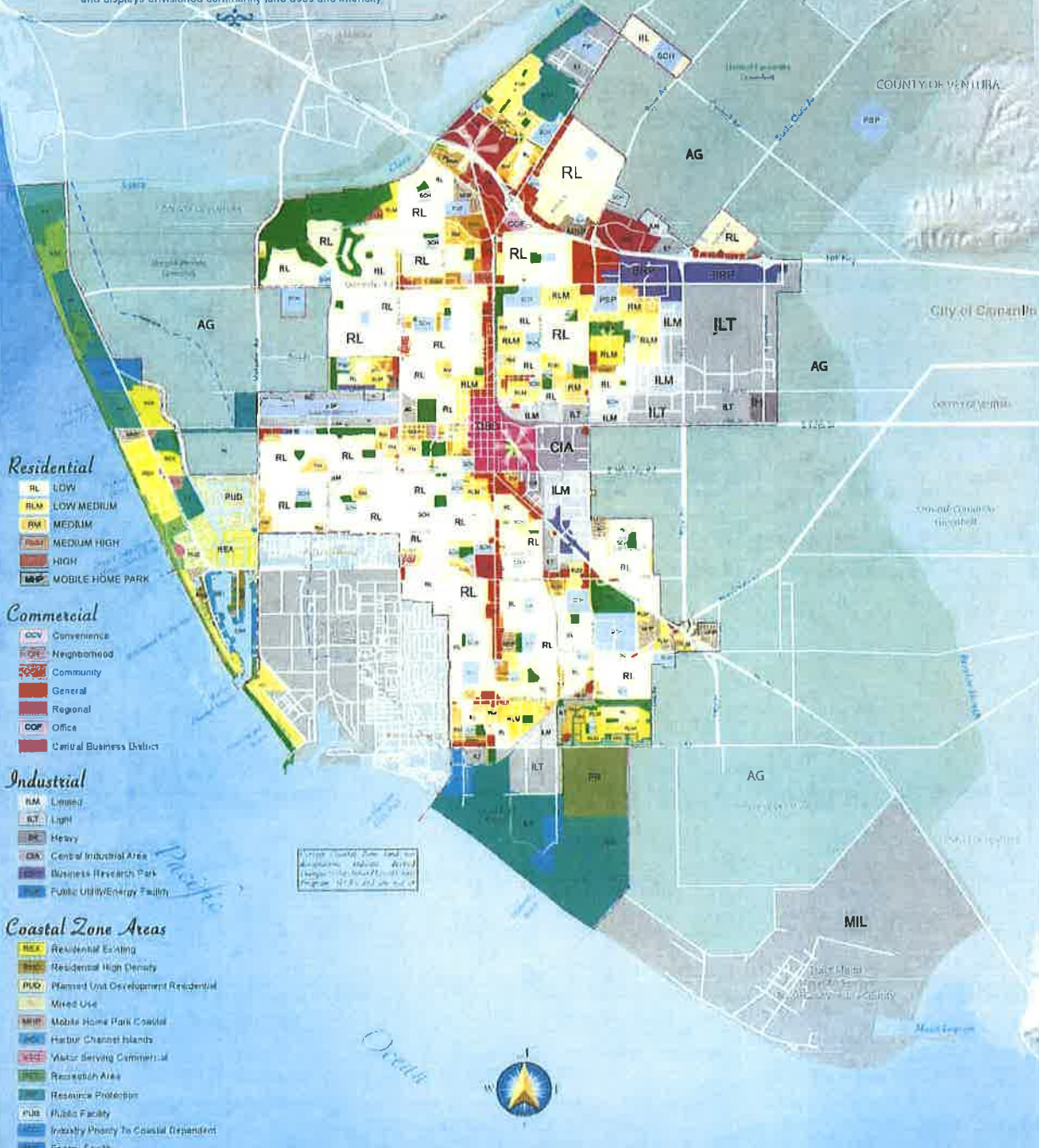
N9. Discuss client needs and coordinate service delivery at the direct service staff case management meetings.

N10. Develop and maintain a formal process for terminating assistance to an individual or family. At a minimum, there must be an appeals procedure with one level of administrative review for clients who are evicted or refused service from the facility for any reason. Clients must be informed in writing of the appeals procedure at intake.



Land Use Map

The Oxnard 2030 General Plan sets out a vision to guide future development in the City to the year 2030. The 2030 General Plan Land Use Map classifies and displays envisioned community land uses and intensity.



Residential

- RL LOW
- RLM LOW MEDIUM
- RM MEDIUM
- RMH MEDIUM HIGH
- RH HIGH
- MHP MOBILE HOME PARK

Commercial

- CCV Convenience
- CCN Neighborhood
- CCM Community
- CG General
- CR Regional
- CO Office
- CBED Central Business District

Industrial

- ILM Limited
- ILT Light
- ILH Heavy
- CIA Central Industrial Area
- BRA Business Research Park
- PUF Public Utility/Energy Facility

Coastal Zone Areas

- RESA Residential Existing
- RESH Residential High Density
- PLOR Planned Open Development Residential
- MU Mixed Use
- MHP Mobile Home Park Coastal
- HC Historic Channel Islands
- WDC Water-Dependent Commercial
- RA Recreation Area
- RP Resource Protection
- PLIF Public Facility
- ICP Inhabitable Priority To Coastal Dependent
- EF Energy Facility

Open Space/Other

- P Park
- RP Resource Protection
- OS Open Space
- PR Planning Reserve
- ES Estuarine
- AC Airport Compatible
- AG Agriculture (County Of Ventura)
- SCH School
- PSE Public Semi Public
- UV Urban Village

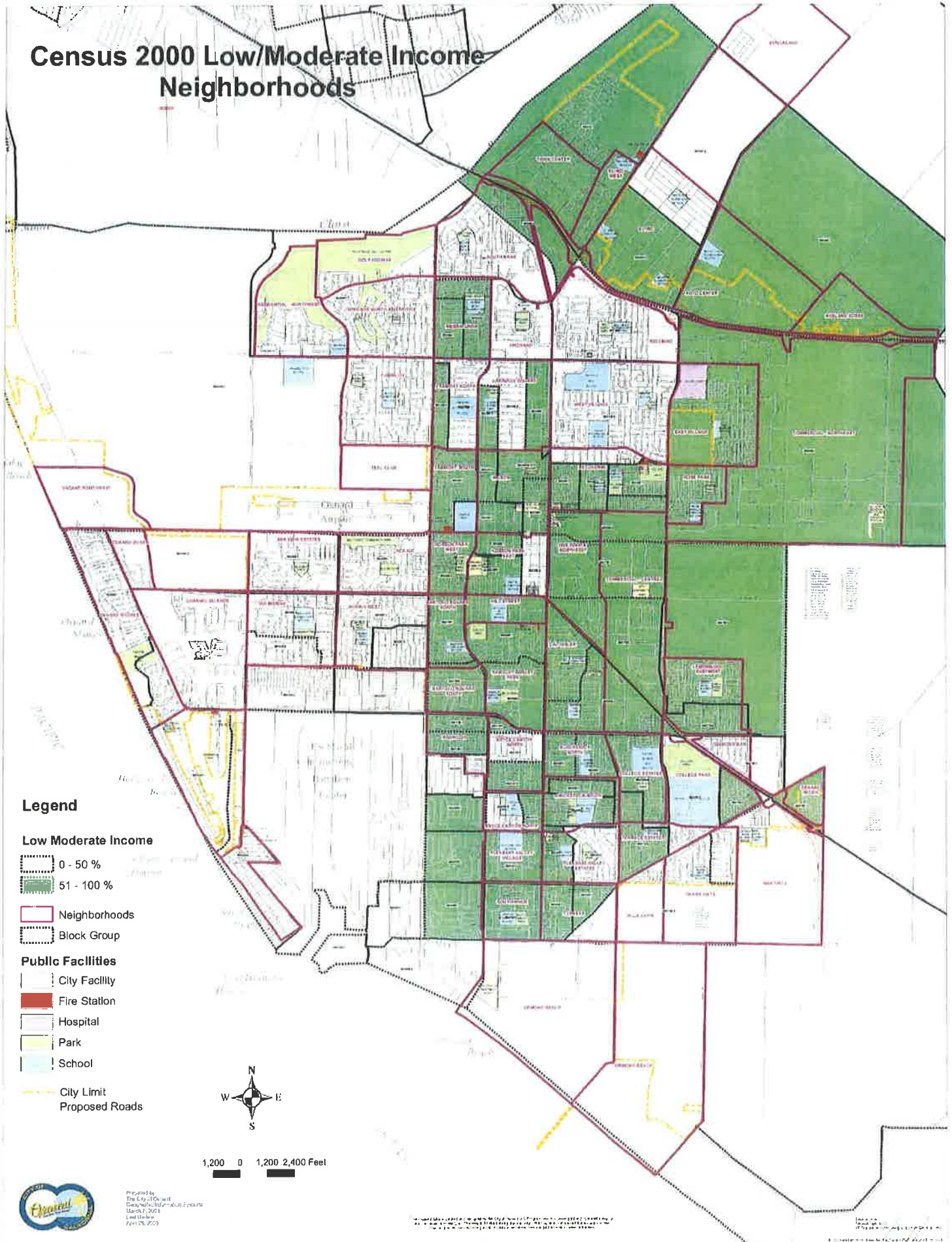
Boundaries

- Oxnard Planning Area
- Sphere Of Influence
- City Urban Restriction Boundary (1998 CURB)
- Coastal Zone



Map for illustrative purposes only. The City does not warrant the accuracy of these maps, and no decision involving a risk of injury or economic loss should be made in reliance thereon. For current/additional information contact: Oxnard Development Services, Planning Division.

Census 2000 Low/Moderate Income Neighborhoods



Legend

Low Moderate Income

- 0 - 50 %
- 51 - 100 %

- Neighborhoods
- Block Group

Public Facilities

- City Facility
- Fire Station
- Hospital
- Park
- School
- City Limit
- Proposed Roads



1,200 0 1,200 2,400 Feet



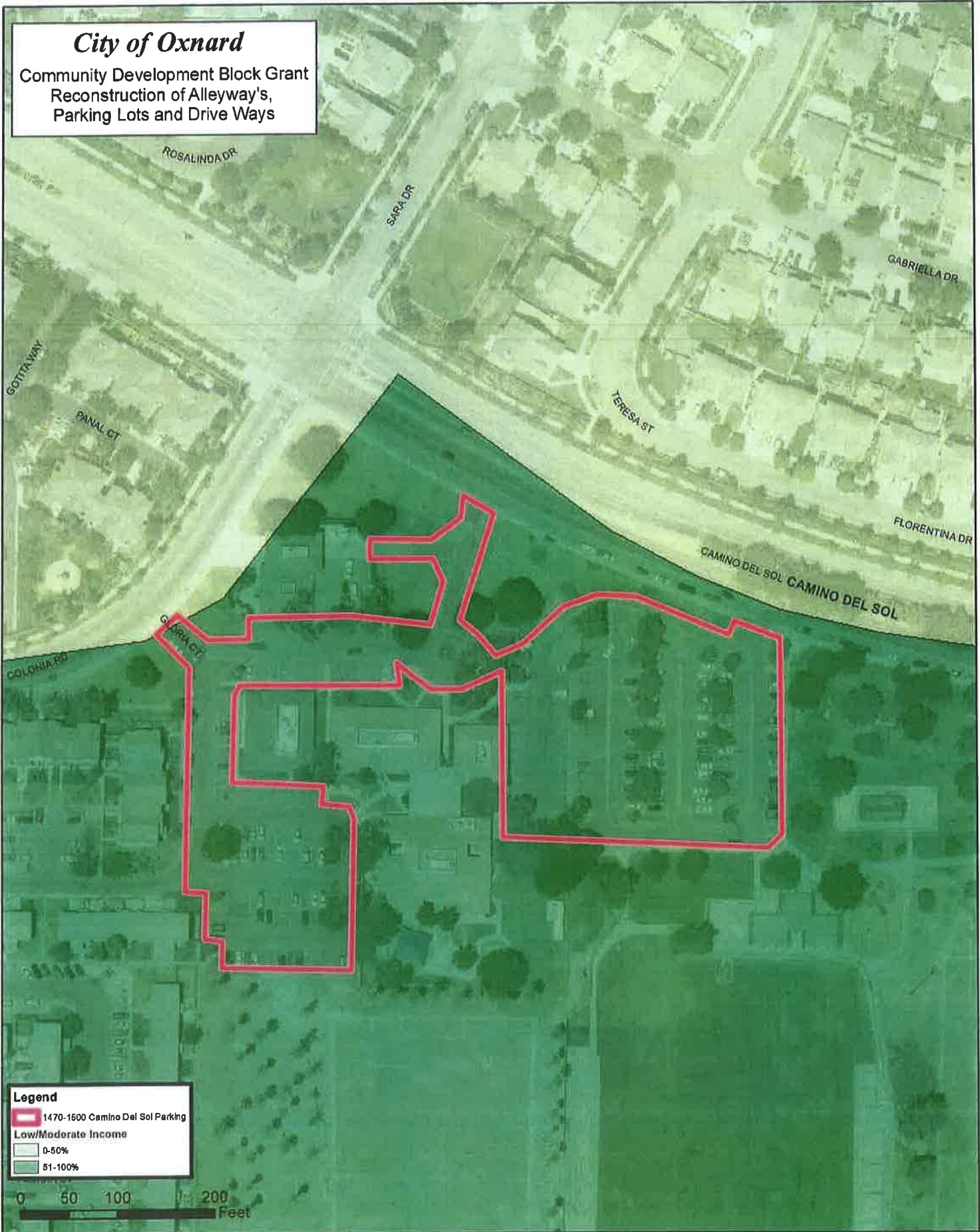
Prepared by
The City of Chesapeake
Geographic Information Systems
March 7, 2003
Last Update
April 17, 2003

Map data provided by the City of Chesapeake GIS Department. All other data is the property of the respective owners.

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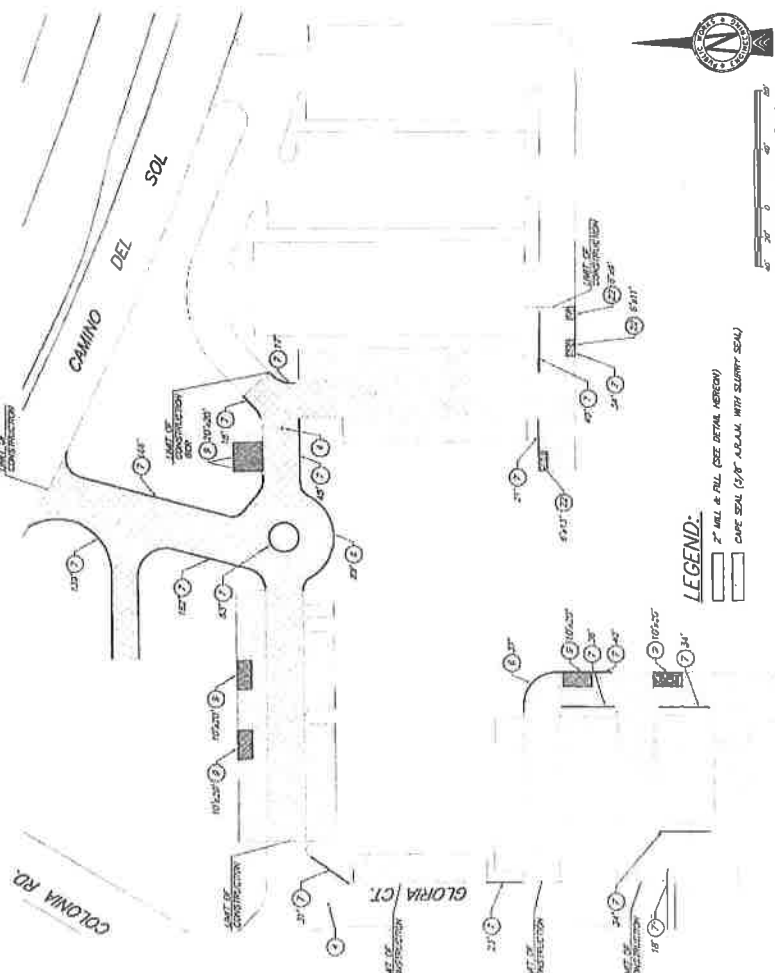
City of Oxnard

Community Development Block Grant
Reconstruction of Alleyway's,
Parking Lots and Drive Ways



CONSTRUCTION NOTES

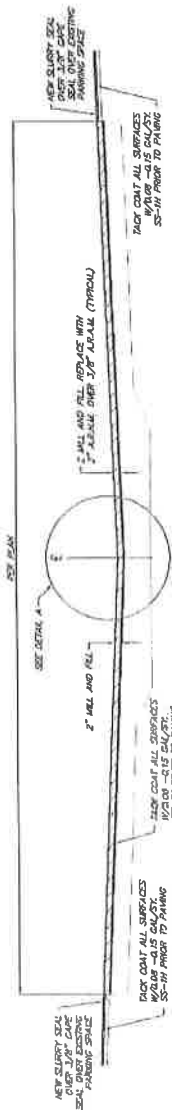
- ① INSTALL BLUE MARKER
- ② PAINT CURB YELLOW
- ③ PAINT CURB RED
- ④ FINISH TREE ROOT ALONG CURB AS SHOWN ON PLAN. SEE DETAIL HEREON.
- ⑤ NEW 8" THICK CONCRETE PAD WITH 4# REBARS 12" O.C. EACH WAY



LEGEND:

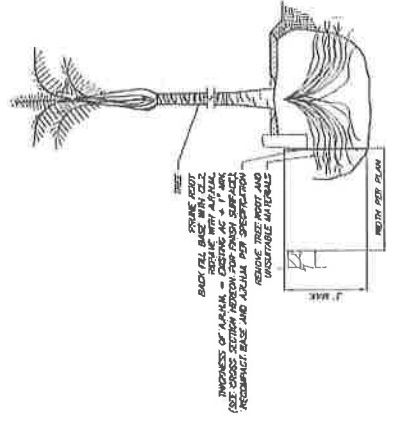
- 2" MILL & FILL (SEE DETAIL HEREON)
- CURE SEAL (1/2" AG-ALUM. WITH SLURRY SEAL)

MULTI SERVICE CENTER



NOTES:

- 1. WHERE NEW AC PAVEMENT JOINS EXISTING AC PAVEMENT, CONTRACTOR SHALL BACK COAT ALL VERTICAL EDGES WITH 0.8% CAL. S.T. 30-40' PRIOR TO PAVING.



ROOT PRUNING
NO SCALE



DETAIL A: MILL & FILL OVER EXISTING RIBBON GUTTER
NO SCALE

| REVISIONS | | PUBLIC WORKS | |
|-----------|------|--------------|---------|
| NO. | DATE | BY | CHECKED |
| 1 | | | |
| 2 | | | |
| 3 | | | |

DATE PLOTTED: 11/15/11
SCALE: AS SHOWN
DRAWN BY: J. J. JONES
CHECKED BY: J. J. JONES
PROJECT NO.: 11-111111
SHEET NO.: 13-A

