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City of Oxnard

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# 2019 Annual Action Plan

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**DRAFT**

**June 2019**

Prepared by:

City of Oxnard – Housing Department – Grants Management

435 South D Street, Oxnard, California, 93030



## Table of Contents

Executive Summary.....	3
AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) .....	3
PR-05 Lead & Responsible Agencies – 91.200(b).....	8
AP-10 Consultation – 91.100, 91.200(b), 91.215(l).....	9
AP-12 Participation – 91.105, 91.200(c) .....	21
Expected Resources .....	26
AP-15 Expected Resources – 91.220(c)(1,2) .....	26
Annual Goals and Objectives .....	32
Projects .....	37
AP-35 Projects – 91.220(d) .....	37
AP-38 Project Summary .....	38
AP-50 Geographic Distribution – 91.220(f).....	45
Affordable Housing .....	47
AP-55 Affordable Housing – 91.220(g) .....	47
AP-60 Public Housing – 91.220(h).....	49
AP-65 Homeless and Other Special Needs Activities – 91.220(i).....	51
AP-75 Barriers to affordable housing – 91.220(j) .....	55
AP-85 Other Actions – 91.220(k) .....	57
Program Specific Requirements.....	61
Revisions .....	68

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The regulations of the United States Department of Housing and Urban Development (HUD) requires that an Annual Action Plan (AAP) be submitted for each plan year within an agency's Consolidated Plan. The City of Oxnard's Consolidated Plan (ConPlan) is a five year plan document covering five plan years from 2013-2017. An amendment to extend the ConPlan goals for two years, Plan Years 2018 and 2019 will provide the plan goals for Plan Year 2019. This document is to comply with the HUD requirement to submit the City of Oxnard's (City) Annual Action Plan for plan year 2019 (2019 AAP).

In the ConPlan Extension, the priorities that need to be addressed for community development and housing needs of the City of Oxnard are identified. The AAPs annually identify the resources available to address those needs identified in the ConPlan Extension, describe the activities that will be undertaken designed to meet the annual goals and objectives that relate to the identified needs as determined in the ConPlan Extension, describe the geographic areas targeted for assistance, include the Citizen Participation Plan, and set the basis for performance monitoring whereby results are measured as goals accomplished and outcome indicators.

Goals and objectives of the community needs identified in the ConPlan Extension will be accomplished by activities specified by the City's AAPs. With the 2019 AAP, the City will implement activities that continue to strive to derive positive outcomes that were set forth as goals for the ConPlan Extension period, Plan Year 2019. The current AAP will cover the period of July 1, 2019 to June 30, 2020 (plan year 2019). Herein are described the expected federal, state and local resources, the priorities and specific objectives the City desires to achieve, and the activities that will be undertaken throughout the 2019 plan year.

In recent years, the City's allocation of entitlement grant funds from HUD has either increased or remained relatively unchanged. The Plan year 2019 allocations are; Community Development Block Grant (CDBG) \$2,516,091 an increase of 0.5%, HOME Investment Partnerships (HOME), \$726,527 a decrease of 8.2% and Health Emergency Solutions Grant (HESG), \$212,361, an increase of 8.0%. Total HUD entitlement grant funds decreased by 1.0%, to \$3,454,979.

The City's priorities, as identified in the ConPlan Extension, can be found throughout this AAP, and are designed to principally serve extremely-low, low-, and moderate-income residents by addressing the following:

- Housing Needs
- Homeless Needs
- Community Services and Special Needs

- Community Facilities and Infrastructure

The AAP describes the resources expected to be available in the coming program year from federal, state, local and private sources, and also includes a description of the activities that will be undertaken to meet the specific objectives.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City is being guided by HUD's Office of Community Planning Development Outcome Performance Measurement System to address the high priority needs stated in its ConPlan Extension. When funding an activity, the City determines which of three HUD objectives best describes the purpose of the activity. The three objectives are:

- Suitable Living Environment (SL) - In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- Decent Housing (DH) - The activities that typically would be found under this objective are designed to cover the wide range of housing programs possible under HOME, CDBG or HESG. This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under Suitable Living Environment.
- Creating Economic Opportunities (EO) - This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

Once the objective for the activity is identified, the City determines which of the three HUD outcome categories best reflects what the City seeks to achieve by funding the activity. The three outcome categories are:

1. Availability/Accessibility - This outcome category applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low- and moderate-income (LMI) people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basis of daily living available and accessible to LMI people in the area in which they live.
2. Affordability - This outcome category applies to activities that provide affordability in a variety of ways to LMI people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as day care.

Sustainability - Promoting Livable or Viable Communities. This outcome applies to projects where the activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to LMI persons or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City combines the information reported to HUD in the FY 2018-19 Consolidated Annual Performance and Evaluation Report (CAPER) and the directives from HUD in the determination and recommendation of the FY 2019-20 AAP proposed projects.

The FY 2019-20 AAP is the seventh year of implementing the 2nd Amendment of the 2013-2017 ConPlan. Accomplishments achieved during the program year (PY) 2017 (July 1, 2017 through June 30, 2018) were evaluated in detail in the PY 2017 CAPER. The CAPER was completed and submitted to HUD on September 30, 2018.

The three major program areas underlining CDBG and HOME entitlement grants, such as (1) Decent and Affordable Housing, (2) Suitable Living Environment, and (3) Economic Opportunities, coupled with the Continuum of Care (CoC) of Homelessness have received a high priority in the 2013-17 ConPlan Extension. The goals and accomplishment for Plan year 2019 are summarized in the attached table.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

As part of the AAP development, the City staff scheduled two public hearings: (1) January 15, 2019 and (2) June 4, 2019:

First Public Hearing-January 15, 2019 provided the opportunity for the public to comment on unmet needs and City Council (Council) to make recommendations to staff regarding the priorities and objectives for FY 2019-20 AAP. As part of the development process of the AAP, City Staff developed a mailing list of more than 100 addresses consisting of organizations, the faith community, service providers, Oxnard Wilson Senior Center- Special Population Services for persons with disabilities, Oxnard Housing Authority (OHA), Multi Service Center- Resident Services in Oxnard Colonia neighborhood, Oxnard Senior Centers and cities within Ventura County were provided a copy of the public hearing in

English and Spanish. Copies of the public hearing notices in English and Spanish were included in the "Neighborhood News" packets which were distributed weekly for a month prior to the public meeting to approximately 231 Oxnard residents.

The public hearing notice was advertised in two newspapers: Vida published the notice in Spanish and the Ventura County Star published the notice in English, posted on City website, broadcasted on the public viewing TV Channels 10/35 and posted in public buildings such as the Main Library, City Clerk's Office, and the Housing Department Administration building in English and Spanish. The public comment period started December 13, 2018 and ended on January 15, 2019. One public comment was received during the public hearing of January 15, 2019 and there were two written comments.

Second public hearing – June 4, 2019 is scheduled (1) to provide the opportunity to the public to comment on the projects recommended for funding as submitted by the Grant Application Review Panel for FY 2019-20 AAP; and (2) to receive recommendations and direction from City Council regarding the FY 2019-20 AAP grant funding. The notices of the public hearing were mailed to more than 100 addresses consisting of organizations, the faith community, service providers, Oxnard Wilson Senior Center- Special Population Services for persons with disabilities, Oxnard Housing Authority (OHA), Multi Service Center- Resident Services in Oxnard Colonia neighborhood and cities within Ventura County. Copies of the public hearing notices in English and Spanish were included in the "Neighborhood News" packets which were distributed weekly for a month prior to the Hearing to approximately 231 Oxnard residents.

The public hearing notice was advertised in two newspapers (Vida and the Ventura County Star), posted on the City website, broadcasted on the public viewing TV channel 10/35 and posted in public buildings such as the Main Library, City Clerk's Office, and the Housing Department Administration building in English and Spanish. Vida published the notice in Spanish on May 2, 2019 and the Ventura County Star published the notice of hearing in English on Friday, May 3, 2019. The public review and written comment period began on May 3, 2019 and concluded on June 4, 2019.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

First Public Hearing: January 15, 2019

During the first Public Hearing, the oral comment received was from Turning Point Foundation (TPF) outlined the uses of the grant funding from the City of Oxnard. He stated that grant funding is specifically used for shelter for the mentally-ill and includes clinical and outreach services. Two written comments were received: (1) County of Ventura Humans Services Agency, letter stated services to address homelessness continue to be an unmet need and lack of affordable housing has become an emergent need; the issue of homelessness and development and access to affordable housing needs to

be a priority, (2) Livingston Memorial Visiting Nurses Association, letter thanked the City for continue support of Subsidized Care Program; stated there is an unmet need for home healthcare programs for uninsured and underinsured persons to provide crucial help to homebound, handicapped, and elderly patients.

Second Public Hearing: June 4, 2019

Update will occur after the second Public Hearing.

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

All written and oral public comments have been accepted.

**7. Summary**

The City is committed to provide funds that serve the most disadvantaged residents while following HUD's directives.

## PR-05 Lead & Responsible Agencies – 91.200(b)

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

Describe the agency/entity 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	OXNARD	
CDBG Administrator	OXNARD	Housing Department
HOPWA Administrator		
HOME Administrator	OXNARD	Housing Department
ESG Administrator	OXNARD	Housing Department
HOPWA-C Administrator		

Table 1 – Responsible Agencies

#### Narrative (optional)

The City of Oxnard has designated the Housing Department’s Grants Management Division to develop the Consolidated Plan, Annual Action Plan and the Comprehensive Annual Performance and Evaluation Report. The Housing Department’s Grant Management Division will also act as grants management of several public and private agencies that will implement and administer programs and activities under the Plan.

#### Consolidated Plan Public Contact Information

Housing Department-Grants Management Division

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

Federal regulations require that a participating jurisdiction 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.

The consolidated plan and the annual action plan represent a comprehensive planning effort mainly led by Housing Department-Grants Management Division staff, with involvement of (1) local government experts; (2) the social service community; (3) residents; and, (4) consultation with other local HUD entitlement communities. The following items are examples of the consultations efforts:

- Grants Management Division staff work closely with other City staff members such as: Affordable Housing and Rehabilitation; Homeless Assistance Program; Development Services; Utilities; Treasury; OHA; Community Development Services; Code Compliance; Geographical Information System; Recreation and Community Services; and Finance to ensure that careful consideration is given to the City's identified needs, and that programs and services are cost-effective and meet specific goals and objectives in order to develop and implement the ConPlan and the AAP.
- City staff members in the Department and/or Divisions; Affordable Housing and Rehabilitation, Homeless Assistance Program, Development Services, Utilities, Treasury, OHA, Community Development Services, Code Compliance, Geographical Information System, Recreation and Community Services and Finance provide supportive services as needed to accomplish ConPlan development efforts,
- Housing staff during the fiscal year cycle continue to provide HUD program workshops to social service agencies and the opportunities for the residents to participate in the public hearings,
- The process of preparing a Joint Assessment of Fair Housing (AFH) for the City of Oxnard and the Oxnard Housing Authority, which had been due on October 4, 2020, has been modified due to a change in the HUD regulations. The AFH has been replaced with a requirement to produce an Analysis of Impediments to Fair Housing (AI). In January of 2019, the City and the County of Ventura agreed to collaborate on the production of the AI, which will be due in May of 2020. Through 2019-20, staff will be engaged in the necessary community outreach and participation, and collaboration with the County of Ventura, in order to produce the AI for public review and comment in accordance with the HUD guidelines.

**Provide a concise 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 (91.215(I))**

The City consulted with the agencies/organizations while preparing the AAP, through public hearings, workshops, forum meetings, and training sessions (individuals and group discussions):

- Two public hearings were conducted (1/15/19; 6/4/19);
- A community Fair Housing workshop, free to the public, was conducted at the Oxnard Public Library in November of 2018, and a second is scheduled for May of 2019.
- Frequent consultations with representatives of Oxnard's three certified CHDOs (Cabrillo Economic Development Corporation, Habitat for Humanity, and Many Mansions) were held throughout the year;
- Attended the regional Continuum of Care (CoC) meetings to discuss the application, homeless needs and program directions and strategies;
- The City of Oxnard Commission on Homelessness conducted 7 meetings in 2018-19, and plans to conduct two more prior to June 30, 2019. Since January of 2018, the Commission has adopted resolutions which presented a total of fifteen (15) policy recommendations to City Council. On September 10, 2018, the Commission formally approved submission of a Five-Year Homeless Plan with recommendation that it be adopted by the Oxnard City Council.
- Homeless Services staff worked in partnership with the County of Ventura and the City of Ventura to establish a Shelter Committee for developing two permanent emergency shelters in West Ventura County.
- The cities of Oxnard and Ventura, and the County, also executed and implemented an agreement to provide for Foul Weather Shelters (FWS) when certain weather thresholds are reached. Homeless Services staff coordinated and implemented Oxnard hosting of FWS operations twice in January of 2019, for a total of eight nights, providing shelter for a total of 166 unduplicated persons, averaging 84 persons per night.
- Coordinated and assisted the Point-in-Time count of the homeless persons in Ventura County and especially in Oxnard on January 23, 2019 resulted in a final count of 548 unsheltered homeless individuals. This is an increase of 213 individuals counted from last year.
- In a collaborative effort funded by the City of Oxnard, the City of San Buenaventura and the County of Ventura, a Temporary Emergency Shelter was opened at the former Oxnard National Guard Armory for homeless persons on January 30th, 2019 and is scheduled to close on May 31st, 2019. The temporary shelter operates at a full capacity of 100 individuals per night. A bunk bed, two hot meals and a shower with supportive services are offered daily.
- Homeless Services staff successfully submitted a state Homeless Emergency Aid Program grant awarding the City of Oxnard 1.5 million dollars for shelter capital and direct human services.
- Requested representation for the Grants Application Review Panel from Inter Neighborhood Council Forum (INCF), the Senior Services Commission, Commission on Homelessness,

Recreation and Community Services Commission, and staff from OHA, Finance and Public Works.

**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.**

In 2013, the two regional Continuums of Care entities (CoC) were merged and are now recognized as the Oxnard/San Buenaventura CoC. The merged CoC is comprised of a Board of Directors and five sub committees (Homeless Management Information System (HMIS) Steering Committee, Data Performance and Evaluation, Public Information and Outreach, Coordinated Intake, and Housing Service and Coordination). Within these standing committees and the CoC body, are representatives from local housing authorities, homeless service providers, homeless health care, mental health, veterans' services, law enforcement, education, local homeless task forces, business leaders and city/county government representatives.

The Coordination of housing assistance and services for homeless persons continues to be implemented through a broad range of public and private funding and service providers that reach: chronically homeless individuals and families with children, veterans, unaccompanied youth, the recently homeless and those at risk of becoming homeless. City staffs participate as well on the City's Affordable Housing Team, OHA, the Homeless Committee, which is comprised of the Mayor Pro Tem and another City Council member. Other entities involved in the development of policy and implementation of the provision of services include the City Council-appointed Commission on Homelessness, regional bodies such as the Ventura County Housing and Homeless Coalition, the South Coast Collaborative Regional HMIS implementation committee, the Southern California Regional CoC Collaborative, and the newly formed Countywide CoC Alliance. The City's Housing Department also oversees the Fair Housing Program. An example of how the City directly provides funding and staff support to coordinate housing assistance include such interventions as a City Police Department implemented program that combines a ride along case manager with officers patrolling areas frequented by chronically homeless and recently homeless individuals and families allows for immediate needs assessments and referrals to appropriate agencies.

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

The CoC's Data Performance and Evaluation Sub Committee is tasked with establishing performance measures and new policies and procedures for all homeless grant funds and activities. The HMIS Steering Committee is tasked with developing the policies and procedures that govern HMIS, which is administered by the County of Ventura.

City staff continue to work with the CoC to develop performance standards for and evaluation of outcomes for ESG-funded projects and activities. Through participation on regional sub-committees staff also continue to inform HMIS policies, procedures, operations and administration.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

DRAFT

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	CITY OF OXNARD
	<b>Agency/Group/Organization Type</b>	PHA Services-homeless Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Oxnard PHA and the Affordable Housing Division are under the direction of the Housing Director of the City of Oxnard, as is the Grants Management Division. A bi-monthly management meeting was held for all Housing staff, including OHA staff. The topics were comprehensive and specific with detailed instructions on handling the issues which can be related to housing, homelessness and/or community partnership. Because the OHA is a component unit of the City and a Division of the City Housing Department, coordination occurs on a daily basis.
2	<b>Agency/Group/Organization</b>	Turning Point Foundation
	<b>Agency/Group/Organization Type</b>	Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The outreach for the mentally ill homeless will be handled within the City and referrals will be made to the Turning Point shelter.
3	<b>Agency/Group/Organization</b>	Community Action of Ventura County
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community Action of Ventura County provided critical day services to support overnight shelters for homeless.
4	<b>Agency/Group/Organization</b>	Habitat for Humanity of Ventura County
	<b>Agency/Group/Organization Type</b>	Non-Profit CHDO
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Habitat for Humanity completed construction of 6 single family homes for sale to low income families, located at First and Hayes. Habitat for Humanity sold 5 of the 6 homes to low income buyers and executed a lease-purchase agreement with one family. This development received HOME and affordable housing in-lieu funds from the City.

5	<b>Agency/Group/Organization</b>	MANY MANSIONS, A CALIFORNIA NONPROFIT CORPORATION
	<b>Agency/Group/Organization Type</b>	Non-Profit CHDO
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Many Mansions received HOME and affordable housing in-lieu funds to construct 5 HOME units and 2 in-lieu units in a 40-unit rental development for low income veterans and families. The development is scheduled to complete construction in August 2019.
6	<b>Agency/Group/Organization</b>	Cabrillo Economic Development Corporation
	<b>Agency/Group/Organization Type</b>	Non-Profit CHDO
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Cabrillo applied for HOME CHDO development assistance funds to construct 42- rentalunits for farmworker families, located at the corner of Pleasant Valley Road and Etting Road, Oxnard, CA 93033.
7	<b>Agency/Group/Organization</b>	THE KINGDOM CENTER
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	ADA compliance and resource development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Toured the facility with Kingdom Center staff and determined areas of the facility that could be upgraded enhanced and modified to promote greater access for persons with disabilities and developed a scope of work and preliminary budget to conduct improvements in the near future with city CDBG funding as a source. In 2018, we have taken steps to make the ADA improvements through an architectural design contract that can be amended to phase in ADA construction and expansion design costs.
8	<b>Agency/Group/Organization</b>	County of Ventura Human Services Agency
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Health Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Lead-based Paint Strategy

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Planning, coordination and implementation of Homeless Point in Time count; count was conducted on January 23, 2019 resulted in a final count of 548 unsheltered homeless individuals. This is an increase of 213 individuals counted from last year. The City conferred with the Ventura county Public Health Department regarding addresses of housing units wherein children have been identified as lead-poisoned in the City of Oxnard. Prior to implementation of the 2018 Annual Action Plan, the City will receive a list of addresses if such a list exists. Any rehabilitation activities on housing units constructed prior to 1978 will have lead hazards identified and actions taken to remove the hazard. The City's Affordable Housing Division does not own or manage any housing units. All units for which HOME and CDBG assistance is provided for homebuyer assistance or homeowner rehabilitation are administered in compliance with HUD's HOME or CDBG regulations for lead-based paint, as applicable inspections requirements. With respect to units owned or assisted by the Oxnard Housing Authority, there have been no cases of Public Housing tenants and/or Section 8 participant households reporting or having been discovered to have poisoned children or any child with "Environmental Intervention Blood Lead Level"(EBLL). OHA staff provides a brochure related to lead based paint hazards to all new program participants and tenants. Maintenance staff attends training and seminars to stay current with the State of California Lead Awareness Training requirements.</p>
9	<p><b>Agency/Group/Organization</b></p>	HOUSING RIGHTS CENTER
	<p><b>Agency/Group/Organization Type</b></p>	Service-Fair Housing
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	Fair Housing, Discrimination

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City contracts with a professional fair housing service provider, the Housing Rights Center (HRC). The HRC provides fair housing counseling, discrimination complaint investigation, complaint processing, and dispute resolutions services for Oxnard tenants, home seekers, and housing providers. In addition, twice every year the HRC staff provides free fair housing training seminars for the public, along with an bi-annual training presented to the staff of the Oxnard Housing Authority and city housing staff on their fair housing obligations and responsibilities
10	<b>Agency/Group/Organization</b>	City of Oxnard
	<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Broadband Internet
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The city is consulting with Broadband internet providers to build high-speed fiber optic network to improve the Oxnard community.

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

Not Applicable

**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	Ventura County CEO's Office	The goals of the Strategic Plan overlap with the goals of each plan by ensuring homeless persons have access to adequate services to help reduce the incidence of homelessness.
Oxnard Housing Authority Agency Plan	Oxnard Housing Authority	OHA Plan presents the program procedures related to Public Housing and Section 8 housing units, which overlaps with the AAP for delivering and providing affordable housing units to Oxnard residents. OHA is currently administering 15 set aside homeless preference vouchers, and 52 VASH vouchers.
City of Oxnard Housing Element	State of California Housing and Community Development (HCD)	HCD approves the City's Housing Element. The City's updated Housing Element indicates that as of March 2017, 2,497 of 4,199 affordable housing units remain to be built as indicated on the Southern California Association of Governments (SCAG) and Regional Housing Needs Allocation (RHNA)
Regional Housing Needs Allocation (RHNA)	Southern California Association of Governments (SCAG)	SCAG RHNA sets the low and moderate income housing needs allocations for the City as City is within the SCAG boundaries. The City's Housing element relies on the allocations by SCAG to develop local affordable housing needs. The 2014-2021 SCAG RHNA determined that 4,199 affordable housing units would be required in the City of Oxnard from 2014-2021. The updated Housing Element indicates that as of March 2017, 2,497 affordable housing units remain to be built

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

Implementation of the 2019 Action Plan requires coordination and compliance with the local and regional needs established by the City of Oxnard, County of Ventura, Southern California Council of Governments and the State of California.

The Southern California Association of Governments (SCAG), the nation’s largest metropolitan planning organization (MPO), representing six counties, 191 cities and more than 18 million residents in Southern California, is mandated by federal and state law to research and draw up plans for transportation, growth management, hazardous waste management and air quality. SCAG undertakes a variety of planning and policy initiatives that regulate housing development.

One of these planning tools is the Regional Housing Needs Allocation (RHNA), it establishes the need for affordable housing development in cities and counties within its region.

City of Oxnard's general plan contains a housing element that makes "adequate provision for the existing and projected housing needs of all economic segments of the community." The housing element must be revised and updated every eight years after 2010 due to SB 375. A community is not obligated to actually provide housing to all in need but the Regional Housing Needs Allocation (RHNA) is a "distribution of housing development capacity" that each city and county must zone for in a planning period. It is not a "construction need allocation," and is integral to the development of a Sustainable Community Strategy. The housing element is a planning document, requiring the City to plan for meeting its "fair share" of regional housing market need. The RHNA will set local housing and land use capacity goals to support future growth, including transit oriented, mixed use and infill development.

The time frame during which housing accomplishments towards the Regional Housing Needs Allocation (RHNA) can be counted (RHNA cycle) is January 1, 2014 through October 31, 2021. The City seeks to conserve and rehabilitate existing housing as well as provide opportunities for new development. The 2014-2021 SCAG RHNA determined that 4,199 affordable housing units would be required in the City of Oxnard. The City's updated Housing Element indicates that as of March 2017, 2,497 affordable housing units remain to be built.

The City Housing Department's mission is to promote the general welfare of the City by remedying unsafe and substandard housing, and by relieving the shortage of affordable housing for City residents. This mission is consistent with the City's General Plan and laws governing our housing funds and resources. The purpose of the Housing Department is to provide decent, safe, attractive, sanitary, and well maintained housing for eligible low and very low income families in a manner that promotes commitment, exemplary customer service, economy, efficiency, and the social well-being of the residents.

All City housing projects undertaken with federal funds from HUD or other state or federal funding source must comply with the requirements of the City's Housing Element, General Plan, SCAG, State of California Housing and Community Development Department (HCD) and HUD

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The FY 2019-20 AAP was developed in conjunction with residents and organizations through a public participation process that included workshops and public hearings conducted by City staff:

- 1) Two public hearings before City Council conducted by Housing Department staff;
- 2) Three workshops for CDBG, HOME and HESG programs conducted by Housing Department staff, followed up by multiple consultations, as well as, providing technical assistance to the community and agencies (service providers) through emails, phone conversations, and meetings;
- 3) All applications for funding were reviewed by Housing - Grants Management staff for eligibility and grants compliance and then forwarded to the Review Panel, which consisted of five members who are from the citizen advisory groups and City Department staff;
- 4) Meetings were conducted by Housing – Grant management staff for sub-recipients awardees;
- 5) Other workshops and meetings were handled by Affordable Housing staff and Fair Housing staff;
- 6) Meetings attended and participated by Homeless Assistance Program staff related to CoC and Emergency Solutions Grant;
- 7) Meetings with other Community Consortium groups throughout the year; Meeting dates Commission on Homelessness attended by Housing Department staff: July 16, 2018; August 6, 2018; October 1, 2018; December 3, 2018; January 7, 2019; February 4, 2019; and April 2, 2019. Meetings are scheduled for May 6, 2019 and June 3, 2019.

### **Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Low/mod income Oxnard Residents</p>	<p>12/13/18 Published Notice of 1st Public Hearing notice in VIDA (Spanish translation) and Ventura County Star newspapers on 12/14/18 English and Spanish versions of Notices were broadcasted on Public Channel 35, Public Notices regarding Public Hearings sent out to Oxnard Residents for first Public Hearing, 65 notices mailed out, and Notices were posted on the City of Oxnard website both in Spanish and English.</p>	<p>1st Public Hearing comment - Jason Meek, Turning Point Foundation, Outlined the use of the grant funding from the City of Oxnard. He stated that grant funding is specifically used for shelter for the mentally-ill and includes clinical and outreach services. Written comments submitted by County of Ventura Human Services, unmet needs of homelessness,</p>	All comments accepted	NA

				development and access to affordable housing; Livingston Memorial Visiting Nurses Association, unmet need for home healthcare programs for uninsured and under-insured persons.		
2	Entitlement Grant Workshops	Interested parties/application for grant funds	33 people attended the CDBG grant workshop, 4 people attended HOME workshop and 7 attended HESG workshop	Questioned raised include: Do we need a SAM account, What budget do we input for the application, What is an environmental review, What are the current income limits, How do I find	All comments accepted	NA

				the tract for my project		
3	Public Hearing	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Low/mod income Oxnard residents</p>	<p>5/2/19 Published Notice of 2nd Public Hearing notice in VIDA (Spanish translation) and Ventura County Star newspapers on 5/3/19, English and Spanish versions of Notices were broadcasted on Public Channel 35, Public Notices regarding Public Hearings sent out to Oxnard Residents for first Public Hearing, 65 notices mailed out, and Notices were posted on the City of Oxnard website both in Spanish and English.</p>	Updated after meeting	Updated after meeting	NA
4	Program Coordinating	<p>Minorities</p> <p>Non-English</p>	<p>General meeting of community non-profits that serve</p>	Round table discussion- No	No Comments Received	NA

	Committee meetings	Speaking - Specify other language: Spanish, Mixteco  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing  Cross-section of community	various segments of the community	Comments Received		
5	Internet Outreach	Non-targeted/broad community	Not measured	No Comments Received	No Comments Received	<a href="https://www.oxnard.org/city-department/housing/">https://www.oxnard.org/city-department/housing/</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

In Plan year 2019, the formula grant calculations of HUD allocations to City of Oxnard are CDBG \$2,516,091, HOME \$726,527 and HESG \$212,361, a total of \$3,454,979 in entitlement grants from HUD. In addition, estimated program income of \$100,000 for CDBG programs and \$85,000 for HOME programs. Prior year resources of \$807,682 for CDBG programs, \$1,042,526 of HOME programs and \$30,206 of HESG programs. This will increase total available resources from 2019 Plan year to \$5,520,393. The source of program income comes principally from

repayment of loans and recaptures from defaults. Those funds will be used towards meeting the goals and objectives of the 2019 AAP.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,516,091	100,000	807,682	3,423,773	0	Available resources from CDBG Plan year 2019 total \$3,423,773 Uses of the available resources will be according to the funding priorities set forth in the ConPlan. The specific Activities will be setup in IDIS. The uses of funds will be capped according to the HUD regulations for: (1) Admin and Planning - no more than 20%, or \$684,755 and (2) Public Services up to 15%, or \$513,566. The 2019 balance will be distributed as Public Improvements & Other City Programs as detailed by the City during the AAP process.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	726,527	85,000	1,042,526	1,854,053	0	In plan year 2019, available resources from HOME funding is \$811,527 and prior year resources of \$1,042,526; total of \$1,854,053. Uses of funds are; (1) Administration - no more than 10% or \$81,153 and (2) CHDO Set Asides - at 15% or \$121,729. In addition, \$608,645 and prior year monies of \$1,042,526; total of \$1,651,171 are available for CHDO and HOME activities during the plan year.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	212,361	0	30,206	242,567	0	Plan year 2019 Available resources for HESG are \$212,361 and prior year resources \$30,206; total \$242,567. The limited availability of HESG resources is spread across the uses identified in this table. 1) HESG Administration and Planning costs is no more than 7.5% or \$15,927 those are included in HESG Project 2. (2) Emergency Shelter and Street Outreach cost is no more than 60%, or \$127,416 & prior year \$14,406; total \$141,822. The 2019 balance will be distributed as Homeless Prevention, HMIS, & Rapid Re-Housing eligible activities as detailed by the City during the AAP process.

Table 5 - 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**

CDBG funds are leveraged by city and subrecipients providers with government agency, in-kind, private foundations and contributions monies who provide services to low/moderate income persons. Affordable housing developments utilizing HOME funds typically use HOME monies to leverage millions of dollars in state, federal, and private financing. HESG funds are leveraged by non-profit agencies providers with government

agency, in-kind, private foundations, Ventura County Continuum of Care monies who provide critical services such as assisted housing, services and shelter to vulnerable populations who are at-risk of becoming homelessness or homeless persons and families.

HOME funds are matched at a greater than 25% level by recipients of HOME funds, city, and other participants.

HESG funds are matched dollar for dollar by subrecipients' providers. The city matched for Administration portion only.

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**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 property leased for homeless shelter at 1450 S. Rose Ave, Oxnard, CA  
Temporary Emergency Shelter at 351 South K Street, Oxnard, CA  
Oxnard Housing Authority Public Housing Sites

**Discussion**

The resources for 2019 AAP will accomplish more activities but will not meet all the needs prevalent throughout the city.

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Help Achieve Homeownership	2013	2017	Affordable Housing	City-wide	Housing	HOME: \$480,000	Direct Financial Assistance to Homebuyers: 16 Households Assisted
2	New Affordable Housing Development	2013	2017	Affordable Housing	City-wide	Housing	HOME: \$1,292,900	Units Affordable Units constructed: 9 Household housing
3	Provide Housing Services	2013	2017	Affordable Housing	City-wide	Housing and Supportive Services	CDBG: \$200,000	Homeowner Housing Added: 16 Household Housing Unit Homeowner Housing Rehabilitated: 6 Household Housing Unit
4	Help Achieve Housing Preservation	2013	2017	Affordable Housing	City-wide	Housing	CDBG: \$200,000	Homeowner Housing Rehabilitated: 6 Household Housing Unit

5	Infrastructure and Public Facilities	2013	2017	Non-Housing Community Development	Low-Mod Areas census tract neighborhoods City-wide	Homeless Public Facilities Public Improvements	CDBG: 1,592,452	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 210,000 Persons Assisted
6	Public Services	2013	2017	Homeless Non-Homeless Special Needs	Low-Mod Areas census tract neighborhoods City-wide	Homeless Housing and Supportive Services	CDBG: \$513,566	Public service activities other than Low/Moderate Income Housing Benefit: 3,000 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 150 Households Assisted
7	Reduce homelessness	2013	2017	Homeless	City-wide	Homeless Homeless Prevention/ Rapid Re-Housing	ESG: \$242,567	Tenant-based rental assistance / Rapid Rehousing: 19 Households Assisted Homeless Person; Overnight Shelter: 270 Persons Assisted; Homelessness Prevention: 100 Persons

								Assisted Other: 110 Other
<b>8</b>	Code Enforcement Effort	2013	2017	Code Enforcement	Low-Mod Areas census tract neighborhoods	Housing	CDBG: \$233,000	Housing Code Enforcement/ Foreclosed Property Care: 2,000 Household Housing Unit
<b>10</b>	Planning and Administration	2013	2017	Planning and Administrative costs	City-wide Homeless Homeless Prevention/Rapid Re-Housing Housing and Supportive Services Job Development Public Facilities Public Improvements		CDBG: \$684,755 HOME: \$81,153	Other: 0 Other

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Help Achieve Homeownership
	<b>Goal Description</b>	Provide assistance to 16 first-time homebuyers. Downpayment assistance will be offered to all applicants on an equal basis, including any special needs populations, and reasonable accommodations provided to ensure equal and non-discriminatory program access.
2	<b>Goal Name</b>	New Affordable Housing Development
	<b>Goal Description</b>	Financial assistance to a Community Housing Development Organization (CHDO) for the development of 9 housing units for very low income families in LMI neighborhood.
3	<b>Goal Name</b>	Provide Housing Services
	<b>Goal Description</b>	Provide Housing Department staff to assist households seeking assistance with First Time Homebuyer or rehabilitation loans to acquire or improve owner occupied units to help the City meet Regional Housing Needs Assessment goals as assigned by the State and to help homeowners to maintain safe and sanitary housing units.
4	<b>Goal Name</b>	Help Achieve Housing Preservation
	<b>Goal Description</b>	Provide assistance to 6 homeowners for rehabilitation of housing. Rehabilitation assistance will be offered to all applicants on an equal basis, including any special needs populations, and reasonable accommodations provided to ensure equal and non-discriminatory program access.
5	<b>Goal Name</b>	Infrastructure and Public Facilities
	<b>Goal Description</b>	Rehabilitate parks in the master plan which are eligible for CDBG funds. Building Improvements for Homeless Shelters to assist the low-income persons citywide. Rehabilitation of Museum for ADA improvements for persons citywide. Rehabilitation of a neighborhood facility for low-mod income area. Street improvements for low-mod income residents are city-wide. Command vehicle and enhanced medical services for City-wide which over 51% are low/mod income residents
6	<b>Goal Name</b>	Public Services

	<b>Goal Description</b>	CDBG funds are used to provide public services (including labor, supplies, materials and other costs) including but not limited to: health care, recreation programs, educational programs, law services, fair housing activities, services for senior citizens, services for homeless persons...
<b>7</b>	<b>Goal Name</b>	Reduce homelessness
	<b>Goal Description</b>	The City will support non-profit agencies that provide assisted housing, services and shelter to homeless persons and families or those at-risk of becoming homeless.
<b>8</b>	<b>Goal Name</b>	Code Enforcement Effort
	<b>Goal Description</b>	Code Compliance Division addresses substandard housing conditions via inspections, enforcement of City ordinances and through educating the public to ensure the quality of existing housing units throughout the City.
<b>10</b>	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	Planning and Administration costs subject to caps for each funding source; CDBG (20%) and HOME (10%)

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

These are 2019 Plan year Projects designed to accomplish the goals and objectives of the 2019 AAP. The 2019 Projects will organize Activities in IDIS under the Projects setup in this section of AAP. The Projects are Planning and Administration, Homeless Assistance, Public Services, Infrastructure and Public Facilities, Housing Development, Homeowner Loans & Services, Code Compliance and Public Facilities-Fire Protection Equipment.

### Projects

#	Project Name
1	PLANNING AND ADMINISTRATION-CDBG AND HOME
2	HOMELESS ASSISTANCE
3	CDBG PUBLIC SERVICES
4	INFRASTRUCTURE AND PUBLIC FACILITIES
5	HOUSING DEVELOPMENT
6	HOMEOWNER LOANS
7	CODE COMPLIANCE
8	PUBLIC FACILITIES -FIRE PROTECTION EQUIPMENT

Table 7 - Project Information

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

The allocation priorities are based on the annual needs identified in coordination with other city departments. Public service allocations are determined by the participation from other providers to meet the goals of the ConPlan. HOME funds are balanced between development projects and single family housing needs. HESG allocation are targeted exclusively for the needs of the homeless population.

## AP-38 Project Summary

### Project Summary Information

<b>1</b>	<b>Project Name</b>	PLANNING AND ADMINISTRATION-CDBG AND HOME
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Housing Homeless Homeless Prevention/Rapid Re-Housing Housing and Supportive Services Job Development Public Facilities Public Improvements
	<b>Funding</b>	CDBG: \$684,755 HOME: \$81,153
	<b>Description</b>	PLANNING AND ADMINISTRATION COSTS SUBJECT TO CAPS FOR EACH FUNDING SOURCE; CDBG (20%) AND HOME (10%)
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Planning and Administration activities will benefit families City-wide as this activity is the tool of that coordinates the distribution of CDBG and HOME funding throughout the City of Oxnard. An estimated 210,000 persons will benefit from this activity.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Coordination of all CDBG and HOME Planning and Administration activities.

<b>2</b>	<b>Project Name</b>	HOMELESS ASSISTANCE
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Reduce homelessness
	<b>Needs Addressed</b>	Homeless Homeless Prevention/Rapid Re-Housing
	<b>Funding</b>	ESG: \$242,567
	<b>Description</b>	PLANNING AND ADMINISTRATION COSTS SUBJECT TO 7.5 % CAP FOR HESG, HEARTH EMERGENCY SOLUTIONS GRANT FUNDS TO PROVIDE FINANCIAL ASSISTANCE TO VARIOUS SERVICE PROVIDERS FOR EMERGENCY SHELTER AND STREET OUTREACH SUBJECT TO 60% CAP; HOMELESS PREVENTION, RAPID RE-HOUSING, AND HMIS ACTIVITIES TO SERVE HOMELESS INDIVIDUALS AND FAMILIES, AND THOSE AT-RISK OF BECOMING HOMELESS.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	KINGDOM CENTER WILL PROVIDE EMERGENCY SHELTER TO 140 INDIVIDUALS AND HMIS; TURNING POINT WILL PROVIDE EMERGENCY SHELTER TO 13 MENTALLY-ILL PERSONS. COMMUNITY ACTION OF VENTURA COUNTY WILL PROVIDE HOMELESS PREVENTION ASSISTANCE TO 100 HOMELESS PERSONS; CITY OF OXNARD HOUSING DEPARTMENT, HOMELESS DIVISION WILL PROVIDE STREET OUTREACH TO 110 INDIVIDUALS AND RAPID RE-HOUSING TO 19 HOMELESS HOUSEHOLDS
	<b>Location Description</b>	Various locations
	<b>Planned Activities</b>	1) ADMINISTRATION OF HESG GRANT BY CITY OF OXNARD, 2) KINGDOM CENTER WILL PROVIDE EMERGENCY SHELTER AND , 3) HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS), 4) EMERGENCY SHELTER FOR MENTALLY ILL BY TURNING POINT FOUNDATION, 6) CITY OF OXNARD HOUSING DEPARTMENT, HOMELESS DIVISION WILL PROVIDE STREET OUTREACH, AND 8) RAPID RE-HOUSING
<b>3</b>	<b>Project Name</b>	CDBG PUBLIC SERVICES
	<b>Target Area</b>	Low-Mod Areas census tract neighborhoods City-wide

<b>Goals Supported</b>	Public Services Reduce homelessness
<b>Needs Addressed</b>	Homeless Housing and Supportive Services
<b>Funding</b>	CDBG: \$513,566
<b>Description</b>	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2019 CDBG ALLOCATION, PROGRAM INCOME AND PRIOR YEAR RESOURCES. FUNDING FOR FAIR HOUSING COUNSELING, HOMELESS EMERGENCY SHELTER, LEGAL SERVICES, YOUTH RECREATIONAL PROGRAMS, BATTERED & ABUSED SPOUSES, SENIOR SERVICES AND HEALTH CARE SERVICES.
<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1710 YOUTH WILL BE ASSISTED WITH YOUTH SERVICES/RECREATIONAL PROGRAMS IN LOW-MOD NEIGHBORHOODS, 530 SENIORS SERVICES & LEGAL SERVICE FOR SENIORS IN LOW-MOD NEIGHBORHOODS, 540 LOW-INCOME INDIVIDUALS WILL BE ASSISTED WITH SUBSIDIZED HEALTH CARE & HEALTH SERVICES, FAIR HOUSING SERVICES WILL ASSIST 150 FAMILIES, 65 INDIVIDUALS WILL BE ASSISTED WITH DOMESTIC VIOLENCE EDUCATION, 15 INDIVIDUALS WILL BE ASSISTED WITH LEGAL SERVICES, AND 160 HOMELESS INDIVIDUALS WILL BE ASSISTED WITH EMERGENCY SHELTER.
<b>Location Description</b>	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
<b>Planned Activities</b>	1) CITY OF OXNARD FAIR HOUSING PROGRAM, 2) TEMPORARY EMERGENCY SHELTER FOR HOMELESS BY CITY OF OXNARD HOUSING DEPARTMENT, HOMELESS DIVISION, 3) EMERGENCY SHELTER FOR HOMELESS BY COUNTY OF VENTURA HUMAN SERVICES AGENCY RAIN PROGRAM, 4) SUBSIDIZED HEALTH CARE SERVICES BY LIVINGSTON MEMORIAL VISITING NURSES ASSOCIATION, 5) HEALTH SERVICES PROVIDED BY LONG TERM CARE SERVICES OF VENTURA COUNTY, 6) LEGAL SERVICE FOR SENIORS PROVIDED BY GREY LAW, 7) ASSISTING WITH DAILY NEEDS FOR SENIORS BY CAREGIVERS VOLUNTEERS ASSISTING THE ELDERLY, CITY OF OXNARD RECREATION AT 8) COLONIA GYM, 9) COLONIA BOXING GYM, 10) COLONIA RECREATION CENTER, 11) PALM VISTA SENIOR CENTER, 12) POLICE ACTIVITIES LEAGUE, 13) SENIOR SERVICES PROGRAM, 14) MULTI SEVICE CENTER DEL SOL PARK YOUTH SERVICES, 15) YOUTH SUMMER PROGRAM BY CABRILLO ECONOMIC DEVELOPMENT CORPORATION, 16) LEGAL

		SERVICES BY CALIFORNIA RURAL LEGAL ASSISTANCE, AND 17) DOMESTIC VIOLENCE EDUCATION BY MIXTECO INDIGENA COMMUNITY ORGANIZING PROJECT
4	<b>Project Name</b>	INFRASTRUCTURE AND PUBLIC FACILITIES
	<b>Target Area</b>	Low-Mod Areas census tract neighborhoods City-wide
	<b>Goals Supported</b>	Infrastructure and Public Facilities Reduce homelessness
	<b>Needs Addressed</b>	Homeless Public Facilities Public Improvements
	<b>Funding</b>	CDBG: \$1,297,452
	<b>Description</b>	INFRASTRUCTURE, PUBLIC FACILITIES AND MAJOR IMPROVEMENTS-CIP
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	THIS PROJECT WILL ACCOUNT FOR TANGIBLE IMPROVEMENTS TO CITY FACILITIES CITY WIDE AND IN LOW-MOD CENSUS TRACT NEIGHBORHOODS. THE CITY-WIDE ACTIVITIES WILL ASSIST 210,000 PERSONS, THE OTHER ACTIVITIES WILL TARGET LOW-MOD CENSUS TRACT NEIGHBORHOODS.
	<b>Location Description</b>	VARIOUS LOCATIONS IN THE CITY OF OXNARD
	<b>Planned Activities</b>	1) WILSON PARK INCLUSIVE PLAYGROUND, 2) PLEASANT VALLEY PARK RESTROOM PROJECT, 3) HOMELESS SHELTER BUILDING IMPROVEMENTS, 4) MULTI SERVICE CENTER REHABILITATION, 5) COLONIA ROAD STREET IMPROVEMENTS
5	<b>Project Name</b>	HOUSING DEVELOPMENT
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	New Affordable Housing Units
	<b>Needs Addressed</b>	Housing

	<b>Funding</b>	HOME: 1,292,900
	<b>Description</b>	PARTICIPATION IN HOUSING DEVELOPMENT FUNDING ASSISTANCE
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	9 LOW INCOME HOUSEHOLDS
	<b>Location Description</b>	CITY OF OXNARD, CALIFORNIA
	<b>Planned Activities</b>	FINANCIAL ASSISTANCE TO A COMMUNITY HOUSING DEVELOPMENT ORGANIZATION FOR THE DEVELOPMENT OF 9 HOUSING UNITS FOR LOW INCOME HOUSEHOLDS IN OXNARD
6	<b>Project Name</b>	HOMEOWNER LOANS
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Help Achieve Homeownership Provide Housing Services
	<b>Needs Addressed</b>	Housing Housing and Supportive Services
	<b>Funding</b>	CDBG: \$200,000 Rehabilitation Loans and \$200,000 Housing Services HOME: \$480,000
	<b>Description</b>	DIRECT HOMEOWNER LOAN ASSISTANCE & HOUSING SERVICES
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	16 HOUSING UNITS- DIRECT HOMEOWNER LOANS 6 HOUSEHOLDS- REHABILITATION LOANS 16 HOUSING UNIT (HOME BUYER) & 6 HOUSEHOLDS (REHABILITATION )- HOUSING SERVICE

	<b>Location Description</b>	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	<b>Planned Activities</b>	DIRECT HOMEOWNER LOAN ASSISTANCE & HOUSING SERVICES FOR LOW-INCOME HOUSING HOUSEHOLDS
<b>7</b>	<b>Project Name</b>	CODE COMPLIANCE
	<b>Target Area</b>	Low-Mod Areas census tract neighborhoods
	<b>Goals Supported</b>	Code Enforcement Effort
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$233,000
	<b>Description</b>	CODE ENFORCEMENT AND COMPLIANCE
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,000 HOUSEHOLD UNITS ASSISTED
	<b>Location Description</b>	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	<b>Planned Activities</b>	SUPPORT THE CODE ENFORCEMENT ACTIVITIES OF THE CITY OF OXNARD DEVELOPMENT SERVICES TO IMPROVE QUALITY OF LIFE AND PROPERTY ISSUES
<b>8</b>	<b>Project Name</b>	PUBLIC FACILITIES -FIRE PROTECTION EQUIPMENT
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Infrastructure and Public Facilities
	<b>Needs Addressed</b>	Public Facilities Public Improvements
	<b>Funding</b>	CDBG: \$295,000

<b>Description</b>	PUBLIC FACILITIES -FIRE PROTECTION EQUIPMENT
<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	THIS PROJECT IS CITY-WIDE AND WILL ACCOUNT FOR IMPROVEMENTS TO CITY FACILITIES AND FIRE PROTECTION EQUIPMENT. THE CITY-WIDE ACTIVITIES WILL ASSIST APPROX 210,000 PERSONS, OF WHICH OVER 51% ARE LOW/MOD INCOME RESIDENTS.
<b>Location Description</b>	VARIOUS LOCATIONS IN THE CITY OF OXNARD
<b>Planned Activities</b>	1) FIRE STATION ALERTING SYSTEM, 2) PARAMEDIC SUPPORT VEHICLE (PSV)- ADVANCED LIFE SUPPORT (ALS)PROGRAM

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## **AP-50 Geographic Distribution – 91.220(f)**

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

The primary national objectives of the ConPlan programs are to benefit LMI residents, therefore, the City's CDBG funds will be targeted to extremely low, low, and moderate-income persons. The City has traditionally dedicated 100 percent of its CDBG resources to activities that exclusively benefit LMI persons. CDBG funds will be used to serve the LMI persons Citywide and in Low-Moderate Areas (LMA). This trend is expected to continue in PY 2019. Also, the City will continue to assist the low-income persons citywide with HOME and HESG funds. The target areas are: (1) Citywide, with 82 percent of the total entitlement funds; and, (2) the LMA Census Tract, 18 percent. The total entitlement includes the administration and planning funding.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Low-Mod Areas census tract neighborhoods	18
City-wide	82

**Table 8 - 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. Regarding the Public Services category of the CDBG funds, the proposed projects will focus on the basic needs of the residents such as health care, essential and supportive services, as well as housing services. The special population such as seniors, homeless and youth will continue to receive their funding for the healthcare needs, nutrition needs, education needs, shelter support and recreational needs.

HESG allocations are based on the limited clientele are distributed citywide.

HOME funds are distributed based on the income eligibility of the clients and citywide basis. These allocations also cover designated areas targeted by Code Compliance efforts to reduce and eliminate the deterioration of the areas through the Homeownership program as well as the Housing Rehabilitation program: homeowners will improve the beautiful appearance of the home and the safety of the

neighborhood.

### **Discussion**

As always, the City of Oxnard will continue to look for available public and private resources and creative ways to fund the needy programs.

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## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Lower-income households continue to pay a 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 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 Mobile home Housing Units
4. Construction of new affordable dwelling units
5. Preservation of 520 public housing rental units and 1,825 Section 8 vouchers (including 15 set aside vouchers for homeless persons and 52 VASH vouchers for veterans)

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	12
Non-Homeless	2,120
Special-Needs	250
Total	2,382

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	2,132
The Production of New Units	16
Rehab of Existing Units	6
Acquisition of Existing Units	16
Total	2,170

**Table 10 - One Year Goals for Affordable Housing by Support Type**

## Discussion

Affordable Housing Division (AHRD) will continue to provide homeownership programs including the owner-occupied rehabilitation loans for repairs and first time homebuyer grants for down payment assistance/closing costs to acquire existing or new units. Loan information is provided to interested residents at workshops and on the Housing Department website. AHRD will also continue to provide financial assistance to Community Housing Development Organizations (CHDO) to develop affordable housing units throughout the City subject to available funding and as permitted by the funding source.

Affordable housing funding opportunities available to City of Oxnard residents and CHDOs are funded by HUD programs, such as CDBG, HOME, and Oxnard Housing Authority- Public Housing and Section 8. Also, state funded grants are available to home buyers, subject to funding availability. There is also affordable housing in-lieu funds that may be used to fund the development of affordable units, subject to funding availability.

The City also has Reuse Accounts for previously expended CalHome and BEGIN Homebuyer Programs, respectively. Both programs require that funds be repaid upon sale, transfer, or default on the property. The repaid funds must be deposited in these Reuse Accounts and made available for use for eligible homebuyer down payment assistance, which was the original eligible use of the funds. Only five percent of the repaid funds are permitted for activity delivery and administrative costs.

## AP-60 Public Housing – 91.220(h)

### Introduction

Oxnard Housing Authority (OHA) currently administers 520 public housing units, 1,825 Section 8 rental assistance vouchers, which includes 52 VASH vouchers and provides support services through its Resident Services program and Family Self-Sufficiency (FSS) program. The needs of public housing residents are supported with a Resident Services program which offers a variety of services to families on-site including youth programs. The FSS program supports and promotes public housing and Section 8 families with homeownership opportunities and economic self-sufficiency. The FSS Program provides one-on-one counseling and individual assistance to families that participate in this program. Marketing flyers for the residential rehabilitation program and the home buyer program are also available in the City's Housing Department lobby.

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

Modernization projects for the public housing units, where most needed, are funded through its Capital Fund program. Every 5 years Capital Fund program conducts a PNA (Physical Need Assessment) throughout the entire housing units and sends out survey questionnaires to the residents to assess the physical deficiencies in their units. It also collects inputs from Maintenance staff, Housing Engineer, and Public Housing Staff. All the collected deficiencies get translated into capital improvement projects and get tabulated into a 5 year action plan. Each year, in its Annual Plan and Statement, Capital Fund re-prioritizes those projects identified in the 5 year plan.

In 2019, the following capital improvement projects for public housing projects are planned and budgeted:

Cal 31-2 (Felicia Court)	Roofing	\$300,000
Cal 31-8 (Palm Vista)	540 Compliance	\$393,000
Cal 31-8 (Palm Vista)	Kitchen Cabinets	\$250,000
Cal 31-8 (Palm Vista)	Kitchen New Cleanouts	\$50,000

(Note that in 2019, OHA has a plan to convert 11 existing units at Palm Vista senior building into units that will be Section 504 compliant for people with physical and audio visual impairments)

### Total Planned projects for 2019

**\$993,000**

In 2019, the Oxnard Housing Authority will retire 144 public housing units, the affected public housing residents will be offered project based Section 8 vouchers for relocation to Las Cortes, a project based

project. The completion of this phase is scheduled for 2019-2020.

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

Homeownership opportunities are promoted by offering public housing families homeownership counseling services by Ventura County Community Development Corporation (VCCDC). In addition, families are informed of these services through its Family Self-Sufficiency Program and distribution of fliers to all households.

Public housing residents are encouraged to participate in public housing tenant associations that advocate on behalf of tenants to support efforts to improve public housing stock and living conditions.

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

Not Applicable

**Discussion**

In order to respond to the increasing need for affordable housing units within the community, OHA and the Housing Department will continue to seek new resources of financing new housing development projects and partnering with developers, owners, and CHDO's.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

Jurisdictions that receive federal funds for homeless assistance are required to conduct a Point In Time Count (PIT) of homeless persons each year. The 2019 PIT count was conducted on January 23, 2019.

The "Ventura County 2019 Homeless Count and Subpopulation Survey: Final Report", published in March 2019. The report is at the following website:

[http://www.venturacoc.org/images/2019\\_VC\\_Homeless\\_Count\\_Report-Final.pdf](http://www.venturacoc.org/images/2019_VC_Homeless_Count_Report-Final.pdf)

In summary, the PIT count is a snapshot of homeless people who could be enumerated on one specific day. The 2019 PIT counted a total of 548 unsheltered homeless persons who identified Oxnard as their home.

### **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**

The one year goal and actions for reducing and ending homelessness for reaching out to and assessing individuals is to implement the regional Coordinated Assessment as directed by HUD. The pilot program began April 1, 2014. This system will allow agencies to provide immediate referrals to homeless persons both electronically and with hard copies. Additionally, certain information will be entered into the regional HMIS and clients can be tracked as they keep appointments and matriculate through the system towards ending homelessness. Currently, the City of Oxnard continues to improve ADA access to existing facilities providing emergency and transitional housing for single women and women with children at the Kingdom Center. In addition to exploring the possibility of adding additional emergency and transitional housing resources at this site through new development on underutilized property at 1450 South Rose Avenue in Oxnard, as well as to develop a year-round emergency shelter for men, that will enable enriched services, case management, as focus on housing first and identifying permanent supportive housing. The development opportunities for chronically homeless men and women has increased through the targeted funding and proposed acquisition of a facility to house a year-round shelter. Staff has continued in 2019 by partnering with the County of Ventura to strategize efforts to make this a reality.

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

The emergency shelter and transitional housing needs of homeless persons are currently being

addressed by several service providers throughout Ventura County. The emergency shelter needs in the area are met by the following providers: Ventura County Rescue Mission - single men over the age of 18 with rotating stay schedule, 10 nights in/5 nights out; Kingdom Center - emergency shelter for single women and women with children; Lighthouse Mission for Women and Children - single women and women with children; and Turning Point Foundation - mentally ill individuals.

Transitional housing needs are currently being met by the following providers: Kingdom Center - single women and women with children; Khepera House - single men; Many Mansions - transition aged youth, single women and women with children; Turning Point Foundation - single mentally ill persons; Salvation Army - families, single parents and single persons; VC-HSA - families, single parents and children, and single persons; Project Understanding - families and single parent households. All of these agencies and their capacity to serve are currently operating in 2018 and continue to provide these services to Oxnard's homeless population.

**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**

There are many providers that are working diligently to assist homeless persons from not only finding housing, but also to prevent further incidents of homelessness. The Ventura County Human Services Agency utilizes both County General Funds and the City's Emergency Solutions Grant to provide eviction prevention and rapid re-housing services to all of these populations; they will continue to do this in the forthcoming operating year. Additionally, Ventura County Veterans Services, Homeless Health Care and Ventura County Behavioral Health all work closely with the service providers to provide other supportive services to assist in reducing the incidence of homelessness as they have also done in the recent past. OHA works in conjunction with the Veteran Administration to administer 52 housing vouchers for homeless veterans under the VASH program. This program targets chronically homeless veterans.

**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.**

The CoC has documented discharge policies of all of the above mentioned services that spell out various

directions to ensure persons are not discharged into homelessness. Additionally, as stated earlier, HSA works with qualifying low-income persons and families to avoid homelessness. This is done with the utilization of HESG and Ventura County allocated general fund dollars. Under the CoC discharge policy, in fulfilling the State Mandated Policy (state law related to the discharge protocol), the following are found:

1. Health Care Facilities: the County health care system describes the discharge policy as interdisciplinary responsibility. For the persons who require ongoing medical and nursing care and who have no identifiable address they may be discharged to a respite program at the RAIN project, a County operated transitional housing project. Others, upon discharge routinely go to group homes, board and care facilities, or reunite with families and friends.
2. Mental Health Facilities: the Ventura County Medical Center Psychiatric Inpatient Unit with the collaboration of Ventura County Behavioral Health and various community agencies provide discharge planning and placement assistance to patients, when leaving the mental health facilities.
3. Foster care and other youth facilities: the goal is to provide assisted services to eligible youth and young adults between the ages of 16 and 21 in making a successful transition from foster care to independent living and achieve self-sufficiency. In addition to the County Children and Family Services, a Transitional Age Youth (TAY) center, operated by Pacific Clinic is also available.
4. Corrections programs and institutions: upon release, inmates are able to obtain housing in transitional and permanent housing programs, group homes, and sober living homes as well as with family and friends.

## **Discussion**

The CoC has incorporated each of the following goals of Opening Doors into its 20-year plan to end homelessness:

1. Ending chronic homelessness through targeted street outreach (CDBG-Community Action-One Stop Shelter, CoC-Oxnard Homeless Outreach Program, VCHSA-Rapid Re-housing, HESG-Winter Warming Shelter), discharge planning and implementation of a housing first approach.
2. Preventing and ending homelessness among veterans by providing permanent supportive housing beds, in addition to Section 8 HUD VASH vouchers.
3. Preventing and ending homelessness for families, youth, and children by 2020 through rapid rehousing program and homeless prevention activities. The CoC set a path to ending all types of homelessness in its 10-year plan by implementing a coordinated assessment system-Pathways to Home. As a result, the number of chronic homeless, veterans, families, and youth continue to demonstrate positive results.
4. All of the above objectives are still in progress and will be folded into a regional plan and

strategy lead by the County of Ventura.

DRAFT

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **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.

Barriers to exit homelessness include the lack of a permanent, year round shelter and the lack of housing units for those at the very low- and low- income spectrum. Because of the high cost to develop housing for these populations, developers often choose to pay the in-lieu fees instead of losing money. When this occurs, badly needed units go undeveloped, thus further limiting housing opportunities for those hardest to house.

### **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 are imposed by the mandates created by State Law (such as preparing and adopting a General Plan and conducting environmental reviews), are 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, but are the cumulative effect of the development requirements imposed by the layers of government regulations and laws that impact residential development.

### **Discussion:**

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 avoid and 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.

DRAFT

## **AP-85 Other Actions – 91.220(k)**

### **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 utilize available resources to fund administrative support activities to meet the underserved needs in the community. One challenge facing all cities is the elimination of redevelopment agencies. The City will continue to work with the appropriate state agencies to administer the assets of the former redevelopment agency in the appropriate manner, and to the benefit of the LMI community whenever possible and feasible. Limited availability of funding from 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;

A tight job market has produced an increased demand for production of new housing which is not being met, increasing home prices. Salaries are not commensurate with the high cost of housing in this market. These two factors combine to exacerbate the affordability crisis; 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 PY 2019 by focusing on the following programmatic and administrative areas:

- Staff will continue to research the availability of future funding resources that leverage the development of affordable housing units, inclusive of grants, bond financing, Section 108 funding and partnering with other affordable housing developers.
- CDBG and other funds will be used to fund administrative support for programs that serve the needs of LMI citizens citywide. This is especially critical now that no redevelopment agency funding is available, given that redevelopment agencies no longer exist in California.
- Staff will continue to collaborate with private-sector partners when appropriate in the development and construction of affordable housing.
- Staff will continue to collaboratively work with the service provider community, non-profit organizations, and neighboring cities and local governmental agencies within the County of Ventura to identify projects that also meet federal community development program eligibility

and which can comply with timely draw-down requirements.

### **Actions planned to foster and maintain affordable housing**

The City summarizes its Inclusionary Housing Program to provide significant numbers of affordable housing units. To ensure that Oxnard has enough opportunity sites suitable for residential development and to meet the remaining RHNA affordable allocation of 2,497 lower income and moderate units and 53 above moderate income units, the City is relying on the following:

- The All Affordable Housing Opportunity Program (AAHOP) and Affordable Housing (AH) additive zone (see Supplement 2) with an inventory of 2,067 units on 38 AAHOP sites
- 66 Vacant and Underutilized Sites (see Supplement 2)

The City of Oxnard has adopted several ordinances that establish inclusionary affordable housing requirements for new developments. Relevant ordinances are City Council Ordinances 2721 and 2615. The Inclusionary Housing Program provides for in-lieu fee payments that can replace the on-site units within a development subject to approval by the City Council. The City is currently in the process of completing a study to increase the City's in-lieu fee. In-lieu fees for development project are as follows:

For-Sale Units: If the in-lieu request is granted, the developer is required to make a payment of 1 percent of the sales price of each for sale unit in the project based on increments of \$50,000, with a minimum payment of \$5,000 for each unit.

Rental Units: A payment is required for each rental unit. The price is adjusted every six months by the percentage increase or decrease for the previous six months as determined by the Los Angeles Riverside-Orange County Consumer Price Index for all urban consumers.

The City Council generally prefers on-site affordable housing as opposed to payment of in-lieu fees. A project that is approved for in-lieu payments has usually agreed to another public benefit through a Development Agreement that justifies the in-lieu payment. In-lieu payments are made when the developer applies for building permits for the approved units. The in-lieu fees collected provide funding support in the form of developer loans to new affordable housing projects and are almost always leveraged with other funding sources. The current in-lieu fund balance is approximately \$2.8 million.

Possible incentives may include, but are not limited to, the following:

- Assistance with accessing and applying for funding (based on availability of federal, state, local foundations, and private funds)
- Mortgage-subsidy or down payment assistance programs to assist first- time homebuyers and

- other qualifying households, when such funds are available
- Expedited/streamlined application processing and development review
- Modification of development requirements, such as reduced setbacks and parking standards on a case-by-case basis
- Density bonus

The City anticipates significant numbers of inclusionary affordable housing to be developed within several proposed specific plans and other new projects. Based on a thorough review, the City does not believe that the current inclusionary housing program is a constraint to the development of housing in addition to the incentives and concessions currently being offered and conversations with local developers who have been able to work within the requirement of the inclusionary housing program and produce housing. To further ensure the program does not pose a constraint, the City has included a monitoring process.

### **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. The City's Affordable Housing Division does not own or manage any housing units. All units for which HOME and CDBG assistance is provided for homebuyer assistance or homeowner rehabilitation are administered in compliance with HUD's HOME or CDBG regulations for lead-based paint, as applicable. With respect to units owned or assisted by the Oxnard Housing Authority, there have been no cases of Public Housing tenants and/or Section 8 participant households reporting or having been discovered to have poisoned children or any child with "Elevated Blood Lead Level". OHA staff provides a brochure related to lead based paint hazards to all new tenants and program participants. Maintenance staff attends training and seminars to stay current with the State of California Lead Awareness Training requirements.

### **Actions planned to reduce the number of poverty-level families**

Eliminating poverty is a clear concern in Oxnard and 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 to provide needed skills for individuals seeking jobs and thereby getting them out of poverty:

- City Corp
- Community Action of Ventura County
- Oxnard Housing Authority
- County of Ventura-Human Services Agency
- City's youth programs such After-School programs, Police Activities League programs, Colonia Gymnasium and Boxing programs...

### **Actions planned to develop institutional structure**

Extensive public and private partnerships have been established and organized to address the City's housing, homeless, and community development needs: Entitlement Grants workshops and training, Affordable Housing workshops for homeowners, Relocation meetings for residents, Fair Housing training and other scheduled meetings (such as Pre-construction meetings, Commission on Homelessness meetings, and meetings with County Continuum of Care Council, Housing Committee meetings).

### **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 task force.

### **Discussion:**

Other actions that the City of Oxnard will continue to implement for being in compliance with the federal regulations are as follows: *1. Monitoring:* program performance and financial monitoring; *2. Environmental review:* each project is reviewed for compliance with the National Environmental Protection Act. The City has a consulting agreement with Rincon to assist and perform the environmental review for larger, more complicated, and time consuming projects; *3. Labor Compliance Act:* the City has also contracted with Labor Compliance Providers (LCP) to review and perform the contract administration of all CDBG-funded construction projects; *4. Section 3 Compliance:* this function is also performed by LCP; *5. Procurement and Purchasing:* The City has its own procurement and purchasing policies managed by staff in the Finance Department; *6. Partnerships with Citizen Advisory Groups:* Inter-Neighborhood Council Forum, Commission on Homelessness, Parks and Recreation and Community Services Commission, Mobilehome Park Rent Review Board, and Senior Services Commission.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

**Introduction:**

In addition to the 20% cap for Administration, the City of Oxnard also allocates 15% of 2019 CDBG funds for public services such as recreation programs for youth, homeless services, senior services and fair housing activities. The balance of the funds will be allocated to housing activities, code compliance and public facilities and improvements. 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 a 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	0
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
<b>Total Program Income:</b>	<b>0</b>

#### 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:

Other forms of local investments for housing that may be available to projects include financing from the City's in-lieu fees, CDBG funding. Additionally, the City also provides homebuyer assistance through the use of program income received from BEGIN and CALHOME State funded grant programs.

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:

Refer to Questions # 3 for Resale Provisions & procedures.

Recapture:

*Provisions*

- "In the event that the homebuyer fails to satisfy the requirements during the term of the loan, or otherwise defaults, the City shall exercise its legal rights, as set forth in the promissory note and deed of trust, in order to recover the monetary assistance previously provided to the maximum extent permitted by law."
- "If the recapture provisions are triggered by a sale of the housing unit, (whether voluntary or involuntary –such as foreclosure) or other default, the City shall take all necessary steps to recover the full amount of HOME funds from the net proceeds. The phrase 'net proceeds' is defined as the sales price, minus the loan repayment of the first trust deed (other than HOME funds) and any closing costs."

The HOME Program regulations allow the City to recapture the entire HOME Subsidy, in the event the loan recipient violates the affordability and or term period requirements. However, should the 'net proceeds' not cover the entire HOME Subsidy or not cover any of the HOME Subsidy, the City is required to forgive the remaining balance of the direct HOME Subsidy.

- During the term of the loan, the homeowner must repay the loan if it is sold, transferred or refinanced without the City's permission and/or with cash out to the homeowner or the homeowner does not occupy the residence as a primary residence.

### *Procedures*

- The City utilizes an agreement which includes restrictions, and a promissory note secured by a deed of trust which is recorded with the Ventura County Recorder's Office.
- Staff monitors and requires certification annually by the homeowner that the property is owner-occupied to determine if recapture provisions shall be invoked upon discovery of violations for owner-occupancy or unauthorized transfers.
- The City will exercise the rights stipulated in the promissory note, secured by the deed of trust that was recorded with the County Recorder's Office.
- Should Borrower transfer (as that term is defined in the Note) the Property during the occupancy period, City shall require that Borrower pay from the net proceeds the full amount of the Loan. For purposes of this Loan Agreement, "net proceeds" shall mean the sales price minus loan repayment (other than CDBG funds) and closing costs.
- In the event net proceeds are not sufficient to discharge the full amount of the Loan during the occupancy period plus enable the Borrower to recover his or her initial investment in the Property and documented costs of any capital improvements, Borrower shall share the net proceeds with City. The City's share of the net proceeds shall be calculated as follows:

(Amount of Loan / Amount of Loan + Borrower's Investment) = % of Net Proceeds that City is entitled to.

Should the net proceeds not discharge the full amount of the Loan, City shall forgive the remaining balance.

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:

Refer to Question #2 for Recapture provisions and procedures.

#### Resale

##### *Provisions*

During the affordability period, the homeowner must resell to another low-income homebuyer if the property is refinanced without the City's permission and/or with cash out to the homeowner or the homeowner does not occupy the residence as a primary residence.

The original homebuyer receives a fair return on investment, (i.e., the homebuyer's down payment plus capital improvements made to the house. It is important to note that in certain circumstances, such as a declining housing market where home values are depreciating, the original homebuyer may not receive a return on his or her investment because the home sold for less or the same price as the original purchase price); and

In the event that the homebuyer fails to satisfy the requirements during the term, or otherwise defaults, the City shall exercise its legal rights, as set forth in the Resale Restriction Agreement.

### *Procedures*

- The City utilizes a Resale Restriction Agreement (RRA) secured by a deed of trust which is recorded with the Ventura County Recorder's Office.
- Staff monitors and requires certification annually by the homeowner that the property is owner-occupied to determine if resale provisions shall be invoked upon discovery of violations for owner-occupancy or unauthorized transfers.
- If the homeowner defaults or fails to satisfy requirements during the term, the City will exercise the rights stipulated in the Resale Restriction Agreement.
- Property must be sold to an eligible low-income homebuyer which shall acquire the unit subject to the continuation of restrictions provided in the RRA through an assumption agreement.
- The purchase price must be affordable for a low-income household who earns up to 80% of the area median income, provided by HUD. The monthly cost for principal, interest, taxes, insurance, HOA fees, utilities, and maintenance should not be more than 30% of the monthly income for the household or otherwise stated in the RRA. There is no preference to a particular segment of the low-income population.

The resale price is calculated using one of two ways methods described below. The method used is identified in the RRA:

- Determined as the affordable housing cost for a family at 80% of AMI paying no more than 30% of the monthly income for the household or in accordance of California Health And Safety Code 50025.5, whichever is lesser, but not less than the original price paid by homebuyer, or
- Determination using a CPI method to calculate the increase (or decrease) in value of the property. The U.S. Bureau of Labor Statistics Consumer Price Index – All Urban Consumers for the Los Angeles-Riverside- Orange Counties Area (all items based 1982-1984=100) provides the CPI on the date of the calculation and the CPI on the purchase date. The calculation is the CPI on the date of the calculation minus the CPI on the purchase date, plus the cost of improvements to property evidenced with receipts, less 7% depreciation, plus

the costs of bringing the housing unit up to current building codes and in a salable condition.

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 currently does not have any plans to invest HOME funds in this type of activity.

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The City does not provide any direct assistance under the HESG program any longer. All written standards vary by service providers and assistance type. However, all providers must ensure recipients meet the minimum qualifications established by HUD for each eligible funded activity. HESG Policies and Handbook are provided to all HESG subrecipients.

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 Regional Ventura County Continuum of Care Alliance has established centralized or coordinated assessment system, Pathways to Home, that provides coordination intake as well as systems to avoid duplication of effort and redundancies.

Pathways to Home is centralized to provide identical information and system-wide tracking through HMIS, of all homeless individuals who seek and /or receive assistance at any one of the various service providers, or through the County directly.

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 process for making all sub-awards for HESG recipients are as follows:

- a. The City formally posts the Notice of Available Funds (NOFA) in the regional newspaper, on the City's website, and emails and paper mail are sent to all existing and potential service providers from Santa Barbara to Los Angeles.

- b. All interested agencies are required to attend information workshop/application training on the process, which includes all deadline dates and times.

c. Interested agencies then submit their application, letter of interest, project overview and qualifications. Those agencies meeting all of the minimum qualifications are then asked to attend an interview session by the Application Review Panel.

d. The Review Panel included three city staff persons, and three representatives from City Advisory Groups.

e. The Review Committee reviews all proposals and makes award/funding recommendations. These recommendations are then submitted to the City Council for approval.

f. All applicants are contacted and urged to attend the City Council meeting in which the items fall on the agenda. All supporting comments and grievances are done at this time.

g. The Mayor and City Council directs the City Manager and staff to move forward with final processing.

h. Staff prepares all contracts for execution. Additionally, all internal processes are completed in order to encumber funds to each individual agency.

i. Contracts are completed and services can begin on July 1.

j. All HESG contracts are awarded for two years.

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.

The City meets the homeless participation requirement by having a homeless and formerly homeless person serve on the City's Commission on Homelessness. In addition, each entity receiving city HESG funding is also asked to provide information as to how they involve homeless.

5. Describe performance standards for evaluating ESG.

#### PERFORMANCE MEASURES

Performance measures are in place to ensure the efficient administration of all HESG funded activities. Additionally, along with the utilization of the HMIS, these measures will hopefully help to reduce the length of time of family and individuals remain homelessness, reduce the overall incidence of homelessness, and monitor the overall use of emergency shelters. Some of the activity measures are as follows:

- *Emergency Shelters*: Excluding winter shelters, must be able to document placement of a minimum of 10 percent of the homeless persons or households served in the Program Year into transitional or permanent housing.
- *Transitional Housing*: must be able to document placement of a minimum of 50 percent 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.
- *Rapid Re-housing*: must show continued housing of clients receiving assistance for at least three months after receiving assistance. This should be done via case management of clients, documentation and HMIS entry and exit dates.
- *Eviction Prevention*: must show continued housing of clients receiving assistance for at least three months. This should be done via case management of clients, documentation and HMIS entry and exit dates.
- All clients, with the exception of victims of domestic violence, must be entered into the Regional HMIS within 15 days of receiving service(s), and must be exited from the system within 30 day of program completion or termination.
- *MINIMUM STANDARDS*: Sub-grantees are expected to have taken steps to meet the Minimum Standards for Homeless Programs within thirty days of executing the Program Year contract.
- *BUILDING AND HABITABILITY STANDARDS*: Any building for which HESG funding is used for renovation, major rehabilitation or conversion must meet local government safety and sanitation standards. In addition, the Sub-Grantee must meet a number of basic standards to ensure that shelter and housing facilities funded through the HESG program are safe, sanitary and adequately maintained.
- *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, and monitoring and site visits.

The City will continue to develop and implement eligible activities using the grant funds and through the monitoring and review processes and techniques in order to comply with the federal specific requirements

Homeless Assistance Division continues to fund all the activities prescribed in the HEARTH act. With the sub-recipients cooperation, the City's HESG will continue to provide substantial additional leverage funds to invest in the various programs in order to assist the homeless population toward the goal of reduction and ending homelessness. Also, HESG limits the cost categories for administration and planning to 7.5% or \$15,927 and 60% for street outreach and emergency shelter \$127,416 and prior year resources \$14,406; total \$141,822 for those cost categories. The City's 2019 action plan allows the maximum toward \$15,927 administration and planning, and a total of \$ or 32.5% toward other activities such as homeless prevention and rapid re-housing support \$69,018 and prior year resources \$15,800; total of \$84,818.

## Revisions

Draft revisions subsequent to the initial draft Annual Action Plan will be available on the City's website:

<https://www.oxnard.org/city-department/housing/grants-management/>

### **Revision 1: 5/7/19 (Revisions are incorporated in the document above)**

#### AP-05 Executive Summary

##### 4. Summary of Citizen Participation Process and consultation process, Pg. 5

- 1<sup>st</sup> paragraph, added: Oxnard Wilson Senior Center- Special Population Services for persons with disabilities and added: Oxnard Senior Centers
- 2<sup>nd</sup> paragraph- Pg.6, added: Oxnard Wilson Senior Center- Special Population Services for persons with disabilities and added: Oxnard Senior Centers

#### AP-20 Annual Goals and Objective

##### Goals Summary -Item 2: New Affordable Housing Development, Pg. 32

- Changed Geographic Area to City-wide from Low-Mod Areas census tract neighborhoods

##### Goal Description- Item 2: New Affordable Housing Development, Pg. 35

- Changed housing units from 5 to 9 housing units

#### AP-38 Project Summary

##### Project Summary Information- Item 5: Project Name Housing Development Pgs. 41-42

- Changed: Target Area to City-wide from Low-Mod Areas census tract neighborhoods
- Changed: Planned Activities changed from 5 housing units to 9 housing units
- Changed: Estimate the number benefit proposed activities changed Housing Services from 4 households to 6 households (Rehabilitation)

#### AP 50 Geographic Distribution

##### Description of the geographic areas of the entitlement, Pg. 45

- 1<sup>st</sup> paragraph, changed: The target areas are: (1) Citywide, with 82 percent of the total entitlement funds; and, (2) the LMA Census Tract, 18 percent from (1) Citywide, with 65 percent and (2) LMA Census Tract, 35 percent
- Geographic Distribution: Percentages of Funds changed to Low-Mod Areas census tract neighborhoods 18 and City-wide 82 from Low-Mod Areas census tract neighborhoods 35 and City-wide 65

#### AP-60 Public Housing

Introduction, Pg. 49

- 1<sup>st</sup> paragraph, added: Marking flyers for the residential rehabilitation program and the home buyer program are also available in the City's Housing Department lobby.

Actions planned during the next year to address the needs to public housing, Pg. 49

- 1<sup>st</sup> paragraph, added: Cal 31-2 (Felicia Court) Roofing \$300,000; changed Cal 31-8 (Palm Vista) 540 Compliance \$393,000; changed Total Planned projects for 2019 \$993,000

Actions to encourage public housing residents to become more involved in management and participate in homeownership, Pg. 50

- 1<sup>st</sup> paragraph, removed reference of Cabrillo Economic Development Corporation (CEDC) since no longer providing counseling services.

#### AP-85 Other Actions

Actions planned to foster and maintain affordable housing. Pg. 58

- 2<sup>nd</sup> paragraph, removed: Community Development Commission Ordinance (CDC) 111 references since CDC dissolved
- 2<sup>nd</sup> paragraph, added: The City is currently in the process of completing a study to increase the City's in-lieu fee.