

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the Library, 251 South "A" Street and the City Clerk's Office, 305 West Third Street during customary business hours. Any materials to be presented at this meeting will be made available electronically 24 hours prior to the meeting, at the end of this agenda. The agenda reports are on the City of Oxnard web site at www.ci.oxnard.ca.us.



AGENDA
OXNARD CITY COUNCIL
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
OXNARD FINANCING AUTHORITY
OXNARD HOUSING AUTHORITY
Regular Meeting
Council Chambers, 305 West Third Street
May 3, 2016
4:30 P.M. **Closed Session**
6:00 P.M. **Regular Session**

A. ROLL CALL/POSTING OF AGENDA

THE FOLLOWING LEGISLATIVE BODIES ARE MEETING: OXNARD CITY COUNCIL

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

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

C. CLOSED SESSION – 4:30 P.M. (Please see Page 4 for a Description of Closed Session Items)

D. OPENING CEREMONIES

Pledge of allegiance to the flag of the United States

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

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

G. REVIEW OF INFORMATION/CONSENT AGENDA

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

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

City of Oxnard internet address: www.ci.oxnard.ca.us.

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

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

I. INFORMATION CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meeting for the Oxnard City Council for April 12 and 19, 2016.

RECOMMENDATION: Approve.

Legislative Body: CC

Contact: Daniel Martinez

Phone: 385-7803

Development Services Department

2. SUBJECT: Vacation of Two (2) Public Service Easements Within Property Located at the Southeast Corner of Statham Boulevard and Oxnard Boulevard.

RECOMMENDATION: That City Council adopt a resolution: 1) vacating the public service easement for sidewalk purposes as described in the document recorded June 6, 2008, as instrument number 20080606-00089698 of Official Records in the Office of the Ventura County Recorder, and 2) vacating a public service easement for water line purposes as described in the document recorded June 6, 2008, as instrument number 20080606-00089714 of Official Records in the Office of the Ventura County Recorder.

Legislative Body: CC

Contact: Ashley Golden

Phone: 385-7882

3. SUBJECT: Approval of Lowest Responsible Responsive Bid and Authorization to Issue and Execute a Contract (A-7873) for DS15-43 - Raised Medians Along Victoria Avenue Between Fifth Street and Gonzales Road.

RECOMMENDATION: That City Council award Agreement A-7873 to the lowest responsible and responsive bidder, Granite Construction Company, in the amount of \$914,098.60 for the Victoria Avenue Raised Median project, and authorize the purchasing agent to execute the contract upon receipt of final documents.

Legislative Body: CC

Contact: Ashley Golden

Phone: 385-7882

J. PUBLIC HEARINGS

Development Services Department

1. SUBJECT: Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map No. 5968 for Condominium Purposes). Filed by Doug Brooks, Oxnard CRFL Partners, LLC, 64 Maxwell, Irvine, California 92618. (10/15)

RECOMMENDATION: That the City Council adopt a resolution approving Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map No. 5968 for the Wagon Wheel "Village" Specific Plan area) to create a six lot map for condominium purposes, for the property located south of the Ventura Freeway (Highway 101), west of Oxnard Boulevard,

north of the Union Pacific Railroad (UPRR) and El Rio Drain, and east of the Ventura Road and the Santa Clara River, (APN'S 139-0-022-040; 139-0-022-140; 139-0-022-175; 139-0-022-185; 139-0-022-195; 139-0-022-205; and 139-0-150-110), subject to certain findings and conditions.

Legislative Body: CC

Contact: Ashley Golden

Phone: 385-7882

Housing Department

2. SUBJECT: Public Hearing to Approve Oxnard's Fiscal Year 2016-2017 Annual Action Plan, Including Applications to the U.S. Department of Housing and Urban Development for the Entitlement Grants. (15/45)

RECOMMENDATION: That the City Council: 1) Conduct a public hearing to consider public testimony regarding project funding recommendations, specific priorities and measurable objectives, and provide direction to the Housing Director on the preparation of the FY 2016-2017 Annual Action Plan (AAP); 2) Approve the AAP with final recommended use of funds for the three entitlement grants: Community Development Block Grant (CDBG), Home Investments Partnership (HOME) grant; and the Homeless Emergency Solutions Grant (HESG); 3) Authorize the City Manager to make any changes to the AAP as directed; 4) Authorize the City Manager to execute the required applications, certifications, and other pertinent documents for the submission of the AAP to the U.S. Department of Housing and Urban Development (HUD); and 5) Authorize the City Manager to sign any documents or agreements required by HUD for the implementation of the AAP.

Legislative Body: CC

Contact: Arturo Casillas

Phone: 385-8094

K. APPOINTMENT ITEMS

L. REPORTS

Development Services Department

1. SUBJECT: Code Enforcement Target Area (CETA) Program Policies and Procedures Manual and Report. (10/50)

RECOMMENDATION: That the City Council receive a report on Code Compliance activities in Code Enforcement target areas and the Code Enforcement Target Area (CETA) Program Policies and Procedures Manual.

Legislative Body: CC

Contact: Ashley Golden

Phone: 385-7882

Finance Department

2. SUBJECT: Correct Clerical Error Calculation of Interest Income Budgeted in FY 2015-16 for All Maintenance Assessment Districts. (5/15)

RECOMMENDATION: That City Council approve a budget adjustment to reduce the interest income budgeted in Fiscal Year 2015-16 for all the Maintenance Assessment Districts.

Legislative Body: CC

Contact: Mike More

Phone: 385-7480

M. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY

The City Manager/Executive Director/Secretary shall report on items of interest to the legislative body occurring since the last meeting. The legislative body cannot enter into detailed discussion or take action on any item presented during this report. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion.

N. CITY COUNCIL/HOUSING AUTHORITY/SUCCESSOR AGENCY/FINANCING AUTHORITY BUSINESS/COMMITTEE REPORTS**O. PUBLIC COMMENTS ON REPORTS**

At this time, a person may address the legislative body only on matters appearing on the reports. The presiding officer shall permit a person to address the legislative body after the staff presentation on the report and before the consideration of the report by the legislative body. The presiding officer shall limit public comments to three minutes.

P. PUBLIC COMMENTS ON STUDY SESSION

At this time, a person may address the legislative body only on matters appearing on the study session agenda. The presiding officer shall permit a person to address the legislative body after the staff presentation on the item and before the consideration of the item by the legislative body. The presiding officer shall limit public comments to three minutes.

Q. STUDY SESSION**C. CLOSED SESSION – Continued from Page 1****1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

CC Title: City Manager

The City Attorney requested that this item be discussed in closed session under the Brown Act exception of Government Code section 54957(b)(1) (public employee performance evaluation).

R. ADJOURNMENT



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 1

DATE: May 3, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Daniel Martinez, City Clerk

SUBJECT: Minutes of the Regular Meeting for the Oxnard City Council for April 12 and 19, 2016

CONTACT: Daniel Martinez, City Clerk
Daniel.Martinez@oxnard.org, 385-7803

RECOMMENDATION:

Approve.

ATTACHMENTS:

#a: A. Draft Minutes 04/12/16

#b: A. Draft Minutes 04/19/16

MINUTES

OXNARD CITY COUNCIL

Regular Meeting

April 12, 2016

A. ROLL CALL/POSTING OF AGENDA

At 6:08 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers concurrently with Oxnard Housing Authority. Councilmembers Tim Flynn, Carmen Ramirez Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn presided and called the meeting to order.

D. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Maria Hurtado, Assistant City Manager; Scott Whitney, Assistant City Manager; Stephen Fischer, City Attorney; Jeri Williams, Police Chief; Bryan Brice, Fire Chief; Tabin Cosio, Human Resources Director; Keith Brooks, IT Director; Kymberly Horner, Economic Development Director; Ashley Golden, Development Services Director; Gregory Barnes, Interim Recreation Supervisor and Jesus Andrade, Housing Program Supervisor.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of a Proclamation Designating the Month of April, 2016 as "Sexual Assault Awareness Month".
DISCUSSION: Mayor Flynn presented a proclamation to Maxcy Dancy and Angela Medina of the Coalition for Family Harmony who commented on upcoming activities.
2. SUBJECT: Announcement of Our Lady of Guadalupe School's 110th Anniversary.
DISCUSSION: Peggy Rivera announced Our Lady of Guadalupe would be celebrating its 110 anniversary as a school in the community and having a school festival.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: Jim Milstead (in-lieu fees, renter's sale tax); Martin Jones (waste water maintenance, applying for grants); Nancy Pedersen (thanked Councilmembers and City staff); Luis Flores (maker space – youth "film" programs); Harold Ceja (Colonia improvements); Dick Jaquez (financial opportunities with energy companies); Woodrow Thomas (housing issue); Aaron Starr (initiative process); Peggy Rivera (being supportive of City staff); Inez Tuttle (initiative); Patrick Barrios (Colonia meeting) and Larry Stein (Fire Department exercise, Great Water Program).

G. REVIEW OF INFORMATION/CONSENT AGENDA

Comments received from: Interim Recreation Supervisor (I-3).

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comments were received from: Larry Stein and Inez Tuttle.

I. INFORMATION/CONSENT AGENDACity Clerk Department

1. SUBJECT: Approve Minutes of the Regular Meeting of the Oxnard City Council for March 22, 2016.

RECOMMENDATION: Approve.

City Manager Department

2. SUBJECT: Agreement for City Council Review

RECOMMENDATION: Approve and authorize the City Manager to execute the agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000, which are described on the attached list.

Cultural and Community Service Department

3. SUBJECT: Jr. High Grad Night - Six Flags Magic Mountain Excursion

RECOMMENDATION: 1) The City Manager to approve Purchase Order No. 5786 in the amount of \$51,515.50 for Six Flags Magic Mountain tickets and Purchase Order No. 5785 in the amount of \$38,350 to Star-Dust Tours, Inc. dba The Bus to be used for transportation for the Jr. High Grad Night on June 3 and June 4, 2016. 2) Approve a budget appropriation recognizing \$89,866 of revenues in tickets sales and appropriating \$89,866 for purchase of the tickets and transportation of Jr. Grad Night.*

Development Services Department

4. SUBJECT: Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1) "The Courts at La Colonia Village". Filed Jointly by the Oxnard Housing Authority (OHA), 435 South D Street, Oxnard, CA 93030 and John Bigley, Urban Housing Communities, LLC, 2000 East Fourth Street, Suite 205, Santa Ana, CA 92705.

RECOMMENDATION: Adopt **Resolution No. 14,908** approving Planning and Zoning Permit No. 16-300-01 (Final Subdivision Map for Tract No. 5952-1, A-7856, A-7857) for property located at the northeast corner of the intersection of East First Street and North Marquita Street, subject to certain findings and conditions.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended.

(Ramirez/MacDonald) Ayes: Ramirez, MacDonald, Padilla, Perello and Flynn. *Noes: Perello only item three.

J. PUBLIC HEARINGSK. APPOINTMENT ITEMSL. REPORTSDevelopment Services Department

1. SUBJECT: Possible Amendments to the Oxnard City Urban Restriction Boundary (CURB) and the Save Open Space and Agricultural Resources (SOAR) Ordinance

RECOMMENDATION: 1) Receive a report analyzing two potential SOAR initiatives (SOAR 2030 and SOAR 2050) and explaining SUSTAIN VC's county initiative; and 2) Provide direction to staff regarding placing an initiative to amend the CURB and/or SOAR Ordinance before qualified City of Oxnard voters at a statewide election.

DISCUSSION: The Development Services Director provided information on SOAR 2030, 2050 and County initiatives including estimated costs to place initiative on ballot, community outreach efforts, differences and similarities of SOAR 2030, SOAR 2050 and County initiatives.

Public comments were received from: Nancy Pedersen; Jess Herrera; Michael Wynn; Lynn Jensen; John Demers; Lauraine Effress; Marty Kaplan; Anthony Mireles; Jeremy Goldberg; David Valenzuela; Jose Garcia; Guillermo Ceja; Harold Ceja; Troy Corley; Marta Brown; George Graham; Shawn Terris; Markl Fraser; Jim Merrill; Michael Stubblefield; Janis McCormick; Mark Spellman; Fred Ferro; Linda Parks; Nancy Lindholm; Kathy Brener; Richard Francis; Jurgen Gramckow; George Miller; Larry Stein; Elizabeth White; Roy Price; Maura Raffensperger; Dan Lechlitter; Juan Gonzalez; Aaron Starr and Barbara Maci-Ortiz.

The City Council discussed several issues including: the Council's "decision" process of placing an initiative on the ballot, placing an initiative on the ballot for voters' decision and possible confusion with several initiatives on the ballot.

ACTION: Moved to place SOAR 2050 initiative on ballot (Ramirez/Flynn) Ayes: Flynn and Ramirez. Noes: MacDonald, Padilla and Perello. Motion failed.

Move to place SOAR 2030 and 2050 initiatives on the November 2016 ballot (Perello/Flynn) Ayes: Perello, Flynn and Ramirez. Noes: Padilla and MacDonald.

RECESS

At 9:13 p.m., the City Council recessed and at 9:24 p.m., the City Council reconvened.

Finance Department

2. SUBJECT: Utilities Mid-Year Budget Update

RECOMMENDATION: That City Council receive a mid-year budget update report on Utilities.

ACTION: The City Council concurred to continue this item to April 26, 2016.

M. REPORT OF CITY MANAGER

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The Council commented on: Knights of Columbus "Public Safety" night, recent North American Travel Journalists Association Conference, upcoming EDCO and Fiscal Task Force meeting.

O. PUBLIC COMMENTS ON REPORTS

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

HOUSING AUTHORITY

At 10:24 p.m. the joint meetings with the Housing Authority concluded.

C. CLOSED SESSION

At 10:25 p.m. the City Council recessed to a closed session, pursuant to Government Code section 54957.6 (a), to review the status of labor negotiations and to review its available funds and funding priorities for the purpose of providing instructions to the City's negotiator, J. Tabin Cosio, Director of Human Resources and Jon Holtzman, City's labor attorney. Employee organizations: International Association of Firefighters, AFL-CIO (IAFF), Local No. 1684; Oxnard Peace Officers' Association (OPOA); Service Employees International Union CTW, CLC, Local 721 (SEIU Local 721); International Union of Operating Engineers AFL-CIO, Local No. 501 (IUOE Local 501); Oxnard Public Safety Management Employees' Association (Police Unit); Oxnard Public Safety Management Employees' Association (Fire Unit); and Oxnard Mid-Managers' Association (OMMA); Unrepresented employees: Assistant City Manager, Chief Financial Officer, City Clerk, City Treasurer, Deputy City Manager, Development Services Director, Fire Chief, Housing Director, Human Resources Director, Economic Development Director, I.T. Director, Library Director, Police Chief, Utilities Director (Department Directors); Assistant City Attorney, Assistant Director of Human Resources, Community Relations and Public Affairs Manager, Deputy City Attorney, Law Office Manager, Human Resources Manager, Workers' Compensation Manager, Management Analyst III (C) (Confidential Mid-Managers); Accountant II (C80), Accounting Technician (C67), Administrative Assistant (C70), Administrative Legal Assistant (C70), Administrative Legal Secretary I (C25), Administrative Legal Secretary II (C35), Administrative Legal Secretary III (C50), Administrative Secretary I (C15), Administrative Secretary II (C30), Administrative Secretary III (C40), Administrative Services Assistant (C70), Administrative Technician (C60), Employee Relations Coordinator (C67), Executive Assistant I (C80), Executive Assistant II (C85), Human Resources Technician (C70), Office Assistant I (C10), Office Assistant II (C20), Paralegal (C75), Safety Specialist (C72), Senior Administrative Legal Secretary (C65), Senior Administrative Secretary (C55), Senior Benefits Coordinator (C75), Senior Human Resources C

The City Attorney requested that this item be discussed in closed session under the Brown Act exception of Government Code section 54957(b)(1) (public employee performance evaluation).

At 11:42 p.m., the City Council reconvened and announced "no" reportable actions. The City Attorney announced that directions were provided to the City's negotiators.

R. ADJOURNMENT

At 11:42 p.m., the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

TIM FLYNN
Mayor

MINUTES

OXNARD CITY COUNCIL

Regular Meeting

April 19, 2016

A. ROLL CALL/POSTING OF AGENDA

At 4:34 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald and Bert Perello were present. Councilmember Dorina Padilla was absent. The City Clerk stated that the agenda was posted on Thursday in the City Hall. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Maria Hurtado, Assistant City Manager; Scott Whitney, Assistant City Manager and Stephen Fischer, City Attorney.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Public comments were received from Steve Nash and Edward Castillo

C. CLOSED SESSION

At 4:42 p.m. the City Council recessed to a closed session, pursuant to Government Code section 54956.9(d)(1), to confer with its attorneys on three separate cases. The titles and case numbers of the litigation being discussed are: 1) City of Oxnard v. Dale Belcher, et al., Ventura Superior Court, Case No. 56-2014-00450216-CU-CO-VTA; 2) City of Oxnard v. Aaron Starr, Ventura County Superior Court, Case No. 56-2016-00479696-CU-MC-VTA and 3) Aaron Starr v. City of Oxnard; et al. Ventura County Superior Court, Case No. 56-2016-00480094-CU-PT-VTA.

The City Council also recessed to a closed session, pursuant to Government Code section 54956.9(d)(2), based on existing facts and circumstances, this is a significant exposure to litigation against the City in one potential case.

The City Council also recessed to a closed session, pursuant to Government Code section 54956.9(d)(2) The purpose of the closed session is for the City Council to consider whether to allow the late claim of Margarito Nino as Guardian ad Litem for Paola Nino, a minor, to be filed (City Attorney Claim No. 2016-0041).

At 6:18 p.m., the City Council reconvened and the City Attorney reported on: 1) the request for “title and summary”; 2) writ of mandate regarding the “wastewater” initiative; and 3) Council voted unanimously to grant the application to file late claim (2016-0041) of Margarito Nino as Guardian ad Litem for Paola Nino, a minor.

D. OPENING CEREMONIES

At 6:19 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence. Mayor Flynn presided. Additional staff members present were: J Tabin Cosio, Human Resources Director; Ashley Golden, Development Services Director; Todd Housley, Environmental Resources Manager; Jason M. Samonte, Traffic Engineer and Renee Rakestraw, Recreation/Human Services Coordinator.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of a Commendation to Dr. Richard R. Rush for his Leadership and Commitment to Higher Education.
DISCUSSION: Mayor Flynn commented on the accomplishments at CSUCI. Dr. Rush stated the “need” to serve the residents and provide opportunities to the local community.
2. SUBJECT: Presentation of a Proclamation Designating April 28, 2016 as "Arbor Day".
DISCUSSION: The Environmental Resources Manager thanked the Council for the recognition of “Arbor Day”.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments received from: Mike Johnson (crime statistics); Martin Jones (reporting of closed session items); Ernest Eglan (Police equipment); Arthur Valenzuela (Greater Oxnard Democrats activities); Aaron Starr (initiative process); Pete Placencia (Senior Health Care Fair); Guadalupe Banuelos (streets repairs on Third Street); Inez Tuttle (2050 SOAR option, use of interim employees); Pat Brown (trucks on Oxnard Boulevard, crime statistics); Patrick Barrios (Colonia street options); George Miller (fiscal policy meetings, hiring of consultants) and Harold Ceja (Colonia improvements meetings).

G. REVIEW OF INFORMATION/CONSENT AGENDA

Public comments received from: Recreation/Human Services Coordinator (I-3) and Traffic Engineer (I-4).

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comments received from: Dona Lacayo (I-4) and Pat Brown (I-4).

I. INFORMATION/CONSENT AGENDACity Clerk Department

1. SUBJECT: Minutes of the Regular Meeting of the Oxnard City Council for March 29 and April 5, 2016.
RECOMMENDATION: Approve.

City Manager Department

2. SUBJECT: Agreements for City Council Review.
RECOMMENDATION: That City Council, pursuant to Ordinance 2835, and Resolution No. 13,932, approve and authorize the City Manager to execute the agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000, which are described on the attached list.

Cultural and Community Service Department

3. SUBJECT: Recognize Revenue and Appropriate Funds for the Retired and Senior Volunteer Program (RSVP), Fiscal Year 2016/2017.

RECOMMENDATION: That City Council: 1) Approve a Special Budget Appropriation recognizing grant award in the amount of \$67,777 and matching funds of \$29,047 for the Retired and Senior Volunteer Program grant; and 2) Authorize the City Manager or designee to execute grant agreements; the Finance Director or designee to submit financial reports and grant claims and approve special budget appropriations for the use of grant funds.

Development Services Department

4. SUBJECT: Amendment of Designated Heavy Container Corridors.
RECOMMENDATION: That City Council adopt **Resolution No 14,909** designating certain City streets for the operation and movement of overweight vehicles and repealing Resolution No. 14,449.

Public Works Department

5. SUBJECT: Approve Plans and Specifications for UD14-02 Alley Reconstruction at Various Locations - Phase II.
RECOMMENDATION: Removed from the agenda.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended with removal of I-5. (Ramirez/Perello) Ayes: Ramirez, MacDonald, Perello and Flynn. Absent: Padilla.

J. PUBLIC HEARINGS

K. APPOINTMENT ITEMS

L. REPORTS

Cultural and Community Service Department

3. SUBJECT: Senior Services Commission Annual Report.
RECOMMENDATION: That City Council receive the Senior Services Commission annual verbal report.
DISCUSSION: Senior Commissioners Alice Sweetland, Kay Brainard, Albert Clemens, Alice Madrid and Lourdes Yu were present and commented on the senior activities and services provided including volunteer options and future goals (building a new senior center.)

The City Council commented on the future “senior” services goals including improvements of “C” Street facility.

ACTION: The City Council received and provided comments.

Economic Development Department

5. SUBJECT: Verbal Report on Oxnard Convention and Visitors Bureau Annual Report.
RECOMMENDATION: That the City Council receive the Oxnard Convention and Visitors Bureau’s verbal report.
DISCUSSION: Steven Buenger and Alyce Bosacki, Oxnard Convention and Visitors Bureau, reviewed accomplishments, budget and goals including marketing, press releases and economic impact to the community.

Public comment received from: Jim Lavery.

The City Council commented on: local economic impact; the relationship between VCTC (train ridership) and Visitors Bureau; the benefit of having the 2016 North American Travel Journalists Association Conference in Oxnard and efforts to promote the community.

ACTION: The City Council provided comments and directions to staff.

City Manager Department

2. SUBJECT: Update on Maintenance Assessment District Audits and Community Outreach Plan.
RECOMMENDATION: That City Council receive a status update on the community outreach meetings to various special assessment districts conducted by the City's consultant, NBS.
DISCUSSION: Pablo Perez, NBS, reviewed maintenance assessment districts including public outreach efforts to provide assessment district information, development of budgets, assessment of rates, level of service and analysis of specific benefits (indirect and direct service costs).

Public comments received from: Michael Gleason; Dale Dean; Steve Huber; Jackie Tedeschi; George Miller; Dan Pinedo and Sandra Sudac.

The City Council discussed the need for public outreach (including the filming of district meetings), hiring of special district administrator,

The City Council questioned: how expenses of landscape maintenance districts were paid when there was a deficit; funding formula to be used for administration costs; record keeping practices and type of landscape "services" to be provided to landscape maintenance districts.

ACTION: Received report and provided comments to staff.

City Attorney Department

1. SUBJECT: Debt Forgiveness.
RECOMMENDATION: That City Council consider the request of Edward Idukas to modify restitution payments owing to the City of Oxnard and adopt a resolution approving the request.
DISCUSSION: The City Attorney outlined the request and current procedure to act.

Public comments received from: Pat Brown and George Miller.

The City Council commented on a having "management" policy (not having Council deciding case by case) in which staff follow Council "policy" to provide these types of decisions.

ACTION: Moved to deny request **Resolution No 14,910** (Perello/MacDonald). Ayes: MacDonald, Perello and Flynn. Noes: Ramirez. Absent: Padilla.

Development Services Department

4. SUBJECT: First Amendment to Agreement No. 6944-14-DS with WKE, Inc.
RECOMMENDATION: Removed from the agenda.
ACTION: The Council concurred to continue this item.

Human Resource Department

6. SUBJECT: Approval of Resolutions Authorizing Full-Time Equivalent Positions and Approving Salary Schedule.

RECOMMENDATION: That City Council Adopt Two Resolutions: 1) **Resolution No 14,912** Repealing Resolution No. 14,905 authorizing full-time equivalent positions and setting the authorized full-time equivalent positions; and 2) **Resolution No 14,911** Repealing Resolution No. 14,904 setting the classification and salary schedule; and approving changes to Section XII of the Personnel Rules and Regulations setting the classification and salary schedule.

DISCUSSION: The Human Resources Director reviewed the procedures to fill positions and the overall “city” rate of vacant positions.

Public comments received from: Jim Lavery and George Miller.

The Council discussed: the procedures to fill City positions and the effect of not filling positions.

ACTION: Approved as recommended. (MacDonald/Perello). Ayes: Perello, Flynn, Ramirez and MacDonald. Absent: Padilla.

M. REPORT OF CITY MANAGER

The City Manager reviewed the amount of time to accomplish the goals of the City.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

1. SUBJECT: Consider Fiscal Policy Task Force Recommendation that Council Send a Letter to SCO Requesting a Financial Audit. (10/30)

RECOMMENDATION: That City Council consider the Fiscal Policy Task Force’s recommendation that Council send a letter to the State Controller’s Office (SCO) requesting SCO conduct a financial audit of the City of Oxnard and provide direction on whether or not to send a letter to the SCO.

DISCUSSION: The City Manager and Assistant City Manager (Hurtado) outlined the request to contact the SCO and the schedule of the current audit and final input of the State regarding Comprehensive Annual Financial Report (CAFR).

Public comments received from: Jim Lavery and George Miller.

The City Council discussed the value of contacting the SCO, the current “audit” process and schedule to complete CAFR.

ACTION: The City Council concurred to table this matter

The Council discussed: Council meeting protocol to discuss legal issues; public health view of youth violence in the community; attending the California Public Utilities Commission regarding charging of public utilities rates; Regional Defense Partnership meeting in Washington D.C.; 110th Anniversary of Our Lady of Guadalupe School and the City’s responsibility to pay municipal debts.

O. PUBLIC COMMENTS ON REPORTSP. PUBLIC COMMENTS ON STUDY SESSIONQ. STUDY SESSIONR. ADJOURNMENT

At 11:29 p.m., the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

TIM FLYNN
Mayor



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 2

DATE: May 3, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Ashley Golden, Development Services Director

SUBJECT: Vacation of Two (2) Public Service Easements Within Property Located at the Southeast Corner of Statham Boulevard and Oxnard Boulevard

CONTACT: Paul Wendt, Development Services
Paul.Wendt@oxnard.org, 385-7894

RECOMMENDATION:

That City Council adopt a resolution: 1) vacating the public service easement for sidewalk purposes as described in the document recorded June 6, 2008, as instrument number 20080606-00089698 of Official Records in the Office of the Ventura County Recorder, and 2) vacating a public service easement for water line purposes as described in the document recorded June 6, 2008, as instrument number 20080606-00089714 of Official Records in the Office of the Ventura County Recorder.

BACKGROUND

On August 16, 2007, the Oxnard Planning Commission approved resolution 2007-25 approving Special Use Permit (SUP) 06-500-11 to allow development of a vacant parcel at the southeast corner of Statham Boulevard and Oxnard Boulevard. The conditions of approval of that permit required the property owner to dedicate a future sidewalk and a water line easement. The easements were recorded against the property in 2008 when the construction plans were approved. Subsequent to recordation of the easements, the property owner withdrew his request for a construction permit and SUP 06-500-11 has since expired. The improvements and project were never constructed.

Vacation of Two Public Service Easements - Statham Commercial Development

May 3, 2016

Page 2

The current property owner is in the process of selling the property and has requested that these documents be vacated and the rights obtained by the City be terminated.

FINANCIAL IMPACT

There is no anticipated financial impact.

ATTACHMENTS:

#a: Attachment A - Resolution

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD VACATING TWO (2) PUBLIC SERVICE EASEMENTS (FOR SIDEWALK AND WATER LINE PURPOSES) WITHIN PROPERTY LOCATED AT THE SOUTHEAST CORNER OF STATHAM BOULEVARD AND OXNARD BOULEVARD

WHEREAS, the City accepted a public service easement for sidewalk purposes as described in the document recorded June 6, 2008, as instrument number 20080606-00089698 of Official Records in the Office of the Ventura County Recorder; and

WHEREAS, the City accepted a public service easement for water line purposes as described in the document recorded June 6, 2008, as instrument number 20080606-00089714 of Official Records in the Office of the Ventura County Recorder; and

WHEREAS, Planning and Zoning permit 06-500-11 approved under Planning Commission Resolution 2007-25 required the property owner to dedicate the above two (2) easements; and

WHEREAS, the development proposed under Planning and Zoning permit 06-500-11 was never constructed and Planning and Zoning permit 06-500-11 has expired; and

WHEREAS, the public service easements described above have not been used for the purpose for which they were dedicated for the five consecutive years immediately preceding this vacation; and

WHEREAS, the public service easements are currently unnecessary for present or prospective use; and

WHEREAS, there are no in-place public utility facilities that are in use that would be affected by this vacation; and

WHEREAS, the proposed vacations bestows a public benefit by relieving the City of future liability associated with ownership of the public service easements.

NOW, THEREFORE, the City Council of the City of Oxnard resolves:

1. That the two (2) public service easements described above are unnecessary for present or prospective use because they have not been used for the purpose for which they were dedicated for the five consecutive years immediately preceding this vacation.
2. That vacation of the two (2) public service easements is made under Chapter 4 of Part 3 of Division 9 of the Streets and Highways Code and Section 8333(a) thereof.
3. The City Clerk is instructed to cause a certified copy of this resolution, attested by the City Clerk under the seal of the City, to be recorded in the office of the Ventura County Recorder.

4. From and after the date that this resolution is recorded with the Ventura County Recorder, the public service easements being vacated shall no longer constitute public service easements.

PASSED AND ADOPTED THIS _____ day of _____, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Flynn, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent

AGENDA ITEM NO.: 3

DATE: May 3, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Ashley Golden, Development Services Director

SUBJECT: Approval of Lowest Responsible Responsive Bid and Authorization to Issue and Execute a Contract (A-7873) for DS15-43 - Raised Medians Along Victoria Avenue Between Fifth Street and Gonzales Road.

CONTACT: Soher Admelmalik, Development Services
Soher.Abdelmalik@oxnard.org, 385-7873

RECOMMENDATION:

That City Council award Agreement A-7873 to the lowest responsible and responsive bidder, Granite Construction Company, in the amount of \$914,098.60 for the Victoria Avenue Raised Median project, and authorize the purchasing agent to execute the contract upon receipt of final documents.

BACKGROUND

In 2012, the City applied for and was awarded Federal grant funds in the amount of \$900,000 from the Highway Safety Improvement Program (HSIP) for the installation of a raised median along Victoria Avenue from Gonzales Road to Fifth Street (Victoria Avenue Raised Median Project).

On December 1, 2015, the City Council approved specifications and a budget appropriation to conduct a public bid process, for the Victoria Avenue Raised Median project. This capital improvement project includes installing median curb, stamped concrete, street lights, traffic loops to detect vehicles and bicycles at the signalized intersections, and modifying existing street striping. At the December 1st council meeting, City Council discussed the cost of the overall project and the need to install stamped concrete in the raised median. The City standard

(referred to as Plate 126) requires stamped concrete for medians of this size and nature. Specifically for this project, the cost difference between stamped concrete and plain concrete is approximately \$14,700 (The stamped concrete cost is approximately \$182,400 and the plain concrete cost is \$167,700).

The first advertisement of the project bid was December 31, 2015. The bid process opened to the public on Monday January 4, 2016. The public bid closed on February 17, 2016. The City received six bids ranging from \$914,098.60 to \$1,474,310.00.

After a review of all bidders' documentation, Granite Construction Company was selected as the responsible and responsive lowest bidder.

FINANCIAL IMPACT

There are sufficient funds in the FY 16/17 approved project budget to cover the costs of this project. The City received a Federal grant from HSIP in the amount of \$900,000 and \$351,834 in matching funds from the Circulation System Improvement Fund was previously appropriated for a total project budget of \$1,251,834. After initial expenditures for design, soil investigations, surveying and printing, a total of \$1.16 million remains in this CIP project no. 143102, which is sufficient to cover the \$914,098.60 contract with Granite Construction Company.

ATTACHMENTS:

- #a:** Attachment A - Tabulation of Bids
- #b:** Attachment B - Project Cost Estimate
- #c:** Attachment C - Bid Package, Granite Construction Company
- #d:** Attachment D - OSHA Report
- #e:** Attachment E - Subcontractors
- #f:** Attachment F - Certificate of Publication-Public Notice
- #g:** Attachment G - CA DIR Registration
- #h:** Attachment H - Staff Report, Council Approval to Bid

DS15-43 - RAISED MEDIANS ALONG VICTORIA AVE.-5TH ST. TO GONZALES RD. (HSIPL-5129 (083))

**CITY OF OXNARD
CAPITAL IMPROVEMENT PROJECT ESTIMATE**

I.3.b

Project Title: Victoria Ave. Median Improvements

Specification No: DS15-43

Account No: _____

Project No. 143102

Project Manager: SOHER ABDELMALIK

	Original Estimate Amount	Revised Estimate Amount	Actual Cost
I. EXTERNAL SERVICES			
A. Architectural/ Engineering (8201)			
1. Preliminary Feasibility			
2. Design or Construction			
3. Specification/Cost Estimate			
B. Planning/EIR Services (8206)			
C. Real Estate Services (8207)			
D. Construction Services (8208)			
1. Surveys			
2. Soils Analysis			
3. Inspection			
4. Testing			
5. Atlas Fees			
6. Plans and Records			
7. Misc. (postage, reproductions, etc.)	\$1,500.00	\$1,500.00	
Total External Services	\$1,500.00	\$1,500.00	
II. INTERNAL SERVICES			
A. Design Engineering (8451)	\$56,300.00	\$56,300.00	
B. Inspection (8451)	\$33,500.00	\$33,500.00	
C. Survey (8451)	\$17,900.00	\$17,900.00	
D. Contract Administration (8451)	\$11,000.00	\$11,000.00	
E. Contract Procurement (8451)*	\$6,000.00	\$6,000.00	\$6,000.00
Total Internal Services	\$124,700.00	\$124,700.00	\$6,000.00
III. CONSTRUCTION/ACQUISITION			
<i>Funding for items in this section must be in place before contract is awarded</i>			
A. Land, Easements and Rights-of-Way (8601)			
B. Buildings:			
8602-New			
8603-Major Repair			
C. Improvements other than Buildings			
8604-New	\$780,100.00		
8605-Major Repair			
D. Machinery/Equipment (8606/8607)	\$148,000.00		
Total Construction/Acquisition	\$928,100.00		
IV. OTHER PROJECT COSTS:			
A. Project Contingencies (8802)	\$78,010.00		
B. CIP Indirect Cost (4% of total construction costs)			
Total Other Costs	\$78,010.00		
Project Total	\$1,132,310.00	\$126,200.00	\$6,000.00
Total Appropriation			
Less: Encumbrances & Expenditures			
Balance Available			
NOTICE Approval of this estimate authorizes the transfer of the amount shown in Rows A-E from the project fund above to Contract Procurement Account No. 101-1501-053-PS37 when bid solicitation services begin. Prepared by: _____ Date: <u>March 17, 2016</u> Approved by: _____ Date: _____			

Detailed Engineer's Estimate For Construction Items Only

Agency: City of Oxnard

Project Name: New Median

Project Location: Victoria Ave. from Fifth St. to Gonzales Rd.

Date of Estimate: March 17, 2016

Prepared by: Soher Abdelmalik

Item No.	Description	Quantity	Units	Unit Cost	Total
1	Clearing and Grubbing	1	L.S.	\$15,000.00	\$15,000.00
2	Saw Cut	13,950	L.F.	\$1.00	\$13,950.00
3	Type A1-8 median curb	13,700	L.F.	\$18.00	\$246,600.00
4	Stamped Concrete	20,963	Sq. Ft.	\$8.00	\$167,704.00
5	AC Pavement	1,453.50	Ton	\$80.00	\$116,280.00
6	Agg. Base	720	C.Y.	\$60.00	\$43,200.00
7	Type K sign and post	11	EA	\$100.00	\$1,100.00
8	Detail 27B striping in thermoplastic	14035	L.F.	\$0.60	\$8,421.00
9	Detail 39 striping in thermoplastic	13100	L.F.	\$0.65	\$8,515.00
10	Detail 39A striping in thermoplastic	800	L.F.	\$0.65	\$520.00
11	Detail 12 striping in thermoplastic	14770	L.F.	\$0.50	\$7,385.00
12	Detail 38 striping in thermoplastic	2480	L.F.	\$0.90	\$2,232.00
13	12" solid white "chevron" pavement marking in Thermoplastic.	100	L.F.	\$2.65	\$265.00
14	Type IV arrow pavement marking in thermo.	24	EA	\$55.00	\$1,320.00
15	Bike Lane arrow pavement marking in thermo	6	EA	\$50.00	\$300.00
16	Bike Lane symbol pavement marking in thermo	6	EA	\$50.00	\$300.00
17	Bike Loop pavement marking in thermoplastic	6	EA	\$30.00	\$180.00
18	6' Diameter inductive loop	26	EA	\$250.00	\$6,500.00
19	Type D bicycle loop	6	EA	\$350.00	\$2,100.00
20	Bike Lane sign and post	5	EA	\$100.00	\$500.00
21	3" conduit	6750	L.F.	\$15.00	\$101,250.00
22	1 1/2" conduit	880	L.F.	\$10.00	\$8,800.00
23	Pull Box	42	EA	\$300.00	\$12,600.00
24	Traffic Control	1	L.S.	\$15,000.00	\$15,000.00
25	SUB-TOTAL				\$780,022.00
26	CONTINGENCY 10%				\$78,002.20
27					
28					
29					
				TOTAL:	\$858,024.20

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

BID DOCUMENTS (BLUE SHEETS)
FOR

PROJECT TITLE: - Raised Medians along Victoria Ave. -5th St. to Gonzales Rd.

BRIEF DESCRIPTION OF PROJECT: Raised Medians along Victoria Ave.-5th St. to Gonzales Rd. --Scope of work includes installing median curb, stamped concrete median, street lights, modify existing striping and install new traffic loops.

Specification Number DS15-43 includes 32 pages of bid documents. Drawing No. 15-13A includes 20 sheets of plans and 7 sheets of Edison Drawings.

Work must begin within 14 calendar days after the Notice to Proceed is issued. Work is to be complete in 98 calendar days. Liquidated damages will be assessed at \$1,500.00 per calendar day.

Payment shall be in accordance with the provisions of Section 9-3 of the Standard Specifications for Public Works Construction.

CONTRACTOR'S FAILURE TO COMPLETE THIS SECTION
MAY CAUSE REJECTION OF THE BID

Name Granite Construction Company
Physical Address 585 West Beach Street
Mailing Address P.O. Box 50085
City Watsonville State CA Zip Code 95076
Telephone No. 831-724-1011 Fax No. 831-768-4021

Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid

B-1

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

PROJECT OVERVIEW

The following description of the amount of work to be done and materials to be furnished by the contractor is an approximation provided for your use in preparing a bid. The City of Oxnard does not expressly or by implication warrant that the actual amount of work or materials awarded will correspond therewith. The City reserves the right to increase or decrease the amount of any class or portion of the work or materials or to delete any of the work or materials, as the City deems necessary or expedient. If the description includes more than one job, the City may decide to award a contract for only one or less than all of the jobs included in the bid submitted.

DESCRIPTION

The project will consist of the following:

- 1- Saw cut and remove existing AC median, existing AC pavement and natural soil to prepare for the new median.
- 2- Install new type A1-8 median curb, colored stamped concrete, per City standard plans and as shown on the plans.
- 3- Install AC pavement and Aggregate base as shown on the plans.
- 4- Install 3" conduits and pull boxes for street lights.
- 5- Modify existing striping.
- 6- Provide traffic control devices.

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

BID SCHEDULE OF WORK AND PRICES

BIDDER'S NAME GRANITE CONSTRUCTION COMPANY

ITEM NO.	DESCRIPTION	PAYMENT REF.	UNIT OF MEASURE	EVALUATION QTY*	UNIT COST	TOTAL
1	Clearing and Grubbing	1011-3	LS	1	1170341	\$ 1170341-
2	Saw Cut	1011-3	LF	13,950	0.10	1395-
3	Type A1-8 Concrete Curb	1013-3	LF	13,700	13-	178100-
4	Colored Stamped Concrete	1013-3	SQ	20,963	8.70	18237810-
5	AC Pavement	1014-7	Ton	1,453.5	94-	136681-
6	Aggregate Base	1015-3	CY	720 972	67-	65124-
7	Type K Sign and Post	1017-3	EA	11	26-	286-
8	Detail 27B Striping in Thermoplastic	1017-3	LF	14,035	0.80	11228-
9	Detail 39 Striping in Thermoplastic	1017-3	LF	13,100	1-	13100-
10	Detail 39A Striping in Thermoplastic	1017-3	LF	800	0.75	600-
11	Detail 12 Striping in Thermoplastic	1017-3	LF	14,770	0.75	11081.50
12	Detail 38 Striping in Thermoplastic	1017-3	LF	2,480	1.70	4216-
13	12-in Solid White Chevron pavement marking in Thermoplastic	1017-3	LF	100	5-	500-
14	Type IV Arrow pavement marking - T	1017-3	EA	24	117-	2808-
15	Bike Lane Arrow pavement marking -T	1017-3	EA	6	90-	540-
16	Bike Lane Symbol pavement marking -T	1017-3	EA	6	85-	510-
17	Bike loop pavement marking in Thermoplastic	1017-3	EA	6	42-	252-
18	6-ft. diameter inductive loop	1018-3	EA	26	320-	8320-
19	Type D Bicycle loop	1018-3	EA	6	285-	2070-
20	Bike Lane sign and post	1018-3	EA	5	260-	1300-
21	3-inch Conduit	1018-3	LF	6,750	15-	101250-
22	1 1/2-inch Conduit	1018-3	LF	880	10-	8800-
23	Edison Pullbox (13"x24"x24")	1018-3	EA	40	410-	16400-
24	Traffic Signal Pullbox #6	1018-3	EA	2	750-	1500-
25	Traffic Control	1019-3	LS	1	32280-	32280-
26	Unclassified fill	SSPWC 2012 300-4.9	C.Y.	532	28-	14896-
ALTERNATIVE ITEM						
27	Preserving Survey Monumentation	1003-4	LS	1	1500-	1500-
GRAND TOTAL					\$ 914,098.60	

**Bidder's Failure to Complete
 All Items Contained On This Page
 May Cause Rejection of Your Bid**

B-3

Federal Project # HSIPL-5129(003)

CITY OF OXNARD
SPECIFICATION NUMBER DS15-43

BID SCHEDULE OF WORK AND PRICES

BIDDER'S NAME Granite Construction Company

ITEM NO.	DESCRIPTION	PAYMENT REF.	UNIT OF MEASURE	EVALUATION QTY*	UNIT COST	TOTAL
1	Clearing and Grubbing	1011-3	L.S.	1		\$
2	Saw Cut	1011-3	L.F.	13,950		
3	Type AI-8 concrete curb	1013-3	L.F.	13,700		
4	Colored Stamped Concrete	1013-3	SQ.FT	20,963		
5	AC Pavement	1014-7	Ton	1,453.5		
6	Aggregate Base	1015-3	C.Y.	720		
7	Type K sign and post	1017-3	EA	11		
8	Detail 27B striping in Thermoplastic	1017-3	L.F.	14,033		
9	Detail 39 striping in thermoplastic	1017-3	L.F.	13,100		
10	Detail 39A striping in Thermoplastic	1017-3	L.F.	800		
11	Detail 12 striping in Thermoplastic	1017-3	L.F.	14,770		
12	Detail 38 striping in Thermoplastic	1017-3	L.F.	2,480		
13	12" solid white "Chevron" pavement marking in thermoplastic	1017-3	L.F.	100		
14	Type IV arrow pavement marking (T)	1017-3	EA	24		
15	Bike lane arrow pavement marking (T)	1017-3	EA	6		
16	Bike lane symbol pavement marking (T)	1017-3	EA	6		
17	Bike loop pavement marking in thermos.	1017-3	EA	6		
18	6' diameter inductive loop	1018-3	EA	26		
19	Type D bicycle loop	1018-3	EA	6		
20	Bike Lane sign and post	1018-3	EA	5		
21	3" conduit	1018-3	L.F.	6,750		
22	1 1/2" conduit	1018-3	L.F.	880		
23	Edison Pull Box (13"x24"x24")	1018-3	EA	40		
24	Traffic signal Pull Box #6	1018-3	EA	2		
25	Traffic Control	1019-3	L.S.	1		
26	Unclassified fill	SSPWC 2012 300-4.9	C.Y.	532		
	Alternative Item					
25	Preserving Survey Monumentation	1003-4	L.S.	1		
GRAND TOTAL				\$		

B-3

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

BID SCHEDULE OF WORK AND PRICES

GRAND TOTAL SUBMITTED - \$ 914,098.60

The grand total submitted is subject to verification. Item total will be verified by multiplying the unit cost with the approximate quantity. If any discrepancy is found, the unit prices will be the basis of award.

Bidder must fill in number and date of *all* addenda or enter the word "none" if appropriate.

The following addenda are
acknowledged and attached:

NO.	DATED	NO.	DATED
01	1/19/16		
02	1/28/16		
03	2/09/16		

I make the above bid and certify or declare under penalty of perjury that the statements made in this bid, and below my signature, are true and correct.

DATED 02/09/16 AT Watsonville

COMPANY NAME Granite Construction Company

SIGNATURE [Signature] TITLE Jigisha Desai, Vice President

(Sole Owner, Partner, Corporate Officer)*

*Person signing must be listed on records of Contractors State License Board or authorized company signatory.



Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid

B-4

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

SUBCONTRACTORS INFORMATION

BIDDER'S NAME Granite Construction Company

Pursuant to the Subletting and Subcontracting Fair Practices Act, Public Contract Code Sections 4104 et seq., each bidder submitting bids for the construction of any public work or improvement shall set forth:

- A. The name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, in an amount in excess of one-half of one percent (1/2 of 1%) of the prime contractor's total bid or, in the case of bids for the construction of streets or highways, including bridges, in excess of one-half of one percent (1/2 of 1%) of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.
- B. The portion of the work which will be done by each such subcontractor. The prime contractor shall list only one subcontractor for each such portion as is defined by the prime contractor in his or her bid.

The information requested below must be filled out completely.			This information must be provided now or via fax (805) 385-8360 within 24 hours of bid opening.	
NAME OF SUBCONTRACTOR	COMPLETE ADDRESS	DESCRIPTION OF WORK	STATE LICENSE	
			NUMBER	CLASS
California Professional Engineering, Inc.	929 Ottenbein Ave. La Puente, CA 91748	Traffic Loops	793907 DIR # 100001990	C-10 C-20
JD Sam Hill & Sons Inc.	PO Box 5670 Ventura CA 93005	Electrical		
Super Seal & Stripe	310A Street PO Box 755 Fillmore, CA 93016	Striping & Signs	396627 DIR # 100600052	C-32

Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid

B-5

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
 SPECIFICATION NUMBER DS15-43

SUBCONTRACTORS INFORMATION

BIDDER'S NAME Granite Construction Company

Pursuant to the Subletting and Subcontracting Fair Practices Act, Public Contract Code Sections 4104 et seq., each bidder submitting bids for the construction of any public work or improvement shall set forth:

- A. The name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, in an amount in excess of one-half of one percent (1/2 of 1%) of the prime contractor's total bid or, in the case of bids for the construction of streets or highways, including bridges, in excess of one-half of one percent (1/2 of 1%) of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.
- B. The portion of the work which will be done by each such subcontractor. The prime contractor shall list only one subcontractor for each such portion as is defined by the prime contractor in his or her bid.

The information requested below must be filled out completely.			This information must be provided now or via fax (805 385-8360) within 24 hours of bid opening-	
NAME OF SUBCONTRACTOR	COMPLETE ADDRESS	DESCRIPTION OF WORK	STATE LICENSE	
			NUMBER	CLASS
1. Steiny and Company, Inc.	12907 East Garvey Ave Baldwin Park CA 91706	Electrical	161273 DIR# 1000004	A 1082
2.				
3.				

**Bidder's Failure to Complete
 All Items Contained On This Page
 May Cause Rejection of Your Bid**

B-6

CITY OF OXNARD
SPECIFICATION NUMBER DS15-43

BIDDER'S LIST OF SUBCONTRACTORS (DBE and NON-DBE) - PART 1

The bidder shall list all subcontractors (both DBE and non-DBE) in accordance with Section 2-1.054 of the Standard Specifications and per Title 49, Section 26.11 of the Code of Federal Regulations. This listing is required in addition to listing DBE Subcontractors elsewhere in the proposal. Photocopy this form for additional firms.

Firm Name/ Address/ City, State, ZIP	Phone/ Fax	Annual Gross Receipts	Description of Portion of Work to be Performed	Local Agency Use Only (Certified DBE?)
Name: Taft Electric Company Address: PO BOX 3410 City State ZIP: Van Nuys CA 91403	Phone: 805-654-7972 Fax: 805-676-7526	☐ < \$1 million ☐ < \$5 million ☐ < \$10 million ☐ < \$15 million ☐ > \$15 million	Electrical	YES NO If YES list DBE #:
Name: CIT CAT Tracking Inc. Address: 2950 Rubidoux Blvd City State ZIP: Riverside, CA 92509	Phone: 951-682-2944 Fax: 951-682-4941	☐ < \$1 million ☐ < \$5 million ☐ < \$10 million ☐ < \$15 million ☐ > \$15 million	Striping	YES NO If YES list DBE #:
Name: Superior Pavement Markings Address: 5312 Cypress St City State ZIP: Cypress CA 90630	Phone: 714-995-9100 Fax: 714-995-9400	☐ < \$1 million ☐ < \$5 million ☐ < \$10 million ☐ < \$15 million ☐ > \$15 million	Striping	YES NO If YES list DBE #:
Name: Chrisp Company Address: 2280 South Lilac Ave City State ZIP: Bloomington CA 92316	Phone: 909-746-0356 Fax: 909-746-0354	☐ < \$1 million ☐ < \$5 million ☐ < \$10 million ☐ < \$15 million ☐ > \$15 million	Striping	YES NO If YES list DBE #:

Distribution: 1) Original - Local Agency File

B-6-1

BIDDER'S LIST OF SUBCONTRACTORS (DBE and NON-DBE) - PART II

The bidder shall list all subcontractors who provided a quote or bid but were not selected to participate as a subcontractor on this project. This is required for compliance with Title 49, Section 26 of the Code of Federal Regulations. Photocopy this form for additional firms.

Firm Name/ Address/ City, State, ZIP	Phone/ Fax	Annual Gross Receipts	Description of Portion of Work to be Performed	Local Agency Use Only (Certified DBE?)
Name PCI	Phone 802-218-0504	☐ < \$1 million ☐ < \$5 million ☐ < \$10 million ☐ < \$15 million ☐ > \$15 million	Striping	YES NO If YES list DBE #:
Address	Fax 562-218-0634			Age of Firm (Yrs.)
City State ZIP				
Name Spendahl Enterprises Inc	Phone 818-834-8199	☐ < \$1 million ☐ < \$5 million ☐ < \$10 million ☐ < \$15 million ☐ > \$15 million	Striping	YES NO If YES list DBE #:
Address 11801 Brandford St	Fax 818-834-8618			Age of Firm (Yrs.)
City State ZIP Sun Valley CA 91352				
Name	Phone	☐ < \$1 million ☐ < \$5 million ☐ < \$10 million ☐ < \$15 million ☐ > \$15 million		YES NO If YES list DBE #:
Address	Fax			Age of Firm (Yrs.)
City State ZIP				
Name	Phone	☐ < \$1 million ☐ < \$5 million ☐ < \$10 million ☐ < \$15 million ☐ > \$15 million		YES NO If YES list DBE #:
Address	Fax			Age of Firm (Yrs.)
City State ZIP				

Distribution: 1) Original - Local Agency File

B-6-2

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

SUBCONTRACTORS INFORMATION

BIDDER'S NAME Granite Construction Company

The information requested below must be filled out completely.			This information must be provided now or via fax (805 385-8360) within 24 hours of bid opening.	
NAME OF SUBCONTRACTOR	COMPLETE ADDRESS	DESCRIPTION OF WORK	STATE LICENSE	
			NUMBER	CLASS
4.				
5.				
6.				
7.				
8.				
9.				

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

B-7

CITY OF OXNARD
SPECIFICATION NUMBER DS15-43

Fed. Proj. #HSIPL-5129(083)

(THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION OF THIS PROPOSAL SHALL ALSO CONSTITUTE AN ENDORSEMENT AND EXECUTION OF THOSE CERTIFICATIONS WHICH ARE A PART OF THIS PROPOSAL)

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The bidder Granite Construction Company, proposed subcontractor _____, hereby certifies that he has X, has not _____, participated in a previous contract or subcontract subject to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and that, where required, he has filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

Note: The above certification is required by the Equal Employment Opportunity Regulations of the Secretary of Labor (41 CFR 60-1.7(b) (1)), and must be submitted by bidders and proposed subcontractors only in connection with contracts and subcontracts, which are subject to the equal opportunity clause. Contracts and subcontracts which are exempt from the equal opportunity clause are set forth in 41 CFR 60-1.5. (Generally only contracts or subcontracts of \$10,000 or under are exempt.)

Currently, Standard Form 100 (EEO-1) is the only report required by the Executive Orders or their implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous contract or subcontract subject to the Executive Orders and have not filed the required reports should note that 41 CFR 60-1.7(b) (1) prevents the award of contracts and subcontracts unless such contractor submits a report covering the delinquent period or such other period specified by the Federal Highway Administration or by the Director, Office of Federal Contract Compliance, U.S. Department of Labor.

**CITY OF OXNARD
SPECIFICATION NUMBER DS15-43**

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the bidder hereby declare under penalty of perjury under the laws of the State of California that the bidder has _____, has not X been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or Federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "bidder" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The bidder must place a check mark after "has" or "has not" in one of the blank spaces provided. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

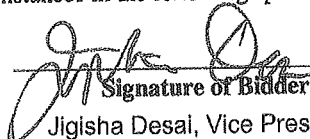
Public Contract Code Section 10162 Questionnaire

In conformance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

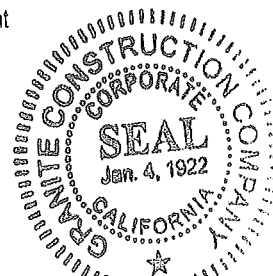
Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes _____ No X

If the answer is yes, explain the circumstances in the following space.


Signature of Bidder
Jigisha Desai, Vice President

B-8A



Attachment _____ 3
Page 12 of _____

Fed. Proj. #HSIPL-5129(083)

CITY OF OXNARD
SPECIFICATION NUMBER DS15-43

Public Contract Code 10232 Statement

In conformance with Public Contract Code Section 10232, the Contractor, hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.


Signature of Bidder
Jigisha Desai, Vice President

Note: Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.



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CITY OF OXNARD
SPECIFICATION NUMBER DS15-43

Fed. Proj. #HSIPL-5129(083)

Noncollusion Affidavit
(Title 23 United States Code Section 112 and
Public Contract Code Section 7106)

To the CITY of OXNARD
DEPARTMENT OF PUBLIC WORKS.

In accordance with Title 23 United States Code Section 112 and Public Contract Code 7106 the bidder declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Note: The above Noncollusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Noncollusion Affidavit.

Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.



Jigisha Desai, Vice President

SIGNATURE OF BIDDER



B-8C

CITY OF OXNARD
SPECIFICATION NUMBER DS15-43
DEBARMENT AND SUSPENSION CERTIFICATION

Fed. Proj. #HSIPL-5129(083)

TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

The bidder, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

No Exceptions

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.


 Jigisha Desai, Vice President

 SIGNATURE OF BIDDER

Notes: Providing false information may result in criminal prosecution or administrative sanctions. The above certification is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Certification.



B-8D

NONLOBBYING CERTIFICATION FOR FEDERAL-AID CONTRACTS

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

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

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such sub recipients shall certify and disclose accordingly.



Jigisha Desai, Vice President

SIGNATURE OF BIDDER



B-8E

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

1. Type of Federal Action: ☐ a. contract ☐ b. grant ☐ c. cooperative agreement ☐ d. loan ☐ e. loan guarantee ☐ f. loan insurance	2. Status of Federal Action: ☐ a. bid/offer/application ☐ b. initial award ☐ c. post-award	3. Report Type: ☐ a. initial ☐ b. material change For Material Change Only: year _____ quarter _____ date of last report _____
---	---	---

4. Name and Address of Reporting Entity ☐ Prime ☐ Subawardee Tier _____, if known Congressional District, if known _____	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known _____
--	--

6. Federal Department/Agency: Congressional District, if known _____	7. Federal Program Name/Description: CFDA Number, if applicable _____
--	---

8. Federal Action Number, if known:	9. Award Amount, if known:
--	-----------------------------------

10. a. Name and Address of Lobby Entity (If individual, last name, first name, MI)	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI)
--	--

(attach Continuation Sheet(s) if necessary)

11. Amount of Payment (check all that apply) \$ _____ ☐ actual ☐ planned	13. Type of Payment (check all that apply) ☐ a. retainer ☐ b. one-time fee ☐ c. commission ☐ d. contingent fee ☐ e. deferred ☐ f. other, specify _____
--	---

12. Form of Payment (check all that apply): ☐ a. cash ☐ b. in-kind; specify: nature _____ value _____	
---	--

14. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 11:

(attach Continuation Sheet(s) if necessary)

15. Continuation Sheet(s) attached: Yes ☐ No ☐

16. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: N/A
 Print Name: _____
 Title: _____
 Telephone No.: _____ Date: _____

Authorized for Local Reproduction
Standard Form - LLL

Federal Use Only:

B-8F

CITY OF OXNARD
SPECIFICATION NUMBER DS15-43

Fed. Proj. #HSIPL-5129(083)

**INSTRUCTIONS FOR COMPLETION OF SF-LLL,
DISCLOSURE OF LOBBYING ACTIVITIES**

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of covered federal action or a material change to previous filing pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress or an employee of a Member of Congress in connection with a covered federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is and/or has been secured to influence, the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, State and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant, or loan award number, the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered federal action where there has been an award or loan commitment by the Federal agency, enter the federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influenced the covered federal action.
(b) Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.

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CITY OF OXNARD
SPECIFICATION NUMBER DS15-43

Fed. Proj. #HSIPL-5129(083)

I.3.c

14. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with federal officials. Identify the federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.
15. Check whether or not a continuation sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

B-8H

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

BIDDER'S AFFIDAVIT

PROJECT Raised Medians Along Victoria Ave.- 5th St. to Gonzales Rd.

I depose and say that I am Jigisha Desai, Vice President

of Granite Construction Company (Print or type name and title)

<u>585 West Beach Street</u>	<u>Watsonville</u>	<u>CA</u>	<u>95076</u>
(Address)	(City)	(State)	(Zip Code)

Contractor's CA DIR Registration Number (Per SB854): 1000000085

A VALID CURRENT CALIFORNIA STATE CONTRACTOR'S LICENSE REQUIRED TO BID:

Contractor's License No. 89 FED TAX ID. # 94-0519552

Classification: A, B

Contractor's License Expiration Date: 5/31/17

City of Oxnard Business License Number (Not Required to Bid): 04-03900

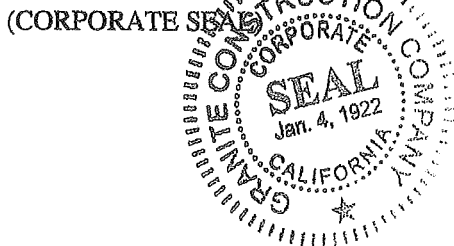
Data Universal Numbering System (D-U-N-S #): 00-691-4642

Whoever submits this bid to the City of Oxnard declares:

1. That the bidder has read these specifications, will abide by and agrees to the conditions herein, has carefully examined the project plans and does hereby agree to furnish all materials and do all the work required to complete the work in accordance with the plans and specifications for the unit prices or lump sums stated in the schedule of work and prices.
2. That this bid is genuine, and not sham or collusive, nor made in the interest or in behalf of any person not herein named, and that the bidder has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm, or corporation to refrain from bidding, and that the bidder has not in any manner sought by collusion to secure an advantage over any other bidder.
3. That the addenda listed on Page B-4 of these bid documents are acknowledged and attached.
4. That the bidder, as principal, acknowledges being bound by the following bid bond when completed by the surety.

Dated 01/25/2016 at Watsonville, California.

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



Jigisha Desai
 SIGNATURE
 Jigisha Desai, Vice President

**Bidder's Failure to Complete
 All Items Contained On This Page
 May Cause Rejection of Your Bid**

CITY OF OXNARD Fed. Proj. No. HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

BIDDER'S QUESTIONNAIRE

All Bidders **MUST** complete this form and it **MUST** be submitted with the Bid. The answers to these questions will be used to determine whether the Bidder is responsible. "Related Company," as used in this questionnaire, is any organization of which the responsible managing officer of the Bidder has been a responsible managing officer (as the term responsible managing officer is used for State of California licensing purposes) within the past 5 years and/or in which any equity holder (e.g. shareholder, partner, member) of the bidder holds or has held more than a 10% interest within the past 5 years; or has had an active role in the management of projects performed by Company. "Contact Information" means the name, address and telephone number of a person or entity. For all Yes answers please provide complete explanations on extra-attached sheets and identify by number the question to which the information pertains

EVALUATION ELEMENTS			
Standard Bidder Questions (applies to all bids)		Yes	No
1	Is Bidder currently licensed and does Bidder meet the licensing requirements stated on Page F-0? See Appendix A1	X	
2	Has Bidder or a Related Company within the past 5 years been assessed Liquidated Damages (LD's) on a public project of a government agency? If so, give project description, date of assessment, amount of assessment, name of entity, and contact information for each incident of LD assessment.	X	
3	Has the Bidder's insurance or a Related Company's insurance, within the past 5 years, been cancelled during a project? If so, give the dates of all cancellations and the contact information for all insurance companies that cancelled coverage. Insurance includes all insurance coverages of any kind, including commercial, general liability, fire and casualty, and workers' compensation.		X
4	Has Bidder's surety or a Related Company's surety within the past 5 years paid any claims arising from any project performed by Bidder or a Related Company? If so, provide the contact information and state the date and amount of each claim paid.		X
5	Has Bidder or a Related Company within the past 5 years been investigated by the Division of Labor Standards Enforcement (DLSE)? If so, provide the date(s) of investigations and the contact information for the DLSE. See Appendix B1	X	
6	Has Bidder or a Related Company been found to have violated any prevailing wage requirement on any public agency project by any government agency or by any court of law? If so, describe each violation and provide the contact information for the agency and the jurisdiction, date and case number for each court case.		X
7	Within the past 5 years, have stop notices been filed with any government agency on any project performed by Bidder or any Related Company? If so, please provide the following information for each stop notice: contact information for each claimant, amount of the claim, amount, if any, paid to settle the claim, date of the claim and the date of payment of the claim. See Appendix C1	X	
8	Has Bidder or any Related Company within the past 5 years been named as a defendant in a lawsuit alleging non-payment of subcontractors, vendors or suppliers? If so, give the date, case name and case number of the suit(s), the amount of the claim, and the disposition of the case. See Appendix D1	X	
9	Has Bidder or a Related Company ever filed a claim against a government agency that has resulted in a lawsuit? If so, describe the claim, circumstances and disposition of the lawsuit. Please provide the contact information for the agency. See Appendix E1	X	
10	Has Bidder or any Related Company ever been found to be a non-responsible bidder by an agency or debarred? If so, provide the date and name of each and explain the circumstances.		X
11	Provide the name, date, contact information and approximate amount of contract and a description of work performed for each job performed by Bidder in the last 3 years involving work of the type for which this contract is being let. See Appendix F1	X	
12	Has Bidder or a Related Company within the past 5 years been investigated by OSHA or had an OSHA violation that resulted in a citation or other actions be taken against the company. See Appendix G1	X	
13	Prime Contractor and all of their listed Subcontractors MUST be registered with the DIR as required by SB 854		

Contractor Officer's Signature:

Jigisha Desai, Vice President

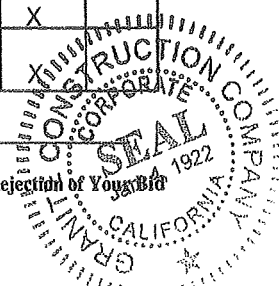
Title

1/25/16

Date

Bidder's Failure to Complete All Items Contained On This Page May Cause Rejection of Your Bid

B-11



Attachment 3

Page 21 of

Packet Pg. 46

ATTACHMENT
(TO BE USED AS COVER PAGE FOR ESCROW BID DOCUMENTS)

***ESCROW BID DOCUMENT CERTIFICATION**

The undersigned hereby certifies that the bid documentation contained herein constitutes the complete, only and all documentary information used in preparation of the bid for the City of Oxnard Raised Medium along Victoria Ave.-5th St. to Gonzales Rd. Project, and that I have personally examined these contents and have found that this bid documentation is complete.



By: Jigisha Desai
Title: Jigisha Desai, Vice President
Firm: Granite Construction Company
Date: 1/25/16

***IF PROJECT BID IS IN EXCESS OF \$500,000, IT REQUIRES SUBMITTAL OF ESCROW BID DOCUMENTS BY THE THREE LOWEST BIDDERS AND THIS DOCUMENT WILL BE INCLUDED WITH THOSE ESCROW BID DOCUMENTS. THIS DOCUMENT PACKAGE IS DUE WITHIN THREE (3) BUSINESS DAYS FOLLOWING BID OPENING:**

THIS DOCUMENT PACKAGE IS TO BE SUBMITTED TO THE:

CITY FINANCE PURCHASING SECTION
300 W. THIRD ST., 2ND FLOOR
OXNARD, CA. 93030
ATTN: Patricia Garcia

CITY OF OXNARD Fed. Project# HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

CERTIFICATE OF COMPLIANCE
FEDERAL REQUIREMENTS

This project is being financed totally or in part by federal grant funds. As such, it is subject to special contract requirements as explained in the "General Conditions (Federal Edition)." Other requirements are listed below and detailed in the "Special Provisions."

Other federal requirements:

The Davis-Bacon Act minimum wages related to this project are included in the bid documents. The effective wage determination and modifications are:

<u>DECISION NUMBER</u>	<u>REVISION DATE</u>	<u>MOD NUMBER</u>
CA150025	11/06/2015	CA25

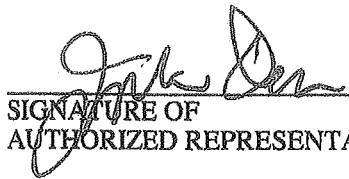
The Davis-Bacon Act provides that all modifications published more than ten days before bid opening shall be applicable. Changes made in a determination after contract award are not effective.

A copy of the wage determination and modifications must be posted at the construction site in a prominent place readily accessible to all workers.

I understand that failure to comply with these requirements will subject me to sanctions imposed by the city or the federal agency providing funds for this project, including possible debarment or suspension from participation in federally-funded construction projects.

THE FOREGOING CERTIFICATE IS FOR:

Granite Construction Company
FIRM/COMPANY NAME


SIGNATURE OF
AUTHORIZED REPRESENTATIVE

Jigisha Desai, Vice President
NAME AND TITLE OF
AUTHORIZED REPRESENTATIVE

1/25/16
DATE OF EXECUTION

B-22



CITY OF OXNARD Fed. Project# HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

"SECTION 3" AFFIRMATIVE ACTION PLAN
GENERAL CONDITIONS, FEDERAL EDITION

CONTRACTOR/SUBCONTRACTOR Granite Construction Company

PROJECT Raised Medians Along Victoria Ave. - 5th St. to Gonzales Rd.

I. Goals for Utilizing Local Project Area Residents and Businesses

A. Workforce Needs

<u>TRADE</u>	<u>ALREADY EMPLOYED</u>	<u>TO BE HIRED</u>	<u>"SECTION 3" OBJECTIVE %</u>
Skilled			
Semi-skilled			
Unskilled			
Trainees (Apprentices)			

Awards to local project area qualified businesses, subcontractors and vendors represents
0 percent of the value to be subcontracted or supplied.

<u>ITEM</u>	<u>DOLLAR VALUE</u>
-------------	---------------------

II. Steps to Accomplish Objectives

A. Minimum Requirements

- 1) Attempt to recruit from the project area through local advertising media and signs placed at the job site, community organizations, and public and private agencies operating within or serving the project area, such as the state employment development department, urban league, etc.
- 2) Maintain a list of all lower-income residents of the project area who have applied either on their own or on referral from any source and employ such persons if otherwise qualified and if openings exist.

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CITY OF OXNARD Fed. Project# HSIPL-5129(083)
SPECIFICATION NUMBER DS15-43

"SECTION 3" AFFIRMATIVE ACTION PLAN (CONT'D)
GENERAL CONDITIONS, FEDERAL EDITION

- 3) Contact project area organizations likely to refer prospective subcontractors.

B. Additional Steps

III. Steps to Secure the Cooperation of Subcontractors and Unions in Meeting These Goals

A. Minimum Requirements

- 1) Incorporate the "Section 3" clause into all subcontracts to complete a "Section 3" Affirmative Action Plan prior to signing the contract.
- 2) Notify the City when the union(s) with which the Contractor has a collective bargaining agreement has not referred to the Contractor or Subcontractor a low income resident worker or the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet "Section 3" goals.

B. Additional Steps

IV. Certification

I certify that I will comply with "Section 3" regulations as established in 24 CFR 135 and will make a good faith effort to meet the goals outlined above, and I hereby appoint:

Dianne Carlisle
Name of Appointee/Official Status with Firm

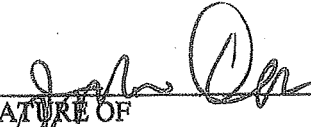
as the person responsible for the implementation of this plan.

Granite Construction Company

FIRM/COMPANY NAME

Jigisha Desai, Vice President

NAME AND TITLE OF
AUTHORIZED REPRESENTATIVE


SIGNATURE OF
AUTHORIZED REPRESENTATIVE

1/25/16
DATE OF EXECUTION



B-24

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION
FINAL REPORT-UTILIZATION OF DISADVANTAGED BUSINESS ENTERPRISES
(DBE), FIRST-TIER SUBCONTRACTORS

CEM-2402F (REV 02/2008)

ADA Notice

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CONTRACT NUMBER		COUNTY	ROUTE	POST MILES	FEDERAL AID PROJECT NO.	ADMINISTERING AGENCY	CONTRACT COMPLETION DATE
PRIME CONTRACTOR				BUSINESS ADDRESS		ESTIMATED CONTRACT AMOUNT \$	
ITEM NO.	DESCRIPTION OF WORK PERFORMED AND MATERIAL PROVIDED	COMPANY NAME AND BUSINESS ADDRESS	DBE CERT. NUMBER	CONTRACT PAYMENTS			DATE OF FINAL PAYMENT
				NON-DBE	DBE	DATE WORK COMPLETE	
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
				\$	\$		
ORIGINAL COMMITMENT				TOTAL		\$	
\$				DBE			
List all First-Tier Subcontractors, Disadvantaged Business Enterprises (DBEs) regardless of tier, whether or not the firms were originally listed for goal credit. If actual DBE utilization (or item of work) was different than that approved at time of award, provide comments on back of form. List actual amount paid to each entity. I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND CORRECT							
CONTRACTOR REPRESENTATIVE'S SIGNATURE				BUSINESS PHONE NUMBER		DATE	
TO THE BEST OF MY INFORMATION AND BELIEF, THE ABOVE INFORMATION IS COMPLETE AND CORRECT							
RESIDENT ENGINEER'S SIGNATURE				BUSINESS PHONE NUMBER		DATE	

Copy Distribution-Caltrans contracts:	Original - District Construction	Copy- Business Enterprise Program	Copy- Contractor	Copy Resident Engineer
Copy Distribution-Local Agency contracts:	Original - District Local Assistance Engineer (combined with the Report of Expenditure)	Copy- District Local Assistance Engineer	Copy- Local Agency file	

B-25

CITY OF OXNARD
SPECIFICATION NUMBER DS15-43

FED. PROJ. #HSIPL-5129(083)

I.3.c

FINAL REPORT - UTILIZATION OF DISADVANTAGED BUSINESS
ENTERPRISES (DBE), FIRST-TIER SUBCONTRACTORS
CEM 2402(F) (Rev. 02/2008)

The form requires specific information regarding the construction project: Contract Number, County, Route, Post Miles, Federal-aid Project No., the Administering Agency, the Contract Completion Date and the Estimated Contract Amount. It requires the prime contractor name and business address. The focus of the form is to describe who did what by contract item number and descriptions, asking for specific dollar values of item work completed broken down by subcontractors who performed the work both DBE and non-DBE work forces. DBE prime contractors are required to show the date of work performed by their own forces along with the corresponding dollar value of work.

The form has a column to enter the Contract Item No. (or Item No's) and description of work performed or materials provided, as well as a column for the subcontractor name and business address. For those firms who are DBE, there is a column to enter their DBE Certification Number. The DBE should provide their certification number to the contractor and notify the contractor in writing with the date of the decertification if their status should change during the course of the project.

The form has six columns for the dollar value to be entered for the item work performed by the subcontractor.

The Non-DBE column is used to enter the dollar value of work performed for firms who are not certified DBE.

The decision of which column to be used for entering the DBE dollar value is based on what program(s) status the firm is certified. This program status is determined by the California Unified Certification Program by ethnicity, gender, ownership, and control issues at time of certification. To confirm the certification status and program status, access the Department of Transportation Civil Rights web site at:
<http://www.dot.ca.gov/hq/bep> or by calling (916) 324-1700 or the toll free number at (888) 810-6346.

Based on this DBE Program status, the following table depicts which column to be used:

DBE Program Status	Column to be used
If program status shows DBE only with no other programs listed	DBE

If a contractor performing work as a DBE on the project becomes decertified and still performs work after their decertification date, enter the total dollar value performed by this contractor under the appropriate DBE identification column.

If a contractor performing work as a non-DBE on the project becomes certified as a DBE, enter the dollar value of all work performed after certification as a DBE under the appropriate identification column.

Enter the total of each of the six columns in Form CEM-2402(F).

Any changes to DBE certification must also be submitted on Form-CEM 2403(F).

Enter the Date Work Completed as well as the Date of Final Payment (the date when the prime contractor made the "final payment" to the subcontractor for the portion of work listed as being completed).

The contractor and the resident engineer sign and date the form indicating that the information provided is complete and correct.

B-25A

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Establishment Search Results

Establishment	Date Range	Office	State
Granite Construction Co.	03/17/2011 to 03/17/2016	all	CA

Please note that inspections which are known to be incomplete will have the identifying Activity Nr shown in italic. Information for these open cases is especially dynamic, e.g., violations may be added or deleted.

Sort By: [Date](#) | [Name](#) | [Office](#) | [State](#)[Return to Search](#)

Results 1 - 4 of 4

By Date

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#	Activity	Opened	RID	St	Type	Sc	SIC	NAICS	Vio	Establishment Name	
☐	1	316671726	11/05/2013	0950643	CA	Accident	Partial	1611	237310	1	Granite Construction Co.
☐	2	316873496	10/23/2013	0950652	CA	Planned	No Insp/Other	1442	212321		Granite Construction Co.
☐	3	317077139	05/21/2013	0950612	CA	Accident	Partial	1442	212321	2	Granite Construction Co.
☐	4	316276773	07/06/2012	0950652	CA	Planned	Partial	1442	212321		Granite Construction Co.

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Inspection Detail

Note: The following inspection has not been indicated as closed. Please be aware that the information shown may change, e.g. violations may be added or deleted. For open cases, in which a citation has been issued, the citation information may not be available for 5 days following receipt by the employer for Federal inspections or for 30 days following receipt by the employer for State inspections.

Inspection: 316671726 - Granite Construction Co.**Inspection Information - Office: Ca Van Nuys**

Nr: 316671726 Report ID: 0950643 Open Date: 11/05/2013

Granite Construction Co.
1020 Ladera Lane
Carpinteria, CA 93013 Union Status: Union

SIC: 1611/Highway and Street Construction, Except Elevated Highways
NAICS: 237310/ Highway, Street, and Bridge Construction
Mailing: 5335 Debbie Ln., Santa Barbara, CA 93111

Inspection Type: Accident
Scope: Partial Advanced Notice: N
Ownership: Private
Safety/Health: Safety Close Conference: 04/04/2014
Planning Guide: Safety-Construction Close Case:
Related Activity: Type ID Safety Health
Accident 102788403

Violation Summary

	Serious	Willful	Repeat	Other	Unclass	Total
Initial Violations				1		1
Current Violations				1		1
Initial Penalty				\$365		\$365
Current Penalty				\$160		\$160
FTA Amount						

Violation Items

#	ID	Type	Standard	Issuance	Abate	Curr\$	Init\$	Fta\$	Contest	LastEvent
1.	01001	Other	1524 A02 B	04/07/2014	04/24/2014	\$160	\$365	\$0	05/05/2014	F - Formal Settlement

Accident Investigation Summary

Summary Nr: 202658613 Event: 11/04/2013 Employee Sustains Fractured Rib And Face In Compactor Slide

At approximately 9:22 a.m. on November 4, 2013, Employee #1, with Granite Construction Company, was operating an Attachment roller (Caterpillar

spin, and the compaction roller began to slide backwards. The compaction roller's front and rear steel drums did not make full contact with the uneven asphalt, and Employee #1 was not able to maintain control. Employee #1 jumped off the roller and was caught and dragged underneath the compaction roller. Employee #1 was hospitalized. Employee #1 suffered a fracture on the right side of his face, multiple right-sided rib fractures, and the skin was completely torn off the underlying tissues of his right forearm (degloved).

I.3.d

Keywords: highway, fracture, face, rib, skin, drum, dragged, roller--const equip, uneven ground, lost control

Inspection	Degree	Nature	Occupation
1 316671726	Hospitalized injury	Other	Construction laborers

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Inspection Detail

Inspection: 316873496 - Granite Construction Co.**Inspection Information - Office: Ca Van Nuys-Min/Tunn**

Nr: 316873496	Report ID: 0950652	Open Date: 10/23/2013
Granite Construction Co. 400 South Highway 101 Buellton, CA 93427		Union Status: Union
SIC: 1442/Construction Sand and Gravel		
NAICS: 212321/Construction Sand and Gravel Mining		
Mailing: P.O. Box 6744, Santa Barbara, CA 93160		
Inspection Type:	Planned	
Scope:	No Insp/Other	Advanced Notice: N
Ownership:	Private	
Safety/Health:	Safety	Close Conference: 10/23/2013
Emphasis:	L: Tunnel	Close Case: 10/30/2013

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Inspection Detail

Inspection: 317077139 - Granite Construction Co.

Inspection Information - Office: Ca San Jose

 Nr: 317077139 Report ID: 0950612 Open Date:
05/21/2013

 Granite Construction Co.
Espinosa Rd. & Hwy. 101
Salinas, CA 93907

Union Status: Union

SIC: 1442/Construction Sand and Gravel

NAICS: 212321/Construction Sand and Gravel Mining

Mailing: 715 Comstock St., Santa Clara, CA 95054

Inspection Type: Accident

Scope: Partial

Advanced Notice: N

Ownership: Private

Safety/Health: Safety

Close Conference: 07/18/2013

Emphasis: S:Construction (Cship)

Close Case: 12/21/2013

Related Activity:

Type

ID

Safety

Health

Accident

102845898

Accident

102845906

Violation Summary

	Serious	Willful	Repeat	Other	Unclass	Total
Initial Violations				5		5
Current Violations				2		2
Initial Penalty				\$4,875		\$4,875
Current Penalty				\$1,950		\$1,950
FTA Amount						

Violation Items

#	ID	Type	Standard	Issuance	Abate	Curr\$	Init\$	Fta\$	Contest	LastEvent
1.	01001	Other	3203 A07	07/19/2013	08/05/2013	\$975	\$975	\$0	08/08/2013	F - Formal Settlement
2.	01002	Other	49930001 A02 A	07/19/2013	08/05/2013	\$975	\$975	\$0	08/08/2013	F - Formal Settlement
Deleted 3.	01003	Other	49930001 A03 B	07/19/2013	08/05/2013	\$0	\$975	\$0	08/08/2013	D - Govt Dismissed
Deleted 4.	01004	Other	4999 F01	07/19/2013	08/05/2013	\$0	\$975	\$0	08/08/2013	D - Govt Dismissed
Deleted 5.	01005	Other	4999 F02	07/19/2013	08/05/2013	\$0	\$975	\$0	08/08/2013	D - Govt Dismissed

Accident Investigation Summary

At approximately 3:00 a.m. on May 15, 2013, an incident occurred where Employee #1, a laborer, sustained serious injuries while working on the back of a flatbed truck offloading rails on a local highway. Employee #1 hit his head on the excavator boom causing him to lose his balance and fall off truck. Employee #1 was taken to a local area hospital, then transferred to a regional medical center where he remained for more than 24 hours.

I.3.d

Keywords: fall, truck, flatbed truck, health care facility, head, excavator, boom

	Inspection	Degree	Nature	Occupation
1	317077139	Hospitalized injury	Fracture	Occupation not reported

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Inspection Detail

Inspection: 316276773 - Granite Construction Co.**Inspection Information - Office: Ca Van Nuys-Min/Tunn**

Nr: 316276773 Report ID: 0950652

Open Date:
07/06/2012Granite Construction Co.
400 South Highway 101
Buellton, CA 93427

Union Status: Union

SIC: 1442/Construction Sand and Gravel

NAICS: 212321/Construction Sand and Gravel Mining

Mailing: P.O. Box 6744, Santa Barbara, CA 93160

Inspection Type: Planned

Scope: Partial

Advanced Notice: N

Ownership: Private

Safety/Health: Safety

Close Conference: 07/06/2012

Emphasis: L:Tunnel

Close Case: 05/01/2013

Violation Summary

	Serious	Willful	Repeat	Other	Unclass	Total
Initial Violations				1		1
Current Violations						
Initial Penalty				\$400		\$400
Current Penalty						
FTA Amount						

Violation Items

	#	ID	Type	Standard	Issuance	Abate	Curr\$	Init\$	Fta\$	Contest	LastEvent
Deleted	1.	01001	Other	24800003	07/27/2012	08/01/2012	\$0	\$400	\$0	08/09/2012	F - Formal Settlement

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SUBCONTRACTORS INFORMATION

BIDDER'S NAME Granite Construction Company

Pursuant to the Subletting and Subcontracting Fair Practices Act, Public Contract Code Sections 4104 et seq., each bidder submitting bids for the construction of any public work or improvement shall set forth:

- A. The name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, in an amount in excess of one-half of one percent (1/2 of 1%) of the prime contractor's total bid or, in the case of bids for the construction of streets or highways, including bridges, in excess of one-half of one percent (1/2 of 1%) of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.
- B. The portion of the work which will be done by each such subcontractor. The prime contractor shall list only one subcontractor for each such portion as is defined by the prime contractor in his or her bid.

The information requested below must be filled out completely.			This information must be provided now or via [redacted] STATE LICENSE	
NAME OF SUBCONTRACTOR	COMPLETE ADDRESS	DESCRIPTION OF WORK	NUMBER	CLASS
1. California Professional Engineering, Inc.	929 Otterbein Ave. La Puente, CA 91748	Traffic Loops	743907 DIR # 100001990	C-10 C-20
2. JD Sam Hill & Sons Inc.	PO Box 5670 Ventura CA 93005	Electrical		
3. Super Seal & Stripe	310A Street PO Box 755 Fillmore, CA 93016	Striping & Signs	396627 DIR # 100600052	C-32

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

SUBCONTRACTORS INFORMATION

BIDDER'S NAME Granite Construction Company

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- B. The portion of the work which will be done by each such subcontractor. The prime contractor shall list only one subcontractor for each such portion as is defined by the prime contractor in his or her bid.

<i>The information requested below must be filled out completely.</i>			This information must be provided now or via fax (805 385-8360) within 24 hours of bid opening-	
			STATE LICENSE	
NAME OF SUBCONTRACTOR	COMPLETE ADDRESS	DESCRIPTION OF WORK	NUMBER	CLASS
1. <i>Steiny and Company, Inc.</i>	<i>12907 East Garvey Ave Baldwin Park CA 91706</i>	<i>Electrical</i>	<i>161273 DIR# 1000004</i>	<i>A 082</i>
2.				
3.				

**Bidder's Failure to Complete
All Items Contained On This Page
May Cause Rejection of Your Bid**

In the Superior Court of the State of California

IN AND FOR THE COUNTY OF VENTURA

CERTIFICATE OF PUBLICATION

TYPE OF NOTICE

NOTICE TO BIDDERS

PROJECT SPECIFICATION NUMBER DS15-43

RAISED MEDIANS ALONG VICTORIA AVE

STATE OF CALIFORNIA

COUNTY OF VENTURA

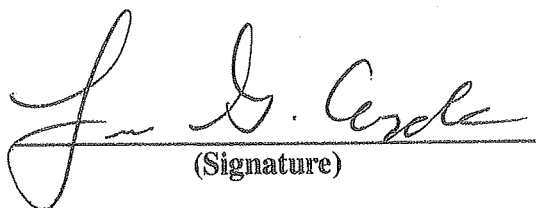
I Luis Ayala

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

Dec 31, 2015 Jan 7, 2016

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

7th day of January 2016


(Signature)

NOTICE TO BIDDERS

The Oxnard City Council has authorized the invitation to bid on Project Specification Number DS15-43 for the Raised Medians along Victoria Ave. - 5th Street to Gonzales Road Project. The work will consist of installing median curb, stamped concrete median, street lights, modify existing striping and install new traffic loops. The work designated in this specification will require the Contractor to possess a State of California General Engineering Contractor's License, Class A to be considered as a prime contractor qualified for award of this project. New Public Works Contractor Registration Law (SB854) requires that all Contractors and Subcontractors be registered with the DIR. Per City policy no engineer's construction estimate is provided for public bid projects.

Plans and Specifications will ONLY be available to review or for purchase directly from the City's online Plan Room, CyberCopyUSA - www.cybercopyreprographics.com, or phone (805) 432-6738; fax (805) 715-1535 for a non-refundable fee of \$75.00 plus \$20.00 handling starting on MONDAY, January 4, 2016. The Plans and Specifications may be obtained in electronic medium format-CD's for a non-refundable fee of \$35.00 including shipping and handling. For further bid information you may contact Purchasing Contract Procurement Office, Phone (805) 385-7538. A non-mandatory Pre-Bid Conference will be held in the City Council Chambers, Civic Center, 305 W. Third St., Oxnard at 9:30 A.M. on WEDNESDAY, January 13, 2016. All prospective bidders are urged to attend.

Some or all of this project is funded by Federal Grant funds and all applicable rules must be followed. All contractors will pay prevailing wages for each classification and type of worker under the California State Department of Industrial Wage Determinations. The HIGHER of the State or Federal Wage Rate when required, shall be used. These determinations are included in the specifications. All pertinent wage determinations must be posted on the job site. A 10% Bid Bond is required for all bids submitted and the successful Bidder will be required to provide a Payment & Performance Bond equal to 100% of the contract price. Successful Bidder may request that the City enter into an Escrow Agreement for security deposits in lieu of retention.

Each bid shall be submitted on the bid documents (BLUE BID SHEETS) provided by the City's on-line Plan Room - CyberCopy and the bidder MUST be a PLAN HOLDER OF RECORD. All bids must be received at the Office of the City Clerk, Administration Building, 305 West Third Street (East Wing), Oxnard, CA 93050 before 2:00 P.M. on WEDNESDAY, February 2, 2016.

Certificate of Publication

Ad #860065

In Matter of Publication of:

FBNS/Public Notice/ Notice of Petition to Administer Estate/Notice of Trustees Sale

State of California)

))§

County of Ventura)

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

January 1, 8, 2016

I, Wendy Worman certify under penalty of perjury, that the foregoing is true and correct.

Dated this January 11, 2016; in
Camarillo, California, County of
Ventura.

Wendy Worman

NOTICE OF BIDDERS

The Oxnard City Council has authorized the invitation to bid on Project Specification Number CS-543 for the Fairway Medians along Victoria Ave. 5th Street to Congress Road project. The work will consist of installing median curb, standard concrete median curb, lights, modify existing striping and install new traffic signs. The work designed to be in full specification and complete to meet the requirements of the California General Engineering Manual 2005, Part 2, Section 111, considered as a prime contract and available for award of this public work. Public Works, Construction Registration Law (SBRSS) requires that all bidders, firms and Subcontractors be registered with the City of Oxnard and the Office's correspondence materials are made for public bid projects.

Plans and specifications will only be available to review or for purchase starting from the City of Oxnard Planning & Community Development Department at 305 West Third St., Oxnard, CA 93030. The cost of the plans is \$32.50 per set plus \$15.00 for a set of 10 copies plus \$20.00 handling fee for each set of 10 copies plus \$10.00 for the plans and specifications may be obtained in electronic format for \$10.00 for a non-refundable fee of \$30.00 including shipping and handling for other information or you may contact Purchasing Contract & Procurement Office, phone (805) 385-7538.

A non-mandatory Pre-Bid Conference will be held in the City Council Chambers, Civic Center, 305 West Third St., Oxnard at 9:30 A.M. on WEDNESDAY, January 13, 2016. All interested bidders are urged to attend.

Some or all of this project is funded by Federal Grant funds and all applicable rules must be followed. All bidders will pay prevailing wages for each classification and type of work under the California State Department of Industrial Wage Determinations. The HIGHER of the State or Federal Wage Rate when required shall be used. These determinations are included in the specifications. All permanent wage determinations must be posted on the job site. A 10% Bid Bond is required for all bids submitted and the successful Bidder will be required to provide a Payment & Performance Bond equal to 100% of the contract price. Successful Bidder may request that the City enter into an Excess Agreement for security deposits in lieu of retention.

Each bid shall be submitted on the bid documents (BLUE BID SHEETS) provided by the City on-line Plan Room CyberCovey and the bidder MUST be a PLAN HOLDER OF RECORD. All bids must be received at the office of the City Clerk Administration Building, 305 West Third Street (East Wing), Oxnard, CA 93030 before 2:00 P.M. on WEDNESDAY, February 3, 2016. Immediately thereafter all bids shall be publicly opened by the City Clerk and Purchasing Agent in the Council Chambers, 305 West Third Street, Oxnard, CA 93030.

FOR INFORMATION REGARDING THIS PROJECT PLEASE DIRECT ALL QUESTIONS TO CITY PURCHASMENT OFFICE - 805-385-7538.

Ad Dates: 01/01/16-01/08/16 Ad No. A50065


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Public Works

Public Works Contractor (PWC) Registration Search

This is a listing of current and active PWC registrations pursuant to Division 2, Part 7, Chapter 1 (commencing with section 1720 of the California Labor Code.)

Enter at least one search criteria to display active registered public works contractor(s) matching your selections.

Registration Year:	Current Fiscal Year: 2015/16	v
PWC Registration Number:	example: 1234567890	
Contractor Legal Name:	Granite Construction	Contractor License Lookup
License Number:	example: 606309 (CSLB)	
County:	Select County	v
Search		Reset

 Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	GRANITE CONSTRUCTION COMPANY	1000000085	SANTA CRUZ	WATSONVILLE	06/08/2015	06/30/2016

v2.20160101

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Contractor's License Detail for License # 89

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Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Business Information

GRANITE CONSTRUCTION COMPANY
P O BOX 50085
ATTN: LEGAL DEPT
WATSONVILLE, CA 95077-5085
Business Phone Number: (831) 724-1011

Entity Corporation

Issue Date 10/01/1929

Expire Date 05/31/2017

License Status

This license is current and active.

All information below should be reviewed.

Classifications

C36 - PLUMBING
C10 - ELECTRICAL
A - GENERAL ENGINEERING CONTRACTOR
B - GENERAL BUILDING CONTRACTOR
C57 - WELL DRILLING
C-2 - INSULATION AND ACOUSTICAL
C-8 - CONCRETE
C12 - EARTHWORK AND PAVING
C21 - BUILDING MOVING, DEMOLITION
C27 - LANDSCAPING
C29 - MASONRY
C35 - LATHING AND PLASTERING
C42 - SANITATION SYSTEM
C45 - ELECTRICAL SIGNS
C39 - ROOFING
C50 - STEEL, REINFORCING
C51 - STEEL, STRUCTURAL
C31 - CONSTRUCTION ZONE TRAFFIC CONTROL

Bonding Information

This license filed a Contractor's Bond with PACIFIC INDEMNITY COMPANY.

Bond Number: 322217

Bond Amount: \$15,000

Effective Date: 01/01/2016

Contractor's Bond History

Bond of Qualifying Individual

This license filed Bond of Qualifying Individual number **82279261** for ROBERTS JAMES HILDEBRAND in the amount of **\$12,500** with FEDERAL INSURANCE COMPANY.

Effective Date: 11/09/2010

Workers' Compensation

This license has workers compensation insurance with the VALLEY FORGE INSURANCE COMPANY

Policy Number: WC274978630

Effective Date: 10/01/2012

Expire Date: 10/01/2016

Workers' Compensation History

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.



Public Works

Public Works Contractor (PWC) Registration Search

Sub

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Enter at least one search criteria to display active registered public works contractor(s) matching your selections.

Registration Year:

PWC Registration Number:

Contractor Legal Name: [Contractor License Lookup](#)

License Number:

County:

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	CALIFORNIA PROFESSIONAL ENGINEERING, INC.	1000001980	LOS ANGELES	LA PUENTE	06/12/2015	06/30/2016
						v2.20160101

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Contractor's License Detail for License # 793907

Sub

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Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Business Information

CALIFORNIA PROFESSIONAL ENGINEERING INC
dba CALIFORNIA PROFESSIONAL ELECTRICAL ENGINEERING

929 OTTERBEIN AVE UNIT E
LA PUENTE, CA 91748
Business Phone Number: (626) 810-1338

Entity Corporation
Issue Date 04/16/2001
Expire Date 04/30/2017

License Status

This license is current and active.

All information below should be reviewed.

Classifications

C10 - ELECTRICAL
A - GENERAL ENGINEERING CONTRACTOR
C20 - WARM-AIR HEATING, VENTILATING AND AIR-CONDITIONING

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with SURETEC INDEMNITY COMPANY.

Bond Number: 112873

Bond Amount: \$15,000

Effective Date: 01/01/2016

[Contractor's Bond History](#)

Bond of Qualifying Individual

The Responsible Managing Officer (RMO) NGUYEN VAN TAN certified that he/she owns 10 percent or more of the voting stock/equity of the corporation. A bond of qualifying individual is **not** required.

Effective Date: 08/09/2011

[BQI's Bond History](#)

Workers' Compensation

An employee service group holds the workers compensation insurance.

Policy Number: RWCC48554647

Effective Date: 12/01/2015

Expire Date: 12/01/2016

[Workers' Compensation History](#)



Public Works

Sub

Public Works Contractor (PWC) Registration Search

This is a listing of current and active PWC registrations pursuant to Division 2, Part 7, Chapter 1 (commencing with section 1720 of the California Labor Code.)

Enter at least one search criteria to display active registered public works contractor(s) matching your selections.

Registration Year:

Current Fiscal Year: 2015/16 ▼

PWC Registration Number:

example: 1234567890

Contractor Legal Name:

example: ABC COMPANY

Contractor License Lookup

License Number:

396627

County:

Select County ▼

Search

Reset

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	SUPER SEAL & STRIPE	1000000752	VENTURA	FILLMORE	06/05/2015	06/30/2016

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Contractor's License Detail for License # 396627

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Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Sub

Business Information

SUPER SEAL & STRIPE
P O BOX 755
FILLMORE, CA 93016-0755
Business Phone Number: (805) 524-7345

Entity Corporation
Issue Date 12/26/1980
Expire Date 12/31/2016

License Status

This license is current and active.

All information below should be reviewed.

Classifications

C32 - PARKING AND HIGHWAY IMPROVEMENT

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with AMERICAN CONTRACTORS INDEMNITY COMPANY.

Bond Number: SC902713

Bond Amount: \$15,000

Effective Date: 01/01/2016

Contractor's Bond History

Bond of Qualifying Individual

The Responsible Managing Officer (RMO) HAMPTON-ORTIZ BRENDA SUE certified that he/she owns 10 percent or more of the voting stock/equity of the corporation. A bond of qualifying individual is **not** required.

Effective Date: 08/09/1991

Workers' Compensation

This license has workers compensation insurance with the TRAVELERS PROPERTY CASUALTY COMPANY OF AMERICA

Policy Number: DTJUB9324B315

Effective Date: 01/01/2013

Expire Date: 01/01/2017

Workers' Compensation History



Public Works

Public Works Contractor (PWC) Registration Search

Sub

This is a listing of current and active PWC registrations pursuant to Division 2, Part 7, Chapter 1 (commencing with section 1720 of the California Labor Code.)

Enter at least one search criteria to display active registered public works contractor(s) matching your selections.

Registration Year:

Current Fiscal Year: 2015/16 ▾

PWC Registration Number:

example: 1234567890

Contractor Legal Name:

example: ABC COMPANY

Contractor License Lookup

License Number:

161273

County:

Select County ▾

Search

Reset

Export as: [Excel](#) | [PDF](#)

Search Results

One registered contractor found. 1

Details Legal Name

Registration
Number

County

City

Registration
DateExpiration
Date

View STEINY AND COMPANY, INC.

1000004082

LOS ANGELES

BALDWIN PARK

06/19/2015

06/30/2016

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Contractor's License Detail for License # 161273

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Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Sub

Business Information

STEINY AND COMPANY INC
P O BOX 8100
BALDWIN PARK, CA 91706-0993
Business Phone Number: (626) 962-1055

Entity Corporation
Issue Date 07/01/1956
Expire Date 05/31/2017

License Status

This license is current and active.

All information below should be reviewed.

Classifications

A - GENERAL ENGINEERING CONTRACTOR
C10 - ELECTRICAL
B - GENERAL BUILDING CONTRACTOR

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with SAFECO INSURANCE COMPANY OF AMERICA.

Bond Number: 6253061

Bond Amount: \$15,000

Effective Date: 01/01/2016

Contractor's Bond History

Bond of Qualifying Individual

The Responsible Managing Officer (RMO) STEINY SUSAN certified that he/she owns 10 percent or more of the voting stock/equity of the corporation. A bond of qualifying individual is **not** required.

Effective Date: 02/20/2013

BQI's Bond History

Workers' Compensation

This license has workers compensation insurance with the OLD REPUBLIC GENERAL INSURANCE CORPORATION

Policy Number: A1CW95211

Effective Date: 07/01/2014

Expire Date: 07/01/2016

Workers' Compensation History



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Info/Consent *DM*

AGENDA ITEM NO.: I-3

DATE: December 1, 2015

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager *[Signature]*

FROM: Ashley Golden, Director *AG*
Development Services Department

SUBJECT: Installation of a Raised Median along Victoria Avenue from Gonzales Road to Fifth Street

CONTACT: Soher Abdel-Malik, Associate Traffic Design Engineer
soher.abdelmalik@ci.oxnard.ca.us, x7873

RECOMMENDATION

That City Council:

1. Adopt Project Specification No. DS 15-43 for the installation of a raised median along Victoria Avenue from Gonzales Road to Fifth Street.
2. Approve a budget appropriation recognizing additional Federal grant funding of \$831,900 from the Highway Safety Improvement Program (HSIP) and appropriate additional match of \$251,834 from Circulation System Improvement Fund to the Victoria from 5th Street to Gonzales Project 143102

BACKGROUND

In 2012, the City applied for and was awarded Federal grant funds in the amount of \$900,000 from the Highway Safety Improvement Program (HSIP) for the installation of a raised median along Victoria Avenue from Gonzales Road to Fifth Street. At that time, \$68,100 of the grant and matching funds of \$100,000 from Circulation System Improvement Funds were appropriated for preliminary engineering. The project, when completed, will provide a median with concrete curb, stamped concrete, and street lights. The new median will serve as a traffic calming measure for the high speed traffic along Victoria Avenue. The new installation of street lights will reduce the number of night time collisions, and enhance the safety of pedestrians and motor vehicles.

SUBJECT: Installation of a Raised Median along Victoria Avenue from Gonzales Road to Fifth Street

I.3.h

FINANCIAL IMPACT

The total estimated cost of this project is \$1,251,834, which will be funded with \$900,000 of Federal grant funds and \$351,834 of match from Circulation System Improvement Funds. These amounts include the \$68,100 of federal grant funds and \$100,000 of Circulation System Improvement Funds previously appropriated to the project for the preliminary engineering and design phases. This recommendation appropriates the remaining funds required to the construction of Project 143102 Victoria from 5th to Gonzales.

Attachments

Attachment 1 – Budget Appropriation



**CITY COUNCIL
AGENDA REPORT**

**TYPE OF ITEM: Public
Hearing**

AGENDA ITEM NO.: 1

DATE: May 3, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Ashley Golden, Development Services Director

SUBJECT: Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map No. 5968 for Condominium Purposes). Filed by Doug Brooks, Oxnard CRFL Partners, LLC, 64 Maxwell, Irvine, California 92618.

CONTACT: Kathleen Mallory, Development Services
Kathleen.Mallory@oxnard.org; Dan Ofriel@oxnard.org, 385-8370

RECOMMENDATION:

That the City Council adopt a resolution approving Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map No. 5968 for the Wagon Wheel “Village” Specific Plan area) to create a six lot map for condominium purposes, for the property located south of the Ventura Freeway (Highway 101), west of Oxnard Boulevard, north of the Union Pacific Railroad (UPRR) and El Rio Drain, and east of the Ventura Road and the Santa Clara River, (APN’S 139-0-022-040; 139-0-022-140; 139-0-022-175; 139-0-022-185; 139-0-022-195; 139-0-022-205; and 139-0-150-110), subject to certain findings and conditions.

BACKGROUND

On July 28, 2015, the City Council approved a Tentative Subdivision Map (“Tentative Map”) for Tract No. 5745-1 and the First Amendment to Development Agreement (No. A-7122) to the Village Specific Plan (“Specific Plan”). The Tentative Map subdivided the 62-acre Specific Plan site into 17 numbered lots and 19 lettered lots to support continued redevelopment. The Development Agreement was amended to memorialize financial obligations for infrastructure, and amend payment terms and improvements necessary to support continued redevelopment of the Project site. The Amended Development Agreement granted vested approval until July 28, 2035.

Planning and Zoning Permit No. 15-300-06

May 3, 2016

Page 2

At its meeting on March 17, 2016, the Planning Commission considered Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map No. 5968 for Condominium Purposes) and recommend 7:0 for City Council approval of the subject Tentative Tract Map ("Map"). The requested Map will create a six lot condominium subdivision establishing Lots 4, 5, 7, 8, 9, and 10. The subject area comprises 14.9 acres within the Specific Plan. Approval of this Map will facilitate the future construction of 310 attached condominium residences in three neighborhoods within seven Planning Areas in the Specific Plan, allow public improvements and open space in substantial conformance with the Specific Plan. No changes are proposed to approved boundaries, density or land use. Tentative Tract Map No. 5968 is consistent with the Specific Plan and Tentative Tract Map 5745-1 approved by the City Council in July 2015; relevant conditions of approval from Tentative Tract Map No. 5745-1 have been made a condition of approval^a on this Map.

The requested Map is consistent with Final Environmental Impact Report No. 2006-03 that was certified in 2008 for the Specific Plan, and the Supplemental Environmental Impact Report No. 2014-01 that was certified in July 2015 in association with Tentative Tract Map 5745, and is exempt from environmental review in accordance with California Environmental Quality Act (CEQA) Guidelines Section 15162.

FINANCIAL IMPACT

There is no estimated financial impact. If approved, the development will result in increased property tax revenue to the City.

ATTACHMENTS:

#a: Attachment A - WW TM CC Resolution May 3 Final 04122016

#b: Attachment B - Reduction of Tentative Map

#c: Attachment C - Planning Commission Staff Report

#d: Attachment D - PC Resolution 2016-03

^a Condition #13 of Planning Commission Resolution; City Council approval is subject to conditions set forth in the Planning Commission Resolution.

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING OF PLANNING AND ZONING PERMIT NO. 15-300-06 (TENTATIVE TRACT MAP FOR TRACT NO. 5968) FOR PROPERTY LOCATED NEAR THE NORTHWESTERN EDGE OF THE CITY OF OXNARD, AND BOUNDED BY HIGHWAY 101 TO THE NORTH, OXNARD BOULEVARD TO THE EAST, THE UNION PACIFIC RAILROAD AND EL RIO DRAIN TO THE SOUTH, AND NORTH VENTURA ROAD TO THE WEST (APN'S 139-0-022-040; 139-0-022-140; 139-0-022-175; 139-0-022-185; 139-0-022-195; 139-0-022-205; AND 139-0-150-110). FILED BY OXNARD CRFL PARTNERS, LLC, 64 MAXWELL, IRVINE, CALIFORNIA, 92618.

WHEREAS, on January 6, 2016, Oxnard CRFL Partners, LLC. ("**Applicant**") submitted a request for approval of Tentative Tract Map for Tract No. 5968 to subdivide for condominium purposes a 14.9 acre property located in Planning Areas 4, 5, 9, 10, 11, and portions of Planning Areas 7 and 8 of the Village Specific Plan, located near the northwester edge of the City of Oxnard, and bounded by Highway 101 to the north; Planning areas 12 to 13 and Oxnard Boulevard to the east; the Union Pacific railroad and El Rio drain to the south; and Planning Areas 1 to 3, the western portions of Planning Areas 7 and 8 and North Ventura Road to the west (APN'S 139-0-022-040; 139-0-022-140; 139-0-022-175; 139-0-022-185; 139-0-022-195; 139-0-022-205; and 139-0-150-110) (the "**Project**"); and

WHEREAS, on March 17, 2016, the Planning Commission of the City of Oxnard ("**Planning Commission**") recommended approval of an application for Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map for Tract No. 5968) to subdivide the Project in accordance with Section 15-40 of Oxnard City Code; and

WHEREAS, on May 3, 2016, the City Council conducted a duly noticed public hearing and received all written and oral evidence in favor and in opposition to the Project, and considered the application for Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map for Tract No. 5968); and

WHEREAS, Planning and Zoning Permit No. 15-300-06 (Tentative Subdivision Map for Tract No. 5968) was referred to various public utility companies, City departments and the Development Advisory Committee for recommendations.

WHEREAS, in September 2008 the City Council certified Final Environmental Impact Report (FEIR) No. 2006-03 (State Clearinghouse No. 2006101099) for development of the 62-acre Village Specific Plan; and

WHEREAS, in July 2015 the City Council certified Supplemental Environmental Impact Report (SEIR) No. 2014-01 for the Tentative Subdivision Map for Tract No. 5745-1 of the Village Specific Plan, to address changes in environmental conditions which were not known

Resolution No.
 PZ 15-300-06 (Tentative Tract Map No. 5698)
 Page 2

and could not have been known at the time the City certified FEIR No. 2006-03; and

WHEREAS, Development of lots within this tentative tract map must comply with the applicable conditions of approval for underlying Tract 5745-1; and

WHEREAS, the City Council has determined that the proposed Tentative Map is consistent with the FEIR No. 2006-03 and SEIR No. 2014-01 for the Village Specific Plan and is exempt from environmental review in accordance with CEQA Section 15162 because no substantial changes are proposed which will require major revisions of the previous EIR due to the identification of new significant environmental effects or substantial increase in the severity of previously identified significant effect.

NOW, THEREFORE, the City Council of the City of Oxnard Resolves:

SECTION 1. Based on the entire record before the City Council and all written and oral evidence presented, including the City Council Staff Report and all attachments thereto, the City Council finds:

- (1) **That the proposed map is consistent with the City of Oxnard 2030 General Plan and any applicable specific plan.**

Tentative Tract Map 5968 is proposed to subdivide for Condominium Purposes an approximately 14.9-acre portion of the 62-acre Oxnard Village Specific Plan (“Specific Plan”) in conformance with the adopted Specific Plan to allow the construction of 310 attached condominium residences in three neighborhoods within seven Planning Areas of the Specific Plan area, and allow public improvements and open space in substantial conformance with the Specific Plan as adopted in 2008, which sets forth the following:

- a. Location and extent of land uses within the Specific Plan Area:

The map boundary for Tentative Tract Map 5968 is coterminous with the boundary of the adopted Specific Plan. The lots are configured to be consistent with Scenario A of the adopted Specific Plan and previously adopted Tract Map 5745-1.

- b. Location, extent, and general intensity of major components of public and private transportation, sewage, drainage, water, solid waste disposal, energy, and other essential facilities planned to support the land uses described in the Specific Plan:

Tentative Tract Map 5968 includes street, water, sewer and drainage improvements designed in substantial conformance with the adopted

Resolution No.

PZ 15-300-06 (Tentative Tract Map No. 5698)

Page 3

Specific Plan and planned to have sufficient capacity to support the type and intensity of land uses permitted by the adopted Specific Plan.

- c. Criteria by which development would proceed, including Development Standards, Design Guidelines, and a phasing program:

The design of Tentative Tract Map 5968 conforms to Development Standards in the Specific Plan and the Design Guidelines applicable to the subdivision of land.

- d. Program of implementation measures, including regulations, programs, public works projects, and financing measures:

Tentative Tract Map 5968 is proposed to subdivide the site in conformance with the adopted Specific Plan, including the implementation measures. No changes to the implementation measures in the adopted Specific Plan are proposed or required.

- (2) **That the design or improvement of the proposed subdivision is consistent with the City of Oxnard 2030 General Plan and any applicable specific plan.**

The proposed subdivision is in substantial conformance with the intent of the Specific Plan in terms of development sites, collector circulation and open space. Future development of the individual lots will occur in accordance with the development guidelines and subject to the administrative approval process as outlined in the Specific Plan.

- (3) **That the site is physically suitable for the type of development.**

The physical suitability of the Specific Plan site for the type of development allowed by the adopted Specific Plan was evaluated in FEIR No. 2006-03, which was certified by the Oxnard Planning Commission in September 2008.

In January of 2009, the City Council of the City of Oxnard adopted an ordinance amending the City Zoning Map (PZ 06-570-05) designation to the Specific Plan, determining that the site is suitable for the uses proposed under the Specific Plan.

In April 2015, a Final SEIR was prepared to evaluate Tentative Tract Map 5745-1, including the grading plan, drainage, flood protection and street improvements, and determined that, with the incorporation of the mitigation measures identified in certified FEIR No. 2006-03 and the Final SEIR No. 2014-01, the site is physically suitable for the type of development permitted by the adopted Specific Plan.

(4) That the site is physically suitable for the proposed density of development.

In January of 2009, the City Council of the City of Oxnard adopted an ordinance approving Planning and Zoning Permit 08-630-02 for the proposed development of the Specific Plan. Within the Specific Plan Land Use Chapter 2, density ranges are indicated per Planning Area within the Specific Plan boundary. The effects of the intensity of development permitted by the adopted Specific Plan was evaluated in certified FEIR No. 2006-03 and SEIR No. 2014-01. Based on the analysis in these environmental documents, the site is physically suitable for the density development permitted by the adopted Specific Plan.

(5) That the design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage nor likely to substantially and avoidably injure fish or wildlife or their habitat.

In September 2008, the Oxnard Planning Commission certified FEIR No. 2006-03 which analyzed potential impacts to fish, wildlife and their habitat. This FEIR included information from three site surveys for biological resources conducted between 1993 and 1995 and an additional survey conducted in 1999. All of these surveys determined that the site, which is developed with urban uses, contains ornamental vegetation and does not contain native vegetation or habitat and, for this reason, development of the site with the uses allowed by the adopted Specific Plan would not result in any substantial environmental damage nor be likely to substantially and avoidably injure fish or wildlife or their habitat. In addition, FEIR No. 2006-03 determined the Specific Plan would not result in any indirect impacts on biological resources in the Santa Clara River, which is located west of the site and Ventura Road, that would cause substantial environmental damage nor likely to substantially and avoidably injure fish or wildlife or their habitat.

(6) That the design of the subdivision or type of improvements is not likely to cause serious public health problems.

The proposed Tentative Map subdivides the project site into development, open space and lots for public improvements such as streets. Potential public health problems were evaluated in certified FEIR No. 2006-03 and the air quality analysis was updated in the SEIR No. 2014-01. This analysis determined the improvements outlined in the Specific Plan would not cause any serious public health problems.

(7) That the design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision; provided, however, that

Resolution No.

PZ 15-300-06 (Tentative Tract Map No. 5698)

Page 5

approval may be granted if it is found that alternate easements, for access or for use, will be provided, and that these will be substantially equivalent to the ones previously acquired by the public.

The location and disposition of all existing and future easements are identified on the Tentative Map document. No conflicts with public easements will result from the adoption of Tentative Tract Map 5968 as proposed.

SECTION 2. Based on the findings set forth herein, the City Council hereby approves Planning and Zoning Permit 15-300-06 (Tentative Tract Map for Tract No. 5968), subject to conditions of approval set forth in Planning Commission Resolution No. ____ on file in the Planning Division, and incorporated herein by reference.

SECTION 4. The City Clerk shall certify the adoption of this Resolution.

PASSED AND ADOPTED this 3rd day of May, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tim Flynn, Mayor

ATTEST:

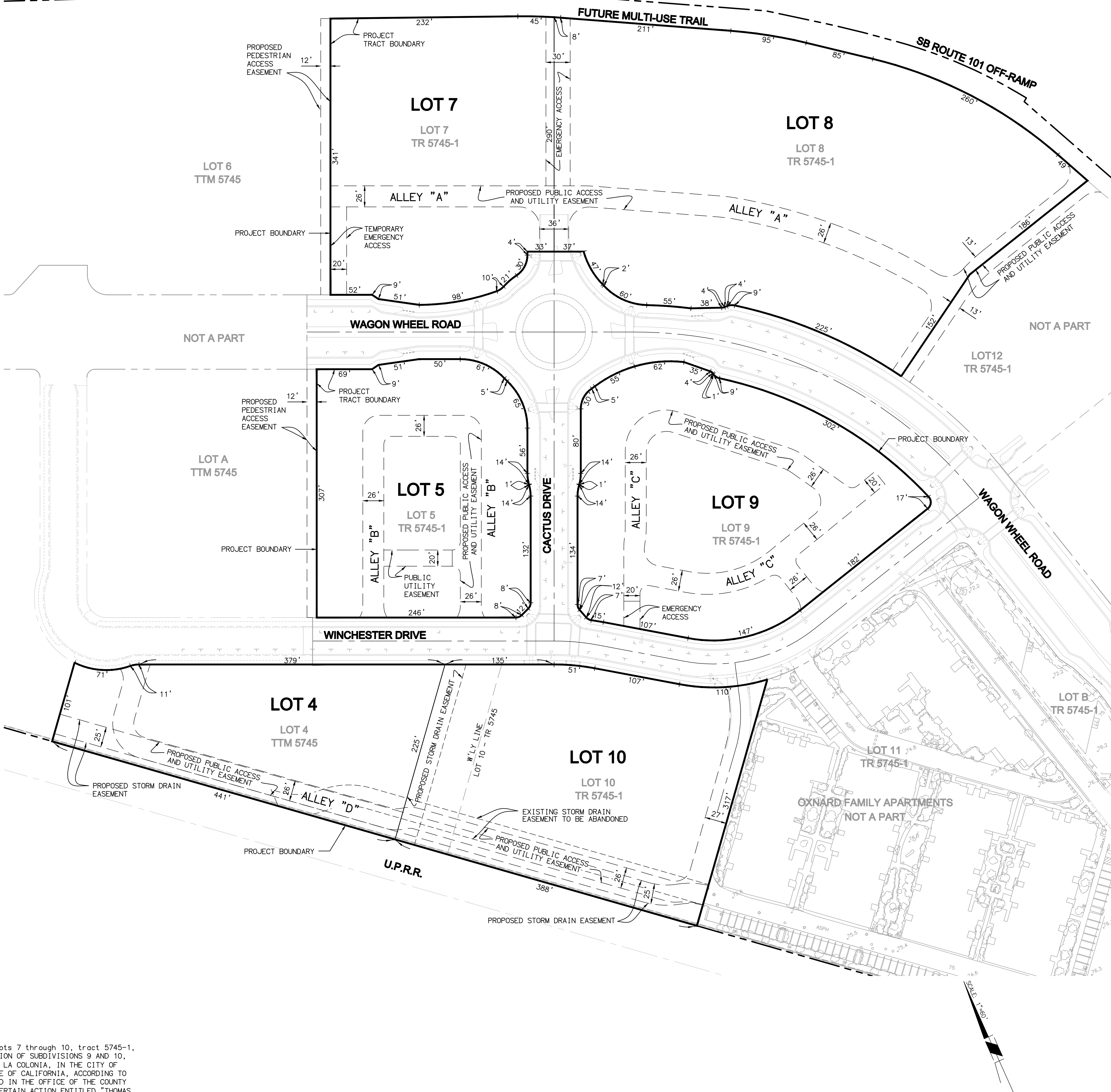
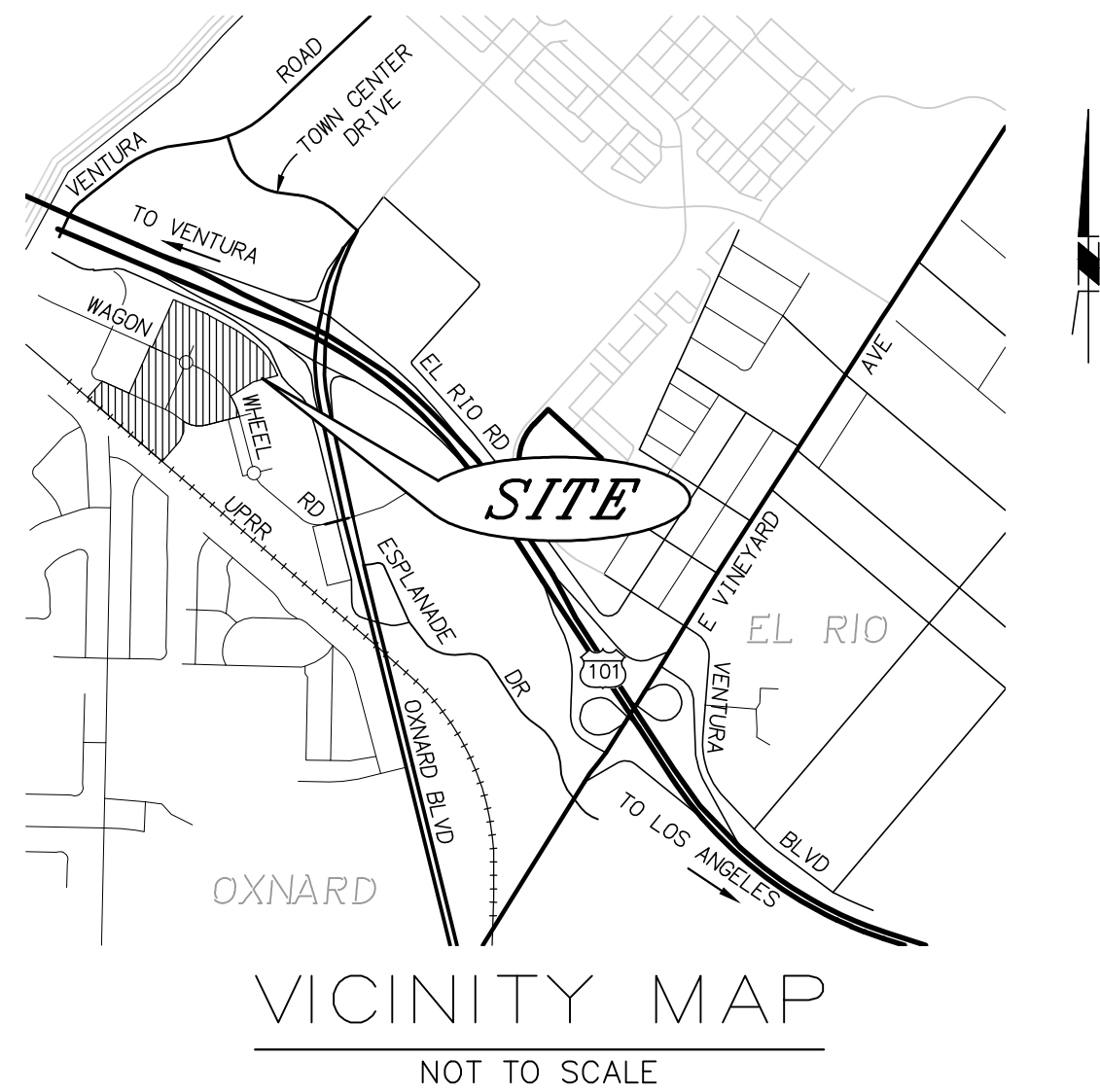
Daniel Martinez, City Clerk

APPROVED AS TO FORM:

Stephen Fischer, City Attorney

TENTATIVE TRACT MAP NO. 5968

FOR CONDOMINIUM PURPOSES
CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA.



PROPERTY OWNER
OXNARD CRFL PARTNERS
64 MAXWELL
IRVINE, CA 92618
CONTACT: DOUG BROOKS

PROPOSED LOT AREA

LOT NO.	AREA (ac)	AREA (sf)
4	1.63	71,109
5	1.86	81,073
7	2.15	93,484
8	4.36	189,955
9	2.48	107,872
10	2.40	104,473

APN's

139-0-022-040
139-0-022-140
139-0-022-175
139-0-022-185
139-0-022-195
139-0-022-205
139-0-150-110

NOTE:
LOT NUMBERING WILL MATCH TTM 5745 AND TR 5745 NUMBERING.
LOTS 1, 2, 3 AND 6 WILL BE EXCLUDED.

EASEMENTS

STORM DRAIN EASEMENT LOT 10
AN EASEMENT FOR STORM DRAIN PURPOSES IN FAVOR OF
THE CITY OF OXNARD RECORDED OCTOBER 25, 2013
AS INSTRUMENT NO. 20131025-00177728-0, OFFICIAL RECORDS.

LAND USE DATA

NOTES:
TOTAL PROJECT AREA: 14.89 ac

EXISTING SPECIFIC
PLAN DISTRICT: HIGH DENSITY RESIDENTIAL

PROPOSED SPECIFIC
PLAN DISTRICT: HIGH DENSITY RESIDENTIAL

PROPOSED DENSITY:

	NO. OF UNITS	LOT AREA (AC)	DENSITY (UNITS/AC)
LOT 4	32	1.63	20
LOT 5	33	1.86	18
LOT 7	48	2.15	22
LOT 8	96	4.36	22
LOT 9	45	2.48	18
LOT 10	56	2.40	23

EXISTING LAND USE: COMMERCIAL, LIGHT INDUSTRIAL,
MOBILE HOME PARK

PROPOSED LAND USE: RESIDENTIAL

PARKING:

REQUIRED PER CITY OF OXNARD:
RESIDENT:
2 SPACES PER UNIT
PROVIDED: 2 SPACES PER UNIT (GARAGE)

QUEST:
0.50 SPACES PER UNIT

PROVIDED:

	NO. OF UNITS	REQ'D PARKING	OFF STREET PARKING	ON STREET PARKING	TOTAL PROVIDED
LOT 4	32	16	20	12	32
LOT 5	33	17	7	12	19
LOT 7	48	24	24	2	27
LOT 8	96	48	45	6	53
LOT 9	45	23	2	31	33
LOT 10	56	28	25	9	34
TOTAL		156	125	72	197

NOTES:

- FLOOD ZONE X PER FEMA FLOOD INSURANCE RATE MAP NUMBER 0611C0910E (EFFECTIVE JAN. 20, 2010)
- PUBLIC STREET AND UTILITIES PER PHASE 2 BACKBONE INFRASTRUCTURE IMPROVEMENT PLANS FOR OXNARD VILLAGE TR 5745-01, CITY OF OXNARD DWG. NO. 14-29A BY HUITT-ZOLLARS.
- PHASE 3 BACKBONE INFRASTRUCTURE IMPROVEMENTS SHALL BE COMPLETE PRIOR TO DEVELOPMENT OF LOT 4.

LEGAL DESCRIPTION

Being a subdivision of Lot 5, Lots 7 through 10, tract 5745-1, together with a portion of PORTION OF SUBDIVISIONS 9 AND 10, RANCHO EL RIO DE SANTA CLARA O' LA COLONIA, IN THE CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA, ACCORDING TO THAT CERTAIN PARTITION MAP FILED IN THE OFFICE OF THE COUNTY CLERK OF SAID COUNTY, IN THAT CERTAIN ACTION ENTITLED "THOMAS A. SCOTT, ET AL., PLFFS. VS. RAFAEL GONZALES, ET AL., DEFTS.", All in the City of Oxnard, County of Ventura, State of California.

BASIS OF BEARING

BEARINGS SHOWN HEREON ARE BASED ON THE CENTERLINE OF SADDLE AVENUE BEING NORTH 00°39'04" EAST ON RECORD OF SURVEY, 56 RS 47-49.

UTILITIES

WATER/SEWER:

CITY OF OXNARD
305 W. THIRD
OXNARD, CA. 93030

ELECTRIC:

EDISON INTERNATIONAL
10060 TELEGRAPH RD.
VENTURA, CA. 93004

GAS:

SOUTHERN CALIF. GAS CO.
130 S. PATTERSON AVE.
SANTA BARBARA, CA. 93111

TELEPHONE:

PACTEL
528 SO. A STREET
OXNARD, CA 93030

CABLE:

TIME WARNER
2800 CAMINO DOS RIOS STE 101
NEWBURY PARK, CA 91320

JOB NO.:	DATE	DESCRIPTION
148338		
SCALE:		
AS NOTED		
DESIGNED BY:		
AG		



PREPARED BY:

Michael Baker
INTERNATIONAL

ANNA CHRISTINA GRIMES
RCE 51824
DATE 10-27-15



Development Services

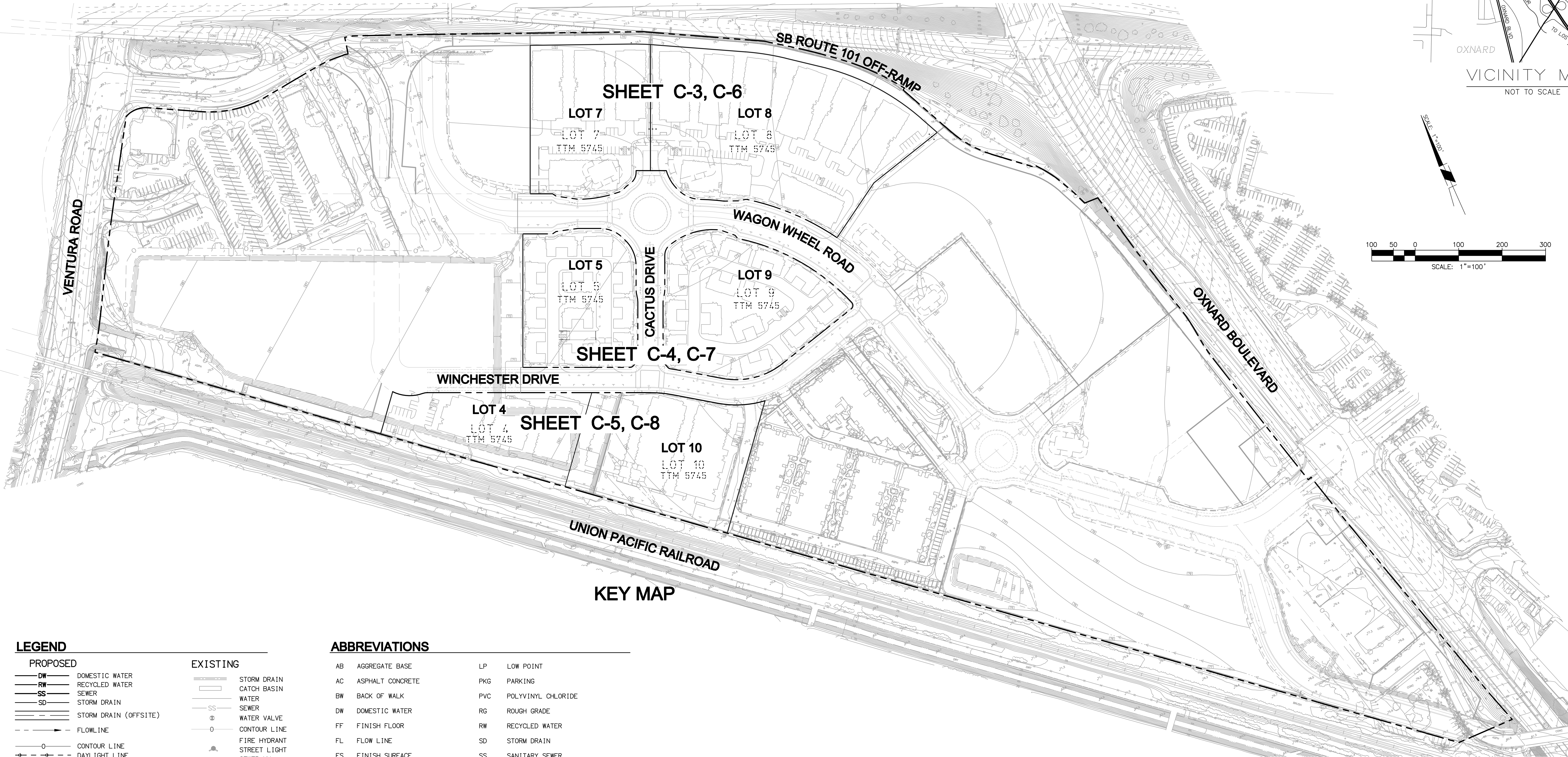
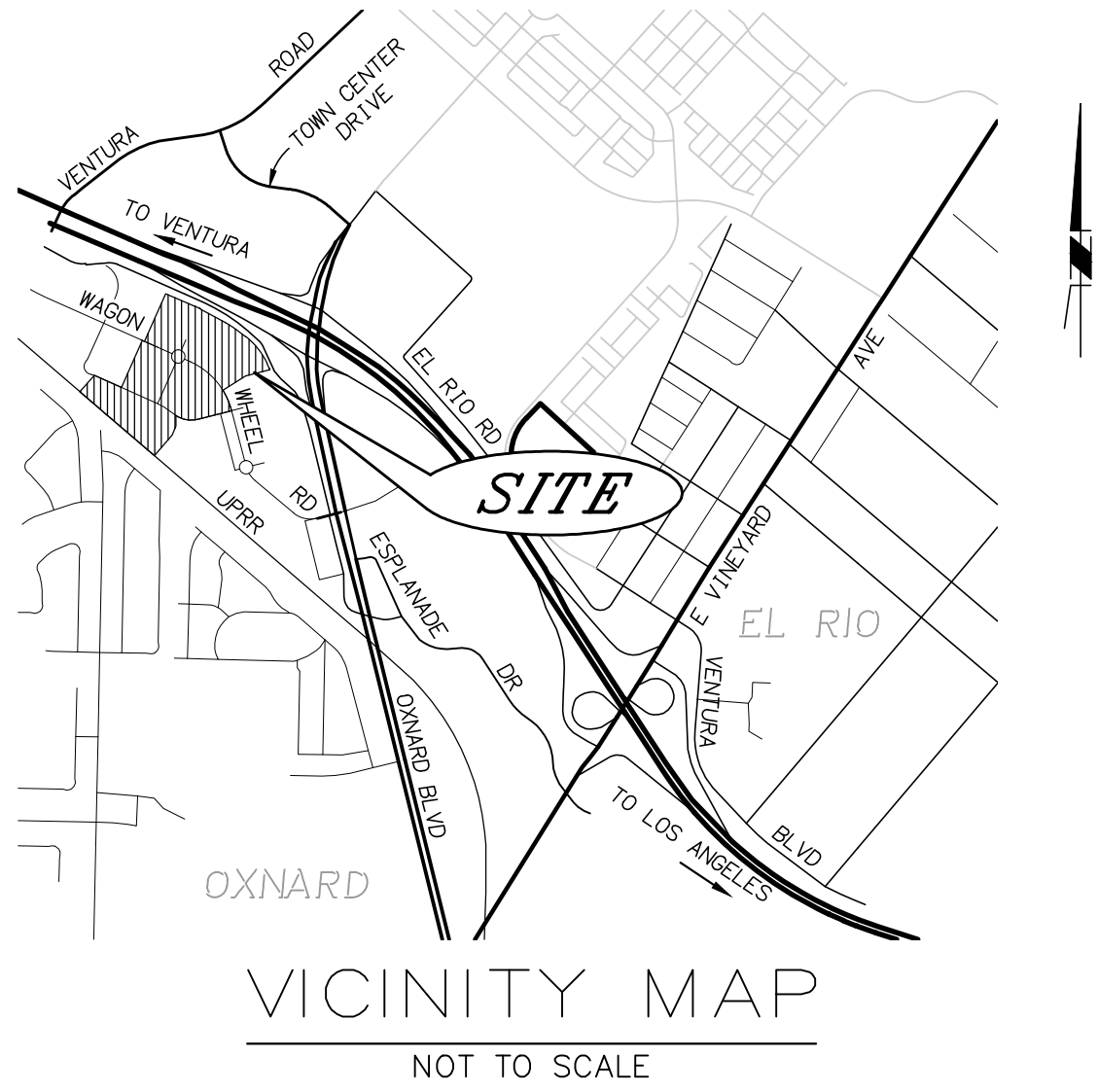
WAGON WHEEL LOTS 4, 5, & 7-10
TENTATIVE TRACT MAP NO. 5968

SHEET

C-1

SITE PLAN TITLE SHEET FOR WAGON WHEEL – TRACT 5968

CONDOMINIUM SUBDIVISION
CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA.



LEGEND

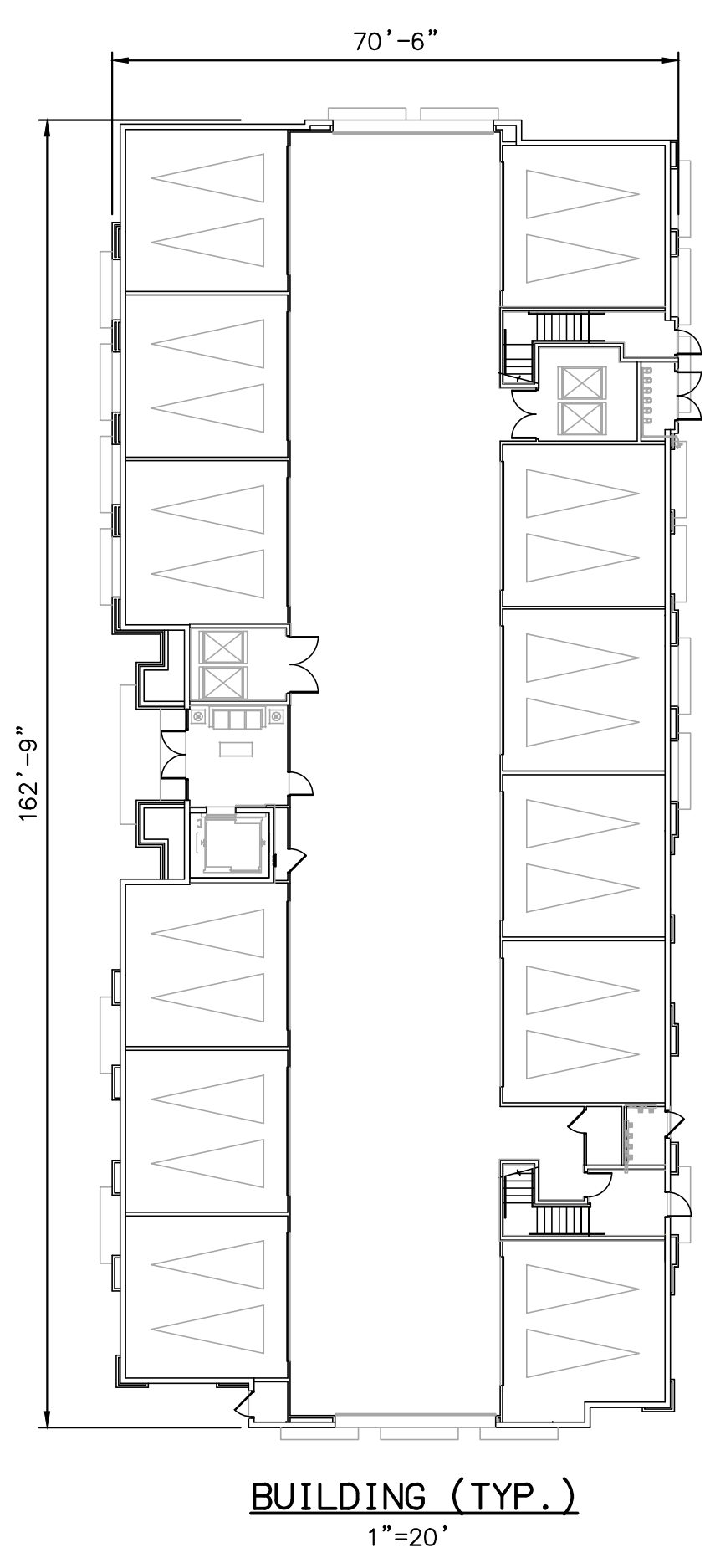
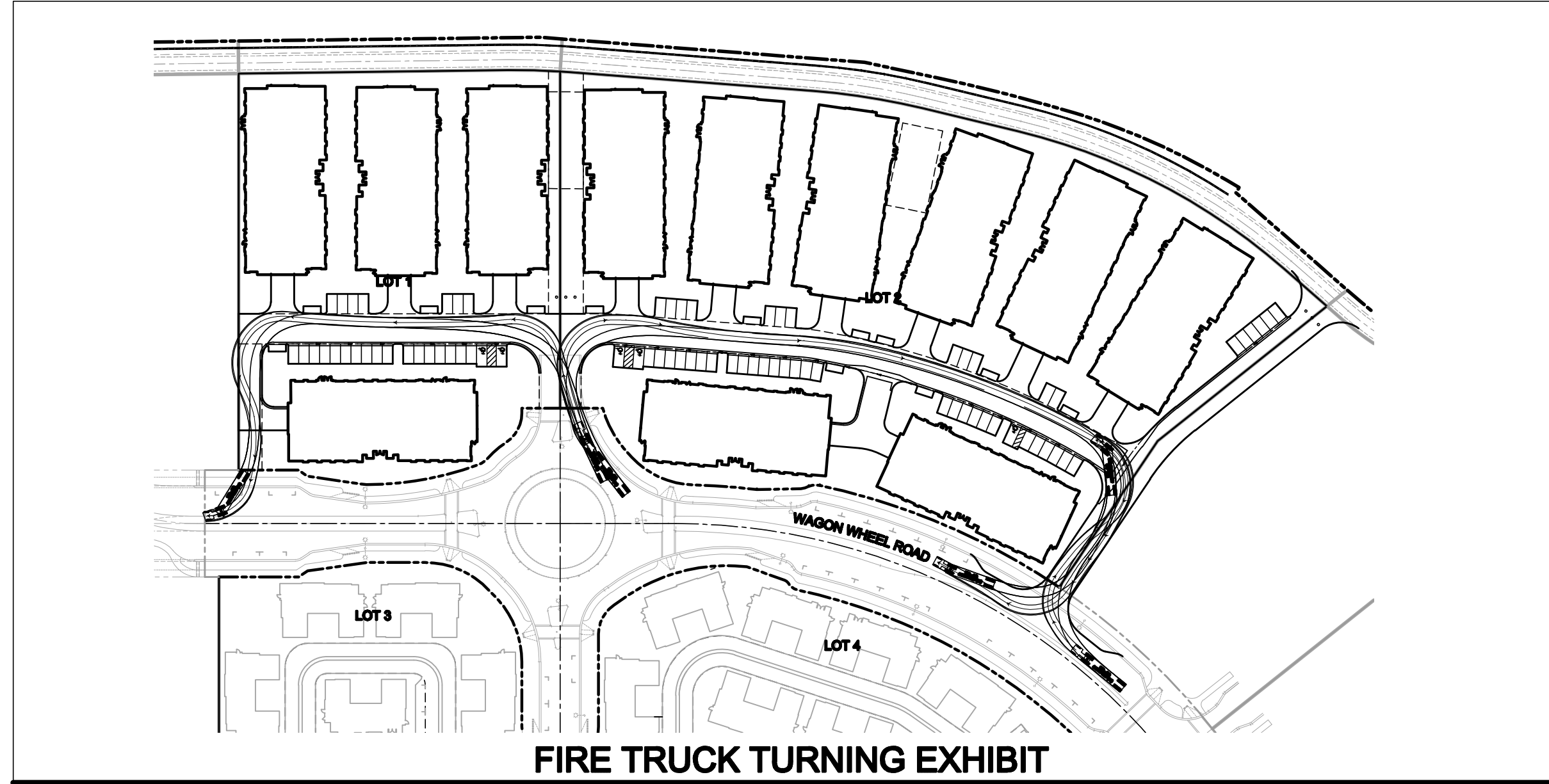
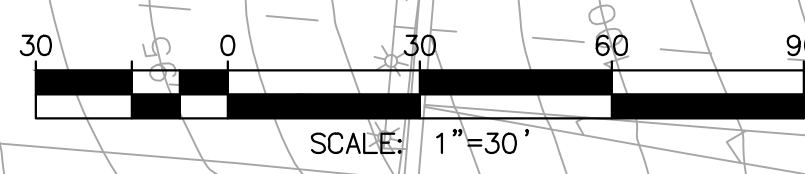
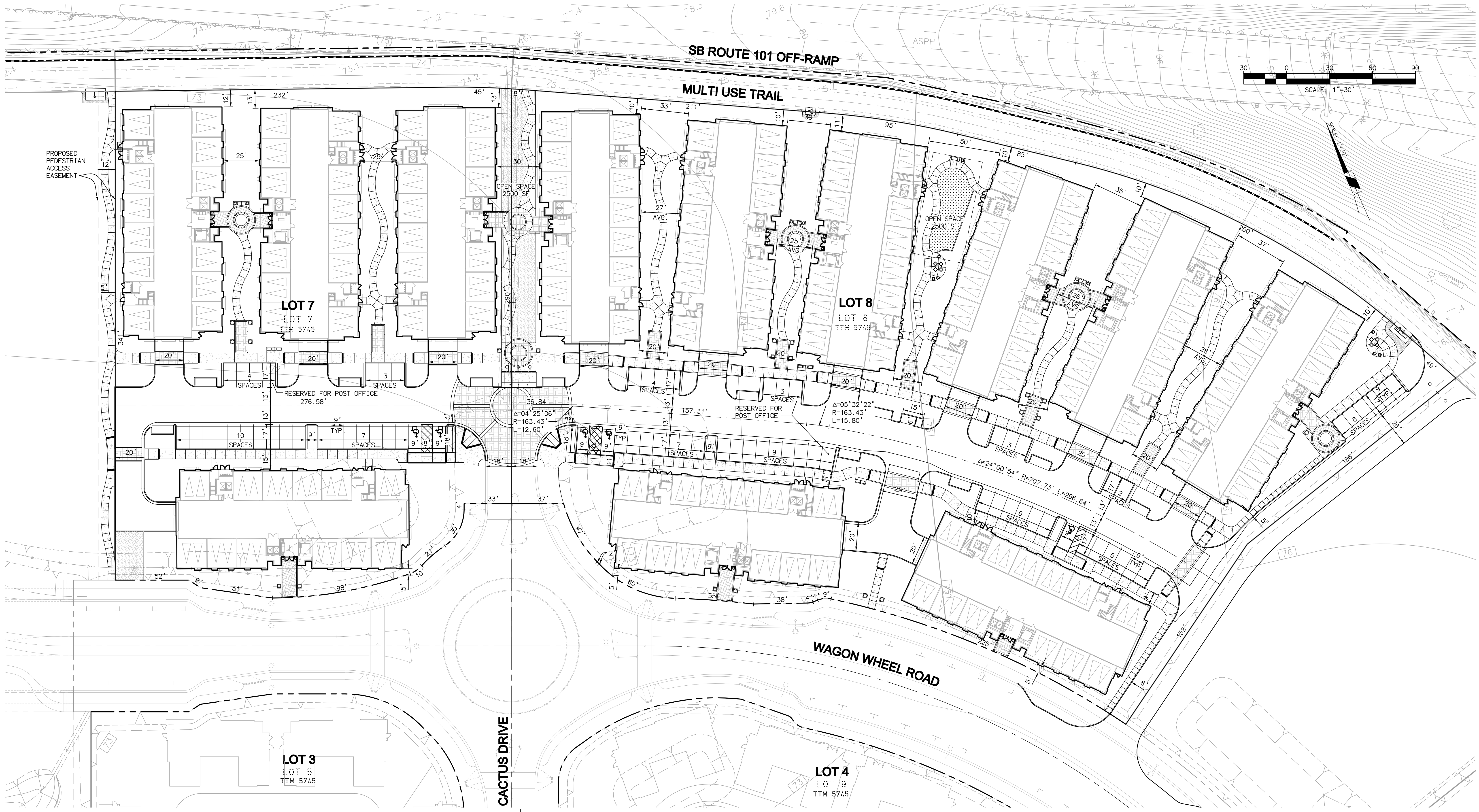
PROPOSED	EXISTING
DW DOMESTIC WATER	SD STORM DRAIN
RW RECYCLED WATER	CB CATCH BASIN
SS SEWER	W WATER
SD STORM DRAIN	SS SEWER
SD STORM DRAIN (OFFSITE)	WV WATER VALVE
FL FLOWLINE	CL CONTOUR LINE
CL CONTOUR LINE	FL FIRE HYDRANT
DL DAYLIGHT LINE	SL STREET LIGHT
FL FIRE HYDRANT	SM SEWER MH
SL STREET LIGHT	
SM SEWER MH	
BD BACKFLOW DEVICE	
SDJ STORM DRAIN JUNCTION STRUCTURE	
CB CATCH BASIN	
RL RIGHT OF WAY LINE	
EL EASEMENT LINE	
LL LOT LINE	

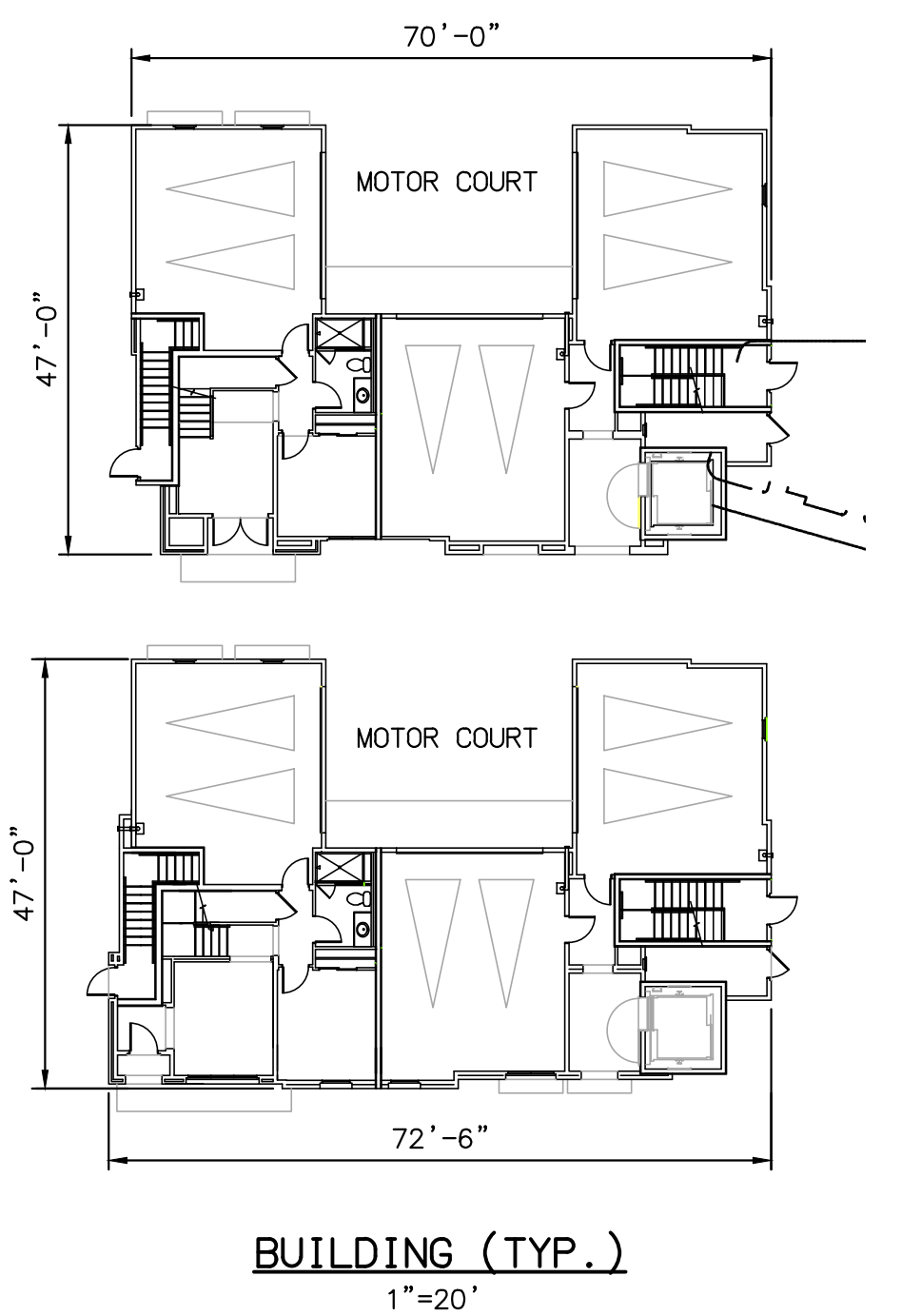
TOPOGRAPHIC INFORMATION PER DIGITAL MAPPING, INC., HUNTINGTON BEACH, CA.
AERIAL FLOWN 7-15-2015.

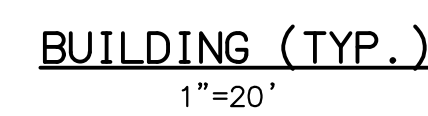
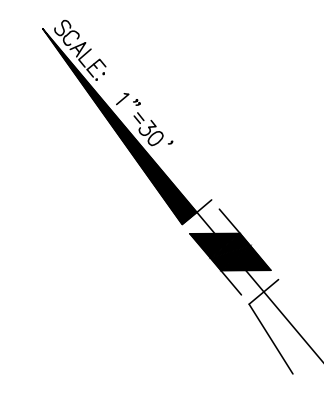
ABBREVIATIONS

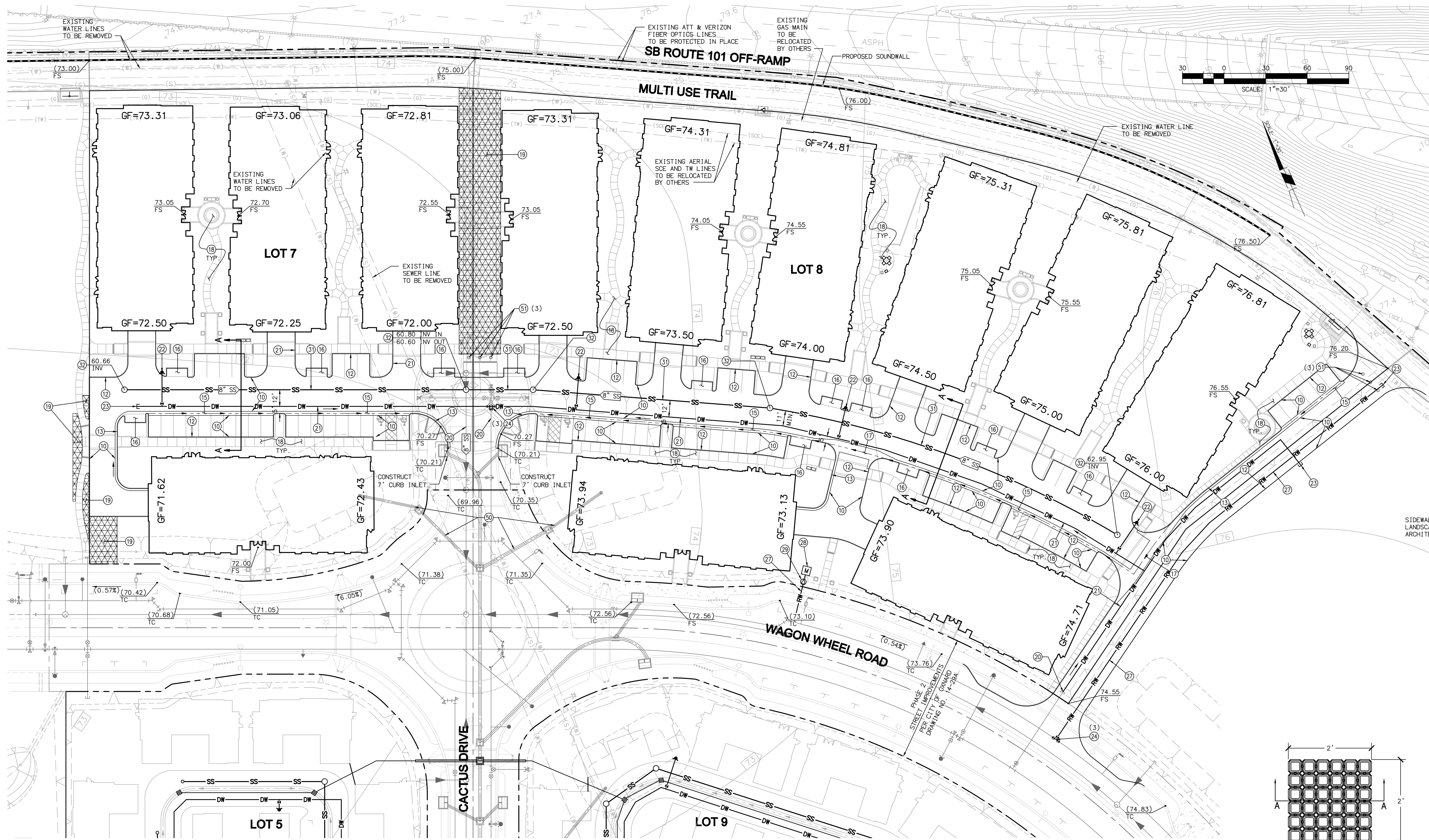
AB AGGREGATE BASE	LP LOW POINT
AC ASPHALT CONCRETE	PKG PARKING
BW BACK OF WALK	PVC POLYVINYL CHLORIDE
DW DOMESTIC WATER	RG ROUGH GRADE
FF FINISH FLOOR	RW RECYCLED WATER
FL FLOW LINE	SD STORM DRAIN
FS FINISH SURFACE	SS SANITARY SEWER
GF GARAGE FINISH FLOOR	STD STANDARD
HP HIGH POINT	TC TOP OF CURB
INV INVERT	TYP TYPICAL

AREA CALCULATIONS (SQUARE FOOT)										
LOT NO.	LOT AREA (SF)	BUILDINGS (SF)	NO. OF BUILDINGS	TOTAL BLDG. AREA (SF)	PAVED AREA (SF)	LANDSCAPE AREA (SF)	% IMPERVIOUS	% BUILDING COVERAGE	% PAVED COVERAGE	% LANDSCAPE COVERAGE
4	71,109	VARIES	3	29,254	23,011	18,844	73.5%	41.1%	32.4%	26.5%
5	81,073	2,700	11	29,700	33,919	17,454	78.5%	36.6%	41.8%	21.5%
7	93,484	8,240	4	32,960	24,021	36,503	61.0%	35.3%	25.7%	39.0%
8	189,955	8,240	8	65,920	55,940	68,095	64.2%	34.7%	29.5%	35.8%
9	107,872	2,700	15	40,500	38,695	28,677	73.4%	37.5%	35.9%	26.6%
10	104,473	VARIES	3	49,720	30,680	24,073	77.0%	47.6%	29.4%	23.0%



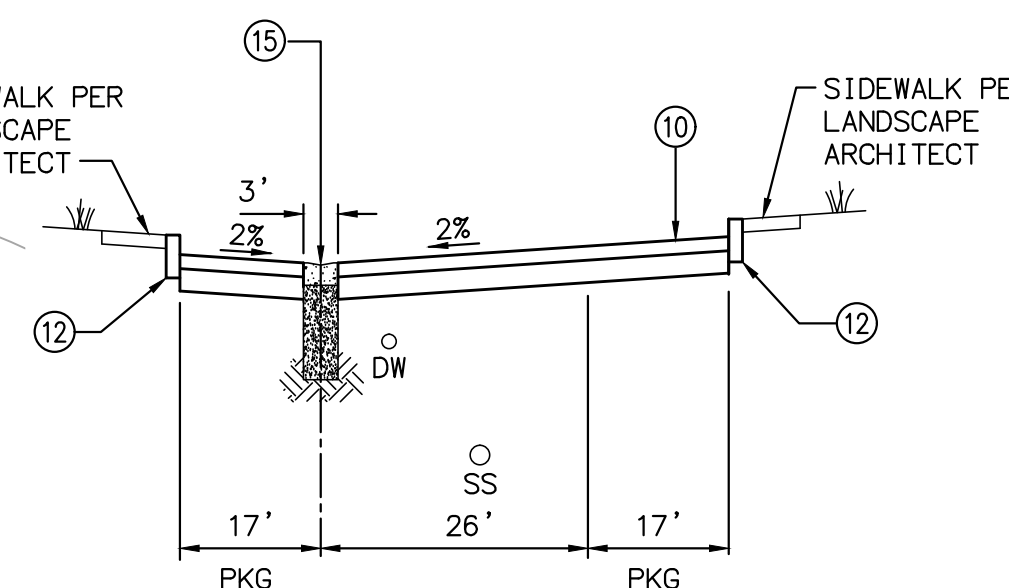




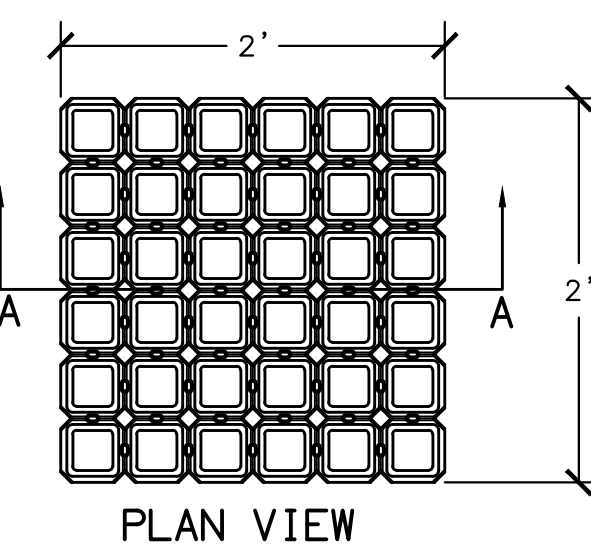


CONSTRUCTION NOTES

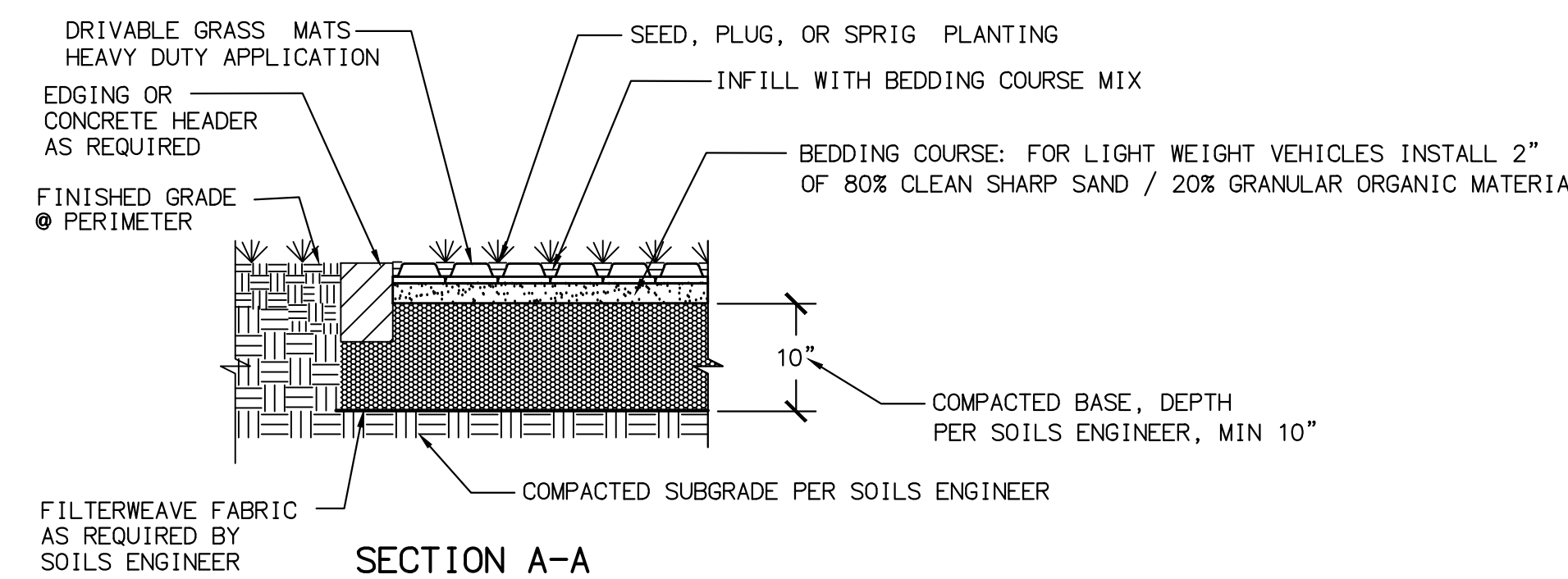
- 10. INSTALL 4" AC OVER 8" AB.
- 12. INSTALL 6" CONCRETE CURB PER CITY OF OXNARD STD PLANS A111 CASE A1-6.
- 13. INSTALL 6" CONCRETE CURB AND GUTTER PER CITY OF OXNARD STD PLANS PLATE 111 CASE A2-6.
- 15. INSTALL PERMEABLE RIBBON GUTTER PER DETAIL ON THIS SHEET.
- 16. INSTALL TRASH PICK-UP AREA PER DETAIL ON SHEET C-6.
- 17. INSTALL CROSS GUTTER PER CITY OF OXNARD STD PLANS PLATE 114.
- 18. INSTALL 4" THICK CONCRETE WALK. COLOR AND FINISH PER LANDSCAPE ARCHITECT.
- 19. INSTALL TURF BLOCK EMERGENCY ACCESS PER DETAIL ON SHEET C-6.
- 20. REMOVE PLUG AND CONNECT TO OFFSITE DOMESTIC WATER LINE.
- 21. INSTALL 8" PVC DOMESTIC WATER LINE. TRENCH BEDDING AND BACKFILL PER CITY OF OXNARD STD PLANS PLATE 802 (42" DEPTH).
- 22. INSTALL FIRE HYDRANT ASSEMBLY PER CITY OF OXNARD STD PLANS PLATE 23 & 300.
- 23. CAP WATER LINE FOR FUTURE EXTENSION.
- 24. INSTALL WATER VALVE.
- 27. INSTALL RECYCLED WATER LINE.
- 28. INSTALL IRRIGATION CONTROLLER.
- 29. INSTALL BACKFLOW PREVENTION DEVICE.
- 30. INSTALL 8" PVC SEWER LINE. TRENCH BEDDING AND BACKFILL PER CITY OF OXNARD STD PLANS PLATE 802.
- 32. INSTALL PRE-CAST CONCRETE SEWER MANHOLE PER CITY OF OXNARD STD PLANS PLATE 400.
- 50. PHASE 2 UTILITY BACKGROUND INFORMATION TO BE REVISED PRIOR TO FINAL APPROVAL.
- 51. INSTALL REMOVABLE BOLLARDS.



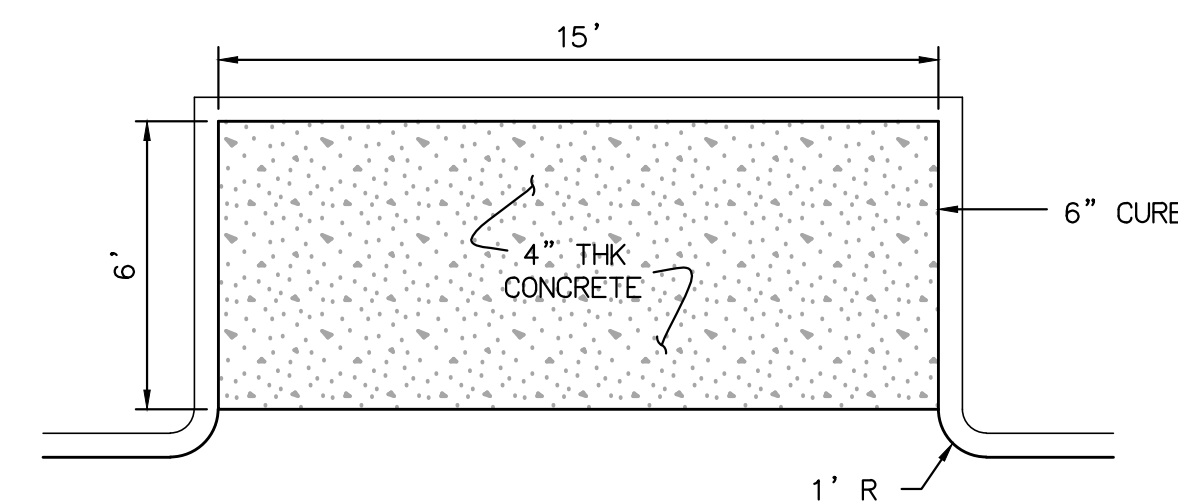
ACCESS ROAD AND PARKING SECTION A-A
NTS



PLAN VIEW

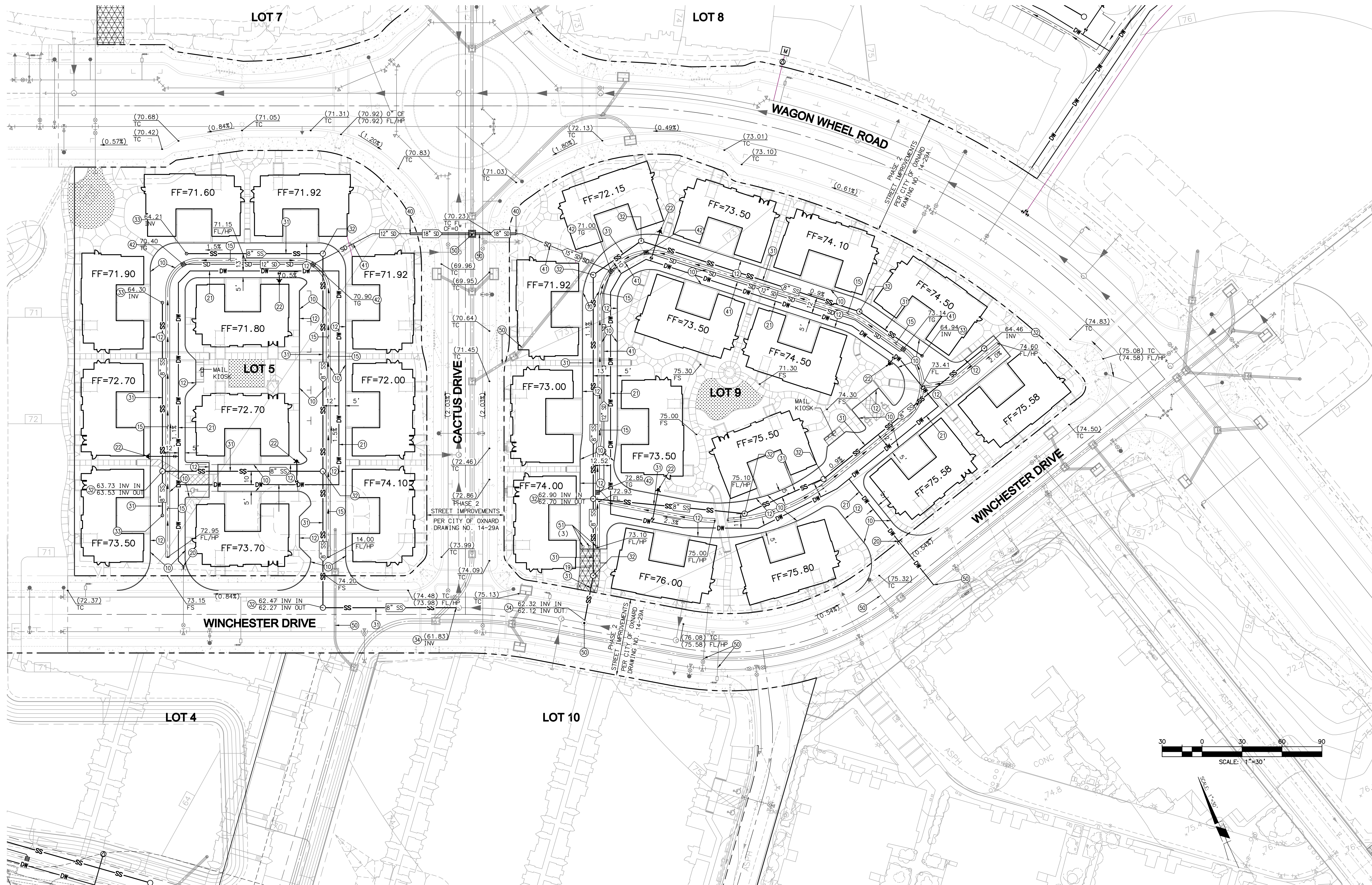


SECTION A-A

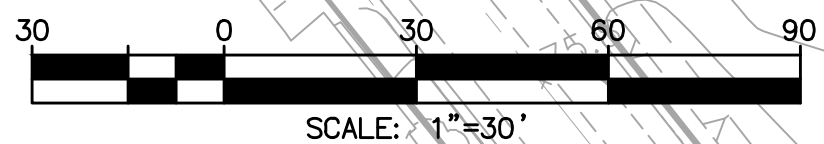
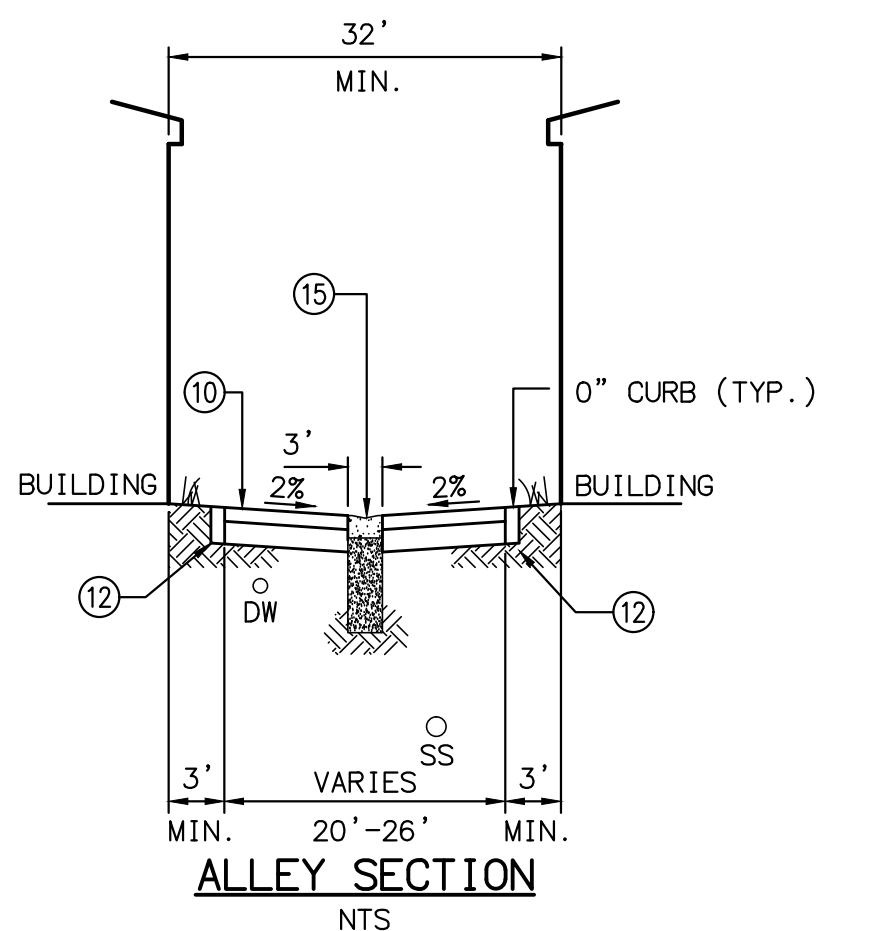


16. TRASH PICK-UP AREA
NTS

19. TURF BLOCK EMERGENCY ACCESS
NTS



- CONSTRUCTION NOTES**
10. INSTALL 4" AC OVER 8" AB.
 12. INSTALL 6" CONCRETE CURB PER CITY OF OXNARD STD PLANS A111 CASE A1-6.
 15. INSTALL PERMEABLE RIBBON GUTTER PER DETAIL ON THIS SHEET.
 19. INSTALL TURF BLOCK EMERGENCY ACCESS PER DETAIL ON SHEET C-6.
 20. REMOVE PLUG AND CONNECT TO OFFSITE DOMESTIC WATER LINE.
 21. INSTALL 8" PVC DOMESTIC WATER LINE. TRENCH BEDDING AND BACKFILL PER CITY OF OXNARD STD PLANS PLATE 802 (42" DEPTH).
 22. INSTALL FIRE HYDRANT ASSEMBLY PER CITY OF OXNARD STD PLANS PLATE 400.
 31. INSTALL 8" PVC SEWER LINE. TRENCH BEDDING AND BACKFILL PER CITY OF OXNARD STD PLANS PLATE 802.
 32. INSTALL PRE-CAST CONCRETE SEWER MANHOLE PER CITY OF OXNARD STD PLANS PLATE 400.
 33. INSTALL SEWER TERMINAL CLEANOUT PER CITY OF OXNARD STD PLANS PLATE 407.
 34. CONNECT NEW SEWER LINE TO OFFSITE MANHOLE.
 40. CONNECT TO OFFSITE STORM DRAIN LINE.
 41. INSTALL STORM DRAIN, SIZE PER PLAN.
 42. INSTALL STORM DRAIN INLET.
 50. PHASE 2 UTILITY BACKGROUND INFORMATION TO BE REVISED PRIOR TO FINAL APPROVAL.
 51. INSTALL REMOVABLE BOLLARDS.

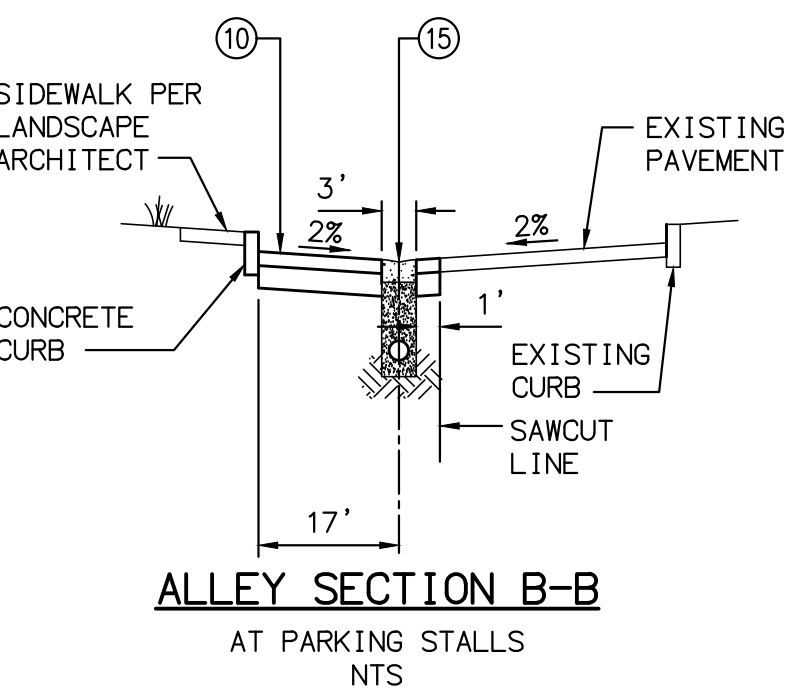
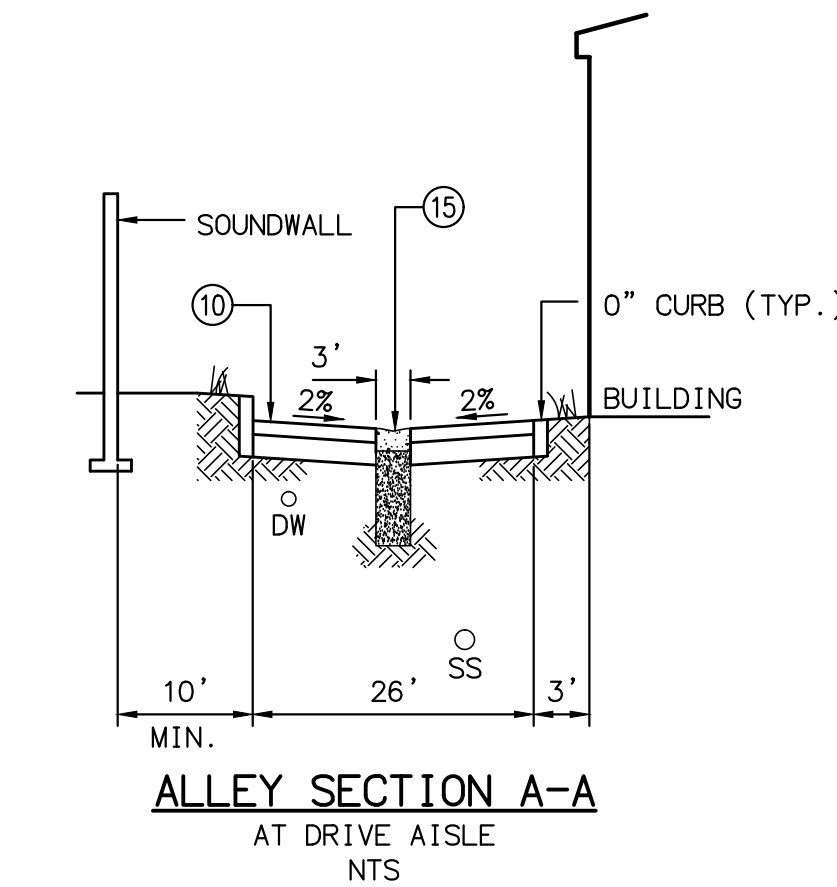




CONSTRUCTION NOTES

- 10 INSTALL 4" AC OVER 8" AB.
- 12 INSTALL 6" CONCRETE CURB PER CITY OF OXNARD STD PLANS A111 CASE A1-6.
- 13 INSTALL 6" CONCRETE CURB AND GUTTER PER CITY OF OXNARD STD PLANS PLATE 111 CASE A2-6.
- 15 INSTALL PERMEABLE RIBBON GUTTER PER DETAIL ON THIS SHEET.
- 16 INSTALL TRASH PICK-UP AREA PER DETAIL ON SHEET C-6.
- 18 INSTALL 4" THICK CONCRETE WALK, COLOR AND FINISH PER LANDSCAPE ARCHITECT.
- 20 REMOVE PLUG AND CONNECT TO OFFSITE DOMESTIC WATER LINE.
- 21 INSTALL 8" PVC DOMESTIC WATER LINE, TRENCH BEDDING AND BACKFILL PER CITY OF OXNARD STD PLANS PLATE 802 (42" DEPTH).
- 22 INSTALL FIRE HYDRANT ASSEMBLY PER CITY OF OXNARD STD PLANS PLATE 23 & 300.
- 25 INSTALL FIRE SERVICE LINE, CONNECT TO BUILDING FIRE RISER.
- 26 REMOVE ELBOW & INSTALL TEE.
- 29 INSTALL BACKFLOW PREVENTION DEVICE.
- 31 INSTALL 8" PVC SEWER LINE, TRENCH BEDDING AND BACKFILL PER CITY OF OXNARD STD PLANS PLATE 802.
- 32 INSTALL PRE-CAST CONCRETE SEWER MANHOLE PER CITY OF OXNARD STD PLANS PLATE 400.
- 34 CONNECT NEW SEWER LINE TO OFFSITE MANHOLE.
- 40 CONNECT TO OFFSITE STORM DRAIN LINE.
- 41 INSTALL STORM DRAIN, SIZE PER PLAN.
- 42 INSTALL STORM DRAIN INLET.
- ** 50 PHASE 2 UTILITY BACKGROUND INFORMATION TO BE REVISED PRIOR TO FINAL APPROVAL.

NOTES:
** UTILITY INFORMATION SHOWN IS PER PHASE 2 BACKBONE INFRASTRUCTURE PLAN SET (14-29A) PRIOR TO FINAL APPROVAL. REVISIONS, INCLUDING RELOCATION AND/OR REMOVAL OF UTILITIES WILL BE COMPLETED AS PER PHASE 2 FINAL APPROVAL.





PLANNING COMMISSION STAFF REPORT

TO: Planning Commission

FROM: Kathleen Mallory, AICP, Project Planner

DATE: March 17, 2016

SUBJECT: Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map No. 5968)

- 1) **Recommendation:** That the Planning Commission adopt a resolution recommending City Council approval of Planning and Zoning Permit (PZ) No. 15-300-06 (Tentative Tract Map No. 5968 for Condominium Purposes).
- 2) **Project Description and Applicant:** A request for approval of a Tentative Tract Map ("Map") for a six lot condominium subdivision which will create Lots 4, 5, 7, 8, 9, and 10 and comprises 14.9 acres within the Village Specific Plan area ("Specific Plan"). Approval of this Map will facilitate the future construction of 310 attached condominium residences on six lots which are known as Planning Areas (PA's). For purposes of this staff report, the foregoing project description shall be referred to as the "Project." Filed by Doug Brooks, Oxnard CRFL Partners, LLC, 64 Maxwell, Irvine, California 92618.
- 3) **Existing & Surrounding Land Uses:** The 62-acre Project area is located in the western portion of Ventura County, in the northwestern edge of the City of Oxnard, and is bounded by the Ventura Freeway (Highway 101) to the north, Oxnard Boulevard to the east, the Union Pacific Railroad (UPRR) and El Rio Drain to the south, and North Ventura Road and the Santa Clara River to the west. The 14.9 acre Project site is located in the central portion of the Specific Plan area. The Specific Plan area is currently under active development.

Surrounding land uses, zoning, and General Plan land use designations are described below:

LOCATION	ZONING	2030 GENERAL PLAN	EXISTING LAND USE
Project Site	The Village Specific Plan	Specific Plan	Apartment housing, retail, graded areas awaiting development, roads and support infrastructure
North	US Highway 101	US Highway 101	101 Freeway
East	C-2-PD	CR	Oxnard Boulevard, Esplanade Shopping Center

PZ 15-300-06, Tentative Subdivision Map No. 5968
 Planning Commission: March 17, 2016
 Page 2

LOCATION	ZONING	2030 GENERAL PLAN	EXISTING LAND USE
South	Single Family Residential (R1) and Manufactured Home Planned Development (MHPD)	Residential Low (RL) density 3-7 du/ac and Factory Built (MHP) 1-7 du/ac	Union Pacific Rail Road, El Rio Drain and South Bank Neighborhood
West	County Unincorporated	County Unincorporated	Ventura Road and Santa Clara River

- 4) **Background Information:** In January 2009, the City Council approved the Specific Plan to guide future development on the 62-acre Project site. The Specific Plan provides infrastructure plans, development guidelines and standards, and regulations for the construction of up to 1,500 dwelling units, 50,300 square feet of commercial square footage, and related roads, parks, and transit support uses and parking. On July 28, 2015, the City Council approved a Tentative Subdivision Map ("Tentative Map") for Tract No. 5745-1 and the First Amendment to Development Agreement (No. A-7122) to the Specific Plan. The Tentative Map subdivided the Project site to support continued redevelopment. The Development Agreement was amended to memorialize financial obligations for infrastructure, and amend payment terms and improvements necessary to support continued redevelopment of the Project site. The Amended Development Agreement granted vested approval until July 28, 2035. Map No. 5968 is consistent with Tentative Tract Map 5745-1 approved by the City Council in July 2015; relevant conditions of approval from Tentative Tract Map No. 5745-1 will be made conditions of approval on the subject map. Construction of condominium units on the six lots that will be created through this Map will be subject to a future Development Design Review (DDR) permit which requires administrative review and approval by the Planning Manager.
- 5) **Environmental Analysis:** In September 18, 2008, the City Council certified Final Environmental Impact Report (FEIR) No. 06-03 for the Specific Plan (State Clearinghouse No. 2006101099). Due to changes in environmental conditions, on July 28, 2015 the City Council certified Supplemental Environmental Impact Report (SEIR) No. 2014-01 in association with Tentative Tract Map 5745-1.

The subject Map is consistent with the FEIR No. 06-03 and SEIR No. 2014-01 and is exempt from environmental review in accordance with California Environmental Quality Act (CEQA) Guidelines Section 15162. Mitigation measures identified in FEIR No. 06-03 and SEIR No. 2014-01 that are relevant to this Project site have been incorporated into the project and compliance with the MMRP is a requirement for approval of all projects within the Village Specific Plan. With imposition of mitigation measures from the certified 2008 FEIR and the 2015 SEIR, impacts are fully mitigated.

6) Analysis:

- a) **General Discussion:** The primary objective of this Map is to subdivide the 14.9 acre

PZ 15-300-06, Tentative Subdivision Map No. 5968
 Planning Commission: March 17, 2016
 Page 3

Project site for condominium purposes which will facilitate the future construction of 310 attached condominium residences. These 14.9 acres are designated for high density residential units (15-30 dwelling units/acre). All prior approvals remain in effect, and this Map will allow for the phased development of the Project area (see Attachment B).

- b) **General Plan Consistency:** The City's 2030 General Plan land use designation for the Project site is Specific Plan with corresponding land use designations to support development of the approved Specific Plan. This Map facilitates development and is consistent with the 2030 General Plan.
 - c) **Conformance with Zoning Development Standards:** This Map does not propose to change any previously approved zoning or development standards. Pursuant to Section 15-35 of the Oxnard Municipal Code, approval of this Map is required to subdivide the project area.
 - d) **Site Design:** This Map will subdivide six lots for condominium purposes to be developed with high density residential units, which is consistent with the approved Specific Plan. Projects that are consistent with the Specific Plan will be approved through a Development Design Review (DDR) permit. Conditions of approval on this Map have been imposed to address site design and ensure that the project is constructed in accordance with all prior approvals. Approval of this Map will facilitate the future phased construction of parks, PA's, and public improvements.
- 7) **Development Advisory Committee:** The Development Advisory Committee (DAC) reviewed the proposed Tentative Map on November 18, 2015. Conditions of approval have been imposed on this Map.
- 8) **Community Workshop:** A community workshop on this Map occurred on February 22, 2016. The South Bank Neighborhood, Supervisor Zaragoza on behalf of El Rio Municipal Advisory Council (MAC), and the existing and occupied Cabrillo Oxnard Family Apartments (PA 12 and 13 apartment project residents; 510 Winchester Road, Oxnard - through the posting of the community workshop notice in their community meeting room) were notified of the workshop. A total of 724 notices were mailed. At this meeting, three members of the public were present and asked questions regarding design, and infrastructure associated with the future 310 units. Questions were also raised regarding the timing for construction of the levee improvements. As stipulated within the Development Agreement (Amendment No. 1 – A-7122), levee improvements are required to be designed and constructed by the 540th market rate residential unit. Full buildout of projects on Lots 4, 5, 7, 8, 9, and 10 will trigger these improvements.

PZ 15-300-06, Tentative Subdivision Map No. 5968
Planning Commission: March 17, 2016
Page 4

- 9) Appeal Procedure:** The Planning Commission's action on this item is a recommendation to the City Council. This matter will be considered by the City Council at a later date in the near future.

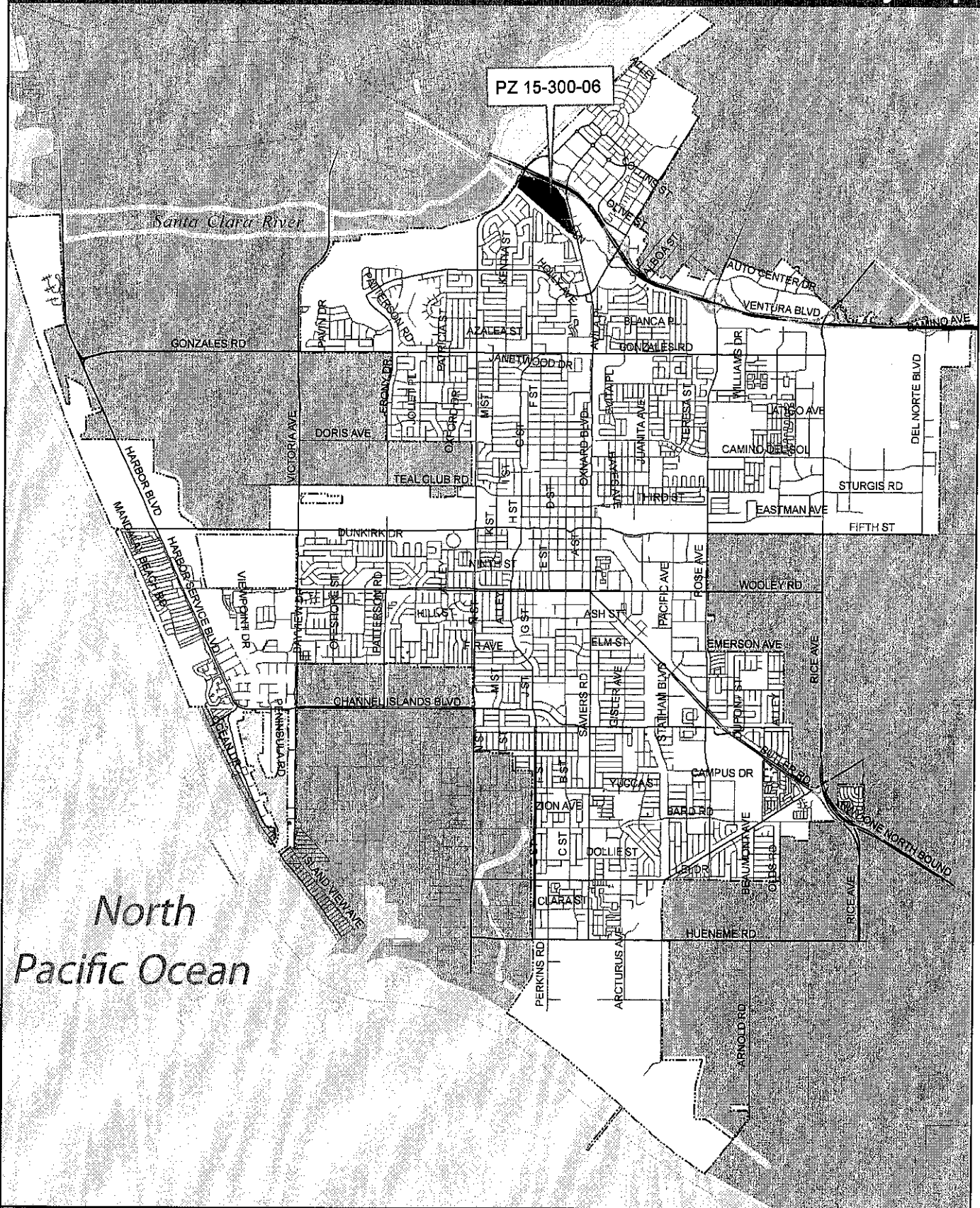
Attachments:

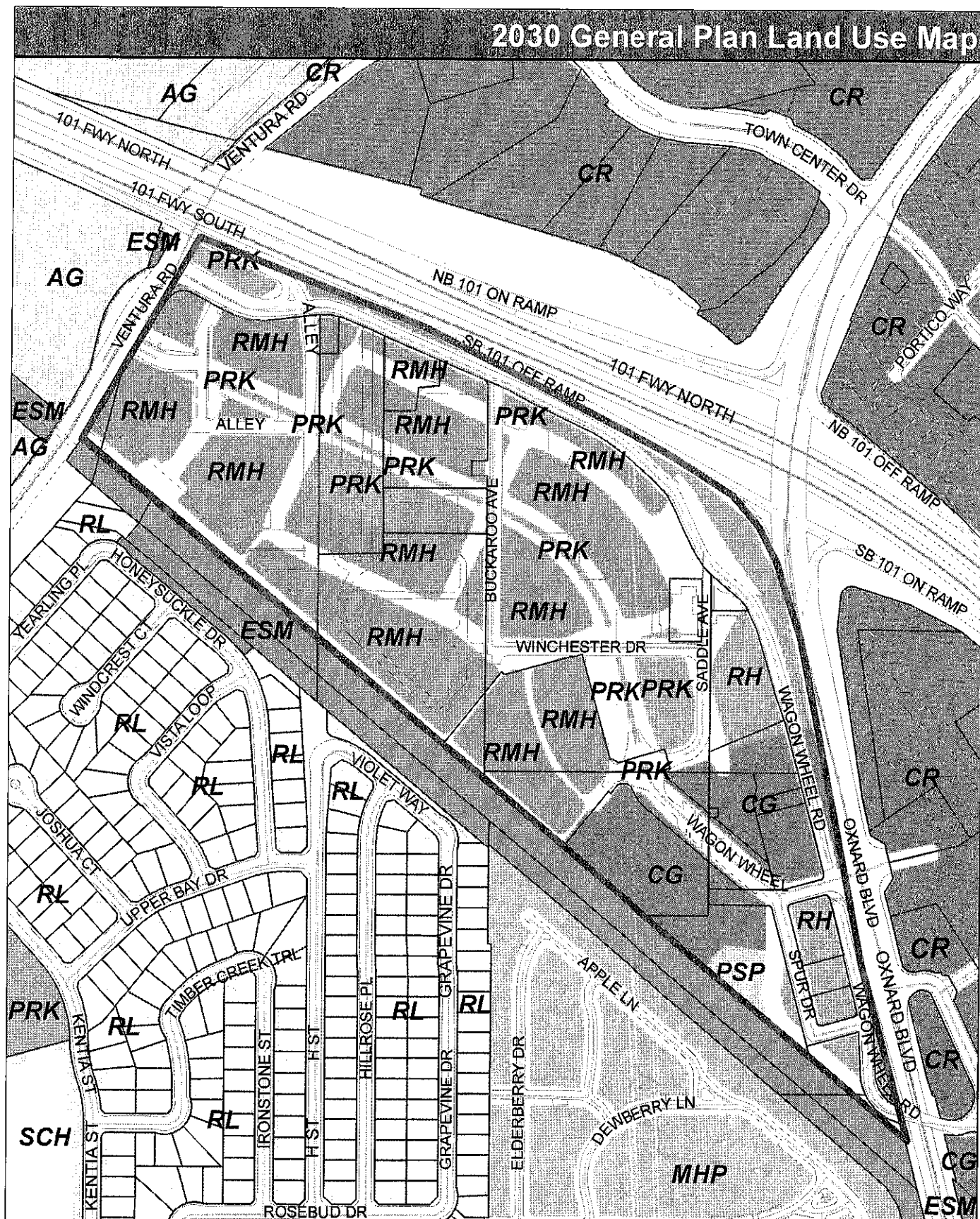
- A. Aerial, Vicinity, General Plan, and Zoning Maps
- B. Tentative Tract Map
- C. Tentative Tract Map Resolution

Prepared by: _____ KM
Approved by: _____ AG

ATTACHMENT A
AERIAL, GENERAL PLAN, AND ZONING MAPS

Vicinity Map





Oxnard Planning
March 8, 2016

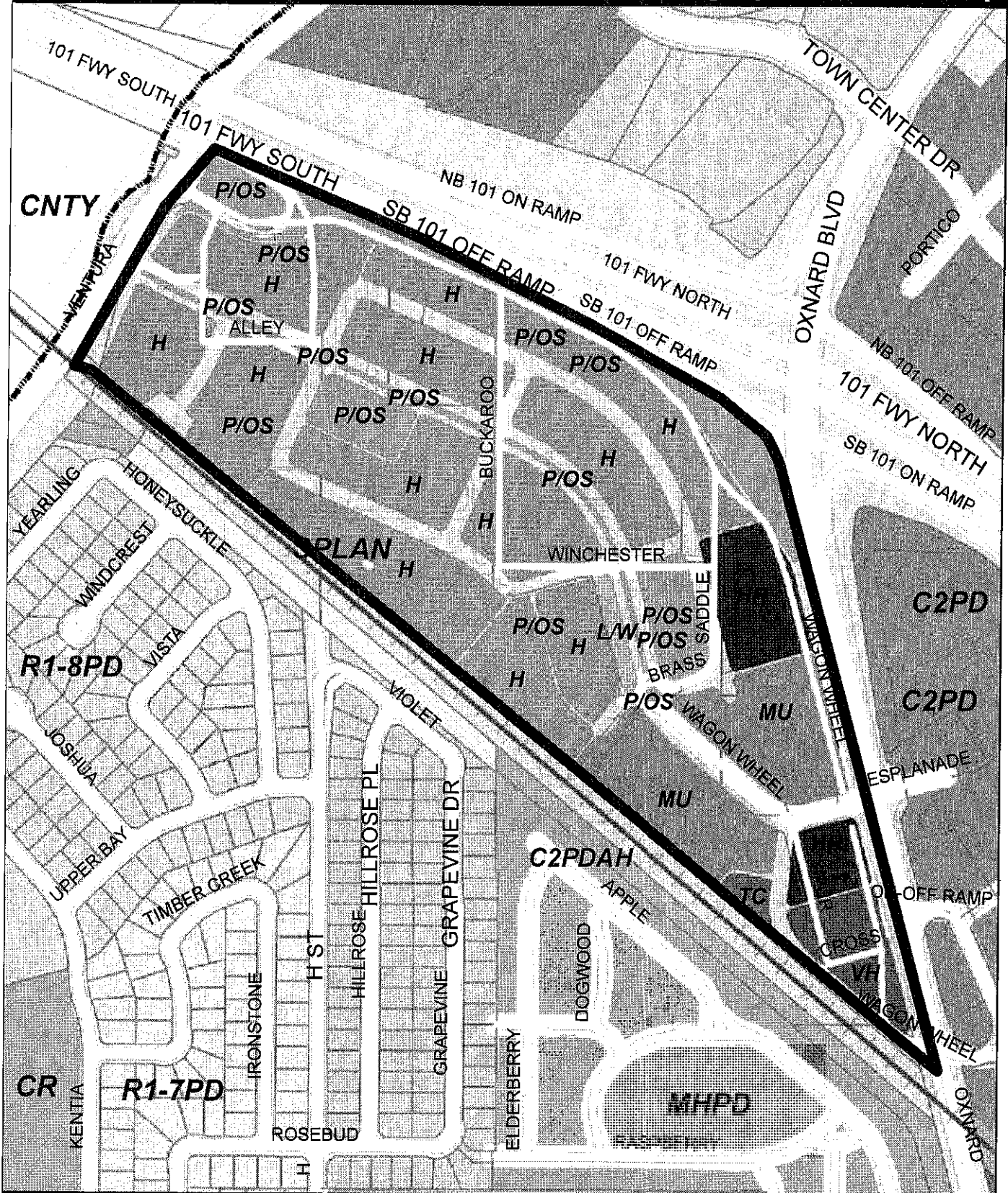
PZ 15-300-06
Location: Wagon Wheel Village
TM

2030 General Plan Land Use Map



1:5,000

Zoning/Specific Plan Map



Oxnard Planning
March 8, 2016

PZ 15-200-02
Location: 1210-1250 S Oxnard Bl

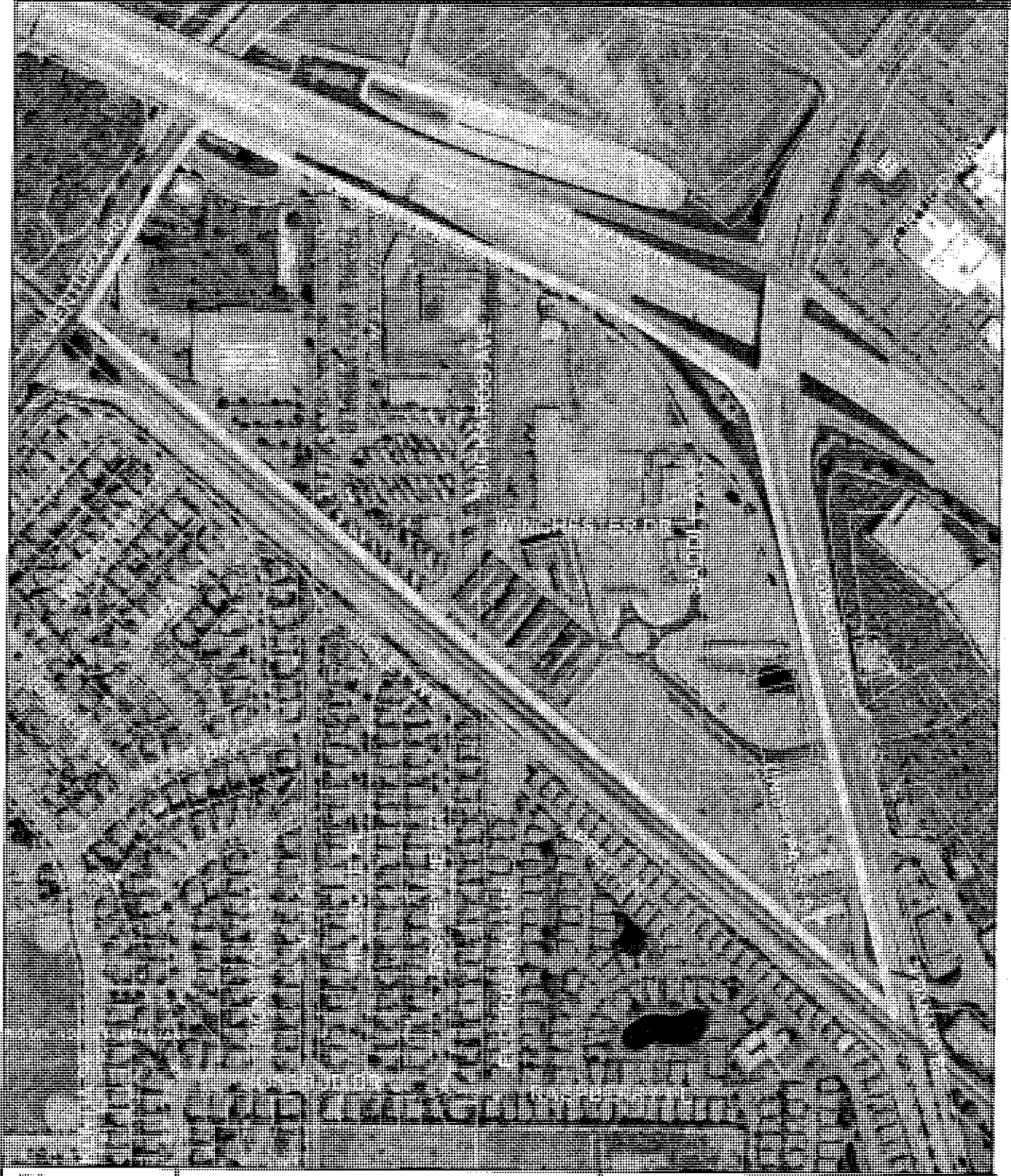
0 105 210 420 630 840 Feet

Zoning/Specific Plan Map



1:5,000

Aerial Map



OXNARD

Oxnard Planning
March 8, 2018

PZ 15-300-06
Location: Wagon Wheel Village
TM

0 100 200 400 600 800 Feet

Aerial Map

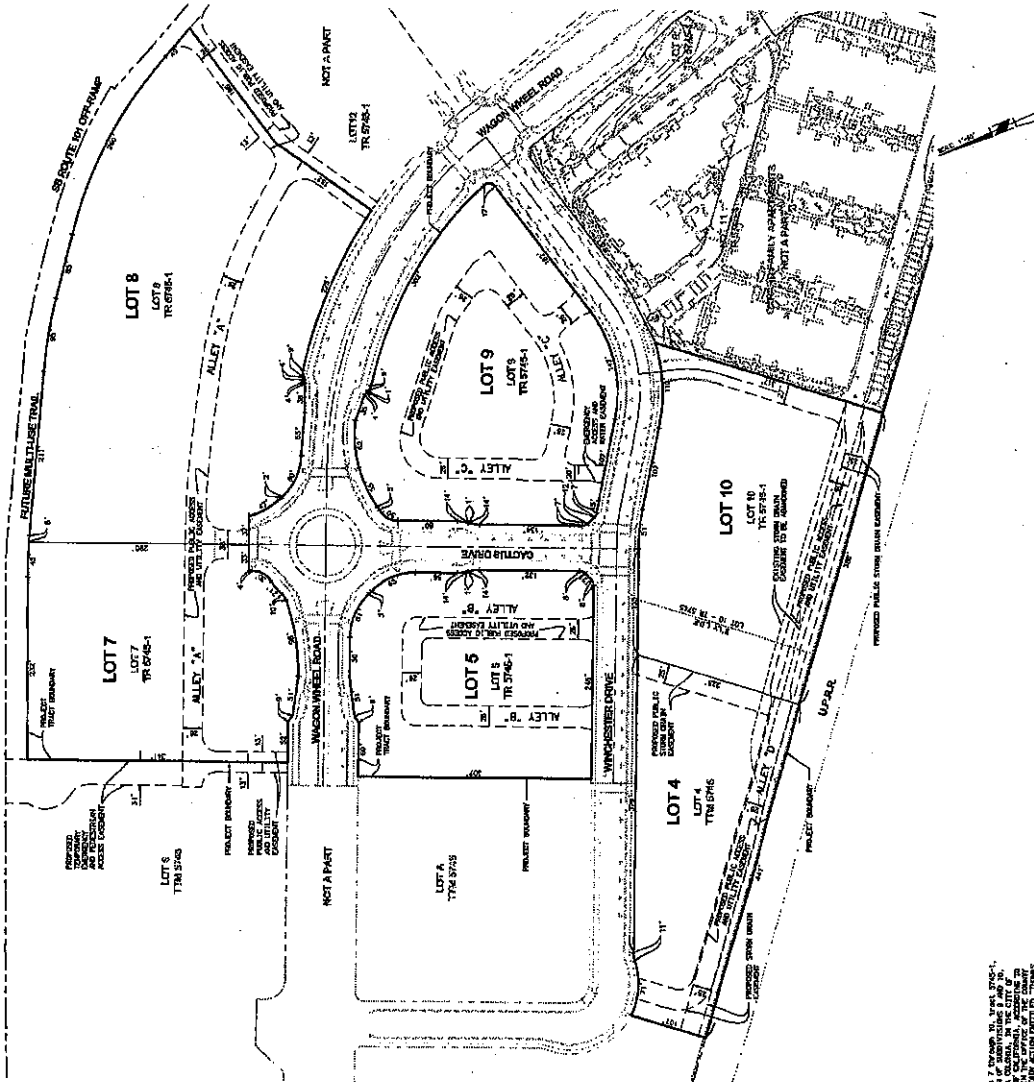
2010 Aerial



ATTACHMENT B

TENTATIVE TRACT MAP

FOR CONDOMINIUM PURPOSES
CITY OF OAKLAND, COUNTY OF VENTURA, STATE OF CALIFORNIA.



UTILITIES
WATER/SEWER
 CITY OF CHANDLER
 1000 N. GILBERT ST.
 CHANDLER, AZ 85226

ELECTRIC
 CHANDLER ELECTRICAL
 1000 N. GILBERT ST.
 CHANDLER, AZ 85226

GAS
 SOUTHERN GAS CO.
 130 S. PATTERSON AVE.
 MESA, AZ 85201

TELEPHONE
 PACIFIC
 1000 N. GILBERT ST.
 CHANDLER, AZ 85226

CABLE
 1000 N. GILBERT ST.
 CHANDLER, AZ 85226

GAS:
SUNSHINE GAS CO.
130 S. PATTERSON AVE.
SANTA ANA, CA. 92711

CABLE:
THE WABER
2850 CALVO RD. K132 376 101
MCKINLEY PARK, CA 92620

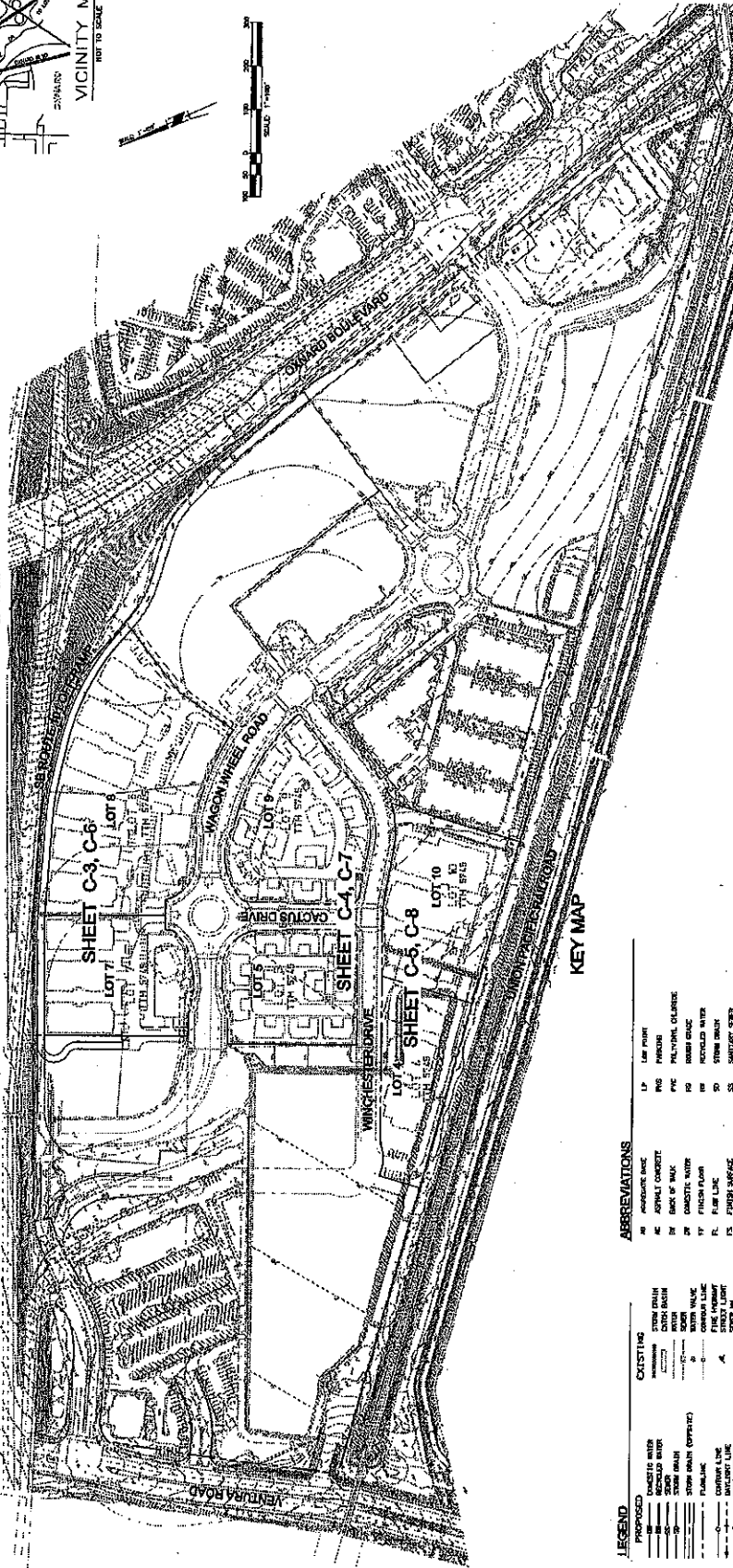
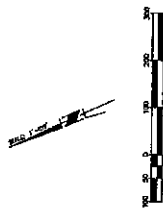
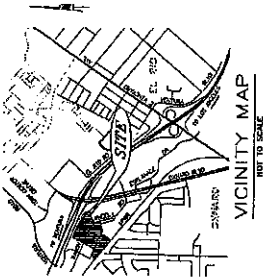
TELEPHONE:
PACIFIC
5203 SW. A STREET
CORVALLIS, CA 97330

PREPARED BY:
Michael Baker
INTERNATIONAL

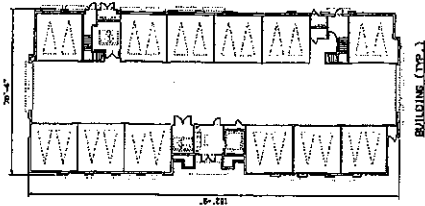
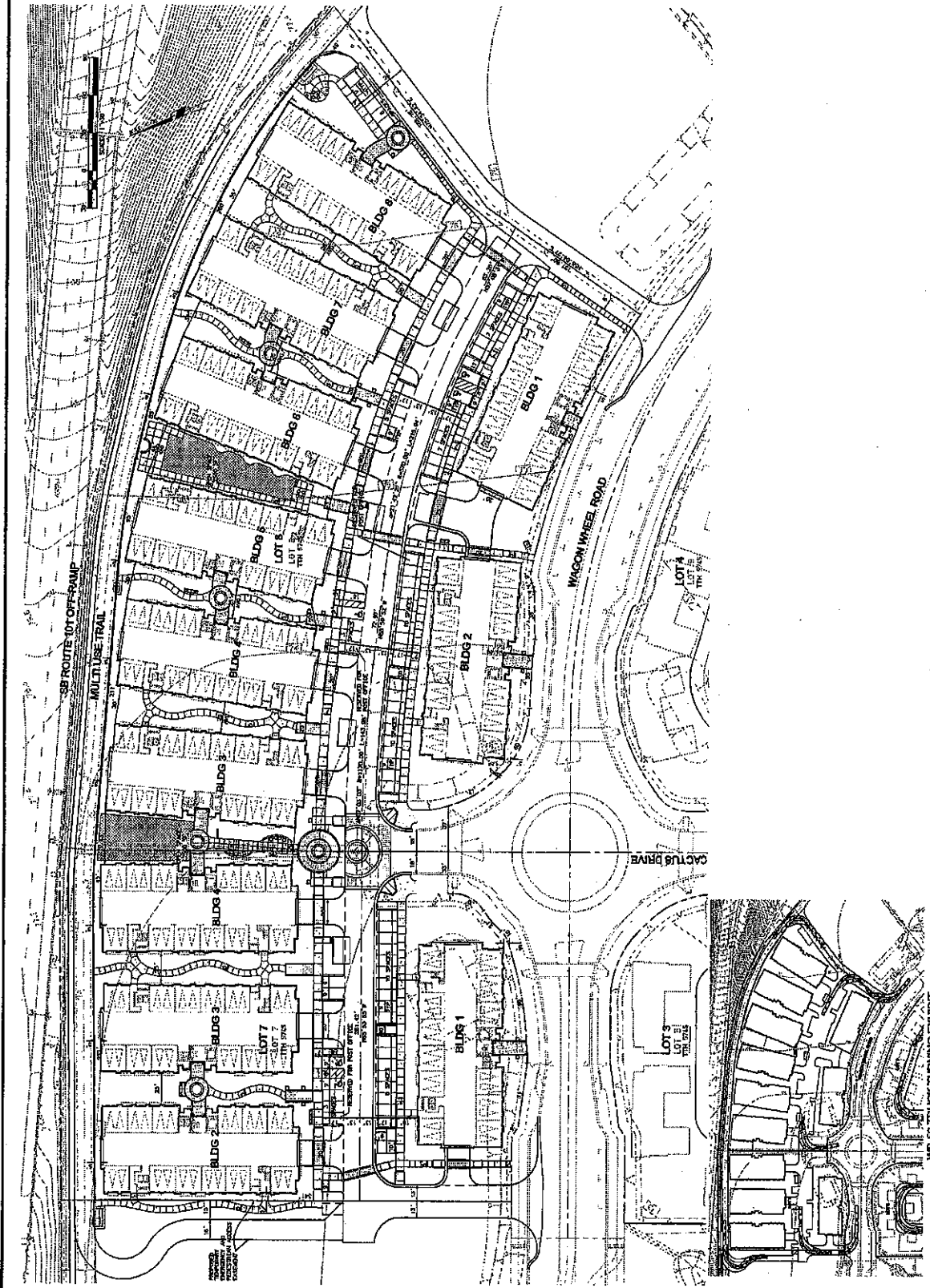
STANFORD UNIVERSITY
DEVELOPMENT SERVICES
TENTATIVE TRACT MAP NO. 58

SITE PLAN TITLE SHEET
FOR
WAGON WHEEL - TRACT 5968

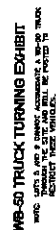
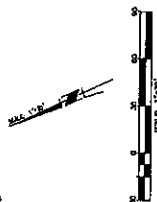
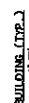
CONDOMINIUM SUBDIVISION
CITY OF OXNARD, COUNTY OF VENTURA, STATE OF CALIFORNIA.

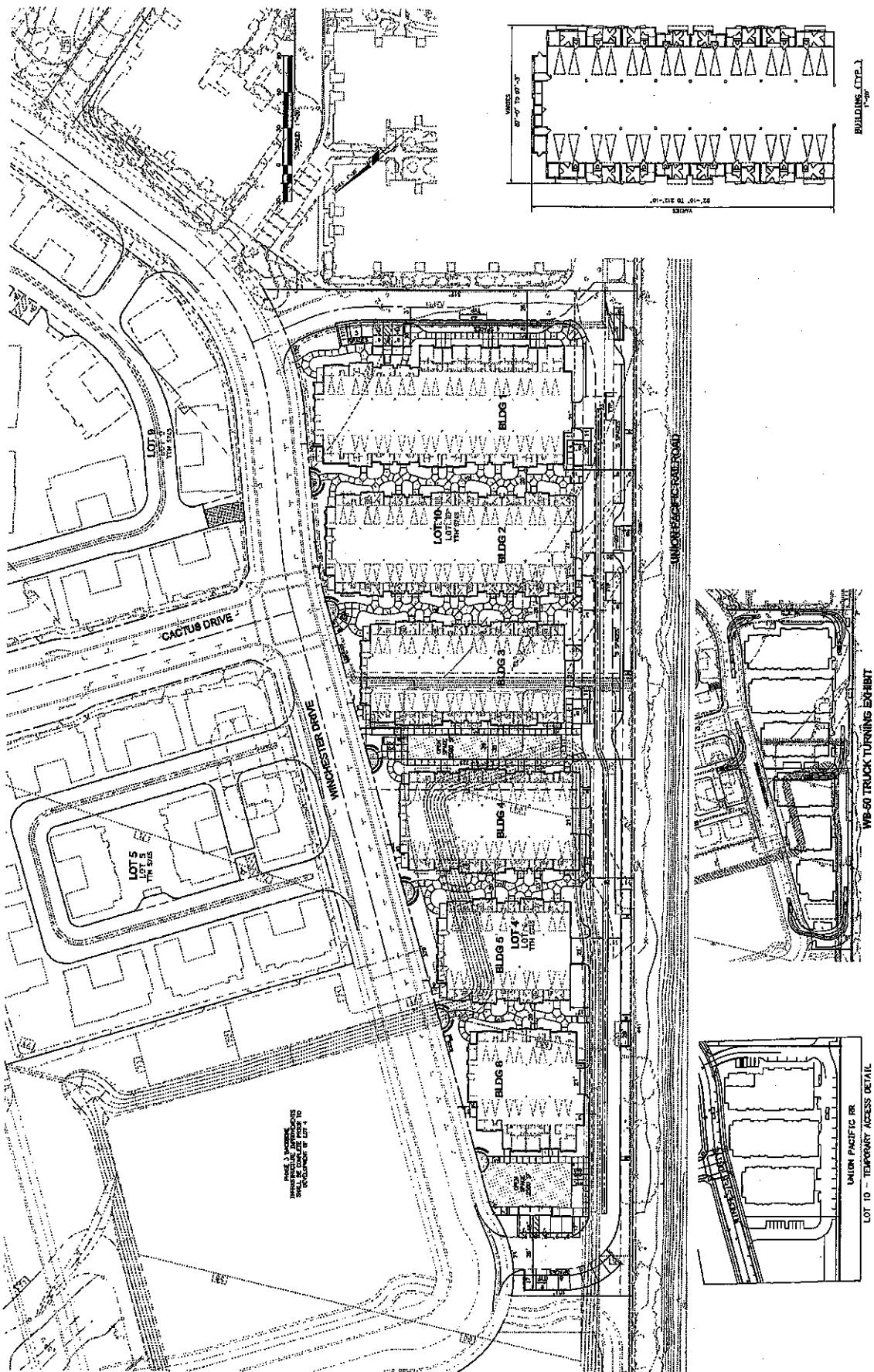
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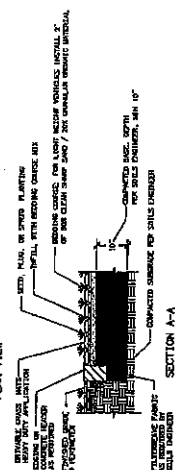
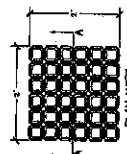
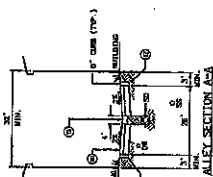
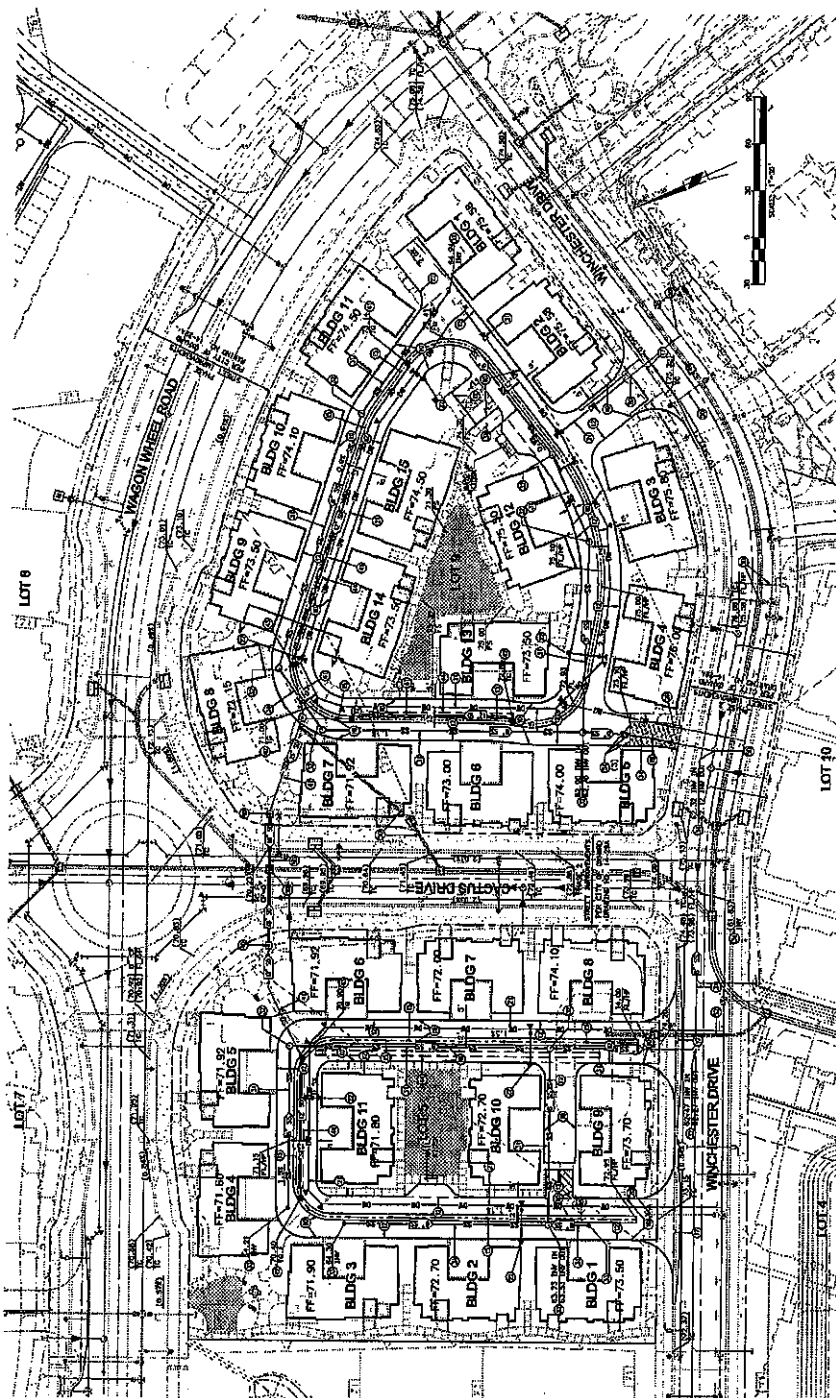
AREA CALCULATIONS (SQUARE FOOT)									
UP NO.	LOT AREA	BEACONS (SF)	NO. OF BUILDINGS	TOTAL BLDG. AREA (SF)	OVER 100 SF	% IMPROVED	% BUILDING COVERAGE	% OPEN SPACE	% OPEN SPACE IMPROVE
6	17,128	10063	3	29,254	21,211	71.02	41.1%	28.9%	36.1%
7	10,444	3,544	1	3,544	3,544	33.93	32.9%	67.1%	32.9%
8	5,144	1,544	1	1,544	1,544	29.99	30.0%	70.0%	29.9%
9	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
10	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
11	23,727	17,500	15	45,000	30,245	67.22	27.9%	72.1%	27.9%
12	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
13	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
14	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
15	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
16	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
17	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
18	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
19	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
20	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
21	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
22	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
23	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
24	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
25	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
26	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
27	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
28	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
29	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
30	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
31	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
32	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
33	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
34	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
35	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
36	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
37	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
38	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
39	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
40	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%
41	10,255	8,044	4	48,640	35,500	68.88	66.7%	33.3%	66.7%</



DATE: _____ BY: _____ DESIGNED BY: _____ SCALE: _____		CREATED BY: _____ Michael Baker INTERNATIONAL 1000 CRESTVIEW DRIVE, SUITE 100, WESTLAND, MI 48090 TEL: (313) 486-1000 FAX: (313) 486-1001	SEAL: _____ REGISTERED PROFESSIONAL ENGINEER STATE OF MICHIGAN NO. _____ EXPIRATION DATE _____	DEVELOPMENT SERVICES TEXTATIVE TRACT MAP NO. 5968 HORIZONTAL CONTROL - LOTS 7 & 8	3407 C-3
APPROVED BY: _____ DATE: _____					

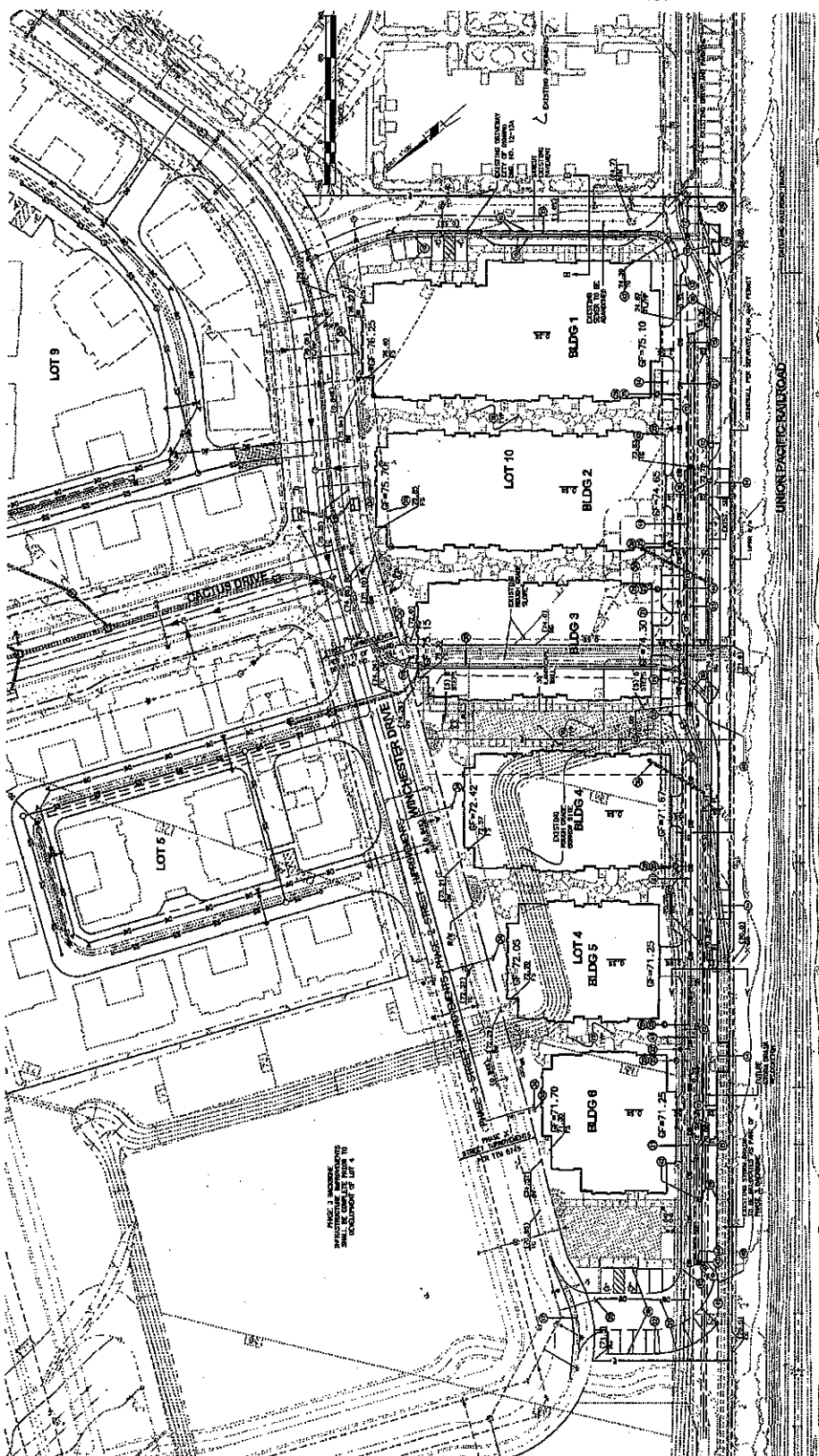
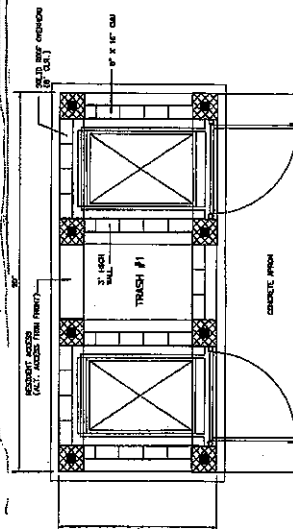
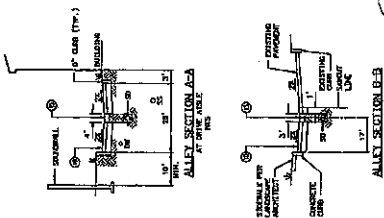






TURN BLOCK EMERGENCY ADDRESS

- 1. CONSTRUCTION NOTES:
 - a. INITIAL 4" IS OVER 8".
 - b. INITIAL 4" CONCOURSE DRIVE FOR CITY OF GOMMERS SID PLANE WITH ONE 4"X4".
 - c. INITIAL TARMON DUTTY FOR CITY OF GOMMERS SID PLANE WITH 14".
 - d. INITIAL SIDE LASTER FOR CITY OF GOMMERS SID PLANE WITH 14".
 - e. INITIAL SIDE LASTER FOR CITY OF GOMMERS SID PLANE WITH 14".
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 - v. INITIAL SIDE LASTER FOR CITY OF GOMMERS SID PLANE WITH 14".
 - w. INITIAL SIDE LASTER FOR CITY OF GOMMERS SID PLANE WITH 14".
 - x. INITIAL SIDE LASTER FOR CITY OF GOMMERS SID PLANE WITH 14".
 - y. INITIAL SIDE LASTER FOR CITY OF GOMMERS SID PLANE WITH 14".
 - z. INITIAL SIDE LASTER FOR CITY OF GOMMERS SID PLANE WITH 14".

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ATTACHMENT C

TENTATIVE TRACT MAP RESOLUTION

RESOLUTION NO. _____ [PZ 15-300-06]

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD RECOMMENDING APPROVAL OF PLANNING AND ZONING PERMIT NUMBER 15-300-06 (TENTATIVE TRACT MAP FOR TRACT NO. 5968) TO SUBDIVIDE A 14.9 ACRE PROPERTY FOR CONDOMINIUM PURPOSES FOR 310 ATTACHED CONDOMINIUM RESIDENCES. LOCATED ON PLANNING AREAS 4, 5, 9, 10, 11 AND PORTIONS OF PLANNING AREAS 7 AND 8 OF THE VILLAGE SPECIFIC PLAN, WHICH IS LOCATED NEAR THE NORTHWESTERN EDGE OF THE CITY OF OXNARD, AND BOUNDED BY HIGHWAY 101 TO THE NORTH, OXNARD BOULEVARD TO THE EAST, THE UNION PACIFIC RAILROAD AND EL RIO DRAIN TO THE SOUTH, AND NORTH VENTURA ROAD TO THE WEST (APN'S 139-0-022-040; 139-0-022-140; 139-0-022-175; 139-0-022-185; 139-0-022-195; 139-0-022-205; AND 139-0-150-110). FILED BY OXNARD CRFL PARTNERS, LLC, 64 MAXWELL, IRVINE, CALIFORNIA, 92618.

WHEREAS, on January 6, 2016, Oxnard CRFL Partners, LLC. ("**Applicant**") submitted a request for approval of Tentative Tract Map for Tract No. 5968 to subdivide for condominium purposes a 14.9 acre property located in Planning Areas 4, 5, 9, 10, 11, and portions of Planning Areas 7 and 8 of the Village Specific Plan, located near the northwester edge of the City of Oxnard, and bounded by Highway 101 to the north; Planning areas 12 to 21 and Oxnard Boulevard to the east; the Union Pacific railroad and El Rio drain to the south; and Planning Areas 1 to 3, the western portions of Planning Areas 7 and 8 and North Ventura Road to the west (APN'S 139-0-022-040; 139-0-022-140; 139-0-022-175; 139-0-022-185; 139-0-022-195; 139-0-022-205; and 139-0-150-110) (the "**Project**"); and

WHEREAS, on March 17, 2016, the Planning Commission of the City of Oxnard ("**Planning Commission**") conducted a duly noticed public hearing to consider Applicant's request to approve Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map for Tract No. 5968) to subdivide the Project in accordance with Section 15-40 of Oxnard City Code; and

WHEREAS, the Project was referred to various public utility companies, City departments and the Development Advisory Committee for recommendations; and

WHEREAS, in September 2008 the City Council certified Final Environmental Impact Report (FEIR) No. 2006-03 (State Clearinghouse No. 2006101099) for development of the 62-acre Village Specific Plan; and

WHEREAS, in July 2015 the City Council certified Supplemental Environmental Impact Report (SEIR) No. 2014-01 for the Tentative Subdivision Map for Tract No. 5745-1 of the Village Specific Plan, to address changes in environmental conditions which were not known and could not have been known at the time the City certified FEIR No. 2006-03; and

WHEREAS, Development of lots within this tentative tract map must comply with the applicable conditions of approval for underlying Tract 5745-1; and

WHEREAS, the Planning Division has determined that the proposed Tentative Map is consistent with the FEIR No. 2006-03 and SEIR No. 2014-01 for the Village Specific Plan and is exempt from environmental review in accordance with CEQA Section 15162 CEQA because no substantial changes are proposed which will require major revisions of the previous EIR due to the identification of new significant environmental effects or substantial increase in the severity of previously identified significant effect.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF OXNARD:

SECTION 1. Based on the entire record before the Planning Commission and all written and oral evidence presented, including the Planning Commission Staff Report and all attachments thereto, the Planning Commission finds:

- (1) **That the proposed map is consistent with the City of Oxnard 2030 General Plan and any applicable specific plan.**

Tentative Tract Map 5968 is proposed to subdivide for Condominium Purposes an approximately 14.9-acre portion of the 62-acre Oxnard Village Specific Plan ("Specific Plan") in conformance with the adopted Specific Plan to allow the construction of 310 attached condominium residences in three neighborhoods within seven Planning Areas of the Specific Plan area, and allow public improvements and open space in substantial conformance with the Specific Plan as adopted in 2008, which sets forth the following:

- a. Location and extent of land uses within the Specific Plan Area:

The map boundary for Tentative Tract Map 5968 is coterminous with the boundary of the adopted Specific Plan. The lots are configured to be consistent with Scenario A of the adopted Specific Plan and previously adopted Tract Map 5745-1.

- b. Location, extent, and general intensity of major components of public and private transportation, sewage, drainage, water, solid waste disposal, energy, and other essential facilities planned to support the land uses described in the Specific Plan:

Tentative Tract Map 5968 includes street, water, sewer and drainage improvements designed in substantial conformance with the adopted

Specific Plan and planned to have sufficient capacity to support the type and intensity of land uses permitted by the adopted Specific Plan.

- c. Criteria by which development would proceed, including Development Standards, Design Guidelines, and a phasing program:

The design of Tentative Tract Map 5968 conforms to Development Standards in the Specific Plan and the Design Guidelines applicable to the subdivision of land.

- d. Program of implementation measures, including regulations, programs, public works projects, and financing measures:

Tentative Tract Map 5968 is proposed to subdivide the site in conformance with the adopted Specific Plan, including the implementation measures. No changes to the implementation measures in the adopted Specific Plan are proposed or required.

- (2) **That the design or improvement of the proposed subdivision is consistent with the City of Oxnard 2030 General Plan and any applicable specific plan.**

The proposed subdivision is in substantial conformance with the intent of the Specific Plan in terms of development sites, collector circulation and open space. Future development of the individual lots will occur in accordance with the development guidelines and subject to the administrative approval process as outlined in the Specific Plan.

- (3) **That the site is physically suitable for the type of development.**

The physical suitability of the Specific Plan site for the type of development allowed by the adopted Specific Plan was evaluated in FEIR No. 2006-03, which was certified by the Oxnard Planning Commission in September 2008.

In January of 2009, the City Council of the City of Oxnard adopted an ordinance amending the City Zoning Map (PZ 06-570-05) designation to the Specific Plan, determining that the site is suitable for the uses proposed under the Specific Plan.

In April 2015, a Final SEIR was prepared to evaluate Tentative Tract Map 5745-1, including the grading plan, drainage, flood protection and street improvements, and determined that, with the incorporation of the mitigation measures identified in certified FEIR No. 2006-03 and the Final SEIR No. 2014-01, the site is physically suitable for the type of development permitted by the adopted Specific Plan.

- (4) **That the site is physically suitable for the proposed density of development.**

In January of 2009, the City Council of the City of Oxnard adopted an ordinance approving Planning and Zoning Permit 08-630-02 for the proposed development of the Specific Plan. Within the Specific Plan Land Use Chapter 2, density ranges are indicated per Planning Area within the Specific Plan boundary. The effects of the intensity of development permitted by the adopted Specific Plan was evaluated in certified FEIR No. 2006-03 and SEIR No. 2014-01. Based on the analysis in these environmental documents, the site is physically suitable for the density development permitted by the adopted Specific Plan.

- (5) **That the design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage nor likely to substantially and avoidably injure fish or wildlife or their habitat.**

In September 2008, the Oxnard Planning Commission certified FEIR No. 2006-03 which analyzed potential impacts to fish, wildlife and their habitat. This FEIR included information from three site surveys for biological resources conducted between 1993 and 1995 and an additional survey conducted in 1999. All of these surveys determined that the site, which is developed with urban uses, contains ornamental vegetation and does not contain native vegetation or habitat and, for this reason, development of the site with the uses allowed by the adopted Specific Plan would not result in any substantial environmental damage nor be likely to substantially and avoidably injure fish or wildlife or their habitat. In addition, FEIR No. 2006-03 determined the Specific Plan would not result in any indirect impacts on biological resources in the Santa Clara River, which is located west of the site and Ventura Road, that would cause substantial environmental damage nor likely to substantially and avoidably injure fish or wildlife or their habitat.

- (6) **That the design of the subdivision or type of improvements is not likely to cause serious public health problems.**

The proposed Tentative Map subdivides the project site into development, open space and lots for public improvements such as streets. Potential public health problems were evaluated in certified FEIR No. 2006-03 and the air quality analysis was updated in the SEIR No. 2014-01. This analysis determined the improvements outlined in the Specific Plan would not cause any serious public health problems.

- (7) **That the design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or**

use of, property within the proposed subdivision; provided, however, that approval may be granted if it is found that alternate easements, for access or for use, will be provided, and that these will be substantially equivalent to the ones previously acquired by the public.

The location and disposition of all existing and future easements are identified on the Tentative Map document. No conflicts with public easements will result from the adoption of Tentative Tract Map 5968 as proposed.

SECTION 2. Based on the findings set forth herein, the Planning Commission hereby recommends that the City Council approve Planning and Zoning Permit 15-300-06 (Tentative Tract Map for Tract No. 5968), subject to conditions of approval contained herein.

SECTION 3. In accordance with Section 15-25(B) of the Oxnard City Code, Applicant may appeal the action of the Planning Commission in the manner provided by Government Code section 66452.5.

SECTION 4. The Secretary shall certify the adoption of this Resolution.

STANDARD CONDITIONS OF APPROVAL FOR LAND USE PERMITS

Note: The abbreviations below identify the City department or division responsible for determining compliance with these standard conditions. The first department or division listed has responsibility for compliance at plan check, the second during inspection and the third at final inspection, prior to issuance of a certificate of occupancy, or at a later date, as specified in the condition. If more than one department or division is listed, the first will check the plans or inspect the project before the second confirms compliance with the condition. The italicized code at the end of each condition provides internal information on the source of each condition: Some are standard permit conditions (e.g. *G-1*) while some are taken from environmental documents (e.g. *MND-S2*).

DEPARTMENTS AND DIVISIONS			
CA	City Attorney	PL	Planning Division
DS	Dev Services/Eng Dev/Inspectors	TR	Traffic Division
PD	Police Department	B	Building Plan Checker
SC	Source Control	FD	Fire Department
PK	Landscape Design	CE	Code Compliance

GENERAL PROJECT CONDITIONS

1. This permit is granted for the property described in the application on file with the Planning Division, and may not be transferred from one property to another. (PL, G-1).
2. Developer shall complete the "Notice of Land Use Restrictions and Conditions" form, using the form provided by the City, for recording with the Ventura County Recorder. Before the City issues building permits for the Phase I development, Developer shall submit the original completed, signed and notarized document, together with the required fees to the Planning Manager. (PL, G-8)

PLANNING DIVISION STANDARD CONDITIONS

3. Before the City issues building permits, Developer shall include a reproduction of all conditions of this permit as adopted by resolution of the Planning Commission and/or the City Council in all sets of construction documents and specifications for the project. (PL, PL-3)
4. Prior to recordation of the Final Map, Developer shall pay a document imaging fee for the planning files in an amount calculated by planning staff at the time of building permit review based on fees then in effect. (PL/B, PL-16).

PLANNING DIVISION SPECIAL CONDITIONS

5. Developer agrees to comply with relevant mitigation measures from the certified 2008 Final Environmental Impact Report (FEIR No. 2006-03) and the 2015 Supplemental Environmental Impact Report (SEIR No. 2014-01).

DEVELOPMENT SERVICES CONDITIONS

6. Developer agrees, as a condition of approval of this resolution, to indemnify, defend and hold harmless, at Developer's expense, City and its agents, officers and employees from and against any claim, action or proceeding commenced within the time period provided for in Government Code Section 66499.37, to attack, review, set aside, void or annul the approval of this resolution or to determine the reasonableness, legality or validity of any condition attached thereto. City shall promptly notify Developer of any such claim, action or proceeding of which City receives notice, and City will cooperate fully with Developer in the defense thereof. Developer shall reimburse City for any court costs and attorney's fees that City may be required to pay as a result of any such claim, action or proceeding. City may, in its sole discretion, participate in the defense of any such claim, action or proceeding, but such participation shall not relieve Developer of the obligations of this condition. Developer's acceptance of this resolution or commencement of construction or operations under this resolution shall be deemed to be acceptance of all conditions thereof. (DS-18)
7. Prior to approval of the final map or parcel map, Developer shall provide the City Engineer with written evidence from the Ventura County Clerk's Office that Developer has executed and filed with the Clerk all certificates, statements and securities required by Government Code Sections 66492 and 66493. (DS-26)
8. Developer shall dedicate to the City all water rights for the project property by title sheet dedication on the final map or parcel map. (DS-39)
9. Prior to release of the final map or parcel map for recordation, Developer shall post security satisfactory to the City Attorney guaranteeing that all survey monuments will be set as required by the Government Code and the City Code. (DS-57)

SPECIAL CONDITIONS

10. The final map phase(s) of Tract 5745 creating lots 4, 5, and 7 through 10 shall be recorded prior to the phase(s) of this map creating the similarly numbered lots. (DS)
11. The lot lines associated with this tentative map shall be identical to the lot lines for Lots 4, 5, and 7 through 10 of Tract 5745. Any deviation from this requirement requires approval of the Development Services Director. (DS)
12. Developer shall obtain approval of onsite civil improvement plans for each lot of this tentative map prior to, or concurrent with, recordation of the final map creating that lot. (DS)
13. Development of lots within this tentative map must comply with the applicable conditions of approval for underlying Tract 5745. These conditions include, but are not limited to,

PZ 15-300-06, Tentative Tract Map
Conditions of Approval
March 17, 2016
Page 8

requirements to design and construct onsite and offsite improvements within the time frames specified in Tract 5745 conditions. (DS)

14. Prior to recordation of the map phase creating lot 4, Developer shall have obtained a construction permit to extend Winchester Drive (and the underlying utilities) along the proposed lot 4 frontage and along the westerly edge of future Lot A of Tract 5745 to connect to Wagon Wheel Road. (DS)
15. The final location, extent, and scope of proposed easements are subject to review and approval of the Development Services Director based on the proposed improvements within that lot. (DS)
16. Developer is aware and acknowledges that the widening of the MUP along lots 7 and 8 proposed by the Developer to provide fire equipment access is not creditable against the Quimby Fee notwithstanding section 6 of the first amendment to the Development Agreement. (DS)

PZ 15-300-06, Tentative Tract Map
Conditions of Approval
March 17, 2016
Page 9

PASSED, APPROVED, AND ADOPTED by the Planning Commission of the City of Oxnard
on this 17th day of March, 2016.

Stephen Huber, Chair

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Oxnard at a meeting held on 17th day of March, 2016, and carried by the following vote:

AYES: Commissioner(s):

NOES: Commissioner(s):

ABSENT: Commissioner(s):

ABSTAIN: Commissioner(s):

Ashley Golden, Secretary

RESOLUTION NO. 2016-03

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD RECOMMENDING APPROVAL OF PLANNING AND ZONING PERMIT NUMBER 15-300-06 (TENTATIVE TRACT MAP FOR TRACT NO. 5968) TO SUBDIVIDE A 14.9 ACRE PROPERTY FOR CONDOMINIUM PURPOSES FOR 310 ATTACHED CONDOMINIUM RESIDENCES. LOCATED ON PLANNING AREAS 4, 5, 9, 10, 11 AND PORTIONS OF PLANNING AREAS 7 AND 8 OF THE VILLAGE SPECIFIC PLAN, WHICH IS LOCATED NEAR THE NORTHWESTERN EDGE OF THE CITY OF OXNARD, AND BOUNDED BY HIGHWAY 101 TO THE NORTH, OXNARD BOULEVARD TO THE EAST, THE UNION PACIFIC RAILROAD AND EL RIO DRAIN TO THE SOUTH, AND NORTH VENTURA ROAD TO THE WEST (APN'S 139-0-022-040; 139-0-022-140; 139-0-022-175; 139-0-022-185; 139-0-022-195; 139-0-022-205; AND 139-0-150-110). FILED BY OXNARD CRFL PARTNERS, LLC, 64 MAXWELL, IRVINE, CALIFORNIA, 92618.

WHEREAS, on January 6, 2016, Oxnard CRFL Partners, LLC. ("**Applicant**") submitted a request for approval of Tentative Tract Map for Tract No. 5968 to subdivide for condominium purposes a 14.9 acre property located in Planning Areas 4, 5, 9, 10, 11, and portions of Planning Areas 7 and 8 of the Village Specific Plan, located near the northwestern edge of the City of Oxnard, and bounded by Highway 101 to the north; Planning areas 12 to 13 and Oxnard Boulevard to the east; the Union Pacific railroad and El Rio drain to the south; and Planning Areas 1 to 3, the western portions of Planning Areas 7 and 8 and North Ventura Road to the west (APN'S 139-0-022-040; 139-0-022-140; 139-0-022-175; 139-0-022-185; 139-0-022-195; 139-0-022-205; and 139-0-150-110) (the "**Project**"); and

WHEREAS, on March 17, 2016, the Planning Commission of the City of Oxnard ("**Planning Commission**") conducted a duly noticed public hearing to consider Applicant's request to approve Planning and Zoning Permit No. 15-300-06 (Tentative Tract Map for Tract No. 5968) to subdivide the Project in accordance with Section 15-40 of Oxnard City Code; and

WHEREAS, the Project was referred to various public utility companies, City departments and the Development Advisory Committee for recommendations; and

WHEREAS, in September 2008 the City Council certified Final Environmental Impact Report (FEIR) No. 2006-03 (State Clearinghouse No. 2006101099) for development of the 62-acre Village Specific Plan; and

WHEREAS, in July 2015 the City Council certified Supplemental Environmental Impact Report (SEIR) No. 2014-01 for the Tentative Subdivision Map for Tract No. 5745-1 of the Village Specific Plan, to address changes in environmental conditions which were not known and could not have been known at the time the City certified FEIR No. 2006-03; and

WHEREAS, Development of lots within this tentative tract map must comply with the applicable conditions of approval for underlying Tract 5745-1; and

WHEREAS, the Planning Division has determined that the proposed Tentative Map is consistent with the FEIR No. 2006-03 and SEIR No. 2014-01 for the Village Specific Plan and is exempt from environmental review in accordance with CEQA Section 15162 CEQA because no substantial changes are proposed which will require major revisions of the previous EIR due to the identification of new significant environmental effects or substantial increase in the severity of previously identified significant effect.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF OXNARD:

SECTION 1. Based on the entire record before the Planning Commission and all written and oral evidence presented, including the Planning Commission Staff Report and all attachments thereto, the Planning Commission finds:

- (1) **That the proposed map is consistent with the City of Oxnard 2030 General Plan and any applicable specific plan.**

Tentative Tract Map 5968 is proposed to subdivide for Condominium Purposes an approximately 14.9-acre portion of the 62-acre Oxnard Village Specific Plan ("Specific Plan") in conformance with the adopted Specific Plan to allow the construction of 310 attached condominium residences in three neighborhoods within seven Planning Areas of the Specific Plan area, and allow public improvements and open space in substantial conformance with the Specific Plan as adopted in 2008, which sets forth the following:

- a. Location and extent of land uses within the Specific Plan Area:

The map boundary for Tentative Tract Map 5968 is coterminous with the boundary of the adopted Specific Plan. The lots are configured to be consistent with Scenario A of the adopted Specific Plan and previously adopted Tract Map 5745-1.

- b. Location, extent, and general intensity of major components of public and private transportation, sewage, drainage, water, solid waste disposal, energy, and other essential facilities planned to support the land uses described in the Specific Plan:

Tentative Tract Map 5968 includes street, water, sewer and drainage improvements designed in substantial conformance with the adopted

Specific Plan and planned to have sufficient capacity to support the type and intensity of land uses permitted by the adopted Specific Plan.

- c. Criteria by which development would proceed, including Development Standards, Design Guidelines, and a phasing program:

The design of Tentative Tract Map 5968 conforms to Development Standards in the Specific Plan and the Design Guidelines applicable to the subdivision of land.

- d. Program of implementation measures, including regulations, programs, public works projects, and financing measures:

Tentative Tract Map 5968 is proposed to subdivide the site in conformance with the adopted Specific Plan, including the implementation measures. No changes to the implementation measures in the adopted Specific Plan are proposed or required.

- (2) **That the design or improvement of the proposed subdivision is consistent with the City of Oxnard 2030 General Plan and any applicable specific plan.**

The proposed subdivision is in substantial conformance with the intent of the Specific Plan in terms of development sites, collector circulation and open space. Future development of the individual lots will occur in accordance with the development guidelines and subject to the administrative approval process as outlined in the Specific Plan.

- (3) **That the site is physically suitable for the type of development.**

The physical suitability of the Specific Plan site for the type of development allowed by the adopted Specific Plan was evaluated in FEIR No. 2006-03, which was certified by the Oxnard Planning Commission in September 2008.

In January of 2009, the City Council of the City of Oxnard adopted an ordinance amending the City Zoning Map (PZ 06-570-05) designation to the Specific Plan, determining that the site is suitable for the uses proposed under the Specific Plan.

In April 2015, a Final SEIR was prepared to evaluate Tentative Tract Map 5745-1, including the grading plan, drainage, flood protection and street improvements, and determined that, with the incorporation of the mitigation measures identified in certified FEIR No. 2006-03 and the Final SEIR No. 2014-01, the site is physically suitable for the type of development permitted by the adopted Specific Plan.

- (4) **That the site is physically suitable for the proposed density of development.**

In January of 2009, the City Council of the City of Oxnard adopted an ordinance approving Planning and Zoning Permit 08-630-02 for the proposed development of the Specific Plan. Within the Specific Plan Land Use Chapter 2, density ranges are indicated per Planning Area within the Specific Plan boundary. The effects of the intensity of development permitted by the adopted Specific Plan was evaluated in certified FEIR No. 2006-03 and SEIR No. 2014-01. Based on the analysis in these environmental documents, the site is physically suitable for the density development permitted by the adopted Specific Plan.

- (5) **That the design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage nor likely to substantially and avoidably injure fish or wildlife or their habitat.**

In September 2008, the Oxnard Planning Commission certified FEIR No. 2006-03 which analyzed potential impacts to fish, wildlife and their habitat. This FEIR included information from three site surveys for biological resources conducted between 1993 and 1995 and an additional survey conducted in 1999. All of these surveys determined that the site, which is developed with urban uses, contains ornamental vegetation and does not contain native vegetation or habitat and, for this reason, development of the site with the uses allowed by the adopted Specific Plan would not result in any substantial environmental damage nor be likely to substantially and avoidably injure fish or wildlife or their habitat. In addition, FEIR No. 2006-03 determined the Specific Plan would not result in any indirect impacts on biological resources in the Santa Clara River, which is located west of the site and Ventura Road, that would cause substantial environmental damage nor likely to substantially and avoidably injure fish or wildlife or their habitat.

- (6) **That the design of the subdivision or type of improvements is not likely to cause serious public health problems.**

The proposed Tentative Map subdivides the project site into development, open space and lots for public improvements such as streets. Potential public health problems were evaluated in certified FEIR No. 2006-03 and the air quality analysis was updated in the SEIR No. 2014-01. This analysis determined the improvements outlined in the Specific Plan would not cause any serious public health problems.

- (7) **That the design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or**

use of, property within the proposed subdivision; provided, however, that approval may be granted if it is found that alternate easements, for access or for use, will be provided, and that these will be substantially equivalent to the ones previously acquired by the public.

The location and disposition of all existing and future easements are identified on the Tentative Map document. No conflicts with public easements will result from the adoption of Tentative Tract Map 5968 as proposed.

SECTION 2. Based on the findings set forth herein, the Planning Commission hereby recommends that the City Council approve Planning and Zoning Permit 15-300-06 (Tentative Tract Map for Tract No. 5968), subject to conditions of approval contained herein.

SECTION 3. In accordance with Section 15-25(B) of the Oxnard City Code, Applicant may appeal the action of the Planning Commission in the manner provided by Government Code section 66452.5.

SECTION 4. The Secretary shall certify the adoption of this Resolution.

STANDARD CONDITIONS OF APPROVAL FOR LAND USE PERMITS

Note: The abbreviations below identify the City department or division responsible for determining compliance with these standard conditions. The first department or division listed has responsibility for compliance at plan check, the second during inspection and the third at final inspection, prior to issuance of a certificate of occupancy, or at a later date, as specified in the condition. If more than one department or division is listed, the first will check the plans or inspect the project before the second confirms compliance with the condition. The italicized code at the end of each condition provides internal information on the source of each condition: Some are standard permit conditions (e.g. G-1) while some are taken from environmental documents (e.g. MND-S2).

DEPARTMENTS AND DIVISIONS			
CA	City Attorney	PL	Planning Division
DS	Dev Services/Eng Dev/Inspectors	TR	Traffic Division
PD	Police Department	B	Building Plan Checker
SC	Source Control	FD	Fire Department
PK	Landscape Design	CE	Code Compliance

GENERAL PROJECT CONDITIONS

1. This permit is granted for the property described in the application on file with the Planning Division, and may not be transferred from one property to another. (PL, G-1).

2. Developer shall complete the "Notice of Land Use Restrictions and Conditions" form, using the form provided by the City, for recording with the Ventura County Recorder. Before the City issues building permits for the Phase I development, Developer shall submit the original completed, signed and notarized document, together with the required fees to the Planning Manager. (PL, G-8)

PLANNING DIVISION STANDARD CONDITIONS

3. Before the City issues building permits, Developer shall include a reproduction of all conditions of this permit as adopted by resolution of the Planning Commission and/or the City Council in all sets of construction documents and specifications for the project. (PL, PL-3)
4. Prior to recordation of the Final Map, Developer shall pay a document imaging fee for the planning files in an amount calculated by planning staff at the time of building permit review based on fees then in effect. (PL/B, PL-16).

PLANNING DIVISION SPECIAL CONDITIONS

5. Developer agrees to comply with relevant mitigation measures from the certified 2008 Final Environmental Impact Report (FEIR No. 2006-03) and the 2015 Supplemental Environmental Impact Report (SEIR No. 2014-01).

DEVELOPMENT SERVICES CONDITIONS

6. Developer agrees, as a condition of approval of this resolution, to indemnify, defend and hold harmless, at Developer's expense, City and its agents, officers and employees from and against any claim, action or proceeding commenced within the time period provided for in Government Code Section 66499.37, to attack, review, set aside, void or annul the approval of this resolution or to determine the reasonableness, legality or validity of any condition attached thereto. City shall promptly notify Developer of any such claim, action or proceeding of which City receives notice, and City will cooperate fully with Developer in the defense thereof. Developer shall reimburse City for any court costs and attorney's fees that City may be required to pay as a result of any such claim, action or proceeding. City may, in its sole discretion, participate in the defense of any such claim, action or proceeding, but such participation shall not relieve Developer of the obligations of this condition. Developer's acceptance of this resolution or commencement of construction or operations under this resolution shall be deemed to be acceptance of all conditions thereof. (DS-18)
7. Prior to approval of the final map or parcel map, Developer shall provide the City Engineer with written evidence from the Ventura County Clerk's Office that Developer has executed and filed with the Clerk all certificates, statements and securities required by Government Code Sections 66492 and 66493. (DS-26)

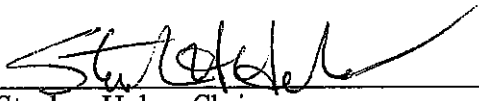
8. Developer shall dedicate to the City all water rights for the project property by title sheet dedication on the final map or parcel map. (DS-39)
9. Prior to release of the final map or parcel map for recordation, Developer shall post security satisfactory to the City Attorney guaranteeing that all survey monuments will be set as required by the Government Code and the City Code. (DS-57)

SPECIAL CONDITIONS

10. The final map phase(s) of Tract 5745 creating lots 4, 5, and 7 through 10 shall be recorded prior to the phase(s) of this map creating the similarly numbered lots. (DS)
11. The lot lines associated with this tentative map shall be identical to the lot lines for Lots 4, 5, and 7 through 10 of Tract 5745. Any deviation from this requirement requires approval of the Development Services Director. (DS)
12. Developer shall obtain approval of onsite civil improvement plans for each lot of this tentative map prior to, or concurrent with, recordation of the final map creating that lot. (DS)
13. Development of lots within this tentative map must comply with the applicable conditions of approval for underlying Tract 5745. These conditions include, but are not limited to, requirements to design and construct onsite and offsite improvements within the time frames specified in Tract 5745 conditions. (DS)
14. Prior to recordation of the map phase creating lot 4, Developer shall have obtained a construction permit to extend Winchester Drive (and the underlying utilities) along the proposed lot 4 frontage and along the westerly edge of future Lot A of Tract 5745 to connect to Wagon Wheel Road. (DS)
15. The final location, extent, and scope of proposed easements are subject to review and approval of the Development Services Director based on the proposed improvements within that lot. (DS)
16. Developer is aware and acknowledges that the widening of the MUP along lots 7 and 8 proposed by the Developer to provide fire equipment access is not creditable against the Quimby Fee notwithstanding section 6 of the first amendment to the Development Agreement. (DS)

PZ 15-300-06, Tentative Tract Map
Conditions of Approval
March 17, 2016
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PASSED, APPROVED, AND ADOPTED by the Planning Commission of the City of Oxnard
on this 17th day of March, 2016.



Stephen Huber, Chair

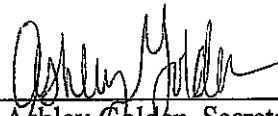
I hereby certify that the foregoing is a true copy of a Resolution adopted by the Planning Commission of the City of Oxnard at a meeting held on 17th day of March, 2016, and carried by the following vote:

AYES: Commissioner(s): Frank, Okada, Nash, Mullin, Dozier, Stewart and
Chairman Huber

NOES: Commissioner(s):

ABSENT: Commissioner(s):

ABSTAIN: Commissioner(s):



Ashley Golden, Secretary



**CITY COUNCIL
AGENDA REPORT**

**TYPE OF ITEM: Public
Hearing**

AGENDA ITEM NO.: 2

DATE: May 3, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Arturo Casillas, Housing Director

SUBJECT: Public Hearing to Approve Oxnard's Fiscal Year 2016-2017 Annual Action Plan,
Including Applications to the U.S. Department of Housing and Urban
Development for the Entitlement Grants

CONTACT: Norma Owens, Housing
Norma.Owens@oxnard.org, 385-7959

RECOMMENDATION:

That the City Council:

1. Conduct a public hearing to consider public testimony regarding project funding recommendations, specific priorities and measurable objectives, and provide direction to the Housing Director on the preparation of the FY 2016-2017 Annual Action Plan (AAP);
2. Approve the AAP with final recommended use of funds for the three entitlement grants: Community Development Block Grant (CDBG), Home Investments Partnership (HOME) grant; and the Homeless Emergency Solutions Grant (HESG);
3. Authorize the City Manager to make any changes to the AAP as directed;
4. Authorize the City Manager to execute the required applications, certifications, and other pertinent documents for the submission of the AAP to the U.S. Department of Housing and Urban Development (HUD); and
5. Authorize the City Manager to sign any documents or agreements required by HUD for the implementation of the AAP.

BACKGROUND

Each year the City must submit an Annual Action Plan (AAP) which serves as an application for its three entitlement grant programs: the Community Development Block Grant (CDBG), the HOME Investments Partnerships (HOME), and the Homeless Emergency Solutions Grant (HESG). On January 26, 2016, the City Council held the first public hearing on the FY 2016-2017 Annual Action Plan (AAP) to obtain public input on unmet needs of extremely low and low-income persons in the areas of housing, community development and homelessness, which are not currently being addressed by the City, other local agencies and organizations.

The second public hearing being held tonight, is in compliance with the City's Citizen Participation Plan, and is being held to provide further opportunity for the City Council and the public to assess the unmet needs, to designate the priorities, specify the measureable objectives that will be addressed in the AAP, and to consider the funding recommendations developed by the City's Application Review Panel.

The new amount being made available by HUD for fiscal year 2016-2017 for CDBG is \$2,201,149, an increase of 3% over last year. This amount, when taken together with \$35,000 of program income and \$110,200 of funds re-programmed due to savings in recent projects, brings the total to \$2,346,349 of CDBG funds available for next fiscal year. The new allocation for the HOME program is \$592,666. This amount represents an increase of 4.75% over last year. The HOME program also had \$100,000 in program income during the current fiscal year, bringing the total HOME funds available for next fiscal year to \$692,666. The HESG will have \$191,905 in new funding being made available by HUD, which represents a reduction of less than 1% compared to last year. The grand total available from all these sources is \$3,230,920.

The amounts of the available entitlement grants and related funding for FY 2016-2017 are noted in Attachment 1. The funding recommendations developed by the Applications Review Panel are noted in Attachment 2. The specific objectives are noted in Attachment 3, the Draft Annual Action Plan for FY 2016-2017.

The Process

In the interest of community involvement and transparency in the process, a key component of the process consisted of the use of an Application Review Panel to make funding recommendations, with the majority of members representing Citizen Advisory Groups, but which also included two City staff persons. The Application Review Panel was organized in February and included representatives from three Community Advisory Groups: Senior Services, the Commission on Homelessness, and the Inter-Neighborhood Council Organization. The Review Panel used a rating sheet which asked them to consider such evaluation criteria as: did the application address priorities and needs identified in the Consolidated, whether the program the applicant proposed would benefit the designated target areas and populations, and, if the applicant had administrative and financial capacity to carry out the proposed program. Lastly, if a match of the requested grant funding was required, the Panel reviewed whether the applicant demonstrated the ability to provide the match.

FY 2016-17 Annual Action Plan

May 3, 2016

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In summary, the process for preparation of the Annual Action Plan began on December 13, 2015, with the posting of the first public hearing notice. Notices regarding the application opportunities and mandatory pre-application workshops were sent out on December 14, 2015. Interested entities, outside agencies and City Departments, were requested to register for one of two workshops by January 14, 2016. The workshops were held on January 19 and 21, 2016. The first public hearing was held on January 26, 2016. The due date for the applications was February 19, 2016. Interviews with applicants and deliberations on the funding recommendations were held on March 8th, 9th and 10th, 2016. The Panel's recommendations are noted in Attachment 2.

The draft of the FY 2016-2017 Annual Action Plan, including the Panel's funding recommendations, was made available to the public for a 30 day review period beginning April 2, 2016. The public notice of the AAP's availability for 30-day comment and review period and notice of the Second Public Hearing date were published in both the Vida Newspaper (on March 31, in Spanish) and the Ventura County Star on April 2. (Attachment 4). During this period, the document was also available in the City's Main Library, the City Clerk's Office and at the Housing Department. It was placed on the City's website during the week of April 4th.

CDBG Capital Projects

The City received fewer applications for Capital Projects under CDBG funding than the funding available. Last year's allocation for the Southwinds Park Restroom and Walkway project was \$174,981. For FY 2016-2017, \$252,925 is being proposed for completion of Phase 2 of the park plan. The request by the Housing Department for Single Family Rehabilitation funding was \$200,000 last year but is only \$125,000 for FY 2016-2017, due to supplemental funds available for this activity through state grants, and more demand being for First Time Homebuyer Assistance, which is being requested to be increased to \$300,000 from \$125,000 last year. Presently, \$150,272 of unassigned CDBG funds for capital projects have been put into a "Contingency" fund. These funds can be allocated at any time through a new Request for Proposals process, and an amendment to the AAP, which would be subject to approval by the City Council.

CDBG Public Services

New programs being recommended for funding under CDBG Public Services for next Fiscal Year beginning July 1, 2016, include the Boys and Girls Club "Power Hour/Youth Development" program (\$25,000), El Centrito's "Literacy Integrated After-School Program" (\$7,000), and the Housing Department for \$29,822 for a Year-Round Shelter for homeless persons (compared to \$25,000 used during the current Fiscal Year for the Winter Warming Shelter). Fair Housing is being proposed to be increased by \$3,185. The total in new program areas being recommended by the Application Review Panel is \$40,007. The new allocation is \$1,062 less than last year's. Entities that are being recommended for reductions, compared to last year's funding, are: the Police Activities League (48% reduction), Community Action of Ventura County (20% reduction), the Society of Saint Vincent de Paul (12%), and the Senior Technology Program from the City of Oxnard Recreation Department (60% reduction). Public Services are

limited to 15% of the CDBG allocation. The only organization that applied that was not recommended for any funding by the Application Review Panel was Future Leaders of America.

Emergency Solutions Grant

This year's allocation for the Homeless Emergency Solutions Grant was only \$686 more than last year. Funding to the County of Ventura for Rapid Rehousing, Homeless Prevention, and the Homeless Management Information System (HMIS) was slightly increased. The Application Review Panel is proposing to fund a new "Emergency Youth Center" project by Interface for \$20,000. Compared to last year's allocation, Community Action of Ventura County and Turning Point are facing reductions in their funding, based on the recommendations.

The HOME Investment Partnerships Act

Only the Housing Department applied for HOME funds, for administration (10%) and \$420,000 for First-Time Homebuyer Assistance. A minimum of 15% of HOME funds is required to be made available for Community Housing Development Organizations (CHDOs), that meet certain HUD designated criteria, and partner with the City in the development of affordable housing. Slightly over 30% of the HOME funds are being proposed to be made available for CHDOs.

FINANCIAL IMPACT

The entitlement grants provide supplemental funding to the General Fund. The anticipated new funding from HUD for the three entitlement grants is \$2,985,720. Final funding is subject to HUD's approval of the Annual Action Plan submission. The FY 2016-2017 allocation varies from the previous fiscal year as follows: CDBG has a three percent increase, for an additional \$69,346; HOME has an increase of six percent, for an additional \$31,492; and ESG, has a reduction of less than one percent, or \$680.

The total available resources for FY 2016-2017 will be \$3,230,920. This amount includes \$110,200 from CDBG re-programmed funds, \$35,000 in CDBG Program Income, and \$100,000 in program income for the HOME Program. Compared to funding for the current year, the new allocation represents an increase of 4.75% overall, or \$146,724, in additional entitlement grant resources. The Public Services category of the CDBG grant was reduced by 3%, or \$1,062, going from \$336,484 to \$335,422.

The funding recommendations by the Application Review Panel, as outlined in Attachment #2, provide reduced funding to some City programs compared to last year, due to the shifting of funding to new non-profit agencies. Youth recreation services are being recommended to be cut by 10%, from \$81,669 to \$73,600, for a reduction of \$8,069. Senior Technology Recreation services, which received \$50,000 for the current year, are being recommended at \$20,000 for next fiscal year.

FY 2016-17 Annual Action Plan
May 3, 2016
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ATTACHMENTS:

- #a: Attachment A. 2016-05-03-PH-HO-AAP
- #b: Attachment B. 2016-05-03-PH-HO-AAP
- #c: Attachment C. 2016-05-03-PH-HO-AAP
- #d: Attachment D. 2016-05-03-PH-HO-AAP

AVAIALABLE HUD GRANT FUNDING

FOR FISCAL YEAR 2016 – 2017

GRANT	ENTITLEMENT	PROGRAM INCOME	REPROGRAMMED	TOTAL AVAILABLE
CDBG	\$2,201,149	\$35,000	\$110,200	\$2,346,349
HESG	\$191,905	0	0	\$191,905
HOME	\$592,666	\$100,000	0	<u>\$692,666</u>
GRAND TOTAL				\$3,230,920

CITY OF OXNARD
FISCAL YEAR 2016-2017

GRANT	APPLICANT	PROGRAM NAME	RECOMMENDED AMOUNT
COMMUNITY DEVELOPMENT BLOCK GRANT			
CDBG - ADM	Grants Management		\$300,230.00
CDBG - ADM	Homeless Assistance		\$62,000.00
CDBG - ADM	Affordable Housing		<u>\$85,000.00</u>
		Total Administrative Services Projects	\$447,230.00
CDBG - PS	Boys & Girls Club	Power Hour/Youth Development	\$25,000.00
CDBG - PS	Community Action of Ventura County	Oxnard Transition Center for the Homeless	\$48,000.00
CDBG - PS	El Centrito Family Learning Centers	Literacy-Integrated After School and Summer	\$7,000.00
CDBG - PS	Future Leaders of America, Inc.	Youth Leaders & Education Project	\$0.00
CDBG - PS	Livingston Memorial Visiting Nurses Association	Subsidized Care	\$30,000.00
CDBG - PS	Oxnard Housing Department - Fair Housing	Fair Housing Program	\$58,000.00
CDBG - PS	Oxnard Housing Department-Homeless Services	Year-Round Homeless Facility	\$29,822.00
CDBG - PS	Oxnard Recreation Department	Police Activities League	\$26,000.00
CDBG - PS	Oxnard Recreation Department	Colonia Boxing Gym	\$7,600.00
CDBG - PS	Oxnard Recreation Department	Sr. Technology	\$20,000.00
CDBG - PS	Oxnard Recreation Department	Colonia Gym	\$40,000.00
CDBG - PS	Society of St. Vincent de Paul	Intensive Case Management	<u>\$44,000.00</u>
		Total Public Services Projects	\$335,422.00
CDBG - DB	Oxnard Development Service Department	Code Compliance	\$200,000.00
CDBG - DB	Oxnard Fire Department	Command Vehicle	\$130,000.00
CDBG - DB	Oxnard Fire Department	Generator for Fire Stations	\$180,000.00
CDBG - DB	Oxnard Housing Department-AHRD	SF Rehabilitation	\$125,000.00
CDBG - DB	Oxnard Housing Department-AHRD	MH Owner Rehabilitation	\$300,000.00
CDBG - DB	Oxnard Housing Department-AHRD	Housing Services	\$225,500.00
CDBG - DB	Oxnard Park Department	Southwinds Park Phase II	\$252,925.00
CDBG - DB	To Be Selected	Contingency	<u>\$150,272.00</u>
		Total Direct Benefits Projects	\$1,563,697.00
		TOTAL CDBG GRANT	\$2,346,349.00
EMERGENCY SOLUTIONS GRANT			
HESG-ADM	Administration		\$14,393.00
HESG_HMIS	HMIS	Homeless Management Information System	\$7,369.00
HESG-SO	Community Action of Ventura County	Transition Center for the Homeless Outreach	\$38,143.00
HESG-HP	County of Ventura Human Services Agency	Homeless Prevention	\$22,000.00
HESG-RR	County of Ventura Human Services Agency	Rapid Re-Housing	\$33,000.00
HESG-ES	Interface Children & Family Services	Runaway Homeless Emergency Youth Shelter	\$20,000.00
HESG-ES	The Kingdom Center	Oxnard Emergency Shelter	\$30,000.00
HESG-SO	Turning Point Foundation	Street Outreach	\$0.00
HESG-ES	Turning Point Foundation	Mentally Ill Emergency Shelter	<u>\$27,000.00</u>
		TOTAL ESG GRANT	\$191,905.00
HOME INVESTMENT PARTNERSHIP			
HOME-ADM	Administration		\$59,267.00
HOME HB	Oxnard Housing Department AHRD	First-Time Homebuyer	\$420,000.00
HOME-CHDO	Community Housing Development Organization	To Be Selected	<u>\$213,399.00</u>
		TOTAL HOME GRANT	\$692,666.00

City of Oxnard

Consolidated Plan for Fiscal Years 2013-2018

Annual Action Plan for Fiscal Year 2016-2017

DRAFT

Prepared by:

City of Oxnard – Housing Department – Grants Management Division

435 South D Street, Oxnard, California, 93030



Executive Summary

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

1. Introduction

During the FY 2013-2018 five-year Consolidated Plan (ConPlan) cycle, The City of Oxnard (the City) must submit to the U.S. Department of Housing Urban Development (HUD) an Annual Action Plan (AAP), which provides details on the proposed use of HUD funds to meet community needs identified in the ConPlan. The current AAP covers the period of July 1, 2016 to June 30, 2017 (FY 2016-17); it is the fourth year component of the FY 2013-2018 ConPlan. It describes the expected federal, state and local resources, the priorities and specific objectives the City hopes to achieve, and the activities that will be undertaken throughout the fiscal year. In recent years, the City's allocation from HUD has either declined or remained relatively unchanged. For the Federal FY 2016, the City's Community Development Block Grant (CDBG) allocation has increased, but only by three percent (\$69,346 more) and the HOME Investment Partnerships (HOME) allocation has increased by six percent (\$31,492 more), compared to the FY 2015 funding levels. However, the City's Homeless Emergency Solutions Grant (HESG) allocation has increased by less than one percent (\$680 more). The City's priorities, which are identified in the ConPlan and can be found throughout this AAP, 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
- Economic Development Needs

The purpose of the AAP is to update the ConPlan. It also provides the City with a basis for assessing its progress in meeting the goals of the ConPlan through the Consolidated Annual Performance and Evaluation Report (CAPER). The AAP describes the resources expected to be available in the coming program year from federal, state, local and private sources. The AAP 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. 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:
 - **Availability/Accessibility (1)** - 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.
 - **Affordability (2)** - 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 (3)** - 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 2014-15 Consolidated Annual Performance and Evaluation Report and the directives from HUD in the determination and recommendation of the FY 2016-17 AAP proposed projects.

The FY 2016-17 AAP is the fourth year of implementing the FY 2013-2018 ConPlan. Accomplishments achieved during FY 2015 (July 1, 2014 through June 30, 2015) were evaluated in detail in the CAPER. The CAPER was completed and submitted to HUD by the required deadline of September 30, 2015.

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 HESG have received a high priority in the FY 2013-18 ConPlan. The goals and accomplishment numbers for the FY 2014-15 AAP are detailed as follows:

Goal	Indicator	Five Year Goal		FY 2014-2015	
		Goal	Accomplishment	Annual Goal	Accomplishment
Help Achieve Homeownership	Homeowner Housing Added	58	51	20	24
Help Achieve Homeownership	Direct Financial Assistance	58	24	20	24
New Affordable Rental Housing Units	Rental Units Constructed	16	0	0	0
New Affordable Rental Housing Units	Other (organization)	0	0	1	0
Help Achieve Housing Preservation	Homeowner Housing Rehabilitation	75	5	5	0
<i>Decent and Affordable Housing</i>					
Code Enforcement Effort	Housing Code Enforcement	14,000	12,199	1,000	6,916
Code Enforcement Effort	Other	2,250	1,301	0	0
Infrastructure & Public Facilities	LMI people	230,000	3,519	1,601	3,519
Public Services	LMI clientele	400,000	227,349	4,190	223,882
<i>Suitable Living Environment</i>					
Economic Development	Businesses Assisted	0	0		
Public Services	Jobs created/Retained	50	5	0	0
<i>Economic Opportunities</i>					
Reduce Homelessness	Homeless Person Overnight Shelter	4000	1810	908	1070
Reduce Homelessness	Homeless Prevention	100	145	100	145
<i>CoC</i>					

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Accomplishments for 2014-2015 extracted from the CAPER Review

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 26, 2016 and (2) May 3, 2016:

First Public Hearing-January 26, 2016 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 2016-17 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 Housing Authority (OHA), and cities within Ventura County. Copies of the public hearing notices 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 and the Ventura County Star), posted on City website, broadcasted on the public viewing TV Channels 10/35, included in utility billing statements and posted in public buildings such as the Main Library, City Clerk's Office, and the Housing Department Administration building. The public comment period started December 13, 2015 and ended on January 12, 2016. The Public Hearing was scheduled to be held on January 12, 2015, but was continued to January 26, 2016. Five public comments received during the hearing and one written comment was received, separately.

Second public hearing – May 3, 2016: was 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 2016-17 AAP; and (2) to receive recommendations and direction from Council regarding the FY 2016-17 AAP grant funding. The notices of the public hearing were mailed to more than 100 addresses consisting of organizations, the faith community, service providers, OHA, and cities within Ventura County. Copies of the public hearing notices 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 posted on the City websites, broadcasted on TV channel 10/35, included in utility billing statements and posted in City Clerk's Office, and OHA office buildings. Vida published the notice in Spanish on March 31, 2016 and the Ventura County Star publicized the notice of hearing on Saturday April 2, 2016. The public review and written comment period began on April 2, 2016, and concluded on May 3, 2016.

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.

During the first Public Hearing, one commenter stated that there is an unmet need for affordable housing for homeless persons. Another commenter stated that by funding Code Enforcement, funding is taken away from poor people. A third commenter stated that there needs to be affordable housing, economic opportunities and self-sufficient code enforcement. Additionally, a commenter stated that

The City needs to give Code Enforcement enough funding to do a good job. The written comment was in the form of a resolution submitted by the City's Commission on Homelessness which stated: the provision of services and shelter should be a top priority in the awarding of CDBG, HOME and HESG: staff should be directed to solicit proposals for a year round shelter; and, the City should seek additional non-grant funding for a year round shelter.

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 the new directives from HUD.

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	NA	NA
HOME Administrator	OXNARD	Housing Department
ESG Administrator	OXNARD	Housing Department
HOPWA-C Administrator	NA	NA

Table 1 – Responsible Agencies

Narrative (optional)

The City of Oxnard, as the lead agency for the entitlement grants, designated the Housing Department to develop the AAP. 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

405 South D Street Oxnard CA 93030

Phone: (805)385-7493

E-mail: norma.owens@oxnard.org

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

1. Introduction

Federal regulations require that a participating jurisdiction consults 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 ConPlan and its AAPs 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.

- Grants Management Division staff work closely with other City staff members such as: Affordable Housing and Rehabilitation; Homeless Assistance; Planning and Building; Utilities; OHA; 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.

By providing HUD program workshops to social service agencies,

- By providing the opportunities for the residents to participate to the public hearings,
- Grants Management staff is a member of the C2 G2 forum group, established in November 2013. The goals of the group are to strategize on CDBG and HOME grants issues and to learn how to administer the two programs by using best practices in order to comply with HUD regulations,
- Housing staff from the Fair Housing Program and Grants Management Division participate actively in the preparation and the development of the Regional ConPlan for the County of Ventura and the Assessment of Fair Housing.

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(l))

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

- Two public hearings were conducted (1/26/16; 5/3/16);

- Fair Housing workshops were conducted on _____;
- Frequent consultations with representatives of Oxnard's two certified CHDOs (Cabrillo Economic Development Corporation and Many Mansions) throughout the year;
- Monthly meeting with other local Citi staff to discuss the final rule of HOME grant, CDBG requirements and the best practice to administer and monitor the programs;
- Attended the CoC meetings to discuss the application, the homeless needs and program directions and strategies.
- Commission on Homelessness to discuss urgent issues of homelessness and to review the funding recommendations (2/5/16 and 4/4/16);
- Coordinated and assisted the Point-in Time count of the homeless persons in Ventura County and especially in Oxnard on 1/28/16.
- Requested representation for the Grants Application Review Panel from Inter Neighborhood Council Forum (INCF) during the 2/4/15e Executive Board public meeting. Also requested participation from the Senior Services Commission, Commission on Homelessness, as well as, staff from OHA.

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 services 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 staff 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. The City Council appointed Commission on Homelessness, as well as, 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.

The City now coordinates with the new CoC as a member of the Countywide CoC Alliance, which includes jurisdictions and service providers throughout Ventura County. Also, the OHA has been awarded Shelter-Plus Care vouchers for the homeless. In October 2015, CoC prepared a priority listing of projects which included renewals and new projects. The announcement of the award approvals is still pending HUD's announcement.

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.

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

(SEE TABLE 2)

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	TURNING POINT FOUNDATION
	Agency/Group/Organization Type	PHA Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Health Agency Other government - County Other government - Local Planning organization Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	

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2	Agency/Group/Organization	PROJECT UNDERSTANDING
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency
	What section of the Plan was addressed by Consultation?	Housing Needs 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 Economic Development Anti-poverty Strategy Lead-based Paint Strategy

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Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Two Public Hearing meetings were held regarding the FY2016-17 Action Plan on January 26, 2016, and May 3, 2016. During the First Public Hearing, several residents, civic groups and organization representatives expressed their input regarding the needs assessment such as to: advocate for the use of CDBG, HOME and HESG funds to combat and end homelessness. The purpose of the second public hearing was to receive public comments and for Council to approve grant funding recommendations from the Grant Review Panel.
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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 incidences of homelessness.
Oxnard Housing Authority Agency Plan	OHA	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 has set aside 15 homeless preference vouchers, received 36 VASH vouchers and applied for 10 additional VASH vouchers for the FY 2016-17.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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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 2016-17 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) Five 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 (services providers) through e-mails, 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) Two workshop 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) Meeting with INCF (2/4/16), Commission on Homelessness (2/5/16 and 4/4/16).

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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	Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Low/mod income Oxnard residents	Published Notice of 1st and 2nd Public Hearing meetings in VIDA (Spanish translation) and Ventura County Star newspapers on 12/13/2015 and 4/2/2016. 5 people attended the 1st meeting and 5 citizens submitted speaker card for public comment, and one written comment was received. At the second public hearing.....	1st Public Hearing comments: 1)Need for affordable housing for homeless 2)Funding Code Enforcement takes money from poor 3)Need affordable housing, economic opportunities, self-sufficient code enforcement 4)Out of town property owners are not paying taxes – Not AAP issue 5) Panhandling ordinance needed – Not AAP issue		
2	Public Meeting	Persons with disabilities Non-targeted/broad community senior citizens			N/A	

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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)
3	Entitlement Grants workshops	interested parties/application for grants funds	17 people attended the CDBG grant training workshop, 10 people attended HOME workshop and 9 attended HESG workshop.	Questions raised include: Can rental units be inspected by Code Compliance; Is a Fire Department Command vehicle eligible; What is an environmental review for a service; Is there a match requirement for CDBG; and What income limits are used.	Not Applicable	
4	Newspaper Ad	Non-English Speaking - Specify other language: SPANISH Non-targeted/broad community	Published Notice of First Public Hearing in VIDA newspaper (Spanish version) and Ventura County Star newspapers (English version)	NA	NA	

Table 4 – Citizen Participation Outreach

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Expected Resources

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

Introduction

The City expects to receive \$2,985,720 from HUD for CDBG, HOME, and ESG grants, during the FY 2016-17 for use to address the community needs. The total available resources for the three grants are \$3,230,920 detailed as follows:

	CDBG	HOME	HESG
2015-16 Entitlement	\$2,201,149	\$592,666	\$191,905
2015-16 Estimated Program Income	\$35,000	\$100,000	\$0
Reprogrammed Funds	\$110,200	\$0	\$0
Total	\$2,346,349	\$692,666	\$191,905

1. CDBG Caps Calculation

The Administration category cap is calculated as follows:

2016 Entitlement \$2,346,349 X 20% = \$440,230

2016 Estimated Program Income \$35,000 X 20% = \$7,000

Maximum Amount is \$447,230.

The amount of Public Services is calculated following the format prescribed by HUD as follows:

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15 % of the entitlement: \$2,201,149 X 15% = \$330,172

15% of the FY 14-15 Program Income: \$35,000 X 15% = \$5,250

Maximum amount of the CAP is \$335,422.

2. HOME administration cap is 10% of the grant: 10% of \$592,666 amounted to \$59,267.

3. HESG grant administration cap is 7.5%: 7.5% of \$191,905 = \$14,393.

Priority Table

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	2,201,149	35,000	\$110,200	2,346,349	The City's 2016 allocation from HUD for the CDBG grant is \$2,201,149. The estimated program income is \$35,000. The amount of re-programmed income is \$110,200. The total amount for the available resources is \$2,346,349, distributed as follows: (1) Admin and Planning \$447,230, (2) Public Services \$335,422 and Direct Benefits (or Capital Items) \$1,563,697.

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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	\$592,666	\$100,000	0	\$692,666	0	The City's 2015 allocation from HUD for the HOME grant is \$592,666. The estimated program income is \$100,000. Total amount of available resources is \$692,666, distributed as follows: (1) Administration \$59,267, (2) CHDO \$213,399 and (3) Projects \$420,000.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Reminder 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	\$191,905	0	0	\$191,905	The City's 2016 allocation from HUD for the HESG grant is \$191,905. The total amount for the available resources is \$191,905, and is distributed as follows: (1) Administration \$14,393 (2) Projects \$176,878. Street Outreach and Shelter categories has a 60% cap which is equal to \$177,512

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

1. **HOME Grant** the Affordable Housing and Rehabilitation Division will match grant funds received for FY 2016-17 First-Time Homebuyer. According to the 24 CFR 92.218, the amount of the matching contribution is calculated as follows for FY2016-17 housing activities

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budget of \$420,000 Match Requirement (25%) and the Calculated MATCH First Time Homebuyer \$420,000 X 25% = \$105,000. Per the City's Affordable Housing policies and procedures, the First Time Homebuyer program requires homeowners to contribute a minimum of \$5,000 per unit towards the down payment which will produce an initial match amount of \$70,000. The balance of the match, \$35,000 will be met with State funds. However, the total amount of match anticipated to be realized in FY2016-2017, is expected to exceed the match requirement.

2. **HSEG Grant** FY 2016-17 HESG funds will be leveraged and matched with not only federal funds awarded to other agencies, but also by state and local private funds raised by other entities as well. While the HESG mandated match is dollar-for-dollar, the overall leverage the City receives is approximately 5:1. Some of these sources include City's General Fund and CDBG, County of Ventura general fund (eviction prevention and rapid rehousing), Community Action of Ventura County (funds rising and donations), Kingdom Center (private funds), and Turning Point Foundation private and State funds (emergency shelter for mentally ill individuals).
3. **CDBG Grant** does not require a matching contribution, however, leveraged resources from the City's General Fund and other sub-recipients' operating funds to run the proposed activities will occur during the next fiscal year.
4. **State Grants.** The City utilizes CalHome funds for eligible loan recipients. The City has received three CalHome grants: \$1,000,000 for a First Time Homebuyer program in 2011, \$1,000,000 for First Time Homebuyer program in 2012 and \$900,000 in 2014 for a First Time Homebuyer and Owner Rehabilitation Programs.
5. **Federal funding** and other income for Public Housing, Section 8 Rental Assistance and Capital Funds programs are expected to be as follows:

• Low-Rent Public Housing	\$1,523,101 from HUD and \$6,200,000 from other income.
• Section 8	\$17,308,944, including Veterans Affairs Supportive Housing
• Public Housing Capital Fund	\$3,377,487
• ROSS and FSS	\$216,190

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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 has acquired title to a parcel of land located at First and Hayes. The land will be provided to Habitat for Humanity, a City of Oxnard CHDO, for the development of a new affordable housing development.

Discussion

Locally, state-wide and nationally, the traditional funding sources for housing and community development work will be in very limited supply for the foreseeable future. Then, the City, as always, will continue to look for available public and private resources and creative ways to fund affordable housing, community development projects and homelessness. Based on the directives given by HUD on the 2015 allocation of the entitlement grants, the proposed projects recommended by the Review Panel members are classified as follows:

<i>Category</i>	<i>Amount of funds</i>	<i>Ratio of funding</i>
<i>Decent and Affordable Housing</i>	\$ _____	____%
<i>Suitable Living Environment</i>	\$ _____	____%
<i>Community Development</i>		
<i>Homelessness</i>	\$ _____	____%
<i>Total</i>	\$ _____	100%

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Help Achieve Homeownership	2016	2017	Affordable Housing	City-wide	Housing	CDBG: \$125,000 HOME: \$200,000 ESG: \$0	Direct Financial Assistance to Homebuyers: 11 Households Assisted
2	Housing Services	2016	2017	Affordable Housing	City-wide	Housing Supportive Services	CDBG: \$200,000	Households assisted _____
3	Infrastructure and Public Facilities	2016	2017	Non-Housing Community Development	Low-Mod Areas census tract neighborhoods	Public Improvements	CDBG: \$536,981 HOME: \$0 ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6025 Persons Assisted
4	Public Services	2016	2017	Homeless Non-Homeless Special Needs	Low-Mod Areas census tract neighborhoods City-wide	Homeless Job Development Housing and Supportive Services	CDBG: \$335,422	Public service activities for Low/Moderate Income Housing Benefit: 300 Households Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Reduce homelessness	2016	2017	Homeless	City-wide	Homeless Homeless Prevention/Rapid Re-Housing	ESG: \$177,512	Tenant-based rental assistance / Rapid Rehousing: 13 Households Assisted Homelessness Prevention: 33 Persons Assisted
6	Help Achieve Housing Preservation	2013	2017	Affordable Housing	Low-Mod Areas census tract neighborhoods City-wide	Housing	CDBG: \$364,224	Homeowner Housing Rehabilitated: 7 Household Housing Unit
7	Planning and Administration	2013	2017	Planning and administrative costs	City-wide	Public Improvements Housing Homeless Job Development Housing and Supportive Services Homeless Prevention/Rapid Re-Housing Public Facilities	CDBG: \$496,819	Other: 0 Other
8	New Affordable Rental Housing Units	2013	2017	Affordable Housing	Low-Mod Areas census tract neighborhoods	Housing	CDBG: \$0 HOME: \$255,057 ESG: \$0	Rental units constructed: 42 Household Housing Unit

Table 6 – Goals Summary

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OMB Control No: 2506-0117 (exp. 07/31/2015)

Goal Descriptions

1	Goal Name	Help Achieve Homeownership
	Goal Description	The goal is to provide city-wide direct financial assistance to Homebuyers, specifically 14 Households.
2	Goal Name	Housing Services
	Goal Description	Provide Affordable Housing and Rehabilitation staff services to assist first time homebuyers and owner occupied units with rehabilitation needs.
3	Goal Name	Infrastructure and Public Facilities
	Goal Description	The goal is to provide city-wide public facility or infrastructure activities other than low/moderate income housing benefit: 1. Fire Department Command Vehicle \$130,000 with – LMI 2. Generator replacements for fire stations \$180,000 with – LMI 3. Rehabilitation of Southwinds Park Project Phase II, \$252,925 with 100% - LMI
4	Goal Name	Public Services
	Goal Description	The goal is to provide public service activities city-wide and in low/mod area census tract neighborhoods.
5	Goal Name	Reduce homelessness
	Goal Description	The goal is to provide homeless persons with street outreach services, emergency shelter, rapid rehousing and homeless prevention activities. HESG grant provides (1) Street Outreach-St Vincent de Paul \$44,731; (2) Emergency Shelter-Turning Point \$40,000; (3) Emergency Shelter-Kingdom Center \$30,000; (4) Rapid Re-Housing-VC Human services Agency \$33,000 (5) Homeless Prevention- VCHSA \$ 22,000 and HMIS-City of Oxnard \$7,147

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6	Goal Name	Help Achieve Housing Preservation
	Goal Description	1. The goal is to provide 5 loans to owner occupied units needing rehabilitation, \$125,000 2. The goal is to provide loans to owners of mobilehome units for rehabilitation \$300,000
7	Goal Name	Planning and Administration
	Goal Description	To ensure compliance with federal entitlement programs in terms of services offered to all residents, project monitoring and reporting requirements. Funds for this project will support the administrative functions of the CDBG, planning for and application of other grants, as well as the preparation of the Consolidated Plan, the Annual Action Plan and the Consolidated Annual Performance and Evaluation Report of the City of Oxnard. CDBG \$447,230 HOME \$59,267 HESG \$14,393

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

It is estimated that the jurisdiction will provide affordable housing to a total of ___ extremely low, low, and moderate income families. This includes 14 under the homebuyer program and ___ under the rehabilitation program.

AP-35 Projects – 91.220(d)

Introduction

Every year, the City must submit an AAP to HUD, which serves as an annual application for three entitlement grants: Community Development Block (CDBG), HOME Investment Partnerships Act (HOME), and Homeless Emergency Solutions Grant (HESG). The FY 2015-2016 AAP, the third-year component of the FY2013-2018 Consolidated Plan, will be presented to the Council for approval of the projects to be funded on April 28, 2015 public hearing. The total amount available in CDBG, HOME, and HESG funding for projects and activities for the period from July 1, 2015 to June 30, 2016 is \$3,084,196:

	CDBG	HOME	HESG	
Entitlement	\$2,201,149	\$592,666	\$191,905	
Program Income	\$35,000	\$100,000	-0-	
Reprogrammed Funds	<u>\$110,200</u>	<u>-0-</u>	<u>-0-</u>	
Total Funds	\$2,346,349	\$692,666	\$191,905	Total Available Resources: \$3,084,196.

On January 19, 2016 and January 21, 2016, five grant application workshops were offered to potential applicants and interested parties. The application packets were submitted to Grants Management for eligibility screening by February 19, 2016 and were reviewed by a Review Panel on March 8th, 9th and 10th, 2016. The recommended funding for CDBG, HOME and HESG projects by the Review Panel are as follows:

#	Project Name
1	CDBG15: PLANNING AND ADMINISTRATIVE COSTS
2	CDBG15:PUBLIC SERVICES
3	CDBG15:DB-CODE COMPLIANCE
4	CDBG15: DB-PUBLIC IMPROVEMENTS
5	CDBG15: DB-PUBLIC FACILITIES
6	CDBG15: DB-HOUSING SF REAHBILITATION ACTIVITIES
7	CDBG15: DB-1ST TIME HB ASSISTANCE
8	CDBG15: DB-HOUSING SERVICES FOR CDBG AND HOME HSG ACTIVITIES
9	HOME15: ADMINISTRATION
10	HOME15: CHDO SET ASIDES
11	HOME15: HB DIRECT ASSISTANCE
12	HOME15: HOUSING REHABILITATION ACTIVITIES
13	HESG15: EMERGENCY SOLUTIONS GRANT

Table 8 – Project Information

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

All the goals were determined in the Consolidated Plan as having high priority.

CDBG;

Under the Public Services category, the proposed allocation priorities focus on the basis needs (food, shelter, clothing, jobs) of the residents such as health care, essential services, child care, as well as housing services, educational and recreational needs. This category serves low-income persons. Approximately ___% of the Public Services funds within this category will be dedicated to serve especially the special population such as homeless individuals and families, seniors and youth.

The need for affordable housing, funded from CDBG and HOME, is present throughout the City and identified as a priority for the purpose of allocation. First-time homebuyer programs will assist the low-income persons to purchase a housing unit. This allocation may also cover the deteriorating and deteriorated LMI areas targeted by the Code Compliance Division because homeowners will strive to improve the appearance of the neighborhood, which in turn, will maintain the value of the property. The rehabilitation of the Southwinds Park , with a 100% LMI ratio, will contribute to the revitalization of this deteriorated neighborhood. The Fire Command Vehicle and Fire Department Generators will improve firefighting service delivery to the center of the City, which is all within LMI areas.

ESG funds are allocated to diverse agencies to provide emergency shelter to homeless and outreach services individuals and families. Funds are also allocated to assist with homeless prevention and rapid-rehousing assistance as prescribed in the HEARTH Act and as a positive response to the HUD's Housing First strategy.

HOME allocation priority is for First-Time Homebuyer and Rehabilitation projects to assist Oxnard homebuyers.

Projects

AP-38 Projects Summary

Project Summary Information

(The following pages will be updated after the City Council takes action on May 3, 2016. Please see Attachment 1; last page of document for current project recommendations.)

Table 9 – Project Summary

1	Project Name	CDBG16: PLANNING AND ADMINISTRATIVE COSTS
	Target Area	City-wide
	Goals Supported	Planning and Administration
	Needs Addressed	Housing Homeless Housing and Supportive Services Public Facilities Public Improvements
	Funding	CDBG: \$447,230

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2	Description	The funds for this project will provide for (1) planning activities which consist of all costs of data gathering, studies, analysis and preparation of plans and the identification of actions that will implement such plans (such as community development plans, housing including the development of a consolidated plan, reasonable costs of general environmental assessment, legal advertising...); (2) program administrative costs for overall program general management oversight and coordination (costs include but not limited to salaries and benefits, travel and training, indirect costs, monitoring program activities for progress and compliance with program requirements, coordinating the resolution of audit and monitoring findings...); (3) HOME program administrative costs to facilitate housing activities, such as monitoring for compliance of the entire HOME housing units portfolio, staff payroll expenses and other administrative expenses.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	435 South D street, Oxnard CA 93030
	Planned Activities	Planning and general administrative activities: (1) Prepare the ConPlan, AAP and CAPER (2) general administration of the CDBG grant such as monitoring, oversight of program activities and invoices desk reviews, (3) prepare HUD reports and update the federal IDIS system, (4) review accounting transactions and prepare journal adjustment entries to update the City accounting system, (5) prepare year-end closing process and coordinate the single audit with outside auditors and other related duties.
	Project Name	CDBG16:PUBLIC SERVICES
	Target Area	Low-Mod Areas census tract neighborhoods City-wide
	Goals Supported	Public Services

3	Needs Addressed	Homeless Housing and Supportive Services Job Development
	Funding	CDBG: \$335,422
	Description	This project will provide funds for public services including but not limited to: child care, health care, fair housing counseling, emergency and day shelter and recreational needs of the low-income persons and special needs populations such as elderly person and homeless persons.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Boxing: 150 youth; Leadership Academy: 18 at risk youth; PAL: 1,000 youth; Apprentice program: 5 LMI residents; Day Shelter: 375 homeless persons; Case management: 50 LMI persons; Colonia Gym: 400 LMI persons; Subsidized Care: 120 LMI persons; Fair Housing: 300 LMI Households; Senior Technology: 5 unduplicated seniors.
	Location Description	various location
3	Planned Activities	Provide \$7,000 to Colonia Boxing; \$15,000 to Leadership Academy; \$49,669 to PAL; \$9,500 to Oxnard Housing Authority; \$60,000 to Community Action; \$50,000 to Saint Vincent de Paul; \$25,000 to Colonia Gymnasium; \$15,000 to Livingston Visiting Nursing Association; \$54,815 City-Fair Housing Program; \$50,000 to the Senior Technology Education Program.
	Project Name	CDBG16:DB-CODE COMPLIANCE
	Target Area	Low-Mod Areas census tract neighborhoods
	Goals Supported	Help Achieve Housing Preservation
	Needs Addressed	Housing Housing and Supportive Services
	Funding	CDBG: \$200,000

Description	This project will provide funds to pay for salaries and benefits of code enforcement inspectors, include the cost of correcting the violations: the project will include inspection for code violations and enforcement of codes in deteriorating and deteriorated areas, when such enforcement is coupled with public or private improvements, rehabilitation or services which may be expected to arrest the decline of the area.
Target Date	6/30/2017
Estimate the number and type of families that will benefit from the proposed activities	700 housing units inspections
Location Description	Various mainly in Cypress, Southwinds, Terrace Estates, Villa Capri.
Planned Activities	The project will begin in the Southwinds neighborhood on Cuesta Del Mar and progress to the other identified neighborhoods to address substandard housing conditions via inspections, enforcement of City ordinances and through educating the public. This promotes an atmosphere of decent housing, assuring the residents that they live in habitable safe locations
4 Project Name	CDBG16: DB-PUBLIC IMPROVEMENTS
Target Area	Low-Mod Areas census tract neighborhoods
Goals Supported	Infrastructure and Public Facilities
Needs Addressed	Public Improvements
Funding	CDBG: \$12,000
Description	Funds for this project will provide for the reconstruction of public improvements such as neighborhood street and alleys located within the low and moderate income areas.
Target Date	6/30/2017
Estimate the number and type of families that will benefit from the proposed activities	1845 residents within the Cypress neighborhood

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	Location Description	Pleasant valley Housing project located on Squire Drive
	Planned Activities	To construct four street humps on Squires drive located in the housing project located in the Pleasant Valley Neighborhood with the census tract 4503 and block group 01 and the LMI ratio is 89.78.
5	Project Name	CDBG16: DB-PUBLIC FACILITIES
	Target Area	Low-Mod Areas census tract neighborhoods
	Goals Supported	Infrastructure and Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$524,981
	Description	Funds for this project will provide for the rehabilitation of public facilities such as public buildings, parks...
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
6	Project Name	CDBG16: DB-HOUSING SF REAHBILITATION ACTIVITIES
	Target Area	Low-Mod Areas census tract neighborhoods
	Goals Supported	Help Achieve Housing Preservation
	Needs Addressed	Housing
	Funding	CDBG: \$364,224
	Description	Funds for this project will assist eligible Oxnard residents with loans up to \$25,000 for the rehabilitation of housing units and also provide funds for housing services provided by staff, eligible under 570.201(k)

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	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	
7	Location Description	
	Planned Activities	
	Project Name	CDBG16: DB-1ST TIME HB ASSISTANCE
	Target Area	Low-Mod Areas census tract neighborhoods
	Goals Supported	Help Achieve Homeownership
	Needs Addressed	Housing
	Funding	CDBG: \$125,000
	Description	Funds for this project will assist eligible Oxnard residents with loans up to \$25,000 for the 1st time purchase of housing units and also provide funds for housing services provided by staff, eligible under 570.201(k)
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	6 first time homebuyers
8	Location Description	various
	Planned Activities	Review applications for HUD income limit compliance. Assist the applicants with direct assistance in the form of a loan up to \$25,000 per housing units towards the down payment and closing costs.
	Project Name	CDBG16: DB-HOUSING SERVICES FOR CDBG AND HOME HSG ACTIVITIES
	Target Area	City-wide

Goals Supported	Help Achieve Homeownership New Affordable Rental Housing Units Help Achieve Housing Preservation
Needs Addressed	Housing
Funding	CDBG: \$183,253
Description	
Target Date	6/30/2017
Estimate the number and type of families that will benefit from the proposed activities	Provide direct delivery services assistance to both CDBG and HOME housing activities and will cover for 43 housing units (14 in HOME and 29 in CDBG).
Location Description	121 South Rice Avenue, Oxnard Ca 93030
Planned Activities	Staff will (1) prepare environmental review (2) process loans up to \$30,000 per loan to assist the first time buyers to purchase affordable housing units as well as to assisted homeowners to rehabilitate their housing units, (3) perform necessary inspections and monitoring, and close out the transactions when the process is done.
9 Project Name	HOME16: ADMINISTRATION
Target Area	City-wide
Goals Supported	Planning and Administration
Needs Addressed	Housing
Funding	HOME: \$56,117
Description	General personnel and administrative expenses for the HOME grant (10% of the annual allocation plus program income)
Target Date	6/30/2017

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OMB Control No: 2506-0117 (exp. 07/31/2015)

	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	435 South D Street
10	Planned Activities	Provide staff support and administrative services to administer, manage, coordinate and monitor the HOME grant.
	Project Name	HOME16: CHDO SET ASIDES
	Target Area	Low-Mod Areas census tract neighborhoods
	Goals Supported	New Affordable Rental Housing Units
	Needs Addressed	Housing
	Funding	HOME: \$255,057
	Description	Funds for this project is to provide set asides funds to be awarded to a local CHDO to develop, acquire and rehabilitate affordable housing units.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	42 rental housing units
	Location Description	Etting Road and Pleasant Valley Road
11	Planned Activities	To request additional funding to construct rental project located in the Mar vista neighborhood.
	Project Name	HOME16: HB DIRECT ASSISTANCE
	Target Area	City-wide
	Goals Supported	Help Achieve Homeownership
	Needs Addressed	Housing

12	Funding	HOME: \$200,000
	Description	Funds for this project will assist eligible Oxnard residents with financial assistance up to \$30,000 per loan to defray down-payment and closing costs toward the purchase of a home as a first-time homebuyer.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	7 first time homebuyers.
	Location Description	various
	Planned Activities	Provide housing services assistance to LMI residents in the form of loan up to \$30,000 to acquire affordable housing units.
	Project Name	HOME16: HOUSING REHABILITATION ACTIVITIES
	Target Area	City-wide
	Goals Supported	Help Achieve Housing Preservation
	Needs Addressed	Housing
	Funding	HOME: \$200,000
	Description	Funds for this project will assist eligible Oxnard homeowners with financial assistance up to \$30,000 per loan to rehabilitate the housing units.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	7 rehabilitated housing units
	Location Description	city wide

Planned Activities	Provide assistance to Oxnard low-income homeowners in form of loan up to \$30,000. Affordable staff will perform development of scope of work, competitive bidding process to establish a contractors listing, conduct progress inspections and final clearance inspections, underwriting the loans and monitoring the execution of the rehabilitation contracts.
13	
Project Name	HESG16: EMERGENCY SOLUTIONS GRANT
Target Area	City-wide
Goals Supported	Reduce homelessness
Needs Addressed	Homeless
Funding	ESG: \$191,219
Description	Funds will provide financial assistance to various services providers for emergency shelter, homeless prevention, rapid re-housing and HMIS activities to serve the homeless persons and families, as well as, those at-risk of becoming homeless households.
Target Date	6/30/2017
Estimate the number and type of families that will benefit from the proposed activities	Turning Point will provide shelter to 300 mentally-ill homeless persons; Kingdom center will provide emergency shelter to 24 homeless women and children; Ventura County will provide homeless prevention assistance to 19 households at-risk to become homeless and provide rapid-rehousing assistance to 29 families; and Community Action will reach out to 50 homeless persons on the street.
Location Description	various
Planned Activities	Per the FY 2016-17, the proposed activities for the HESG grant are as follows: Turning Point \$27,000; Kingdom Center \$30,000; VCHSA-Homeless Prevention \$22,000; VCHSA-Rapid Rehousing \$33,000; Community Action \$38,143; Interface Children and Family Services, \$20,000 and City of Oxnard-Administration \$14,393. The total amount for Shelter and street Outreach activities is amounted to \$115,143 and represents 60% of the entitlement (\$191,905 X 60% = \$115,143).

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

Because the primary national objectives of the Consolidated Plan programs are to benefit income and moderate-income residents, 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 low/moderate income persons. CDBG funds will be used to serve the LMI persons citywide and in LMA neighborhoods. This trend is expected to continue in FY 2016. Therefore, the City will continue to assist the low-income people citywide with HOME and ESG funds. The target areas are (1) Citywide with ___% of the total entitlement funds and (2) the LMA Census Tract Neighborhoods with ___%. The total entitlement includes the administration and planning funding.

Geographic Distribution

Target Area	Percentage of Funds
Low-Mod Areas census tract neighborhoods	___
City-wide	___

Table 10 - 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 in 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, child care, nutrition needs, education needs, shelter support and recreational needs.

ESG 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 (Measure O) to fund the needy programs.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

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

1. First Time Homebuyer Assistance Program
2. Rehabilitation of Single-Family Housing Units
3. Rehabilitation of Mobile home Housing Units
4. Construction of new units for rent
5. Preservation of 666 public housing rental units and 1798 Section 8 vouchers.

One Year Goals for the Number of Households to be Supported	
Homeless	25
Non-Homeless	2,314
Special-Needs	150
Total	2,489

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	2,464
The Production of New Units	4
Rehab of Existing Units	17
Acquisition of Existing Units	14
Total	2,540

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

Affordable Housing Division will continue to provide homeownership programs including the owner-occupied rehabilitation loans for repairs and first time homebuyer grants for down payment assistance to acquire existing units or new units. In addition, the Housing Department Development Team is working on two development projects to deliver affordable housing to the Oxnard community:

1. Terraza de Las Cortes project, located at 201, 225, 235, 245 and 255 Carmelita Court, will deliver 64 (32 two-bedroom and 32 three-bedroom) new affordable rental units to Oxnard community by using the LIH tax credit, In-lieu of fees loan (approximately \$3.3 millions), and Revenue Bond. On April 2014, City Council adopted a resolution authorizing the issuance of multifamily housing revenue bond in an aggregate amount not to exceed \$11 million for the purpose of financing the acquisition, construction, rehabilitation and development of Terraza De Las Cortes set on a 4.22 acre site. The project is developed by the Las Cortes LLP, a non-profit partnership formed between OHA and Las Cortes Inc. The estimated construction completion date is August 2015
2. The demolition and replacement of 260 public housing units located at the Court is at the phase one stage: Relocation of 114 households has started and will be finished by December 2014. The expected completion date for the construction is December 2017. Phase II will start in January 2018 with the relocation of 146 households and the expected completion date for the construction is August 2016. The developer for this project is Urban Housing Community Developer. The Courts project, located on a 28 acres site, will replace 260 public housing units and construct additional 52 affordable housing units for family rental.
3. The Vista Pacifica affordable housing 40 unit rental project being developed by Many Mansions, a City of Oxnard CHDO. The project will be built on 1.8 vacant acres at 5527 and 5557 Saviers Road in the Southwinds Neighborhood. The site is just north of Hueneme Road and bordered on the west by Courtland Street. The project will have five three-story buildings, each with eight townhome style units having two and three bedrooms. The units will range in size from 1530 to 1900 square feet and have two car garages. This project was approved by City Council on May 19, 2015.
4. Habitat for Humanity is also a City of Oxnard CHDO. The agency is proposing to build five single family affordable homes on a City owned parcel located at the corner of First Street and Hayes Avenue. The three bedroom homes will be approximately 1,100 square feet each. The development is being financed by a conventional loan, donations and a \$193,000 City loan.

AP-60 Public Housing – 91.220(h)

Introduction

OHA currently administers 772 public housing units and over 1,800 rental assistance vouchers, plus 36 Veterans Affairs Supportive Housing vouchers. It is anticipated that the number of Public Housing units will decrease to 666 after the demolition of 106 units in the Colonia Village area, which has been approved by U.S. Department of Housing and Urban Development (HUD) for disposition. OHA will also continue to address needs of public housing residents through its Resident Services Program which offers a variety of services to families on-site including youth programs. OHA also operates a Family Self-sufficiency (FSS) program to public housing and Section 8 families which promotes homeownership and economic self-sufficiency. The FSS Program provides one-on-one counseling and individual assistance to families that participate in this program.

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

Oxnard Housing Authority will continue to administer the 772 public housing units which number will be 666 by June 2016.

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

OHA has promoted homeownership by partnering with homeownership counseling agencies such as Cabrillo Economic Development Corporation (CEDC) and offer homeownership services to public housing families. In addition, families are informed of these services through its Family Self-Sufficiency Program and distribution of fliers to all households. Also, OHA received the recommendations of CDBG grant funds of \$9,500 to run and monitor the Journeyman Apprentice Program, which is designed to give the opportunity to five public housing residents to become self-sufficient and to break the chain of long-term unemployment. This project will promote the self-sufficiency program and help the residents to save money towards homeownership.

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

N/A

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

Discussion

In order to respond to the increasing need for affordable housing units within the community, OHA and the Housing Department are always looking for new resources to finance new housing development projects and will continue partnering with various developers, owners, and CHDO's. *AP-65 Homeless and Other Special Needs Activities – 91.220(i)*

Introduction

The City (the City), as with other jurisdictions across the country that receive federal funds for homeless assistance, is required to conduct a Point In Time Count (PIT) of homeless persons each year. The 2015 PIT count results indicated that 603 homeless persons identified Oxnard as their home. Of those, 322 were unsheltered adults, 7 intact families identified as chronically homeless, and 16 unsheltered families with a total of 44 children. Of the 322 unsheltered homeless adults, 31 self-identified as veterans.

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.

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.

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 incidences 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. 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 incidents of homelessness. OHA works in conjunction with the Veteran Administration to administer 46 vouchers housing 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. Finishing the job of ending chronic homelessness by 2015 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, implementation of a housing first approach (CDBG-RAIN child care program)
2. Preventing and ending homelessness among veterans by 2015 through a recent increase in permanent supportive housing beds, access to HUD VASH vouchers
3. Preventing and ending homelessness for families, youth, and children by 2020 through rapid rehousing program (HESG-Rapid re-housing project, VCHSA-RAIN program) The CoC set a path to ending all types of homelessness in its 10-year plan by implementing a coordinated assessment system. As a result, the number of chronic homeless, veterans, families, and youth has significantly decreased.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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 are choosing 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, then, can be required by State Law (such as preparing and adopting a General Plan and conducting environmental review), adopted for safety or civil rights reasons (such as the imposition of seismic construction standards in quake-prone areas, or requiring compliance with accessibility or visitability design standards), or enacted to remedy or prevent a specific local issue (such as requiring landscaping to deter graffiti). The term “barrier” should not be interpreted in the context that local development standards and development review procedures are inhibiting the provision of quality affordable housing that would otherwise be developed.

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.

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;
- High rate of unemployment and foreclosures continue to strain the ability to meet affordable housing needs; and,
- Credit crisis has limited the availability of capital to develop housing for low-and moderate-income households and special needs groups.

City staff will address the challenges of existing of existing and new obstacles in 2016 by focusing on the following programmatic and administrative areas:

- Staff will continue to research availability of future funding resources and will apply for grants for such funding when appropriate, aiming to leverage funding when possible.
- 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 provide 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

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

Actions planned to reduce lead-based paint hazards

The City will coordinate activities with the County of Ventura Department of Health and Human Services to reduce lead-based paint hazards in accordance with federal regulations. Any rehabilitation activities on housing units constructed prior to 1978 will have lead hazards identified and actions taken to remove the hazard. 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. Furthermore, OHA has zero incidents or reports of a poisoned child or child with "Environmental Intervention Blood Lead Level"(EIBLL) from Public Housing tenants and/or Section 8 participants.

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"(EIBLL). OHA staff provides a brochure related to lead based paint hazards to all new tenants. 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 the Ventura County in general. Efforts are constantly underway to improve the quality of life and economic well-being of the residents through collaborative efforts of the following agencies and their programs provide needed skills for individuals seeking jobs and thereby getting them out of poverty:

- EDCO
- City Corp
- Community Action of Ventura County
- Oxnard Housing Authority
- 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. Citizen Advisory Groups:** Inter-Neighborhood Council Forum, Commission on Homelessness, and Community Relations commission.

Program Specific Requirements

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

Introduction

In addition to the 20% cap for Administration, the City of Oxnard also allocates 15% of 2014 CDBG funds for community services including youth services and fair housing activities. The balance of the funds will be allocated to housing activities, code compliance and public facilities. In the event of an emergency (such as an earthquake, flooding, or hurricane ...) the City will cut the non-committed funds from other existing projects in order to fund the urgent need within the allowable range. However, the urgent need to meet the following tests: (1) the existing conditions pose serious and immediate threat to the health and welfare of the community, (2) the existing conditions are recent or recently became urgent, generally 18 months, (3) the City cannot finance on its own, (4) and when other funding sources are not available.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(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
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
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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(l)(2)**

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

The City has other forms of resources that will address the needs identified in this Action Plan, such as funds received from the state for three CalHome programs. On September 2012 the City was awarded \$1,000,000 for acquisition/rehabilitation of single-family homes. This program will provide assistance towards the purchase and rehabilitation of the property. This will allow houses previously not eligible to be considered to be brought up to code and improve the neighborhood's appearance and quality of life. Each borrower could receive up to \$55,000 combined total for acquisition and rehabilitation of the house. On November 2013 the City was awarded \$1,000,000 to assist low-income families purchase their first home by providing mortgage assistance funds to ensure affordable monthly housing costs. This program has spent \$589,382 having a current balance of \$410,618. In 2014 the City was awarded \$900,000. Of these funds, \$600,000 are to assist low-income families purchase their first homes and \$300,000 are to assist low-income homeowners in the rehabilitation of their existing property. The City will continue to market the availability of both of these CalHome programs in FY 2016-17.

The City also has two Reuse Accounts for previously expended CalHome and BEGIN Homebuyer Programs respectively. Both programs require that funds be repaid (no forgiveness) upon sale, transfer, or default on the property. The repaid funds must be used deposited in these Reuse Accounts and be available to use for eligible homebuyer down payment assistance, which was the original eligible use of the funds. The CalHome account has a current balance of \$25,782 and the BEGIN \$19,199. Only five percent (5%) the repaid funds is permitted for activity delivery and admin use.

1. 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:

Please see Recapture and Resale Provision Attachment.

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

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

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

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

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

**Emergency Solutions Grant (ESG)
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 ESG 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. Of the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The County-wide Continuum of Care is implementing a coordinated assessment and entry system. The system 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 ESG recipients are as follows:

- a. The City formally posts the RFP in the regional newspaper, on the City's website and GATV, 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 letter of interest, project overview and qualifications. Those agencies meeting all of the minimum qualifications are then asked to submit a full proposal.
- d. The Review Committee, which included 2 city staff persons, 1 selected member from the City's Commission on Homelessness and 2 selected members of two other City Advisory Groups.
- e. The Review Committee reviews all proposals and makes award/funding recommendations. These recommendations are then submitted to the Commission on Homelessness for final review and recommendations to the Mayor and City Council.
- 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 award 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 a formerly homeless person serve on the City's Commission on Homelessness.

5. Describe performance standards for evaluating ESG.

PERFORMANCE MEASURES

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

- Emergency Shelters: Excluding winter shelters, emergency shelter must be able to document placement of a minimum of 10% of the homeless households served in the Program Year into transitional or permanent housing.
- Transitional Housing: must be able to document placement of a minimum of 50% of the households who completed the transitional housing program in the Program Year into permanent housing. "Household" is defined as all clients including single individuals and families.
- Rapid Re-housing: must show continued housing of clients receiving assistance for at least three (3) 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 (3) months after receiving assistance. This should be done via case management of clients,

documentation and HMIS entry and exit.

- All clients, with the exception of victims of domestic violence, must be entered into the Regional HMIS within fifteen (15) days of receiving service(s), and must be exited from the system within thirty (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 (30) days of executing the Program Year contract. The Minimum Standards are provided as Attachment I to this document.

BUILDING AND HABITABILITY STANDARDS

Any building for which ESGP funding is used for renovation, major rehabilitation or conversion must meet local government safety and sanitation standards. In addition, the following are a number of basic standards to ensure that shelter and housing facilities funded through the ESGP 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, monitoring and site visits.

Resale Provision

To date the City of Oxnard has less than 26 units that are under this category.

A resale restriction agreement is used for a period of 20 years for HOME period of affordability for new construction. The resale restriction agreement contains the following provisions:

- Limits the ownership of the property to a homebuyer who is eligible and qualified as low income at the time of the sale who will occupy the property as a principle residence for 270 cumulative days within a calendar year.
- The purchase price is within an affordable housing cost affordable for a low-income household at approximately 80% of the area median income. The monthly housing cost for principal, interest, taxes, insurance, HOA fees, utilities, and maintenance should not be more than 30% of the monthly income for the household.
- The Owner may transfer the Home only to a Low-Income Family as described above for the entire period of affordability. Each successor in interest to the Owner shall acquire the Home only subject to the continuation of restrictions on the Home provided in the resale restriction agreement

through an assumption agreement.

The resale price is the lower of two calculation methods:

1. 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
2. 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.

Both calculations allow for the owner to receive a fair return on his investment on the property; however it does not guarantee a return of the investment in periods of declining real estate.

Improvements to the property would be for example changing the flooring type to another modest floor choice such as vinyl to laminate; laminate or ceramic tile countertops to concrete or quartz countertop, or energy efficient windows. Improvements are different from maintenance, even costly maintenance.

The amount of per unit CHDO Set Aside HOME Subsidy used in the development of the homeownership housing units which is an indirect subsidy may be converted at the end of the construction period to provide direct homebuyer HOME subsidy up to the amount that the HOME Homebuyer Down Payment Assistance limit of \$30,000. Any amount of indirect homebuyer subsidy and interest above the \$30,000 must be repaid by the CHDO to the City of Oxnard.

Violation of any of the terms of this agreement may result in foreclosure of the Deed of Trust.

Recapture Provision

The homebuyer activity that the City of Oxnard uses HOME funds for is the Citywide Homebuyer Down Payment Assistance Loan. During the period of affordability (which may be from 5 to 10 years) depending upon the amount used for gap financing, the City will recapture the entire amount of HOME funds as allowed in 24 CFR 92.254 (a)(5)(ii)(A)(1).

In the case of the Hacienda Guadalupe development, a CHDO set-aside HOME-funded homeownership development, resale provisions were used. During the period of affordability which is 45 years because the redevelopment loan and the HOME loans were combined, a resale

restriction agreement is used. The resale restriction agreement contains owner occupant requirements, annual reporting for verification, formula for determining the resale value of the

affordable housing unit for refinance or resale purposes which is based upon affordable housing cost, and when refinances or transfers are permitted. The affordable housing cost is based upon the definition of an affordable housing cost found in the resale restriction agreement and only permits the sale to an eligible and qualified low-income household.

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

Recapture Provisions

- If the homebuyer defaults or fails to satisfy requirements during the term of the loan, City will exercise its rights under promissory note and deed of trust to recover the loan provided with HOME funds to the maximum extent permitted by law.
- If the recapture provisions are triggered by a sale of the housing unit 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 or superior liens (other than HOME funds) and any closing costs."
- The City will recover the entire HOME subsidy unless net proceeds do not cover the entire HOME subsidy; City will forgive unrepaid balance per HOME regulations.
- Non-owner occupancy of a HOME –assisted homebuyer housing unit or where the homeowner does not use as a principal residence is due and payable immediately.
- These policies only refer to HOME loans made directly to the homebuyer/homeowner but do not apply to homeownership units developed by Community Housing Development Organizations (CHDOs).

Discussion

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

1. In the area of CDBG grant, the City will continue to track the expenditures of all activities and projects which principally benefit low-income persons for compliance with the CDBG primary objective. In the past years, the City has maintained 100 percent as percentage of the overall benefit while the minimum required ratio is 70%. Also, with the scheduled monitoring of the rate of expenditures using the IDIS

report PR 56, the City is in compliance with this requirement (the unspent amount of CDBG grant should be less than 1.5 time the program year entitlement amount) to avoid recapture of funds from HUD.

2. Affordable Housing and Rehabilitation Division within the Housing Department, strives to comply with the HOME Final Rule by issuing new guidelines related to First Time Homebuyer and CHDO recapture and resale provisions as well as others new requirements. Staff continues to manage the activities with a very tight schedule to commit and expend the funds in order to deliver the proposed housing units through the First-Time Homebuyer, Homeowner Rehabilitation or CHDO programs.

3. Homeless Assistance Division continues to fund all the activities prescribed in the HEARTH act except for the Street Outreach component due to the limited funding for the ESG grant. With the sub-recipients cooperation, the City's ESG 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.

CITY OF OXNARD
NOTICE OF 30-DAY PUBLIC REVIEW
FY 2016-2017 ANNUAL ACTION PLAN

NOTICE IS HEREBY GIVEN that the City of Oxnard (City) has prepared the One-Year Action Plan Fiscal Year (FY) 2016-2017. The publication of this notice is the beginning of the 30-day public review period required under Federal Regulation 24 CFR 91.105(b) (2). The public review and written comment period begins on April 3, 2016, and concludes on May 2, 2016.

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

DATE: May 3, 2016
LOCATION: City Council Chambers
 305 West Third Street
 Oxnard, California 93030
TIME: 6:00 PM and thereafter

At this meeting, the Council will receive public comments on the One-Year Annual Action Plan (AAP) and consider the submission of the Plan to the U.S. Department of Housing and Urban Development (HUD) on May 15, 2016.

BACKGROUND

Each year, the City has participated in grant programs sponsored by HUD. HUD programs included the Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME), and HEARTH Emergency Solutions Grant (HESG) Programs. The City will receive the following amounts for FY 2016-2017 for these programs:

CDBG	\$ 2,201,149
HOME	\$ 592,666
ESG	\$ 191,905

TOTAL HUD ALLOCATIONS: \$ 2,985,720

ONE-YEAR ACTION PLAN

For the fiscal year beginning July 1, 2016, and ending June 30, 2017, the City proposes the utilization of grant funds to implement the programs and activities as follows:

COMMUNITY DEVELOPMENT BLOCK GRANT

- FY 2016-2017 Award \$2,201,149
 - Estimated FY 2016-2017 Program Income \$ 35,000
 - Reprogrammed of prior year funds \$ 110,200
- Total CDBG funding Available: \$2,346,349***

PROPOSED CDBG PROJECTS

Administrative Activities	\$ 447,230
Public Service Activities	\$ 335,422
Direct Benefit Projects	\$1,563,697
<i>TOTAL PROPOSED CDBG</i>	
<i>ACTIVITIES/PROJECTS:</i>	<u>\$2,346,349</u>

HOME INVESTMENT PARTNERSHIPS ACT

- FY 2016-2017 Award \$592,666
- Estimated FY 2016-2017 Program Income \$100,000

Total HOME funding Available: \$692,666

PROPOSED HOME ACTIVITIES

Program Administration	\$ 59,267
CHDO**	\$213,399
Projects/Programs	\$420,000
<i>TOTAL PROPOSED HOME</i>	
<i>ACTIVITIES/PROJECTS:</i>	<u>\$692,666</u>

** CHDO means Community Housing Development Organization

HEARTH EMERGENCY SOLUTIONS GRANT

- FY 2016-2017 Award \$191,905
- Total HESG funding Available \$ 191,905***

PROPOSED ESG ACTIVITIES

Program Administration	\$ 14,393
Projects/Activities	\$177,512
<i>TOTAL PROPOSED HESG</i>	
<i>ACTIVITIES/PROJECTS:</i>	<u>\$191,905</u>

PUBLIC COMMENTS

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

City of Oxnard Main Library
 251 South "A" Street

City of Oxnard City Clerk's Office
 300 West Third Street, Fourth Floor

City of Oxnard Housing Department
 435 South "D" Street

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

For further information, please contact Norma Owens, Grants Manager, at (805) 385-7959. Written comments may be addressed to the following:

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



CIUDAD DE OXNARD
AVISO DE EVALUACIÓN PÚBLICA DE 30 DÍAS
PLAN DE ACCIÓN ANUAL
AÑO FISCAL 2016-2017

CON EL PRESENTE SE DA AVISO que la Ciudad de Oxnard ha preparado su Plan de Acción Anual para el periodo del Año Fiscal 2016-2017. Con esta publicación se da inicio al periodo de evaluación pública de 30 días como lo requiere la Ley Federal 24 CFR 91.105(b) (2). El periodo de evaluación pública y comentarios por escrito iniciará el 3 de abril de 2016 y terminará el 2 de mayo de 2016.

ADEMÁS CON EL PRESENTE SE DA AVISO que el Plan de Acción de un año se presentará ante el Concejo Municipal para su aprobación en la siguiente fecha:

FECHA: 3 de mayo de 2016

UBICACIÓN: Cámara del Concejo Municipal
 305 West Third Street
 Oxnard, California 93030

HORA: a partir de las 6:00 PM en adelante

En esta junta el Concejo escuchará los comentarios del público acerca del Plan de Acción Anual (AAP, por sus siglas en inglés) y considerará presentar el Plan ante el Departamento de Vivienda y Urbanización de los Estados Unidos (HUD) por sus siglas en inglés el 15 de mayo, 2016.

ANTECEDENTES

Cada año, la Ciudad ha participado en programas de subvenciones patrocinados por HUD. Entre los programas de HUD se incluyen los siguientes: Subvenciones 1 Inversión Asociada para el Desarrollo Bloque Comunitario (CDBG, en inglés), HOME la Ley de (HOME) y el Programa de Subvenciones para Soluciones Urgentes (HESG). Para el año fiscal 2016-2017 la Ciudad recibirá las siguientes cantidades para los siguientes programas:

➤ CDBG	\$ 2,201,149
➤ HOME	\$ 592,666
➤ ESG	\$ 191,905

TOTAL DE RECURSOS PREVISTOS: \$

PLAN DE ACCIÓN PARA UN AÑO

Para el año fiscal iniciando el 1 de julio de 2016, terminando el 30 de junio de 2017, la Ciudad propone se implemente el uso de los fondos de subvención en los siguientes programas y actividades:

SUBVENCIONES PARA EL DESARROLLO DEL BLOQUE COMUNITARIO

• Subvenciones para el Año Fiscal 2016-2017	\$2,201,149
• Aproximación del Capital del Programa	\$ 35,000
	\$ 110,200
Total de fondos CDBG disponibles:	<u>\$2,346,349</u>

RECOMENDACIONES PARA PROYECTOS DE CDBG

Administración de Actividades	\$ 447,230
Proyectos de Servicio Público	\$ 335,422
Proyectos de Beneficio Directo	\$1,563,697
TOTAL EN RECOMENDACIONES PARA ACTIVIDADES/PROYECTOS DE CDBG:	<u>\$2,346,349</u>

LEY DE INVERSIÓN ASOCIADA – HOME

• Subvención del Año Fiscal 2016-2017	\$ 592,666
• Reasignación de Fondos	\$ 100,000

Total de fondos de HOME disponibles: \$ 692,666

PROPUESTAS PARA PROYECTOS DE HOME

Administración del Programa	\$ 59,267
CHDO** Reserva	\$ 213,399
Proyectos/Programas	\$ 420,000
TOTAL DE RECOMENDACIONES PARA ACTIVIDADES/PROYECTOS DE HOME:	<u>\$ 692,666</u>

** CHDO (por sus siglas en inglés, Community Housing Development Organization)

PROGRAMA DE SUBVENCIONES PARA SOLUCIONES URGENTES (HESG, en inglés)

• Subvenciones Año Fiscal 2016-2017	\$ 191,905
Total de fondos de HESG disponibles	<u>\$ 191,905</u>

RECOMENDACIONES PARA PROYECTOS DE HESG

Administración del Programa	\$ 14,393
Proyectos	\$ 177,512
TOTAL DE RECOMENDACIONES PARA ACTIVIDADES/PROYECTOS DE HESG:	<u>\$ 191,905</u>

OPINIÓN PÚBLICA

Copias del borrador del informe del Plan y del AAP estarán disponibles para el público en los siguientes establecimientos:

Biblioteca Pública Principal de la Ciudad de Oxnard
 251 South "A" Street

Oficina de la Secretaría Municipal de la Ciudad de Oxnard
 300 West Third Street, Cuarto Piso

Departamento de Vivienda de la Ciudad
 435 South "D" Street

Si tiene planea asistir a esta audiencia, el personal le sugiere que llame a la Oficina de la Secretaría Municipal de la Ciudad al (805) 385-7803 el jueves anterior a la fecha para confirmar que la audiencia no ha cambiado de fecha. Las personas con discapacidad que requieran de ayuda especial para ser portia par en la audiencia o quien necesite servicios de intérprete, aeben comunicarse con la Oficina del de la Secretaría Municipal de la Ciudad por lo menos 72 horas antes de la junta.

Para más información, comuníquese con Norma Owens, Grrente de Subvenciones al (805) 385-7959. Comentarios por escrito deberán dirigirse a:

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





**CITY COUNCIL
AGENDA REPORT**

**TYPE OF ITEM: Report
AGENDA ITEM NO.: 1**

DATE: May 3, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Ashley Golden, Development Services Director

SUBJECT: Code Enforcement Target Area (CETA) Program Policies and Procedures Manual and Report

CONTACT: Ashley Golden, Development Services
Ashley.Golden@oxnard.org, 385-7882

RECOMMENDATION:

That the City Council receive a report on Code Compliance activities in Code Enforcement target areas and the Code Enforcement Target Area (CETA) Program Policies and Procedures Manual.

BACKGROUND

The Housing and Community Development Act of 1974 (HCDA) and the Community Development Block Grant (CDBG) regulations permit the use of CDBG funds for selected code enforcement activities. Section 105(a)(3) of the HCDA permits "the use of CDBG funds for code enforcement in deteriorated or deteriorating areas in which such enforcement, together, with the public or private improvements or services to be provided, may be expected to arrest the decline of the area." The CDBG Entitlement program regulations at 24 CFR 570.202(c) codifies the HCDA provision. An activity that benefits low- and moderate- income persons is an activity, the benefits of which are **available to all the residents in a particular area**, where at least 51 percent of the residents are low- and moderate- income persons. (24 CFR 570.208(a)(1).) Such an area need not be conterminous with census tracts or other officially recognized boundaries but must be **the entire area** served by the activity (low/moderate income limited clientele is not an eligible objective). An activity that serves an area that is not primarily residential in character does not qualify as an activity that benefits low- and moderate- income

CETA Program and Policies Procedures Manual and Report

May 3, 2016

Page 2

persons. The areas within Oxnard that where least 51 percent of the residents are low- and moderate- income persons are shown in Attachment A.

The Code Compliance Division was transferred from the Police Department to the Development Services Department in August 2015. The Division includes the following 10 positions as follows:

- 1 Code Compliance Manager;
- 1 Senior Code Compliance Inspector;
- 6 Code Compliance Inspector I/II's;
- 1 part-time/weekend Code Compliance Assistant; and
- 1 Office Assistant II.

The total FY 15/16 personnel budget is \$1,059,367. Of that amount, the FY 15/16 the Code Compliance Division budget includes \$200,000 in Community Development Block Grant (CDBG) funding to partially fund the actual staff time of two code compliance inspectors who work *exclusively* in areas with at least 51 percent of the residents are low- and moderate- income persons. For FY 15/16 these officers efforts are within the Southwinds area (Attachment B). The Southwinds area represents 3% of the overall City area.

The Housing Department conducts quarterly reviews of the Code Compliance Division activities to ensure compliance with the CDBG funding requirements (Attachment C). The officers take a proactive approach by sending out notices and self-checklist to the owners prior to inspecting the housing units. In the first quarter of 2015/2016 the Code Compliance Division (Division) conducted 206 inspections. During that same time period, the Division sent 151 courtesy notices and self-checklists (not citations) to properties within the Southwinds area (Attachment E). Lastly, the exterior of 35 of the 49 buildings on Cuesta del Mar Drive were inspected. In the second quarter the Division conducted 432 inspections. During the second quarter staff issued 115 courtesy notices of violation (not citations) to properties within the Southwinds area; inspected 96 rental apartment buildings, serving 603 total units; participated in two neighborhood meetings; and facilitated and participated in the activation of the Southwinds neighborhood council. In quarter three of the fiscal year the officers conducted 548 inspections. They also inspected an additional 27 apartment buildings, serving 88 additional units and held a neighborhood meeting.

In addition to the quarterly reviews the Code Compliance Division prepares monthly citywide activity reports. From July 2015 – March 2016 2,394 new cases or complaints have been received citywide. Of those cases, 724 have been self - generated by the officers (30%). Within the CDBG Target Area, 388 new cases or complaints have been opened. Of those 388, 306 have been self-generated (78%). Since July 2015- March 2016 the Division issued 307 civil citations. Of those 307 citations, only 17 have been issued in the CDBG Target area.

To ensure continued compliance with the CDBG funding requirements (24 CFR 570.202(c)) the Code Enforcement Target (CETA) Program Policies and Procedures Manual ("Manual") was created (Attachment D) for the Code Compliance Division. The City Attorney's Office modeled

this document from the City of Santa Cruz's tested program. The Manual defines: what qualifies an area to be eligible; the eligible and ineligible use of the funds; the responsibilities of Departments; and fiscal management and reporting procedures to ensure compliance with relevant requirements.

Development Services has established the CETA Program as a component of the Code Compliance Division whose stated mission is to work with the community by providing solution oriented enforcement for maintaining clean, safe, prosperous and attractive neighborhoods with a focus on promoting health and safety in neighborhoods and increasing awareness and information about City policies, programs and City Code requirements.

The CETA Program is funded with CDBG grant funding and provides focused and enhanced code enforcement in specific geographic areas within the City that qualify by being predominantly residential, low- income areas with signs of deterioration. The purpose of the CETA Program is to use code enforcement in conjunction with other City and privately funded programs to reverse the decline of an identified Target Area(s) and encourage revitalization so that community pride and commitment can support permanent change. The CETA Program has three components:

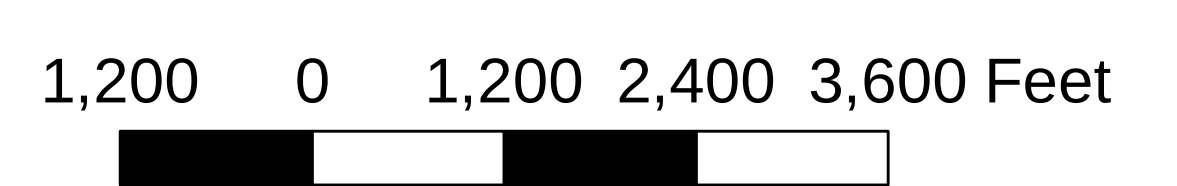
1. **Focused Code Enforcement Activities in Target Areas:** This includes: (a) prompt response to specific code violation complaints within Target Area(s); (b) coordination between the Code Compliance Division and law enforcement and/or community groups to identify and resolve complex code violation problems in a Target Area(s); and (c) when requested through formal action of a Neighborhood Council, provide pro-active drive-through observation of a neighborhood that is located within Target Area(s) with the purpose of identifying and correcting code violations.
2. **Community Clean-ups:** CETA Program code compliance inspectors will work with other City departments to organize and assist in up to four clean-ups per year within the Target Area(s) to clean up and improve overall neighborhood appearances and provide opportunities for communities to work together in their own neighborhoods.
3. **Community Education:** As part of a pro-active effort, CETA Program code compliance inspectors will provide information on the scope of the CETA Program and the City's code compliance efforts to Neighborhood Councils located within the Target Area(s) and any member of the public to help give communities the information and tools needed to effectively partner with the City in revitalizing their neighborhoods.

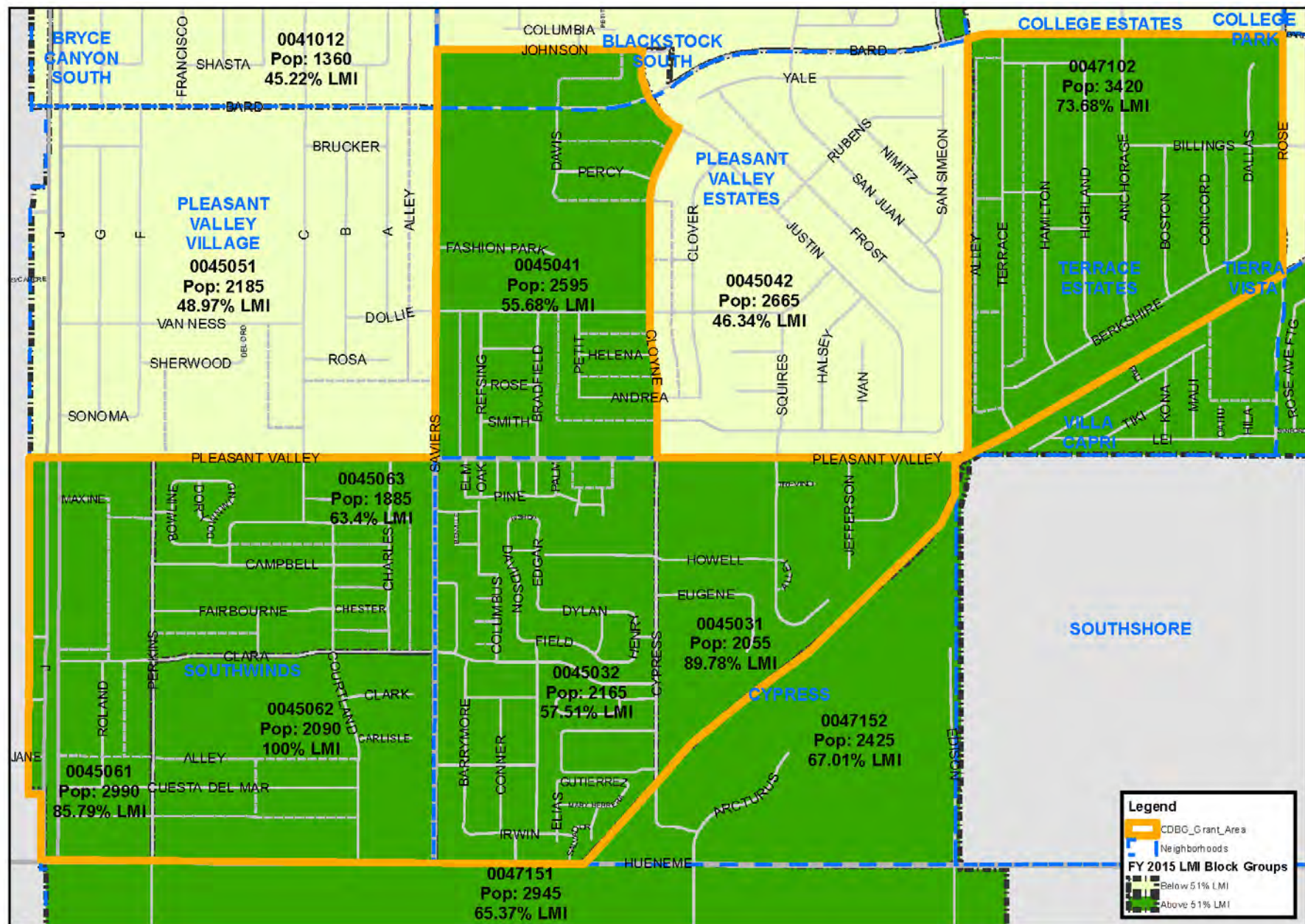
FINANCIAL IMPACT

There are no direct financial impacts from this report. The total cost of two Code Compliance Inspector II officers is between \$232,400-\$240,016. The cost of two code compliance officers, who serve only the Target Area(s) are partially paid for out of CBDG funds, all of which are included in the approved FY 15/16 adopted budget.

ATTACHMENTS:

- #a: Attachment A. Low-Mod Area Map
- #b: Attachment B. Southwinds Area Map
- #c: Attachment C. Quarterly Report
- #d: Attachment D. CETA Program Policies and Procedures Manual
- #e: Attachment E. Notice & Checklist





South Oxnard Code Compliance CDBG Area

Geographic Information Systems
Generated: 2/18/2016

0 387.5 775 1,550 Feet

Progress Report

From: Development Services, Code Compliance

Budget: \$200,000

National Objective: Low/Moderate Area Benefit

Contract Period: 7/3/1/2015-6/30/2016

Pursuant to 24 CFR570.208(a)(1)

Program Goal:

Fiscal Year 2015-2016				
Scope of Services Timeline				
Quarter	Description of Projected Services	Projected No. Inspections	Actual # of Inspections	Actual Performance Outcome
1	Inspect exterior of apartment complexes on Cuesta del Mar Drive, located within the Southwinds neighborhood.	A minimum of 98 inspections (at least 2 inspections per each building)	206	151 courtesy notices were mailed to property owners in the Southwinds neighborhood. - The exterior of thirty five of the forty nine apartment buildings on Cuesta del Mar Drive were inspected.
2	Continue exterior inspections of Cuesta Del Mar and start on apartments on additional streets within the Southwinds neighborhood. Also start notifications for Terrace Estates.	A minimum of 226 inspections at 113 properties (at least 2 inspections per building.)	432	115 courtesy notices were mailed to property owners in the Southwinds Area. - The exterior of 96 rental dwellings (includes duplex, triplex, etc) were inspected. There was a combined total of 603 housing units inspected. - Participated in 2 neighborhood meetings and helped facilitate and activate a neighborhood council for the Southwinds neighborhood.
3	Continue to conduct inspections and resolve citizen complaints in Southwinds and start efforts in Pleasant Valley Estates	A minimum of 400 inspections	548	21 courtesy notices and self checklists were mailed to property owners in the Pleasant Valley Estates area service area. - The exterior of 27 apartment buildings were inspected. There was a combined total of 88units serviced. - From one complaint,a management company fully treated (tented) 20 apartment buildings which serviced approximately 120 housing units. - One neighborhood meeting was held.



Code Enforcement Target Area (CETA) Program



Policies and Procedures Manual

Development Services Department
Code Compliance Division
City of Oxnard Service Center
214 South "C" Street
Oxnard, California 93030



City of Oxnard
Code Enforcement Target Area Program

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EXHIBITS

- 1. CODE COMPLIANCE TARGET AREA MAP**
- 2. QUARTERLY REPORTING FORM**

City of Oxnard
Code Enforcement Target Area Program

I. Overview

A. Purpose of Manual

Since the 1990's the City of Oxnard has used federal Community Development Block Grant ("**CDBG**") funding allocated to the City of Oxnard by the United States Department of Housing and Urban Development ("**HUD**") to help fund code enforcement activities that meet the eligibility requirements of 24 CFR 570.202(c). HUD permits recipients of CDBG funds to use those funds for the costs that recipients incur for inspection for code violations and enforcement of codes in deteriorating or deteriorated areas when such enforcement together with public or private improvements, rehabilitation, or services to be provided may be expected to arrest the decline of a deteriorating or deteriorated area.

The City hopes to utilize CDBG funding to fund the actual staff time of two code compliance inspectors who will work exclusively within identified Target Area(s). Only the inspections and enforcement activity conducted by CDBG funded inspectors within the Target Area(s) will be reported to HUD.

The purpose of this Manual is to describe the CDBG-funded inspection and enforcement component of the City's Code Enforcement Target Area ("**CETA**") Program. The policies and procedures defined in this Manual include, but are not limited to:

- Delineation of the responsibilities of: (1) the City of Oxnard Housing Department ("**Housing**"), which administers CDBG funds; and (2) the Code Compliance Division of the City of Oxnard Development Services Department ("**Development Services**"), which administers the CETA Program.
- Definition of deteriorating or deteriorated areas and other qualifications used to determine Target Area boundaries.
- Establishment of administrative, reporting, monitoring and other procedures to ensure compliance with relevant HUD and City regulations.

B. CETA Program Summary

Development Services has established the CETA Program as a component of the Code Compliance Division whose stated mission is to work with the community by providing solution oriented enforcement for maintaining clean, safe, prosperous and attractive neighborhoods with a focus on promoting health and safety in neighborhoods and increasing awareness and information about City policies, programs and City Code requirements.

The CETA Program is funded with CDBG grant funding and provides focused and enhanced code enforcement in specific geographic areas within the City that qualify by being predominantly residential, low- income areas with signs of deterioration. The purpose of the CETA Program is to use code enforcement in conjunction with other City and privately funded programs to reverse the

City of Oxnard
Code Enforcement Target Area Program

decline of an identified Target Area(s) and encourage revitalization so that community pride and commitment can support permanent change. The CETA Program has three components:

1. **Focused Code Enforcement Activities in Target Areas:** This includes: (a) prompt response to specific code violation complaints within Target Area(s); (b) coordination between the Code Compliance Division and law enforcement and/or community groups to identify and resolve complex code violation problems in a Target Area(s); and (c) when requested through formal action of a Neighborhood Council, provide pro-active drive-through observation of a neighborhood that is located within Target Area(s) with the purpose of identifying and correcting code violations.
2. **Community Clean-ups:** CETA Program code compliance inspectors will work with other City departments to organize and assist in up to four clean-ups per year within the Target Area(s) to clean up and improve overall neighborhood appearances and provide opportunities for communities to work together in their own neighborhoods.
3. **Community Education:** As part of a pro-active effort, CETA Program code compliance inspectors will provide information on the scope of the CETA Program and the City's code compliance efforts to Neighborhood Councils located within the Target Area(s) and any member of the public to help give communities the information and tools needed to effectively partner with the City in revitalizing their neighborhoods.

C. Amending the Manual

The Director of Development Services may amend this manual with the concurrence of Housing and/or approval of the City Attorney. Such amendments and revisions may include, but are not limited to:

1. Periodic revisions to the Target Area map, consistent with HUD guidelines.
2. Modifications needed in order to be in compliance with HUD requirements or responsive to HUD requests for changes, when warranted.
3. Other revisions or modifications that may improve CETA Program implementation or administration but do not change the intent of the policies or procedures defined in this Manual.
4. Updates to reflect any correction of names, addresses, contact information, or minor grammatical changes when warranted.

City of Oxnard
Code Enforcement Target Area Program

II. CETA Program Requirements

A. Overview

CDBG funds may be used for code enforcement activities that meet the eligibility requirements of 24 CFR 570.202(c). CDBG regulations provide that code enforcement is an eligible activity if:

Costs incurred for inspection for code violations and enforcement of codes (e.g., salaries and related expenses of code enforcement inspectors and legal proceedings, but not including the cost of correcting the violations) in deteriorating or deteriorated areas when such enforcement together with public or private improvements, rehabilitation, or services to be provided may be expected to arrest the decline of the area.

Not only must an activity meet the eligibility requirements of 24 CFR 570.202(c), the activity must also meet one or more of the national objectives as required under 24 CFR 570.200(a)(2), which include:

- (a) Activities benefiting low- and moderate- income persons.
- (b) Activities which aid in the prevention of slums or blight.
- (c) Activities designed to meet community development needs having a particular urgency.

For purposes of the CETA Program, the Development Services and Housing Departments structured the Program to benefit low- and moderate- income persons.

An activity that benefits low- and moderate- income persons is an activity, the benefits of which are available to all the residents in a particular area, where at least 51 percent of the residents are low- and moderate- income persons. (24 CFR 570.208(a)(1).) Such an area need not be conterminous with census tracts or other officially recognized boundaries but must be **the entire area** served by the activity (low/moderate income limited clientele is not an eligible objective). (*Id.*) An activity that serves an area that is not primarily residential in character shall not qualify as an activity that benefits low- and moderate- income persons (*Id.*). The following policies and procedures ensure that the CETA Program is in compliance with CDBG regulations.

The CETA Program applies to Target Area(s) within the city, which are further defined in Section (D) of the Manual and shown in Exhibit 1.

City of Oxnard
Code Enforcement Target Area Program

B. Eligible Use of Funds

1. CDBG funds may be used for CETA Program code enforcement activities only in a Target Area(s) when such enforcement together with public or private improvements, rehabilitation, or services to be provided may be expected to arrest the decline of a Target Area(s).
2. Both residential and commercial structures are subject to code enforcement under the CETA Program.
3. Eligible costs for code enforcement activities within a Target Area(s) are limited to the following costs:
 - a. Staff costs, including staff salaries and overhead, incurred for conducting inspections of code violations and follow-up inspections necessary to ensure compliance by responsible parties.
 - b. The cost of procuring third party code enforcement inspections.
 - c. Staff costs, including staff salaries and overhead, associated with processing or issuing citations and collecting and processing fines.
 - d. Legal costs, including staff salaries and overhead, associated with enforcing code compliance for cases including but not limited to City Attorney fees, litigation or mediation expenses, administrative hearings, and/or court costs as warranted.
 - e. Other costs such as:
 - i. Staff costs, including staff salaries and overhead, incurred when coordinating or working with other City departments or Neighborhood Councils for the purpose of correcting violations of and improving problem properties or areas.
 - ii. Staff costs, including staff salaries and overhead, incurred to organize and participate in neighborhood clean-up activities.
 - iii. Staff costs, including staff salaries and overhead, incurred in providing code enforcement education information and presentations to community and other groups.
 - iv. Staff costs, including staff salaries and overhead, incurred for continued CETA Program improvement efforts that will result in more effective code enforcement and efficient use of Program funds.

City of Oxnard
Code Enforcement Target Area Program

C. Ineligible Use of Funds

To ensure that Target Areas are made safe and sanitary for the general public, not to generate revenue via code violation fines, the Housing and Community Development Act of 1974 (HCDA) and the CDBG Entitlement program regulations 24 CFR 570.202(c) funds may not be used for the following:

1. The costs associated with inspections for the purpose of processing applications for rehabilitation assistance and overseeing such rehabilitation.
2. The costs associated with correcting code violations identified during inspections.
3. Any use not expressly listed above as an eligible use of CETA Program funds.

D. Definition of Target Areas

The Development Services and Housing Departments have identified certain areas of the City: (i) that are either “deteriorating” or “deteriorated;” (ii) where at least 51 percent of residents/households are low- and moderate- income residents/households; (iii) that will benefit from public or private improvements, rehabilitation, or services that together with code enforcement may be expected to arrest the decline of the area. For purposes of the CETA Program, a Target Area is an area within the City of Oxnard that meets all of the following three (3) criteria:

- 1. Area meets the National Objective of serving low- and moderate- income residents/households.**

HUD requires that CDBG funds be used to achieve a National Objective. The CETA Program is designed to achieve the HUD objective of serving low- and moderate- income persons. To meet this objective, at least 51 percent of the residents/households within the area must qualify as low- and moderate- income residents/households. The following definitions shall apply:

- Low-Income Resident/household: A resident/household having an income equal to or less than the Section 8 Very Low Income limit (50% of the area median income) as established by HUD.
- Moderate-Income Resident/Household: A resident/household having an income equal to or less than the Section 8 Low Income limit (80% of area median income) established by HUD, but greater than the Section 8 Very Low Income limit (50% of area median income) established by HUD.

City staff has identified the following qualifying Census Tracts or Block Groups in the City of Oxnard where at least 51 percent of the residents/households within the area qualify as low- and moderate- income residents/households (Exhibit 1):

- Tract Number 004506, Block Group 1, Block Group 2 and Block Group 3.
- Tract Number 004503, Block Group 1 and Block Group 2.

City of Oxnard
Code Enforcement Target Area Program

- Tract Number 004710, Block Group 2.
- Tract Number 004504, Block Group 1.

2. Area is Deteriorating or Deteriorated.

To qualify, a Target Area must also be determined to be deteriorating or deteriorated as defined by the City. The City of Oxnard definition of a “deteriorating” or “deteriorated” area is an area having one or more of the following conditions:

- a. A significant number of documented graffiti tags within the prior year.
- b. A significant number of existing code violations and/or complaints.
- c. The presence of vacant or abandoned buildings as determined by periodic field observations.
- d. The presence of unsafe structures or buildings in severe disrepair affecting the overall appearance of the neighborhood as determined by periodic field observations.
- e. Unkempt outdoor landscaping, trash enclosures or cans, discarded furniture or indoor furniture or appliances being used in the outdoor areas as determined by periodic field observations or complaints.
- f. Deleterious land uses as determined by higher crime area statistics.

The Census Tracts or Block Groups identified in Section (D)(1) contain either one or more of the conditions enumerated above.

3. Area will benefit from other public or private improvements.

Under 24 CFR 570.202(c) of the CDBG regulations, the City is required to have other public or private improvements, rehabilitation, or other programs/services that together with code enforcement may be expected to arrest the decline of the Target Area. For the Census Tracts identified this includes:

- a. City Affordable Housing and Rehabilitation Programs;
- b. City Graffiti Removal Program;
- c. City Façade Improvement Program;
- d. Assistance from Neighborhood Services Team;
- e. Community Education on Code Enforcement;

City of Oxnard
Code Enforcement Target Area Program

- f. Neighborhood Clean Ups;
- g. Park Improvements;
- h. Street/Alley Improvements;
- i. Other City Investments in the Target Area with the Goal of Revitalization.

III. CETA Program Administration

A. Inter-Departmental Agreements

1. An Inter-Departmental Agreement between Housing and Development Services is required to ensure that CDBG funds spent for code enforcement activities meet HUD requirements and are not used to carry out the regular responsibilities of local government.
2. Any Inter-Departmental Agreement relating to the CETA Program shall be in effect for one year and be automatically renewed under the following conditions:
 - a. The CETA Program continues to be a CDBG-funded program under consecutive HUD Consolidated Plans and Annual Action Plans.
 - b. Termination of the Inter-Departmental Agreement has not been requested by the Director of Development Services or the City Manager.
3. This Manual, as periodically amended, shall be incorporated by reference into Inter-Departmental Agreements relating to the CETA Program.

B. Fiscal Management

1. The Housing Director or designee is responsible for the oversight of the use of CDBG funds for code enforcement activities.
2. All costs must be in compliance with 2 CFR 200.400 et seq. and with the principles set forth below:
 - a. Be necessary and reasonable for the performance of the CETA Program consistent with the Inter-Departmental Agreement and this Manual.
 - b. Conform to any limitations or exclusions set forth in this Manual or in the Federal award as to types or amount of cost items.
 - c. Be consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the City.

City of Oxnard
Code Enforcement Target Area Program

- d. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
 - e. Be determined in accordance with generally accepted accounting principles (GAAP), except as otherwise provided for in HUD or CDBG regulations.
 - f. Not be included as a cost or used to meet cost sharing or matching requirements of any other federally-financed program in either the current or a prior period.
 - g. Be adequately documented.
- 3. Given the variable nature of actual cases and related work requirements from year to year, the CETA Program allocation will be established each year in the Annual Action Plan.
 - a. If this Manual is amended to allow for expenses other than staffing or legal costs, a Cost Allocation Plan and budget consistent with the requirements of 2 CFR 200.416, including a description of the procedures that would be used in identifying, measuring and allocating all administrative costs to the Program will be required.
- 4. Eligible code enforcement staff costs may be charged to the CETA Program up to but not exceeding the amount allocated to the code enforcement activity for that Plan Year (PY) in the Annual Action Plan.
 - a. Staff costs shall be based on hourly data reported in the City's staff timekeeping system.
 - b. Detailed CETA Program activities by code enforcement staff shall be documented on a case-by-case basis in the City's reporting program (currently HTE AS400 System).
- 5. Legal and other fees shall be paid separately under the category of Other Services.
 - a. Requests for reimbursement for eligible expenses and documentation demonstrating that these costs are eligible CDBG code enforcement expenses shall be submitted in writing by the Development Services Director or designee to Housing/Grants Management staff for verification and processing.
- 6. In any one fiscal year the combination of code enforcement staff costs and legal services and fees charged to the CETA Program shall not exceed the amount of CDBG funds allocated to the code enforcement activity for that Plan Year (PY) in the Annual Action Plan.
 - a. Eligible charges exceeding the CDBG allocation within a PY will be paid from other City funds such as the General Funds.

City of Oxnard
Code Enforcement Target Area Program

- b. Unused CDBG code enforcement allocations at the end of a PY shall not be carried forward and shall be made available for reprogramming.

C. Program Management

1. The Code Compliance Manager is responsible for the oversight of the Code Compliance Division of Development Services, including the CETA Program.
2. Development Services is required to have policies and procedures for maintaining information provided by property owners in the Target Areas who received violation citations.
3. Development Services is required to maintain the following CETA Program records for a minimum of four years:
 - a. Financial records of CDBG expenditures by staff person and activity.
 - b. Documentation of code enforcement activities assisted with CDBG funds, including addresses and census tract or block group information of assisted properties, when the activity has a geographical location.
 - c. Documentation of other activities when not linked to a specific code enforcement case, such as community meetings or cleanups, providing location and dates of activity.
 - d. Any other records necessary to determine that expenditures were made in accordance with this Manual and the Inter-Departmental Agreement.
4. All records, accounts, documentation and other materials maintained by Development Services regarding the use by Code Compliance of CDBG funds shall be accessible at any time to Housing staff and HUD upon reasonable prior notice, for the purpose of examination or audit. Access to said records shall be consistent with applicable State and local laws regarding privacy and obligations of confidentiality.
5. Development Services shall allow Housing staff the right to observe CDBG-funded code enforcement work.

D. Reporting

1. Quarterly Reports: The Development Services Department shall submit quarterly reports for each year CDBG funds are used for the CETA Program. The quarterly report form as attached as **Exhibit 2** includes the following information for the three-month period covered by the report:

City of Oxnard
Code Enforcement Target Area Program

- a. Summary of expenditures of CDBG funds for the CETA Program.
 - b. Summary of the: (1) number of code enforcement cases opened or closed and (2) cleanup or education events that occurred.
 - c. Map showing all active code enforcement cases by location in Target Areas with cases highlighted that were either closed or opened.
 - d. Evaluation of the Program Target Area(s) boundaries with recommendations for boundary changes, if any.
2. Year-End Report: Code Compliance shall submit a year-end report in July of each year CDBG Code Compliance Program funding is received. The year-end report shall include the following:
 - a. Narrative description of major successes, ongoing code enforcement activities including community education efforts, significant changes in areas as a result of code enforcement activities, and identification of trends observed over the prior year.
 - b. Performance data documenting changes in the number of code enforcement complaints in the Target Areas, new occupancy of vacant buildings or sites, and/or changes in total area square footage or acreage of the designated Target Area.
 - c. System reports that include the property address/case number and the name of staff who worked on the case. For cleanup and community education activities, name of event shall be substituted for property address.

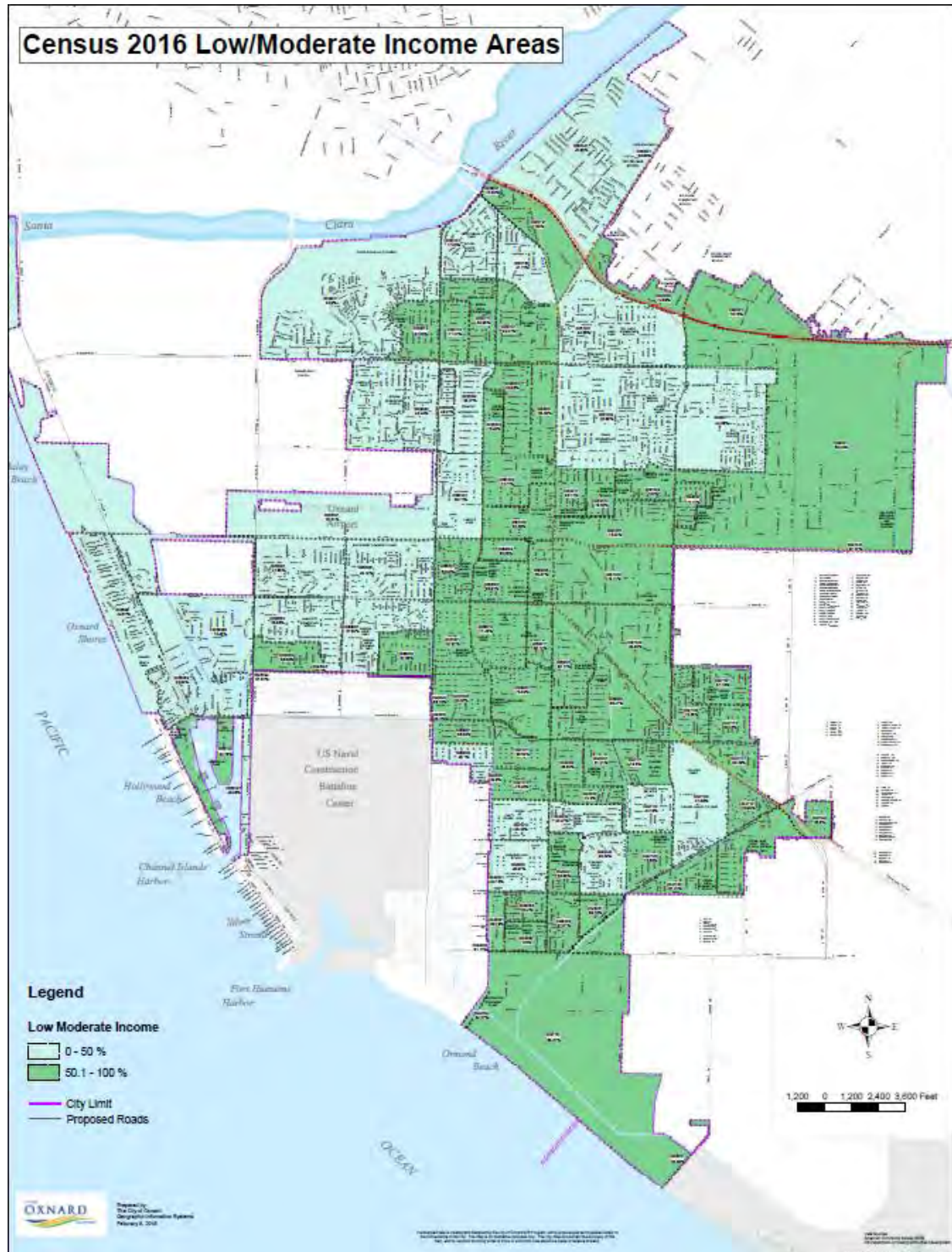
City of Oxnard
Code Enforcement Target Area Program

E. Monitoring

1. The City has the obligation to ensure that CDBG funds are used according to Federal rules, regulations and standards.
2. Monitoring of the performance of CDBG funding for the CETA Program is the responsibility of the Housing in accordance with guidelines as described in 24 CFR Part 91 and Part 570 and shall include the following:
 - a. Review of Quarterly and Year-End Reports to ensure compliance with HUD requirements and to determine if the CETA Program is meeting Program goals defined in the Consolidated Plan.
 - b. Conduct periodic monitoring interviews with code enforcement staff working in the Target Areas to assess whether the CETA Program is meeting the CDBG Low/Moderate Area national objective and activity eligibility requirements as set forth in this Manual and 24CFR 570.202(c).
3. Periodic monitoring of Target Area boundaries to ensure compliance with CETA Program code enforcement eligibility requirements, including meeting the definition of deteriorated or deteriorating as defined in this Manual.

City of Oxnard
Code Enforcement Target Area Program

EXHIBIT 1



City of Oxnard
Code Enforcement Target Area Program

EXHIBIT 2

Progress Report

From: Development Services, Code Compliance

Budget: \$200,000

National Objective: Low/Moderate Area Benefit

Contract Period: M/D/YEAR - M/D/YEAR

Pursuant to 24 CFR570.208(a)(1)

Program Goal:

Fiscal Year 20XX-20XX				
Scope of Services Timeline				
	Description of	Projected	Actual # of	Actual
Quarter	Projected	Inspections	Inspections	Performance
	Services			Outcome

Please attach Geographic Information Systems (GIS) data.

[INSERT CITY LOGO]

Dear [FILL IN] :

The City of Oxnard, through the Grantee Department, has received Community Development Block Grant funds ("CDBG") from the United States Department of Housing and Urban Development ("HUD"). The [INSERT] neighborhood has been designated as an eligible area. The Code Compliance Unit will therefore be addressing substandard housing, building, and other municipal codes related to the safety and health of the community.

As part of the CDBG funding, your property will be inspected within the next six months to ensure that the residents are living in decent, habitable, and safe locations. Your cooperation is appreciated in ensuring that your property is maintained in a clean, safe manner meeting all code requirements. As the owner of the property it is incumbent upon you to provide a decent and suitable living environment for the residents.

Code Compliance Inspectors Christina Prado and Denise Hamilton look forward to working with you and your tenants as a property owner and member of our community. If you have any questions in this matter, please feel free to contact me at (805) 385-[INSERT].

Sincerely,

[INSERT NAME]

[INSERT EMAIL ADDRESS]

Self-checklist for your convenience & reference

Property Address: Property Owner:	Date	Units
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As part of the Community Development Block Grant ("CDBG"), it is recommended that you, as an owner of a rental property, inspect each rental housing unit for compliance with the following checklist. Properties will be inspected for compliance.

1. Identification- Owner/management name and phone number posted, address numbers on front and rear of the property and on unit doors.	2. Premises- No abandoned or inoperable vehicles, overgrown vegetation, infestation of insects or vermin, discarded household items, trash, debris, or any graffiti.	3. Exterior walls- In good condition, no peeling paint, holes, missing sections or deterioration.
4. Vent screens- No missing or damaged crawl space, attic or foundation vent screens.	5. Stairway/landing/treads/risers/guardrails/handrails- In good condition, well secured, not loose or deteriorated.	6. Roof and ceilings- In good condition without any leaks, drainage is adequate to prevent dampness or deterioration of the walls.
7. Exterior lighting- All lights function and have proper covers, no exposed wiring.	8. Electrical panel- Multi-unit panels are identified, all breakers/fuses are labeled and there is no exposed wiring.	9. Common Areas- In a safe and sanitary condition. Fire extinguisher installed at every 75 feet and on each floor.
10. Entry doors- Solid core doors installed and maintained, door frames and weather-stripping installed and maintained.	11. Windows- Windows can be opened and closed easily, and have no missing or broken glazing. Bedroom egress windows are not blocked by furniture, and any security bars can be released from the interior.	12. Heaters- Are permanently installed and properly functioning.
13. Kitchen counters and sink surfaces- Surfaces are in good condition, no significant cracked, chipped or missing pieces.	14. Floor coverings- Coverings do not create tripping hazards or unsanitary conditions.	15. Plumbing fixtures/piping- Properly installed and in good condition without any leaks or clogs, no missing handles or spouts.
16. Water Heaters- Water heaters are installed in an approved location, and have seismic strapping, operable temperature relief valve & drain line, venting, and a minimum 120 degrees water temperature.	17. Bathroom ventilation- Bathrooms have operable window or exhaust fan.	18. Smoke detectors- Smoke detectors are working, and are located in hallways leading to rooms used for sleeping purposes and in each sleeping room.
19. Electrical- General outlets, lights, switches and cover plates are installed properly and in good condition, no exposed wiring.	20. Carbon Monoxide detectors- located outside each sleeping area & on each level of a dwelling.	21. Parking- Garages and or carports are being maintained for the parking of vehicles.

Code Compliance Inspector:

Phone:

Email:



**CITY COUNCIL
AGENDA REPORT**

TYPE OF ITEM: Report
AGENDA ITEM NO.: 2

DATE: May 3, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Mike More, Financial Svcs Mgr

SUBJECT: Correct Clerical Error Calculation of Interest Income Budgeted in FY 2015-16 for All Maintenance Assessment Districts

CONTACT: Mike More, Finance
Mike.More@oxnard.org, 385-7480

RECOMMENDATION:

That City Council approve a budget adjustment to reduce the interest income budgeted in Fiscal Year 2015-16 for all the Maintenance Assessment Districts.

BACKGROUND

On June 23, 2015, City Council adopted resolutions to levy the FY 2015-16 assessments for Maintenance Assessment Districts No. 1 through 60. This agenda item corrects a clerical error in Maintenance Assessment Districts 1-60, which had incorrect amounts budgeted for interest income in FY 2015-16.

The attached budget adjustment reflects the reduction to the budget in all the Maintenance Assessment Districts to the appropriate amount calculated based on the City's investment portfolio weighted average yield of 0.873% as of June 30, 2015 and unaudited fund balances for all the Maintenance Assessment Districts as of June 30, 2015.

Correct Interest Income Amounts Budgeted in FY 2015-16 for All Maintenance Assessment Districts
May 3, 2016
Page 2

FINANCIAL IMPACT

There is no financial impact to the Maintenance Assessment District funds. Reduction of the interest income does not affect the actual amount of the FY 2015-16 levy because, in prior years, interest earnings were not taken into account in setting up the assessment levy. However, assessments in FY 2016-17 will include credit for interest allocated to each assessment district. This is a reduction of \$489,828 in the FY 2015-16 Budget for interest income in all Maintenance Assessment Districts. The original budgeted amount approved on June 23, 2015 for interest income in FY 2015-16 for all Maintenance Assessment Districts is \$554,740. The appropriate budget amount for FY 2015-16 interest income is \$64,912.00.

ATTACHMENTS:

#a: A. BUDGET ADJUSTMENT

REQUEST FOR BUDGET APPROPRIATION

Department: Finance
 Project/Program
 Manager: Mike More

Date: April 28, 2016
 Phone: (805) 385-7480

Reason for Appropriation:

To reduce the FY 2015-16 Interest Income budget for all Maintenance Assessment Districts

<u>Accounts and Descriptions</u>		<u>AMOUNT</u>
Fund: 124 (LMD #3 River Ridge)		
Revenues		
124-5702-571-7481	INTEREST INCOME-INVESTMT	-262
	Sub-total Revenues	-262
Net Change to Fund Balance		-262

Fund: 137 (LMD #20 Volvo & Harbor)		
Revenues		
137-5702-571-7481	INTEREST INCOME-INVESTMT	-10
	Sub-total Revenues	-10
Net Change to Fund Balance		-10

Fund: 148 (LMD #28 Harborside)		
Revenues		
148-5702-571-7481	INTEREST INCOME-INVESTMT	-415
	Sub-total Revenues	-415
Net Change to Fund Balance		-415

Fund: 151 (LMD #30 Haas Automation)		
Revenues		
151-5702-571-7481	INTEREST INCOME-INVESTMT	-202
	Sub-total Revenues	-202
Net Change to Fund Balance		-202

Fund: 153 (LMD #32 Oak Park)		
Revenues		
153-5702-571-7481	INTEREST INCOME-INVESTMT	-189
	Sub-total Revenues	-189
Net Change to Fund Balance		-189

Fund: 154 (LMD #33 El Paseo)		
Revenues		
154-5702-571-7481	INTEREST INCOME-INVESTMT	-126

Sub-total Revenues	-126
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Net Change to Fund Balance	-126
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Fund: 155 (LMD #35 Airport Marina Center)

Revenues

155-5702-571-7481	INTEREST INCOME-INVESTMT	-196
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Sub-total Revenues	-196
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Net Change to Fund Balance	-196
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Fund: 156 (LMD #34 Sunrise Pointe)

Revenues

156-5702-571-7481	INTEREST INCOME-INVESTMT	-180
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Sub-total Revenues	-180
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Net Change to Fund Balance	-180
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Fund: 157 (LMD #36 Villa Santa Cruz/Villa Carmel)

Revenues

157-5702-571-7481	INTEREST INCOME-INVESTMT	-449
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Sub-total Revenues	-449
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Net Change to Fund Balance	-449
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Fund: 158 (LMD #37 Pacific Breeze)

Revenues

158-5702-571-7481	INTEREST INCOME-INVESTMT	-152
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Sub-total Revenues	-152
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Net Change to Fund Balance	-152
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Fund: 159 (LMD #38 Aldea Del Mar)

Revenue

159-5702-571-7481	INTEREST INCOME-INVESTMT	-308
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Sub-total Revenues	-308
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Net Change to Fund Balance	-308
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Fund: 160 (LMD #39 El Sueno/Promesa)

Revenues

160-5702-571-7481	INTEREST INCOME-INVESTMT	-856
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Sub-total Revenues	-856
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Net Change to Fund Balance	-856
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Fund: 162 (LMD #40 Cantada)**Revenues**

162-5702-571-7481	INTEREST INCOME-INVESTMT	-379
	Sub-total Revenues	-379

Net Change to Fund Balance	-379
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Fund: 164 (LMD #42 Cantabria & Coronado)**Revenues**

164-5702-571-7481	INTEREST INCOME-INVESTMT	-1,016
	Sub-total Revenues	-1,016

Net Change to Fund Balance	-1,016
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Fund: 165 (LMD #43 Greenbelt)**Revenues**

165-5702-571-7481	INTEREST INCOME-INVESTMT	-391
	Sub-total Revenues	-391

Net Change to Fund Balance	-391
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Fund: 170 (LMD Combining Funds)**Revenues**

170-8001-571-7481	INTEREST INCOME-INVESTMT (LMD # 44 American Pacific Homes)	-28,234
170-8002-571-7481	INTEREST INCOME-INVESTMT (LMD # 45 Channel Pointe)	-28,862
170-8003-571-7481	INTEREST INCOME-INVESTMT (LMD # 46 Daily Ranch)	-37,733
170-8004-571-7481	INTEREST INCOME-INVESTMT (LMD # 47 Sycamore Place)	-26,009
170-8005-571-7481	INTEREST INCOME-INVESTMT (LMD # 48 Victoria Estates)	-25,044
170-8006-571-7481	INTEREST INCOME-INVESTMT (LMD # 49 Cameron Ranch)	-28,671
170-8007-571-7481	INTEREST INCOME-INVESTMT (LMD # 50 Pleasant Valley Senior Housing)	-29,016
170-8008-571-7481	INTEREST INCOME-INVESTMT (LMD # 51 Pfeiler)	-24,761
170-8009-571-7481	INTEREST INCOME-INVESTMT (LMD # 52 Wingfield Homes)	-26,466
170-8010-571-7481	INTEREST INCOME-INVESTMT (LMD # 53 Huff Court)	-29,261
170-8012-571-7481	INTEREST INCOME-INVESTMT	-28,846

REQUIRES CITY COUNCIL AUTHORIZATION

BA Doc# (Finance Use)

	(LMD # 54 Meadow Crest Villas)	
170-8013-571-7481	INTEREST INCOME-INVESTM'T (LMD # 55 Wingfield West)	-28,725
170-8014-571-7481	INTEREST INCOME-INVESTM'T (LMD # 56 The Cottages)	-29,167
170-8015-571-7481	INTEREST INCOME-INVESTM'T (LMD # 57 Golden State Self Storage)	-28,883
170-8016-571-7481	INTEREST INCOME-INVESTM'T (LMD # 58 Westwind)	-27,836
170-8017-571-7481	INTEREST INCOME-INVESTM'T (LMD # 59 Orbelá)	-28,585
170-8018-571-7481	INTEREST INCOME-INVESTM'T (LMD # 60 Artisan)	-28,603
	Sub-total Revenues	<u>-484,698</u>

Net Change to Fund Balance	<u>-484,698</u>
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Net Appropriation Change	<u>-489,828</u>
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Approvals

Department Director

Chief Financial Officer

City Manager
