

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 City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE
Council Chambers, 305 West Third Street
September 22, 2020
Regular Meeting - 4:30 to 5:45 PM

This meeting is held pursuant to the State Emergency Services Act, the Governor's Emergency Declaration, and Governor's Executive Order N-29-20 to allow members of the City Council or staff to participate via teleconference.

Pursuant to the Ventura County Public Health Official's order and Governor's Executive Order N-33-20, all city buildings are temporarily closed to the public. The public is encouraged to view the meeting from home on the City's website at Oxnard.org/city-meetings, Spectrum channel 10, Frontier channel 35, or YouTube at Youtube.com/oxnardnews. Video recordings are typically available online immediately following the meeting.

The public may provide comments to the City Council via email at cityclerk@oxnard.org no later than 2:00 p.m. on the day of the meeting. Please identify the committee name, meeting date, and agenda item in the email Subject line.

A telephone option for public comments is also available at this time due to the State of California "Stay At Home" order. Requests to speak must be submitted no later than 2:00 p.m. on the day of the meeting. Use the form on the city's website to submit your request: Oxnard.org/city-meetings, or call the City Clerk's Office at (805) 385-7803, or email your request to cityclerk@oxnard.org.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

At this time, the legislative body will consider public comments for a maximum of fifteen 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. Speaker requests shall be submitted as set forth on the first page of this agenda. Based on the number of speaker requests submitted, the presiding officer may impose time limits per speaker. Typically, speakers are limited to two minutes, but shorter time may be established as deemed necessary. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager for administrative action or scheduled on a subsequent agenda for discussion.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Housing and Economic Development Committee approve the minutes of the September 8, 2020 regular meeting as presented.

Contact: Michelle Ascencion, (805) 385-7805

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.

Agenda Item time estimates: (Staff Presentation / Committee Discussion / Public Comment)

D. REPORTS

1. Housing Department

SUBJECT: Update on the Proposed Homeless Solutions Center (241 S. B Street) and Next Steps.
(10/15/15)

RECOMMENDATION: That the Housing and Economic Development Committee:

1. Receive an update on the proposed Homeless Solutions Center; and
2. Provide feedback to staff regarding two permit processing options.

Contact: Emilio Ramirez, (805) 385-8094

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT

MINUTES
OXNARD CITY COUNCIL
HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE
Regular Meeting
September 8, 2020

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 4:37 p.m., Chair Madrigal called to order the regular meeting of the Oxnard City Council Housing and Economic Development Committee in the City Hall Council Chambers at 305 W. Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Members Gabriela Basua (arrived at 4:48 p.m.), Tim Flynn, and Chair Oscar Madrigal were present via videoconference.

Staff members present were Ashley Golden, Assistant City Manager; Kenneth Rozell, Chief Assistant City Attorney; Emilio Ramirez, Housing Director; Kathleen Mallory, Planning and Sustainability Manager; and Michelle Ascencion, City Clerk.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from Pat Brown (sufficient parking at new residential developments).

C. CONSENT AGENDA

City Clerk Department

1. SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Housing and Economic Development Committee approve the minutes of the July 28, 2020 regular meeting as presented.

It was moved by Member Flynn, seconded by Chair Madrigal, to approve the minutes as presented.

VOTE: Flynn and Madrigal voted in favor; Basua was absent at this time. The motion carried 2-0.

Chair Madrigal announced that item D-3 would be heard first.

D. REPORTS

Housing Department

3. SUBJECT: First Amendment of the 2020 Annual Action Plan for CARES Act Coronavirus Response Grants and Adoption of an addendum to the Citizen Participation Plan.

RECOMMENDATION: That the Housing Economic Development Committee recommend that the:

1. City Council conduct a public hearing on October 6, 2020 to receive comments from the public relating to the First Amendment of the 2020 Annual Action Plan for CARES Act Coronavirus Response Grants to be submitted to the United States Department of Housing and Urban Development, Office of Community Planning and Development; and
2. City Council authorize the City Manager to submit the 2020 CARES Act Addendum to the City's Citizen Participation Plan.

The Housing Director gave a report. (Member Basua arrived during this time.) Discussion ensued among the Committee and staff.

It was moved by Member Flynn, seconded by Member Madrigal, to approve the recommended action as presented. VOTE: Basua, Flynn, and Madrigal voted in favor; the motion carried 3-0.

Community Development Department

1. SUBJECT: Preparation of the 2021-2029 Housing Element and Policy Direction.
RECOMMENDATION: That the Housing and Economic Development Committee (HEDC):
 1. Receive a report on the preparation of the 2021-2029 Housing Element (6th Cycle Housing Element); and
 2. Provide feedback to staff on several key policy questions.

The Planning and Sustainability Manager gave a report. Public comments were received from Pat Brown. Written comments were received from Sal Gonzalez and Barbara Macri-Ortiz. Discussion ensued among the Committee and staff. No formal action was required.

2. SUBJECT: Cannabis Equity Program and Cannabis Cultivation.
RECOMMENDATION: That the Housing and Economic Development Committee:
 1. Provide input and comments on the Oxnard Cannabis Equity Program, with consideration on how to allocate the 1% local equity donation, including programs and recommended percentages; and
 2. Provide input on advancing a cannabis cultivation ordinance.

The Planning and Sustainability Manager gave a report. Public comments were received from Lesa Slaughter, Rita Tsalyuk, Pat Brown, Violeta Aguilar-Wynick, Jim Gilmer, Rodney Medina, Zach McKinnon, Marisa Lopez, Seana-Marie Sesma, Vanessa, Jesus Torres, and Pastor Kalven Harrison. Written comments were received from Paul Castello, David Cruz, Donald Montgomery, Alejandra Garcia, Veronica Gutierrez, Stephen Kerr, Brian Krawcykowski, LaRita Montgomery, Sean Maddocks, Alex Mireles, Sophia Montes, Constantino Papanicolaou, Kevin Sanders, Brian Scollick, Seana-Maria Sesma, Craig Swan, Jesus Torres, Juanita Vega, Ceci Castelblanco Ward, and R. Bong Vergara. Discussion ensued among the Committee and staff. No formal action was required.

E. ITEMS FOR FUTURE AGENDAS (No requests were made.)

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Madrigal adjourned the meeting at 7:12 p.m.

MICHELLE ASCENCION, CMC
 City Clerk

OSCAR MADRIGAL
 Chair



**HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE
AGENDA REPORT
REPORTS
AGENDA ITEM NO. D.1**

DATE: September 22, 2020
TO: Housing and Economic Development Committee
FROM: Emilio Ramirez, Housing Director, (805) 385-8094, emilio.ramirez@oxnard.org
SUBJECT: Update on the Proposed Homeless Solutions Center (241 S. B Street) and Next Steps.
(10/15/15)

RECOMMENDATION

That the Housing and Economic Development Committee:
1. Receive an update on the proposed Homeless Solutions Center; and
2. Provide feedback to staff regarding two permit processing options.

BACKGROUND

On June 30, 2020, the City Council approved an Exclusive Negotiating Agreement (ENA) with Community Development Partners (CDP) to consider the development of a mixed-use new construction Homeless Solutions Center with permanent supportive housing on an approximate 22,000 square foot City-owned property at the corner of Second Street and B Street in Oxnard. The proposed mixed-use project is envisioned to be five levels high and include approximately 13,500 square feet of homeless shelter space that would accommodate 110 beds, supportive services, and fifty-six permanent supportive housing units on the upper levels of the building.

DISCUSSION

As described in the June 30th staff report, the Oxnard Housing Department proposed an exclusive negotiating agreement with Community Development Partners to allow for the negotiation of a Disposition and Development Agreement (DDA). The Housing Department engaged counsel from the firm Price, Postel, and Parma to draft the disposition and development agreement (DDA). To inform the DDA, the Housing Department and Community Development Partners submitted a land use application to the Community Development Department for a design development review permit (DDR) for the development of the structure, lot line adjustment (LLA), and a special use permit (SUP) for operation of the homeless shelter. The actual structure (the five level building) and permanent housing units are allowed per the Downtown City Code with a DDR (Director consideration); however, the homeless shelter use requires a SUP which requires Planning Commission consideration.

On September 2, 2020, the project application was reviewed by the Design Advisory Committee (DAC). Per the Planning Division process, the project is ready to move forward with a Community Workshop, which is tentatively scheduled for October 19, 2020. Proceeding with the Community Workshop will further inform the

DDA and development applications (DDR and SUP).

In consideration of the development applications, staff is requesting feedback from the Housing and Economic Development Committee regarding moving forward with one of the following two options:

Option A: Move forward with the DDR, SUP, and LLA entitlement processes, followed by Council consideration of the DDA and a memorandum of understanding (MOU) with the County of Ventura for funding; or

Option B: After Community Workshop, proceed with the DDA and MOU to Council, then re-engage on the DDR, SUP, and LLA entitlement processes.

Option A: Entitlement Process Followed by DDA and Funding Consideration

Proceeding with the DDR and SUP applications allows for:

1. An October 19th Community Workshop meeting;
2. A Director's Hearing for the DDR permit for the building structure in November;
3. A Planning Commission Hearing for the SUP for the operation of the homeless shelter in December;
 - a. If approved, the CDP will apply for No Place Like Home Funding in January 2021.
4. City Council consideration of the DDA and a memorandum of understanding with the County of Ventura for their financial contribution to the homeless solutions center in February 2021.
 - a. Council's approval of the DDA is the final discretionary action for the project, which allows the project to move forward to construction.
 - b. Developer will apply for Low Income Housing Tax Credits in June 2021.

The DDR can be appealed to the Planning Commission. The SUP can be appealed to the City Council. Alternatively the City Manager or a council member may request a review of the decision of the planning commission (Oxnard City Code Sec. 16-545(B)). If HEDC recommends Council consideration of the SUP per City Code Section 16-545(B), staff recommends the consideration of the SUP be presented to the City Council at the same time that the DDA and MOU.

Under Option A, Planning Commission approval of the SUP and Council June 30, 2020 executed ENA would allow CDP to apply for funding from No Place Like Home in January 2021 which then allows for a subsequent application for Low Income Housing Tax Credits in June. If these funding sources are granted the construction would start as early as mid 2022. With a fourteen-month construction period occupancy could occur in the Winter of 2023. If funding applications are not awarded in the first attempt, then delays of six months to one-year intervals will occur.

Option B: DDA followed by the Entitlement Process

If Council would like to consider the DDA prior to the consideration of the entitlements, staff suggests:

1. An October 19th Community Workshop meeting;
2. City Council consideration of the DDA in November or December (the DDA would not allow the project to proceed unless the DDR and SUP are granted)
3. A Director's Hearing for the DDR permit for the building structure in January 2021;
4. A Planning Commission Hearing for the SUP for the operation of the homeless shelter in February

2021;

5. City Council consideration of MOU with the County for their financial contribution to the homeless solutions center in February 2021.
6. Developer application to No Place Like Home Funding in January 2022 and Low Income Housing Tax Credits in June 2022.

Council Consideration of the DDA prior to the DDR and SUP ultimately results in project delay because the funding opportunities are every January and June. Missing the January 2021 funding greatly delays the project. If timing is disrupted or funding applications are not awarded in the first attempt, then delays of six months to one-year intervals will occur. Overall, this initial delay of project entitlement consideration could result in an ultimate delay of approximately 6 months. In order to increase funding opportunities, avoid delays in development, and most importantly expedite addressing the homeless crisis staff recommends moving forward with Option A.

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 2. Address homelessness through the development and implementation of a multi-tiered strategy.

Goal 3. Strengthen neighborhood development, and connect City, community and culture.

Objective 3a. Create a renewed focus on establishing a positive outlook and orientation of our City, neighborhoods and overall community.

FINANCIAL IMPACT

There is a not a financial impact to making a recommendation regarding moving forward with either Option A or B. However, as described in the June 30th staff report, this action may lead to a future action for City Council consideration of a Disposition and Development Agreement, which may include a donation of real property of a yet to be determined value and contribution of affordable housing proceeds or Measure O funds of yet to be determined amounts.

Prepared by: Emilio Ramirez, Housing Director

ATTACHMENTS

1. 9.22.20 - Homeless Solutions Center Presentation

Update on the Proposed Mixed-Use Homeless Solutions Center and Committee Feedback on Permit Processing Options

Emilio Ramirez, Housing Director
September 22, 2020
Housing & Economic Development Committee



HOMELESSNESS IN OXNARD - POINT IN TIME COUNT

	2019	2020
Sheltered	89	184
Transitional Housing	4	4
Unsheltered	455	367



Background

- On June 30, 2020, the City Council Approved an Exclusive Negotiating Agreement (ENA) by and between Community Development Partners (CDP) and the City of Oxnard in consideration of developing a mixed-use Homeless Solutions Center Development on a City-owned property located at the Northwest corner of Second and B Street in Oxnard.
- The proposed mixed-use project is envisioned to:
 - be five levels high;
 - include space for approximately 110 beds;
 - include space for supportive services; and
 - include fifty-six permanent supportive housing units.

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Current Status

1. The Housing Department engaged counsel from the firm Price, Postel, and Parma to draft the disposition and development agreement (DDA).
2. Development applications have been submitted to Community Development for a Design Development Review Permit (DDR), Lot Line Adjustment (LLA), and a Special Use Permit (SUP) to operate the homeless shelter.
3. On September 2, 2020, Design Advisory Committee (DAC) reviewed the project application. The project is ready to move forward with a Community Workshop.

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Proposed Site – 241 W Second Street



Site Plan – Ground Floor



PROJECT SUMMARY

- SITE AREA: +/- 48 ACRES
- TOTAL UNITS: 56 DU
- NET DENSITY: 117 DU/AC
- BUILDING: 5 STORIES
- BUILDING HEIGHT: +/- 60 FT
- BUILDING TYPE: PODIUM
TYPE V OVER TYPE I
- LEASING & SERVICES: +/- 2,094 SF
- SHELTER: +/- 13,146 SF
- NET RENTABLE: +/- 32,352 SF
- AVE. UNIT S.F.: +/- 574 SF

UNIT SUMMARY

1BR	(+/- 541 S.F.)	44 UNITS (79%)
2BR	(+/- 599 S.F.)	12 UNITS (21%)
TOTAL		56 UNITS (100%)

PARKING SUMMARY

SHELTER PARKING REQUIRED:	1 SPACE
LEASING/SUPPORTIVE SERVICE OFFICE SPACE:	0 SPACES
RESIDENTIAL PARKING REQUIRED - TOTAL:	0 SPACES
PARKING PROVIDED:	10 SPACES
ON-SITE:	10 SPACES
PROPOSED OFF-SITE:	25 SPACES

Site Plan – Floors 2 - 5



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Elevation



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Next Steps – Options A and B

In consideration of the land use application that has been submitted to the Community Development Department, staff requests feedback from regarding moving forward with one of the following two options:

Option A: Move forward with the entitlement process (DDR and SUP), followed by Council consideration of the DDA and memorandum of understanding (MOU) with the County for funding; or

Option B: Proceed to Council with DDA, and if approved, then re-engage on the entitlement process (DDR, SUP, LLA), and return to City Council with the MOU with the County for funding.

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Options A

- October 19th - Community Workshop
- November - Director's Hearing for consideration of the Design Development Review (DDR) Permit*
- December - Planning Commission consideration of the Special Use Permit (SUP)**
- January 2021 – CDP applies for No Place Like Home funding
- February 2021 - Council consideration of DDA and County MOU
- June 2021 – CDP applies for Tax Credits
 - If tax credits awarded apply for building permits in July 2021
- Construction mid 2022
- Occupancy Winter 2023

*The DDR can be appealed to the Planning Commission

**The SUP can either be appealed to the City Council or the City Manager or Council can request the Council review of the Planning Commission's decision.

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Options B

- October 19th - Community Workshop
- Nov./December 2020 – Council consideration of DDA
- January 2021- Director’s Hearing for consideration of the Design Development Review (DDR) Permit*
- Feb 2021 - Planning Commission consideration of the Special Use Permit (SUP)**
- March 2021 - Council Consideration of County MOU
- January 2022 - Developer applies for No Place Like Home funding
- June 2022 - Developer applies for Tax Credits
 - If Tax Credits awarded apply for building permits in July 2022
- Construction mid 2023
- Occupancy Fall 2024

**The DDR can be appealed to the Planning Commission*

***The SUP can either be appealed to the City Council or the City Manager or Council can request the Council review of the Planning Commission’s decision.*

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Recommendation

That the Housing and Economic Development Committee:

1. Receive an update on the proposed Homeless Solutions Center; and
2. Provide feedback to staff regarding the permit processing options.

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