

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
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & DEVELOPMENT COMMITTEE
Council Chambers, 305 West Third Street
May 25, 2021
Regular Meeting - 6:45 PM to 8:15 PM
(TEMPORARY MEETING TIME CHANGE)

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.

As a precautionary measure to help slow the spread of COVID-19, the City Council facilities 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](https://www.youtube.com/oxnardnews). Video recordings are typically available online immediately following the meeting. *Please see the link for the Measure M pre-recorded presentation video for each agenda item below.

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. 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.

*The City has filed pre-election and post-election lawsuits regarding the validity of Measure M. The judge has not yet ruled on the legal sufficiency of Measure M.

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 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. Speaker requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. If the allotted 30 minute time period expires before all speakers have had the opportunity to speak, the remaining speakers will be given an opportunity to speak prior to adjournment of the meeting. 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/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.

C. CONSENT AGENDA

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: (Presentation / Committee Discussion / Public Comment)

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the January 26, 2021 regular meeting as presented.

Contact: Rose Chaparro, (805) 385-7805

D. REPORTS

1. Housing Department

SUBJECT: Housing Authority: Low Rent Public Housing and Housing Choice Voucher Program Budgets for Fiscal Year 21-22.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that the Board of Commissioners of the Housing Authority of the City of Oxnard ("Authority"):

1. Adopt a resolution approving the recommended \$7,175,311 operating budget for the Low Rent Public Housing Program for Fiscal Year 21-22, as presented for each project area, and approve and authorize the use of \$703,336 of unrestricted cash to fund the projected deficit; and

2. Adopt a resolution approving the recommended \$25,128,842 operating budget for the Housing Choice Voucher Program for Fiscal Year 21-22 and approve and authorize the use of \$551,267 of unrestricted cash to fund the projected deficit.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/it6Pmi0zGrg>

Contact: Emilio Ramirez, (805) 385-8094

2. Housing Department

SUBJECT: 2021 Annual Action Plan Community Development Block Grant, HOME Investment Partnerships, and Hearth Emergency Solutions Grant Funding Recommendations.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that the City Council:

1. Conduct a public hearing regarding the Plan Year 2021 Annual Action Plan draft document with funding recommendations for the second year of the 2020-2024 Ventura County Regional Consolidated Plan;
2. Approve the 2021 Annual Action Plan with final recommended use of funds for selected activities that conform with City of Oxnard consolidated plan goals as defined in the Ventura County Regional Consolidated Plan for the three entitlement grants (Community Development Block Grant, Home Investments Partnership grant and the Emergency Solutions Grant) to be submitted to the United States Department of Housing and Urban Development, as prescribed;
3. Authorize the City Manager to incorporate any recommended changes to the Annual Action Plan as directed by the City Council, including amending any budget appropriations approved by the City Council;
4. Authorize the City Manager to execute the required applications, certifications, and other pertinent documents for the submission of the Annual Action Plan to the United States Department of Housing and Urban Development, Office of Community Planning and Development; and
5. Authorize the City Manager to execute HUD agreements and sign all agreements for the implementation of the Annual Action Plan including sub-recipients, interdepartmental, and intradepartmental agreements.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/AKF6sTms6tI>

Contact: Emilio Ramirez, (805) 385-8094

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & DEVELOPMENT COMMITTEE
Regular Meeting
JANUARY 26, 2021

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 6:45 p.m., Chair MacDonald called to order the regular meeting of the Oxnard City Council Community Services, Public Safety, Housing & 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. Chair MacDonald was present via videoconference and Member Zaragoza was present in person. Member Madrigal was absent.

Staff members Ashley Golden, Assistant City Manager; Ken Rozell, Chief Assistant City Attorney; and Rose Chaparro, City Clerk were present in person. Alex Nguyen, City Manager; and Jeff Pengilley, Interim Community Development Director participated virtually.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

No public comments received.

C. CONSENT AGENDA

None.

D. REPORTS

Community Development Department

1. SUBJECT: Fourth Amendment to Agreement #7690-16-DS with Rincon Consultants for On-Call Planning and Permit Processing Services.

RECOMMENDATION: That the Committee approves the fourth amendment to Agreement #7690-16-DS with Rincon Consultants (Rincon) for on-call planning and permit processing services in the amount of \$300,000, bringing the total agreement cost to \$1,650,000.

Jeff Pengilley, Interim Public Works Director, was available to answer the Committee's questions. There were no public comments. Discussion ensued among the Committee and staff.

It was moved by Member Zaragoza, seconded by Member MacDonald, to approve the recommended action as presented. VOTE: MacDonald and Zaragoza voted in favor; the motion carried 2-0.

City Manager Department

2. SUBJECT: Committee Scoping of Council's 2021–2025 Five-Year Priorities.

RECOMMENDATION: That the Committee scope, through the lens of the Committee's subject areas, the parameters for the upcoming Council priorities discussion.

Alex Nguyen was available to answer the Committee's questions. There were no public comments. Discussion ensued among the Committee and staff.

There was no action taken, for discussion only.

E. ITEMS FOR FUTURE AGENDAS

No requests were made.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair MacDonald adjourned the meeting at 7:20 p.m.

ROSE CHAPARRO
City Clerk

BRYAN MACDONALD
Chair



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.1

DATE: May 25, 2021

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Emilio Ramirez, Housing Director, (805) 385-8094, emilio.ramirez@oxnard.org

SUBJECT: Housing Authority: Low Rent Public Housing and Housing Choice Voucher Program Budgets for Fiscal Year 21-22.

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee recommend that the Board of Commissioners of the Housing Authority of the City of Oxnard ("Authority"):

1. Adopt a resolution approving the recommended \$7,175,311 operating budget for the Low Rent Public Housing Program for Fiscal Year 21-22, as presented for each project area, and approve and authorize the use of \$703,336 of unrestricted cash to fund the projected deficit; and
2. Adopt a resolution approving the recommended \$25,128,842 operating budget for the Housing Choice Voucher Program for Fiscal Year 21-22 and approve and authorize the use of \$551,267 of unrestricted cash to fund the projected deficit.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/it6Pmi0zGrg>

BACKGROUND

The Department of Housing and Urban Development ("HUD") requires that project-based budgets be approved by the Board prior to the start of the fiscal year. The Low Rent Public Housing Program project-based budget pertains exclusively to the 520 public housing units that are owned and operated by the Oxnard Housing Authority. The recommended operating budget for all public housing projects is \$7,175,311. Of this amount, \$1,253,857 consists of indirect administrative costs which HUD categorizes as the "Central Office Cost Center" (COCC). The operating budgets, if adopted as recommended, would result in a deficit of \$401,307 for the Central Office Cost Center, and the combined project sites have a deficit of \$302,029 totaling \$703,336.

The Low Rent Public Housing Program is funded primarily with two sources of income: tenant rental income and operating subsidy HUD. The amount of operating subsidy received is based upon a HUD determined formula, which considers the estimated costs to run each Public Housing development and reduces that by the amount of tenant rental income received by each development. The Central Office Cost Center operates on HUD's determined fee revenue generated from public housing including a management fee, a bookkeeping fee, and an asset management fee.

The Housing Choice Voucher (HCV) budget pertains exclusively to the 1,890 Housing Choice Vouchers administered by the Oxnard Housing Authority. The recommended operating budget of \$25,128,842 comprises two parts including the housing assistance payments (HAP) to property owners to subsidize rent and the administrative fees used to operate the administration of the Housing Choice Voucher program. The housing assistance payment portion of the program is anticipated to be approximately \$22,441,492 for rental subsidies passed directly through the Oxnard Housing Authority from HUD to the private landlords in the community. The administrative operations are estimated to be \$2,687,350 which will result in a deficit of \$551,267.

STRATEGIC PRIORITIES

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to restore and increase quality services and programs that enrich Oxnard's diverse community, promotes safe neighborhoods, encourages community engagement, and supports our residents in their efforts to improve their quality of life.

FINANCIAL IMPACT

As of April 30, 2021, the Authority's Central Office Cost Center Unrestricted Cash and Investments are approximately \$1,240,000 or 99% of annual indirect administrative operating costs. It is anticipated that the Oxnard Housing Authority will require the use of approximately \$401,307 in Central Office Cost Center cash reserves in Fiscal Year 21-22. This will leave a balance of \$838,693 in the Central Office Cost Center Unrestricted Cash and Investments funds. This amount represents 67% of the Public Housing Program's annual operating indirect administrative costs.

It is anticipated that the public housing projects will require the use of \$302,029 of cash reserves. As of April 30, 2021, the projects had in excess of \$9 million in Unrestricted Cash and Investments. These funds are restricted in the sense that they cannot be used to fund deficits of the Central Office Cost Center, nor can they be used to fund the Housing Choice Voucher program's deficit.

As of April 30, 2021, the Housing Choice Voucher Program's Unrestricted Cash and Investments are \$1,530,000 or 57% of annual operating costs. It is anticipated that the Oxnard Housing Authority will require the use of approximately \$551,267 of these funds in Fiscal Year 21-22. This will leave a balance of \$978,733 which represents 36% of the annual operating costs.

Prepared by: Emilio Ramirez, Housing Director

ATTACHMENTS

1. Low Rent Public Housing Resolution
2. Low Rent Public Housing Budget
3. HUD Form 52574
4. Housing Choice Voucher Resolution
5. Housing Choice Voucher Budget
6. OHA FY 2021-22 Budget Presentation

RESOLUTION NO. _____

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF OXNARD APPROVING AND
ADOPTING THE LOW RENT PUBLIC HOUSING PROGRAM OPERATING BUDGET FOR
FISCAL YEAR 2022

WHEREAS, the Housing Authority of the City of Oxnard (Authority) has prepared the Low Rent Public Housing Program Operating Budgets now totaling \$7,175,311 the fiscal year 2022; and

WHEREAS, the budgeted expenditures are necessary for the efficient and economical operation of the Authority for the purpose of serving low-income families; and

WHEREAS, the budget for the fiscal year 2022 indicates a source of funding adequate to cover all proposed expenditures; and

WHEREAS, the budgeted rental charges and expenditures will be consistent with the provisions of law and the Annual Contribution Contract; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires the Authority to certify that no Authority employee is serving in a variety of positions which will exceed a 100% allocation of their time.

NOW THEREFORE, the Board of Commissioners of the Housing Authority of the City of Oxnard hereby resolves:

1. That the Low Rent Public Housing Program Operating Budgets (Operating Budgets) for the fiscal year 2022 totaling \$7,175,311 on file at the Housing Department and incorporated full herein by this reference is approved and adopted.
2. That no Authority employee reflected in the Operating Budgets is serving in a variety of positions which will exceed 100% allocation of their time.

APPROVED AND ADOPTED this 15th day of June 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John C. Zaragoza, Chairman

ATTEST:

Rose Chaparro, Secretary Designate

APPROVED AS TO FORM:

Stephen M. Fischer, General Counsel

OXNARD HOUSING AUTHORITY
LOW RENT PUBLIC HOUSING
 PROPOSED FY 2022 BUDGET

	311	312	313	314	315	317	318	cocc	Total
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
INCOME									
TENANT INCOME									
Rental Income									
Tenant Rent	0.00	1,154,004.00	771,576.00	933,816.00	199,440.00	1,060,632.00	409,356.00	0.00	4,528,824.00
Total Rental Income	0.00	1,154,004.00	771,576.00	933,816.00	199,440.00	1,060,632.00	409,356.00	0.00	4,528,824.00
Other Tenant Income									
Laundry and Vending	0.00	0.00	0.00	0.00	1,676.00	0.00	5,953.00	0.00	7,629.00
Maintenance Charge	0.00	850.00	1,867.00	2,248.00	2,549.00	1,931.00	2,501.00	0.00	11,946.00
Cable Charges	0.00	11,560.00	8,092.00	11,329.00	5,780.00	10,635.00	11,560.00	0.00	58,956.00
Total Other Tenant Income	0.00	12,410.00	9,959.00	13,577.00	10,005.00	12,566.00	20,014.00	0.00	78,531.00
NET TENANT INCOME	0.00	1,166,414.00	781,535.00	947,393.00	209,445.00	1,073,198.00	429,370.00	0.00	4,607,355.00
GRANT INCOME									
HUD PHA Operating Grants/Subsidy	165,800.00	44,664.00	49,082.00	164,261.00	172,086.00	10,534.00	290,897.00	0.00	897,324.00
TOTAL GRANT INCOME	165,800.00	44,664.00	49,082.00	164,261.00	172,086.00	10,534.00	290,897.00	0.00	897,324.00
OTHER INCOME									
Investment Income-Unrestricted	6,116.00	16,063.00	12,528.00	13,389.00	4,765.00	15,110.00	8,480.00	15,673.00	92,124.00
Management Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	682,408.00	682,408.00
Asset Mgmt Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62,400.00	62,400.00
Bookkeeping Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45,864.00	45,864.00
IT Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,800.00	18,800.00
FFS income - outside party	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,528.00	15,528.00
Non-Dwelling Rental Income	7,000.00	0.00	0.00	30,360.00	0.00	0.00	0.00	11,778.00	49,138.00
Misc Other Income	0.00	465.00	115.00	136.00	42.00	33.00	144.00	99.00	1,034.00
TOTAL OTHER INCOME	13,116.00	16,528.00	12,643.00	43,885.00	4,807.00	15,143.00	8,624.00	852,550.00	967,296.00
TOTAL INCOME	178,916.00	1,227,606.00	843,260.00	1,155,539.00	386,338.00	1,098,875.00	728,891.00	852,550.00	6,471,975.00
EXPENSES									
ADMINISTRATIVE									
Administrative Salaries									
Administrative Salaries	133.00	112,966.00	83,835.00	113,650.00	53,505.00	137,251.00	97,456.00	629,842.00	1,228,638.00
Administrative Temp Help	0.00	16,181.00	11,327.00	16,181.00	21,076.00	16,182.00	58,095.00	0.00	139,042.00
Add'l Compensation - OT	0.00	320.00	225.00	355.00	355.00	477.00	406.00	308.00	2,446.00
Employee Benefit Contribution-Admin	118.00	88,314.00	65,612.00	88,954.00	43,711.00	107,251.00	79,686.00	412,965.00	886,611.00

OXNARD HOUSING AUTHORITY
LOW RENT PUBLIC HOUSING
 PROPOSED FY 2022 BUDGET

	311	312	313	314	315	317	318	cocc	Total
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Total Administrative Salaries	251.00	217,781.00	160,999.00	219,140.00	118,647.00	261,161.00	235,643.00	1,043,115.00	2,256,737.00
Legal Expense									
Court Costs	0.00	400.00	0.00	57.00	450.00	0.00	100.00	0.00	1,007.00
Criminal Background Checks	0.00	80.00	40.00	57.00	30.00	63.00	57.00	0.00	327.00
Tenant Screening	0.00	781.00	656.00	138.00	58.00	313.00	226.00	0.00	2,172.00
Total Legal Expense	0.00	1,261.00	696.00	252.00	538.00	376.00	383.00	0.00	3,506.00
Other Admin Expenses									
Staff Training	0.00	815.00	577.00	255.00	37.00	375.00	461.00	1,265.00	3,785.00
Auditing Fees	0.00	2,466.00	1,726.00	2,466.00	1,233.00	2,468.00	2,466.00	0.00	12,825.00
Management Fee	6,379.00	106,416.00	74,492.00	106,416.00	53,208.00	106,416.00	106,416.00	0.00	559,743.00
Asset Management Fees	0.00	12,000.00	8,400.00	12,000.00	6,000.00	12,000.00	12,000.00	0.00	62,400.00
Bookkeeping Fees	0.00	8,820.00	6,174.00	8,820.00	4,410.00	8,820.00	8,820.00	0.00	45,864.00
Total Other Admin Expenses	6,379.00	130,517.00	91,369.00	129,957.00	64,888.00	130,079.00	130,163.00	1,265.00	684,617.00
Miscellaneous Admin Expenses									
Membership and Fees	0.00	80.00	56.00	80.00	40.00	81.00	80.00	1,278.00	1,695.00
Publications	0.00	70.00	50.00	69.00	35.00	73.00	70.00	10.00	377.00
Advertising	0.00	95.00	65.00	93.00	46.00	96.00	95.00	183.00	673.00
Office Supplies	0.00	270.00	190.00	250.00	130.00	254.00	280.00	654.00	2,028.00
Fuel-Administrative	0.00	120.00	96.00	144.00	110.00	297.00	170.00	1,287.00	2,224.00
City Overhead	0.00	9,055.00	6,891.00	11,672.00	4,384.00	11,988.00	8,576.00	27,028.00	79,594.00
Telephone	0.00	1,245.00	1,407.00	1,963.00	3,769.00	1,371.00	3,785.00	4,019.00	17,559.00
Postage	0.00	655.00	377.00	635.00	183.00	623.00	301.00	886.00	3,660.00
Paper	0.00	240.00	146.00	181.00	63.00	202.00	125.00	595.00	1,552.00
Copiers	0.00	800.00	546.00	806.00	390.00	813.00	780.00	2,521.00	6,656.00
Printer Supplies/Services	0.00	735.00	0.00	735.00	489.00	750.00	740.00	777.00	4,226.00
Misc Computer Equipment	0.00	1,615.00	1,445.00	320.00	242.00	747.00	220.00	3,543.00	8,132.00
Internet	0.00	968.00	678.00	1,018.00	1,526.00	1,013.00	1,526.00	2,895.00	9,624.00
Software/Maintenance Fees	0.00	4,800.00	1,073.00	6,355.00	5,272.00	6,369.00	7,793.00	11,072.00	42,734.00
Cell Phones/Pagers	25.00	530.00	577.00	972.00	449.00	745.00	845.00	3,708.00	7,851.00
Small Office Equipment	0.00	65.00	45.00	75.00	35.00	75.00	360.00	35.00	690.00
Bank Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,769.00	10,769.00
Cable Charges	0.00	11,560.00	8,092.00	11,329.00	5,780.00	10,635.00	11,560.00	0.00	58,956.00
Other Misc Admin Expenses	0.00	95.00	65.00	100.00	25.00	89.00	50.00	413.00	837.00
Storage	67.00	98.00	70.00	215.00	40.00	121.00	50.00	375.00	1,036.00
Total Miscellaneous Admin Expenses	92.00	33,096.00	21,869.00	37,012.00	23,008.00	36,342.00	37,406.00	72,048.00	260,873.00
TOTAL ADMINISTRATIVE EXPENSES	6,722.00	382,655.00	274,933.00	386,361.00	207,081.00	427,958.00	403,595.00	1,116,428.00	3,205,733.00
TENANT SERVICES									
Tenant Services Salaries	0.00	200.00	135.00	250.00	65.00	209.00	784.00	0.00	1,643.00
Employee Benefit Contributions-Tenant Svcs.	0.00	100.00	70.00	125.00	0.00	113.00	429.00	0.00	837.00

OXNARD HOUSING AUTHORITY
LOW RENT PUBLIC HOUSING
 PROPOSED FY 2022 BUDGET

	311	312	313	314	315	317	318	cocc	Total
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Resident Council	0.00	1,425.60	993.60	1,339.20	705.60	1,267.20	1,425.60	0.00	7,156.80
Other Tenant Svcs.-OHA	0.00	950.40	662.40	892.80	470.40	844.80	950.40	0.00	4,771.20
Tenant Services Contract Costs	0.00	705.00	494.00	3,600.00	2,400.00	3,600.00	2,400.00	0.00	13,199.00
TOTAL TENANT SERVICES EXPENSES	0.00	3,381.00	2,355.00	6,207.00	3,641.00	6,034.00	5,989.00	0.00	27,607.00
UTILITIES									
Water	0.00	63,681.00	55,932.00	67,886.00	12,805.00	66,024.00	23,477.00	2,636.00	292,441.00
Electricity	4,725.00	8,612.00	9,109.00	0.00	40,455.00	15,993.00	63,332.00	17,166.00	159,392.00
Electricity-Vacant Units	0.00	232.00	502.00	283.00	0.00	862.00	0.00	0.00	1,879.00
Gas	0.00	375.00	277.00	1,327.00	12,795.00	716.00	28,542.00	765.00	44,797.00
Gas-Vacant Units	0.00	176.00	445.00	268.00	0.00	577.00	0.00	0.00	1,466.00
Garbage/Trash Removal	430.00	39,465.00	47,496.00	50,254.00	5,776.00	55,760.00	9,851.00	2,428.00	211,460.00
Dump Expense	650.00	1,270.00	1,707.00	2,385.00	102.00	867.00	419.00	46.00	7,446.00
Sewer	112.00	55,210.00	41,837.00	49,621.00	12,610.00	46,847.00	26,093.00	1,089.00	233,419.00
TOTAL UTILITY EXPENSES	5,917.00	169,021.00	157,305.00	172,024.00	84,543.00	187,646.00	151,714.00	24,130.00	952,300.00
MAINTENANCE AND OPERATIONS									
General Maint Expense									
Maintenance Salaries	0.00	57,118.00	40,967.00	81,830.00	29,262.00	68,957.00	60,760.00	8,442.00	347,336.00
Maintenance Labor-Grounds	9,801.00	24,364.00	24,483.00	61,504.00	16,601.00	61,260.00	35,703.00	17,859.00	251,575.00
Maint-On Call Service	0.00	2,161.00	1,513.00	2,161.00	1,080.00	2,165.00	2,161.00	0.00	11,241.00
Maintenance - Temporary Labor	1,921.00	23,760.00	16,632.00	23,730.00	25,880.00	23,760.00	37,760.00	4,440.00	157,883.00
Maintenance OT	0.00	7,305.00	3,109.00	5,093.00	4,702.00	4,879.00	9,698.00	3,185.00	37,971.00
Employee Benefits Contribution-Maint.	6,174.00	57,066.00	49,078.00	102,137.00	35,549.00	108,812.00	68,039.00	15,389.00	442,244.00
Maintenance Uniforms	0.00	400.00	325.00	500.00	325.00	500.00	400.00	65.00	2,515.00
Vehicle Gas, Oil, Grease	0.00	2,440.00	2,424.00	3,039.00	0.00	5,005.00	1,763.00	666.00	15,337.00
Total General Maint Expense	17,896.00	174,614.00	138,531.00	279,994.00	113,399.00	275,338.00	216,284.00	50,046.00	1,266,102.00
Materials									
Supplies-Paint	0.00	2,275.00	1,592.00	3,879.00	1,588.00	3,051.00	1,873.00	52.00	14,310.00
Supplies-Grounds	355.00	357.00	170.00	0.00	120.00	502.00	1,140.00	186.00	2,830.00
Supplies-Appliance	0.00	31,836.00	27,470.00	23,078.00	8,806.00	9,095.00	19,785.00	0.00	120,070.00
Supplies-Plumbing	0.00	11,382.00	15,951.00	25,036.00	3,800.00	8,748.00	21,569.00	86.00	86,572.00
Supplies-Electrical	0.00	7,157.00	6,357.00	24,019.00	3,703.00	5,184.00	18,739.00	166.00	65,325.00
Supplies-Building Repairs	0.00	3,935.00	3,590.00	6,331.00	2,051.00	5,579.00	7,326.00	0.00	28,812.00
Supplies-Windows	0.00	901.00	358.00	6,122.00	646.00	414.00	303.00	0.00	8,744.00
Supplies-Locks	0.00	715.00	457.00	1,956.00	2,810.00	262.00	1,561.00	138.00	7,899.00
Supplies-Janitorial/Cleaning	0.00	645.00	368.00	1,798.00	234.00	783.00	1,834.00	1,014.00	6,676.00
Supplies-Safety	50.00	0.00	677.00	2,772.00	994.00	920.00	1,211.00	745.00	7,369.00
Tools and Equipment	0.00	1,296.00	946.00	1,332.00	558.00	602.00	1,667.00	0.00	6,401.00
Grounds Tools and Equipment	65.00	175.00	188.00	971.00	57.00	492.00	162.00	33.00	2,143.00

OXNARD HOUSING AUTHORITY
LOW RENT PUBLIC HOUSING
 PROPOSED FY 2022 BUDGET

	311	312	313	314	315	317	318	cocc	Total
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
COVID 19	0.00	990.00	693.00	1,421.00	2,480.00	769.00	3,043.00	884.00	10,280.00
Total Materials	470.00	61,664.00	58,817.00	98,715.00	27,847.00	36,401.00	80,213.00	3,304.00	367,431.00
Contract Costs									
Contract-Fire Alarm/Extinguisher	0.00	1,743.00	1,560.00	5,159.00	10,694.00	2,966.00	14,086.00	579.00	36,787.00
Contract-Appliance Repair	0.00	0.00	0.00	0.00	0.00	111.00	0.00	0.00	111.00
Contract-Building Repairs-Misc	0.00	1,307.00	8,640.00	2,567.00	6,909.00	3,367.00	1,660.00	0.00	24,450.00
Contract-Unit Turnaround	0.00	2,000.00	2,000.00	2,000.00	350.00	1,000.00	1,000.00	0.00	8,350.00
Contract-Painting	0.00	187,000.00	130,530.00	0.00	0.00	0.00	0.00	0.00	317,530.00
Contract-Electrical	0.00	924.00	647.00	320.00	120.00	585.00	0.00	0.00	2,596.00
Contract-Pest Control	0.00	1,280.00	727.00	3,231.00	5,737.00	366.00	27,452.00	0.00	38,793.00
Contract-Floor Covering	0.00	0.00	0.00	11,700.00	2,540.00	0.00	500.00	0.00	14,740.00
Contract-Grounds	0.00	4,667.00	675.00	0.00	1,200.00	0.00	3,930.00	0.00	10,472.00
Contract-Janitorial/Cleaning	0.00	2,826.00	1,978.00	9,506.00	9,580.00	2,760.00	10,000.00	11,931.00	48,581.00
Contract-Plumbing	0.00	3,067.00	660.00	5,758.00	4,054.00	10,593.00	10,560.00	0.00	34,692.00
Contract-HVAC	120.00	1,355.00	950.00	1,377.00	697.00	625.00	6,546.00	4,295.00	15,965.00
Contract-Vehicle Maintenance	200.00	1,085.00	931.00	1,313.00	400.00	3,187.00	1,263.00	5,313.00	13,692.00
Contract-Equipment Rental	0.00	0.00	0.00	100.00	0.00	25.00	25.00	0.00	150.00
Contract-Equipment Repair	495.00	380.00	274.00	1,096.00	715.00	826.00	596.00	78.00	4,460.00
Contract-Elevator Maintenance	0.00	0.00	0.00	0.00	3,300.00	0.00	6,320.00	2,004.00	11,624.00
Contract-Alarm Monitoring	230.00	159.00	112.00	1,738.00	613.00	250.00	2,563.00	1,582.00	7,247.00
Contract-Tree Trimming	0.00	3,000.00	5,000.00	11,233.00	0.00	2,200.00	0.00	0.00	21,433.00
Contract-IT Contracts	0.00	2,850.00	2,000.00	2,900.00	2,750.00	3,300.00	5,000.00	0.00	18,800.00
Contract Costs-Other	0.00	2,100.00	1,469.00	2,100.00	1,050.00	2,100.00	2,100.00	0.00	10,919.00
Total Contract Costs	1,045.00	215,743.00	158,153.00	62,098.00	50,709.00	34,261.00	93,601.00	25,782.00	641,392.00
TOTAL MAINTENANCE EXPENSE	19,411.00	452,021.00	355,501.00	440,807.00	191,955.00	346,000.00	390,098.00	79,132.00	2,274,925.00
GENERAL EXPENSES									
WC Insurance	805.00	7,443.00	6,005.00	12,621.00	4,194.00	11,699.00	8,725.00	14,831.00	66,323.00
Auto Insurance	1,406.00	8,634.00	6,375.00	11,435.00	4,675.00	10,989.00	12,043.00	13,698.00	69,255.00
Property Insurance	0.00	35,896.00	32,176.00	41,733.00	23,953.00	38,554.00	43,521.00	3,268.00	219,101.00
General Liability Insurance	1,312.00	4,628.00	3,270.00	5,566.00	1,745.00	4,537.00	3,441.00	756.00	25,255.00
Fidelity Insurance	0.00	215.00	150.00	215.00	108.00	216.00	215.00	61.00	1,180.00
City-Umbrella Policy	837.00	2,953.00	2,087.00	3,552.00	1,114.00	2,894.00	2,196.00	483.00	16,116.00
Broker Fees	164.00	2,928.00	2,500.00	3,506.00	1,814.00	3,227.00	3,523.00	1,070.00	18,732.00
Cyber Liability Insurance	498.00	202.00	138.00	244.00	151.00	231.00	256.00	0.00	1,720.00
Payments in Lieu of Taxes	0.00	10,190.00	6,840.00	11,400.00	10,922.00	7,460.00	27,465.00	0.00	74,277.00
Bad Debt-Tenant Rents	2,800.00	2,000.00	1,500.00	3,000.00	1,500.00	10,750.00	1,250.00	0.00	22,800.00
Security/Law Enforcement	7,558.00	22,627.00	15,839.00	22,627.00	0.00	22,628.00	0.00	0.00	91,279.00
TOTAL GENERAL EXPENSES	15,380.00	97,716.00	76,880.00	115,899.00	50,176.00	113,185.00	102,635.00	34,167.00	606,038.00

OXNARD HOUSING AUTHORITY
LOW RENT PUBLIC HOUSING
 PROPOSED FY 2022 BUDGET

	311	312	313	314	315	317	318	cocc	Total
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
HOUSING ASSISTANCE PAYMENTS									
PH Tenant URP	0.00	72.00	36.00	240.00	0.00	0.00	0.00	0.00	348.00
PH FSS Escrow Payments	0.00	25,368.00	23,520.00	27,024.00	0.00	32,448.00	0.00	0.00	108,360.00
TOTAL HOUSING ASSISTANCE PAYMENTS	0.00	25,440.00	23,556.00	27,264.00	0.00	32,448.00	0.00	0.00	108,708.00
TOTAL EXPENSES	47,430.00	1,130,234.00	890,530.00	1,148,562.00	537,396.00	1,113,271.00	1,054,031.00	1,253,857.00	7,175,311.00
NET INCOME	131,486.00	97,372.00	-47,270.00	6,977.00	-151,058.00	-14,396.00	-325,140.00	-401,307.00	-703,336.00

PHA Board Resolution

Approving Operating Budget

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)OMB No. 2577-0026
(exp. 06/30/2022)

Public reporting burden for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name:

PHA Code:

PHA Fiscal Year Beginning:

Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- ☐ Operating Budget approved by Board resolution on:
- ☐ Operating Budget submitted to HUD, if applicable, on:
- ☐ Operating Budget revision approved by Board resolution on:
- ☐ Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
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RESOLUTION NO. _____

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF OXNARD APPROVING AND
ADOPTING THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM OPERATING BUDGET
FOR FISCAL YEAR 2022

WHEREAS, the Housing Authority of the City of Oxnard (Authority) has prepared a Section 8 Housing Choice Voucher Program Operating Budget of \$25,128,842 for the fiscal year 2022; and

WHEREAS, the budgeted expenditures are necessary for the efficient and economical operation of the Authority for the purpose of serving low-income families; and

WHEREAS, the budget for the fiscal year 2022 indicates a source of funding adequate to cover all proposed expenditures; and

WHEREAS, the budgeted expenditures will be consistent with the provisions of law and the Annual Contribution Contract; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires the Authority to certify that no Authority employee is serving in a variety of positions which will exceed a 100% allocation of their time.

NOW THEREFORE, the Board of Commissioners of the Housing Authority of the City of Oxnard hereby resolves:

1. That the Section 8 Housing Choice Voucher Program Operating Budget (Operating Budget) for the fiscal year 2022 totaling \$25,128,842 available on file at the Housing Department and incorporated in full herein by this reference is approved and adopted.

2. That no Authority employee reflected in the Operating Budget is serving in a variety of positions which will exceed 100% allocation of their time.

APPROVED AND ADOPTED this 15th day of June 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John C. Zaragoza, Chairman

ATTEST:

Rose Chaparro, Secretary Designate

APPROVED AS TO FORM:

Stephen M. Fischer, General Counsel

**OXNARD HOUSING AUTHORITY
SECTION 8 HOUSING CHOICE VOUCHER
PROPOSED FY 2021 BUDGET**

	Administrative	Housing Assistance	Total
	Budget	Payment Budget	Budget
INCOME			
GRANT INCOME			
HAP Income		22,423,492.00	22,423,492.00
Adm Fee Income	1,999,210.00		1,999,210.00
Port-In Adm Fee	7,500.00		7,500.00
Port-In HAP	104,000.00		104,000.00
TOTAL GRANT INCOME	2,110,710.00	22,423,492.00	24,534,202.00
OTHER INCOME			
Investment Income-Unrestricted	7,373.00		7,373.00
Fraud Recovery-Adm Fee	18,000.00		18,000.00
Fraud Recovery-HAP		18,000.00	18,000.00
TOTAL OTHER INCOME	25,373.00	18,000.00	43,373.00
TOTAL INCOME	2,136,083.00	22,441,492.00	24,577,575.00
EXPENSES			
ADMINISTRATIVE			
Administrative Salaries			
Administrative Salaries	1,271,261.00		1,271,261.00
Administrative Temp Help	43,680.00		43,680.00
Add'l Compensation - OT	2,600.00		2,600.00
Employee Benefit Contribution-Admin	922,650.00		922,650.00
Total Administrative Salaries	2,240,191.00		2,240,191.00
Legal Expense			
Criminal Background Checks	7,850.00		7,850.00
Tenant Screening	11,300.00		11,300.00
General Legal Expense	1,600.00		1,600.00
Total Legal Expense	20,750.00		20,750.00
Other Admin Expenses			
Staff Training	4,160.00		4,160.00
Travel	2,540.00		2,540.00
Auditing Fees	33,005.00		33,005.00
Port-Out Adm Fee Paid	15,563.00		15,563.00
Total Other Admin Expenses	55,268.00		55,268.00
Miscellaneous Admin Expenses			
Membership and Fees	3,063.00		3,063.00
Publications	1,560.00		1,560.00
Advertising	870.00		870.00
Office Supplies	4,315.00		4,315.00
Fuel-Administrative	1,620.00		1,620.00

**OXNARD HOUSING AUTHORITY
SECTION 8 HOUSING CHOICE VOUCHER
PROPOSED FY 2021 BUDGET**

	Administrative	Housing Assistance	Total
	Budget	Payment Budget	Budget
City Overhead	55,125.00		55,125.00
Telephone	6,090.00		6,090.00
Postage	10,238.00		10,238.00
Paper	2,686.00		2,686.00
Copiers	6,006.00		6,006.00
Printer Supplies/Services	4,564.00		4,564.00
Misc Computer Equipment	4,232.00		4,232.00
Internet	2,395.00		2,395.00
Software/Maintenance Fees	50,000.00		50,000.00
Cell Phones/Pagers	3,210.00		3,210.00
Small Office Equipment	825.00		825.00
Bank Fees	9,600.00		9,600.00
Other Misc Admin Expenses	850.00		850.00
Storage	8,030.00		8,030.00
Total Miscellaneous Admin Expenses	175,279.00		175,279.00
TOTAL ADMINISTRATIVE EXPENSES	2,491,488.00		2,491,488.00
UTILITIES			
Water	620.00		620.00
Electricity	11,266.00		11,266.00
Gas	1,551.00		1,551.00
Garbage/Trash Removal	777.00		777.00
Sewer	285.00		285.00
TOTAL UTILITY EXPENSES	14,499.00		14,499.00
MAINTENANCE AND OPERATIONS			
General Maint Expense			
Maintenance Salaries	800.00		800.00
Maintenance Labor-Grounds	6,706.00		6,706.00
Maintenance - Temporary Labor	360.00		360.00
Employee Benefits Contribution-Maint.	4,475.00		4,475.00
Maintenance Uniforms	300.00		300.00
Vehicle Gas, Oil, Grease	171.00		171.00
Total General Maint Expense	12,812.00		12,812.00
Materials			
Supplies-Paint	25.00		25.00
Supplies-Grounds	200.00		200.00
Supplies-Plumbing	150.00		150.00
Supplies-Electrical	182.00		182.00
Supplies-Building Repairs	62.00		62.00
Supplies-Locks	412.00		412.00
Supplies-Janitorial/Cleaning	1,522.00		1,522.00
Supplies-Safety	1,101.00		1,101.00
Tools and Equipment	30.00		30.00
Grounds Tools and Equipment	65.00		65.00

**OXNARD HOUSING AUTHORITY
SECTION 8 HOUSING CHOICE VOUCHER
PROPOSED FY 2021 BUDGET**

	Administrative	Housing Assistance	Total
	Budget	Payment Budget	Budget
COVID 19	1,657.00		1,657.00
Total Materials	5,406.00		5,406.00
Contract Costs			
Contract-Fire Alarm/Extinguisher	36.00		36.00
Contract-Janitorial/Cleaning	8,800.00		8,800.00
Contract-HVAC	3,150.00		3,150.00
Contract-Vehicle Maintenance	3,055.00		3,055.00
Contract-Alarm Monitoring	452.00		452.00
Contract-Tree Trimming	700.00		700.00
Total Contract Costs	16,193.00		16,193.00
TOTAL MAINTENANCE EXPENSE	34,411.00		34,411.00
GENERAL EXPENSES			
WC Insurance	6,431.00		6,431.00
Auto Insurance	5,000.00		5,000.00
Property Insurance	1,550.00		1,550.00
General Liability Insurance	8,975.00		8,975.00
Fidelity Insurance	61.00		61.00
City-Umbrella Policy	5,726.00		5,726.00
Broker Fees	1,130.00		1,130.00
Cyber Liability Insurance	4,044.00		4,044.00
Bad Debt-Other	2,500.00		2,500.00
Security/Law Enforcement	7,535.00		7,535.00
Port-In HAP Expense	104,000.00		104,000.00
TOTAL GENERAL EXPENSES	146,952.00		146,952.00
HOUSING ASSISTANCE PAYMENTS			
Housing Assistance Payments		22,034,904.00	22,034,904.00
HCV Tenant URP		23,376.00	23,376.00
Port-Out HAP		297,915.00	297,915.00
HCV FSS Escrow Payments		85,297.00	85,297.00
TOTAL HOUSING ASSISTANCE PAYMENTS	0.00	22,441,492.00	22,441,492.00
TOTAL EXPENSES	2,687,350.00	22,441,492.00	25,128,842.00
NET INCOME	-551,267.00	0.00	-551,267.00

Oxnard Housing Authority

Fiscal Year 2021-2022 Budget

May 25th 2021

FY 2022 Public Housing Budget

1. HUD regulations required program budgets to be approved and submitted prior to July 1
2. Each project area is funded, accounted for and budgeted separately according to Asset Management Provisions
3. Overall program budget recommended is \$7,175,311
4. A HUD formula establishes the estimated costs to run each public housing complex – called the “project expense level (PEL)”
5. $PEL - \text{prior year tenant rent} + \text{utility expenses} = \sim \text{subsidy eligibility}$
6. Eligible subsidy amount is prorated based upon Congressional Appropriations on a calendar year basis
7. FY 2022 budgets are based upon 96% of subsidy as CY2021 funding levels are unknown at this time.

FY 2022 Public Housing Budget

Asset Management Projects (“AMPs”)

Project 31-1

- Colonia Village

Project 31-2

- Felicia Court

Project 31-3

- Colonia Road

Project 31-4

- Pleasant Valley

Project 31-5

- Plaza Vista

Project 31-7 (scattered sites)

- 1: Cuesta Del Mar, 2: Althea, 3: Concord, 4: Fashion Park, 5: Fremont, 6: Hill St.

Project 31-8

- Palm Vista

FY 2022 Public Housing Budget

Public Housing Income

Description	Total FY 21 Budget	Total FY 22 Budget	Increase (Decrease)
Tenant Rent	4,430,112	4,528,824	98,712
Operating subsidy	760,144	897,324	137,180
Management Fees	739,204	825,000	85,796
Other Income	<u>367,468</u>	<u>220,827</u>	<u>(146,641)</u>
Total Income	<u>6,296,928</u>	<u>6,471,975</u>	<u>175,047</u>

FY 2022 Public Housing Budget

Public Housing Expenses

Description	Total FY 21 Budget	Total FY 22 Budget	Increase (Decrease)
Admin Exp	3,175,569	3,205,733	30,164
Tenant Svc Exp	35,678	27,607	(8,071)
Utility Expense	941,570	952,300	10,730
Maintenance Exp	2,015,796	2,274,925	259,129
General Expense	559,748	606,038	46,290
Other Expenses	<u>95,388</u>	<u>108,708</u>	<u>13,320</u>
Total Expenses	<u>6,823,749</u>	<u>7,175,311</u>	<u>351,562</u>

FY 2022 Housing Choicer Voucher Budget

1. Housing Choice Voucher (HCV) program is responsible for providing housing assistance payments to up to 1,890 families (1773 ongoing, 40 Mainstream vouchers and 77 VASH vouchers)
2. The HCV program is comprised of 2 components – housing assistance payments to landlords (“HAP”) and administration
3. HAP portion of the budget is \$22,441,492
4. HUD directs housing authorities to lease as many units as they can with the funding they are provided
5. HAP funding levels are subject to annual Congressional appropriations

FY 2022 Housing Choicer Voucher Budget

1. Administrative funding is the amount the OHA receives to administer the HCV program
2. Eligibility is based upon the number of vouchers leased and a HUD established fee per unit leased
3. Total national eligibility is compared to funding available through Congressional appropriations and funding is prorated accordingly
4. The estimated CY 2021 administrative fee funding proration is at 82% of eligibility

FY 2022 Housing Choicer Voucher Budget

Description	HCV Budget 2021	HAP Budget 2022	Increase (Decrease)
HAP Income	\$21,289,320	\$22,441,492	\$1,152,172
HAP Expenses	<u>21,289,320</u>	<u>22,441,492</u>	<u>1,152,172</u>
Net HAP Income	<u>0</u>	<u>0</u>	<u>0</u>
Admin Income	2,088,957	2,136,083	47,126
Admin Personnel	2,065,264	2,240,191	174,927
Other Admin Exp	263,015	251,297	(11,718)
Util & Maint Exp	48,046	48,910	864
Gen & Other Exp	<u>89,758</u>	<u>146,952</u>	<u>57,194</u>
Total Expenses	<u>2,466,083</u>	<u>2,687,350</u>	<u>221,267</u>
Total Deficit	<u>(377,126)</u>	<u>(551,267)</u>	<u>174,141</u>

Financial Impact

1. Requires \$401,307 in COCC cash reserves
2. Requires \$302,029 in AMPS cash reserves
3. Requires \$551,267 in HCV cash reserves

Recommendations

That the Community Services, Public Safety, Housing & Development Committee recommend that the Board of Commissioners of the Housing Authority of the City of Oxnard:

1. Adopt a resolution approving and adopting the recommended \$7,175,311 operating budget for the Low Rent Public Housing Program for fiscal year 2022, as presented for each project area, and approve and authorize the use of \$703,336 of unrestricted cash to fund the projected deficit.
2. Adopt a resolution approving and adopting the recommended \$25,128,842 operating budget for the Housing Choice Voucher Program for fiscal year 2022 and approve and authorize the use of \$551,267 of unrestricted cash to fund the projected deficit.



QUESTIONS?



COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.2

DATE: May 25, 2021

TO: Community Services, Public Safety, Housing & Development Committee

FROM: Emilio Ramirez, Housing Director, (805) 385-8094, emilio.ramirez@oxnard.org

SUBJECT: 2021 Annual Action Plan Community Development Block Grant, HOME Investment Partnerships, and Hearth Emergency Solutions Grant Funding Recommendations.

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee recommend that the City Council:

1. Conduct a public hearing regarding the Plan Year 2021 Annual Action Plan draft document with funding recommendations for the second year of the 2020-2024 Ventura County Regional Consolidated Plan;
2. Approve the 2021 Annual Action Plan with final recommended use of funds for selected activities that conform with City of Oxnard consolidated plan goals as defined in the Ventura County Regional Consolidated Plan for the three entitlement grants (Community Development Block Grant, Home Investments Partnership grant and the Emergency Solutions Grant) to be submitted to the United States Department of Housing and Urban Development, as prescribed;
3. Authorize the City Manager to incorporate any recommended changes to the Annual Action Plan as directed by the City Council, including amending any budget appropriations approved by the City Council;
4. Authorize the City Manager to execute the required applications, certifications, and other pertinent documents for the submission of the Annual Action Plan to the United States Department of Housing and Urban Development, Office of Community Planning and Development; and
5. Authorize the City Manager to execute HUD agreements and sign all agreements for the implementation of the Annual Action Plan including sub-recipients, interdepartmental, and intradepartmental agreements.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/AKF6sTms6tl>

BACKGROUND

The City of Oxnard ("City") receives formula grant funding, also known as entitlement grant funding, from the United States Department of Housing and Urban Development, Community Planning and Development grants for Community Development Block Grant, HOME Investment Partnerships Act and Emergency Solutions

Grant every year. To receive these entitlement grants for the Plan Year 2021, beginning on July 1, 2021, the City must prepare, submit, and receive approval of an annual action plan before entitlement grant funds are disbursed for the Plan Year 2021. The local procedures to approve these documents are set forth a Citizen Participation Plan.

On March 1, 2021 the Housing Department, Grants Management Division conducted the first administrative public hearing for the Plan Year 2021 Annual Action Plan to obtain public input on unmet needs of low- and moderate-income persons in Oxnard.

DISCUSSION

HUD's Formula Grant Programs

Community Development Block Grant provides funding for neighborhood park improvements, alley and street improvements, various City facility improvements, homeownership assistance, owner-occupied mobile home replacements, housing rehabilitation and public service activities that benefit low- and moderate-income residents.

HOME funding has provided low- and moderate-income families with down payment assistance, allowing them to become first-time home- owners, and has provided funding for the rehabilitation of single family and mobile home units. Also, HOME funds have also been used for the construction of new for sale or rental affordable housing units, through partnerships with several Community Housing Development Organizations, such as Many Mansions, Cabrillo Economic Development Corporation, and Habitat for Humanity of Ventura County.

Emergency Solutions Grant funding has provided funding for homeless prevention, rapid re-housing, essential services and the operation of emergency and transitional homeless shelters.

Second Year Annual Action Plan

This is the Second Year Annual Action Plan of the five (5) year Regional Consolidated Plan. Each year the City must submit an Annual Action Plan, which serves as an application for its three entitlements grant programs. The U.S. Department of Housing & Urban Development requires that Grantees provide opportunities for the public to participate in the development of the Annual Action Plans. The plans must provide a summary of the citizen participation efforts made, including efforts to broaden public participation, a summary of citizen comments or views on the plans, and a written explanation of comments not accepted and the reasons why these comments were not accepted.

A Notice of Funding Availability was issued by staff in February 2021, to announce availability of Entitlement Grants funds for Plan Year 2021. Applications were received through March 12, 2021. On March 1, 2021, the Housing Department, Grants Management held the first administrative public hearing on the 2021 Annual Action Plan to obtain public input on unmet needs of low- and moderate- income persons in the areas of housing, community development and homelessness. Also, workshops were held to receive public input, training and to provide information of the availability of grant funding for eligible programs.

To ensure community involvement and transparency in the application review process, annually, a grant application review panel is convened to review and rate the applications. Due to the ongoing COVID-19 pandemic, State and local stay at home orders, and social distancing protocols in place, applicants were trained

and applications were reviewed virtually. The program selection procedure was modified to accommodate State and local COVID-19 protocols. Staff evaluated grant applications and management arrived at the funding recommendations. The list of funding recommendations was considered for program eligibility, compatibility with consolidated plan goals and program selection that will benefit low to moderate income residents of the City.

Finally, input was sought from other City departments to determine if consolidation plan goals could be achieved by City staff. The funding recommendations incorporate several City programs to achieve those goals. In accordance with the City's Citizen Participation Plan, the second public hearing is scheduled for June 15, 2021. This public meeting will provide further opportunity for the City Council and the public to consider the funding recommendations for the 2021 Annual Action Plan.

The total grants allocation for Fiscal Year 2021-2022 is \$3,463,589. In addition, Program Income contribute to the FY 2021-22 Available Resources and Prior Year Resources for the City of Oxnard Plan Year 2021. Those resources bring the combined total to \$3,863,589. Staff adjusted the funding recommendations by including actual HUD allocations as announced on February 25, 2021, estimated program income and grant funding cap requirements, and prior year resources. Consequently, expected resources in Plan Year 2021 include:

1. Community Development Block Grant (CDBG) \$2,779,207
2. HOME \$864,831
3. Hearth Emergency Solutions Grant (HESG) \$219,551.

HESG funding is available to support homeless programs such as shelter operations, street outreach, homeless prevention, rapid re-housing, totaling \$219,551.

Total HOME funding available from the 2021 AAP is \$864,831. These funds are available for improving and/or increasing housing stock in City of Oxnard and are recommended primarily to provide gap financing for affordable housing projects.

The complete list of the funding recommendations is included in Attachment 2: "2021 Annual Action Plan Funding Recommendation".

CONCLUSION

The draft 2021 Annual Action Plan has been posted for public review for the purpose of providing members of the public with the opportunity to comment. The full reports are accessible at City of Oxnard Housing Department, Grants Management website: <https://www.oxnard.org/city-department/housing/grants-management>.

STRATEGIC PRIORITIES

This agenda item supports Economic Development strategy. The purpose of Economic Development strategy is to focus on the retention and expansion of Oxnard businesses by increasing the skills and employability of our local workforce, invite new business investments, and target site-based redevelopment opportunities.

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to restore

and increase quality services and programs that enrich Oxnard's diverse community, promotes safe neighborhoods, encourages community engagement, and supports our residents in their efforts to improve their quality of life.

FINANCIAL IMPACT

The 2021 Annual Action Plan outlines how the City plans to allocate its three entitlement grant programs, CDBG, HOME, and HESG, for the FY 2021-22 budget. This includes new HUD grant allocations of \$2,479,207 in CDBG, \$764,831 for HOME, and \$219,551 for HESG. FY 2021-22 program income is estimated at \$100,000 for CDBG program and \$100,000 for HOME program and CDBG prior year resources of \$200,000. The grand total of available resources is estimated at \$3,863,589.

There is not a negative impact on the General Fund.

Prepared by: Emilio Ramirez, Housing Director

ATTACHMENTS

1. Annual Action Plan
2. Funding Recommendations
3. Presentation

City of Oxnard

2021 Annual Action Plan

DRAFT

Prepared by:

City of Oxnard – Housing Department – Grants Management

435 South D Street, Oxnard, California, 93030



Executive Summary

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

1. Introduction

The City of Oxnard is within Ventura County, California, located northwest of Los Angeles and southwest of Santa Barbara. Oxnard is the largest city in the county with the population of 208,881, according to the United States Census Bureau population estimates in 2019. The regulations of the United States Department of Housing and Urban Development (HUD) require that an Annual Action Plan (AAP) be submitted for each plan year within an agency's Consolidated Plan.

The City of Oxnard (City) joined the Ventura County Regional Consolidated Plan (Regional ConPlan) is a five year plan document covering five plan years from 2020-2024. The Ventura County Regional Consolidated Plan is a collaborative document between all incorporated cities and the unincorporated areas of Ventura County, California. Collaborating in the development of the Regional Consolidated Plan are the Cities of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, Santa Paula, San Buenaventura (City of Ventura), Simi Valley, and Thousand Oaks. The Regional ConPlan document is to comply with the HUD requirement to submit the City of Oxnard's Annual Action Plan for plan year 2021.

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

Goals and objectives of the community needs identified in the Regional ConPlan will be accomplished by activities specified by the City's AAPs. With the 2021 AAP, the City will implement activities that continue to strive to derive positive outcomes that were set forth as goals for the Regional ConPlan period, Plan Year 2021. The current AAP will cover the period of July 1, 2021 to June 30, 2022 (plan year 2021). Herein are described the expected federal, state and local resources, the priorities and specific objectives the City desires to achieve, and the activities that will be undertaken throughout the 2021 plan year.

In recent years, the City's allocation of entitlement grant funds from HUD has either increased or remained relatively unchanged but this year's allocation slightly decreased. The Plan year 2021 allocations are; Community Development Block Grant (CDBG) \$2,479,207 a decrease of 3.8%, HOME

Investment Partnerships (HOME), \$764,831 a decrease of 1.4% and Hearth Emergency Solutions Grant (HESG), \$219,551 a decrease of 0.7%. Total HUD entitlement grant funds decreased by 5.9%, to \$3,463,589.

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

- Improve the Supply of Affordable Housing
- Enhance Economic Stability
- Increase Social Services
- Work to End Homelessness
- Create Quality Neighborhoods
- Effective Administration

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

2. Summarize the objectives and outcomes identified in the Plan

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

The City is being guided by HUD's Office of Community Planning Development Outcome Performance Measurement System to address the high priority needs stated in its Regional 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** - 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** - This outcome category applies to activities that provide affordability in a variety of ways to LMI people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as day care.
- **Sustainability - Promoting Livable or Viable Communities**. This outcome applies to projects where the activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to LMI persons or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

3. Evaluation of past performance

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

The City combines the information reported to HUD in the FY 2019-20 Consolidated Annual Performance and Evaluation Report (CAPER) and the directives from HUD in the determination and recommendation of the FY 2021-22 AAP proposed projects.

The three major program areas underlining CDBG, HESG and HOME entitlement grants, such as (1) Decent and Affordable Housing, (2) Suitable Living Environment, and (3) Economic Opportunities, coupled with the Continuum of Care (CoC) of Homelessness have received a high priority in the 2020-24 Regional ConPlan. The goals and accomplishments for Plan year 2021 are summarized in the attached table.

The FY 2021-22 AAP is the second year of implementing the Regional ConPlan. Accomplishments achieved during the program year (PY) 2019 (July 1, 2019 through June 30, 2020) were evaluated in detail in the PY 2019 CAPER. The CAPER was completed and submitted to HUD on December 26, 2020. Due to the Public Health Order response to COVID-19, the annual goals were difficult to meet at the end of the 3rd Quarter and 4th Quarter in FY 2019-20. Stay at Home orders were issued and activities were reduced significantly or halted in order to meet the health and safety of recipients. Therefore,

subrecipient were unable to meet their performance goals in FY 2019-20.

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) March 1, 2021 and (2) June 15, 2021:

The Administrative Public Hearing-March 1, 2021 provided the opportunity for the public to comment on unmet needs for FY 2021-22 AAP. As part of the development process of the AAP, City Staff developed a mailing list of more than 65 addresses consisting of organizations, the faith community, service providers; and cities within Ventura County were provided a copy of the public hearing in English and Spanish. The administrative public hearing notices in English and Spanish were included in the Neighborhood News packets which were distributed weekly for a month prior to the public meeting to approximately 230 Oxnard residents. The public hearing notice was published in the Vida newspaper in English and Spanish, posted on the City website and broadcasted on the public viewing TV Channels 10/35. The public comment period started January 28, 2021 and ended on March 1, 2021. During the public comment period there were no written public comments submitted and one (1) public comment was received during the public hearing.

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. Pursuant to the Governor's Executive Order N-29-20, meetings may be conducted via video conference and/or teleconference. The Administrative Public hearing was held via video conference/teleconference. City Council Chamber, 305 West Third Street, Oxnard, California was closed to the public.

Oxnard residents were encouraged to participate remotely by accessing a meeting link posted on the City's Housing Department website at oxnard.org/city-department/housing/grants-management/. Oxnard residents were encouraged to submit comments via email before 3 p.m. to grantsmanagement@oxnard.org and the comments will be provided during the meeting.

Second public hearing –June 15, 2021 is scheduled (1) to provide the opportunity to the public to comment on the projects recommended for funding for FY 2021-22 AAP; and (2) to receive recommendations and direction from the City Council regarding the FY 2021-22 AAP grant funding. As part of the development process of the AAP, City Staff developed a mailing list of more than 70 addresses consisting of organizations, the faith community, service providers; and cities within Ventura County will be provided a copy of the public hearing in English and Spanish. The public hearing notices in English and Spanish will be included in the Neighborhood News packets which were distributed weekly

for a month prior to the public meeting to approximately 230 Oxnard residents. The public hearing notice will be published in the Vida newspaper in English and Spanish, posted on the City website and broadcasted on the public viewing TV Channels 10/35. The public comment period will start May 13, 2021 and end on June 15, 2021. Public comment will be updated after the public hearing.

5. Summary of public comments

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

First Administrative Public Hearing: March 1, 2021

During the first Public Hearing, there was (1) one oral comment submitted. In addition, no written comments were submitted during the public comment period. The comment was that help is needed for people being unjustly evicted from their rental properties and need location to have access and help to the internet.

Second Public Hearing: June 15, 2021

Comments will be updated after the public hearing

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

During the first Public Hearing, all comments were accepted. An update will occur after the second Public Hearing.

7. Summary

The City is committed to provide funds that serve the most disadvantaged residents while following HUD's directives. The City increased awareness of the Annual Action Plan's public review activities and process by providing the public notice in various ways.

The City sent notices of the public hearing to more than 65 addresses consisting of organizations, the faith community, service providers and cities within Ventura County. The public hearing notices in English and Spanish were included in the Neighborhood News packets which were distributed weekly prior to the Hearing to approximately 230 Oxnard residents and broadcasted on the public viewing TV channel 10/35.

The Public Hearings are in compliance with the Americans with Disabilities Act. If the public requires special assistance to participate in a meeting, the individual would contact the City Clerk's Office. Notice

at least 72 hours prior to the meeting will enable the City to reasonably arrange for persons accessibility to the meeting. This notation is included on all city Agenda's.

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	Housing Department

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

Table 1 – Responsible Agencies

Narrative (optional)

The City of Oxnard has designated the Housing Department's Grants Management Division to develop the Annual Action Plan, the Comprehensive Annual Performance and Evaluation Report, and the Regional Consolidated Plan. 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

City of Oxnard
Housing Department
435 South D Street Oxnard CA 93030
Phone: (805) 385-8096
E-mail: emilio.ramirez@oxnard.org

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

1. Introduction

Federal regulations require that a participating jurisdiction consult extensively with community service providers, other jurisdictions and other entities with a potential interest in or knowledge of that jurisdiction's housing and non-housing community development issues. Staff have developed and followed a detailed schedule which provides for and encourages citizen participation emphasizing the participation of persons of low- and moderate-income.

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

- Grants Management Division staff work closely with other City staff members such as: Affordable Housing and Rehabilitation; Homeless Assistance Program; Development Services; Utilities; Treasury; Oxnard Housing Authority; Community Development Services; Code Compliance; Geographical Information System; Recreation and Community Services; and Finance to ensure that careful consideration is given to the City's identified needs, and that programs and services are cost-effective and meet specific goals and objectives in order to develop and implement the Regional ConPlan and the AAP.
- City staff members in the Department and/or Divisions; Affordable Housing and Rehabilitation, Homeless Assistance Program, Development Services, Utilities, Treasury, Oxnard Housing Authority, Community Development Services, Code Compliance, Geographical Information System, Recreation and Community Services and Finance provide supportive services as needed to accomplish ConPlan development efforts.
- Housing staff during the fiscal year cycle continue to provide HUD program workshops to social service agencies and the opportunities for the residents to participate in the public hearings.
- The Housing staff finalized the City of Oxnard Analysis of Impediments to Fair Housing (AI), which is required by HUD to be submitted once every five years. In January of 2019, the City and the County of Ventura agreed to collaborate on the production of the AI, which was completed and adopted by the Oxnard City Council in May of 2020.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

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

- The City of Oxnard City Council conducted two (2) public hearings, on 3/1/2021 and 6/15/2021, as prescribed in the Citizen Participation Plan.
- A community Fair Housing workshop, free to the public, was conducted by the Housing Rights Center in May of 2020, and a second Oxnard-specific seminar is scheduled for May of 2021. The HRC also provided fair housing training for Oxnard Housing Authority staff in December of 2020 and January of 2021.
- Frequent consultations with representatives of Oxnard's three certified CHDOs (Cabrillo Economic Development Corporation, Habitat for Humanity, and Many Mansions) were held throughout the year;
- Attended the regional Continuum of Care (CoC) meetings to discuss the application, homeless needs and program directions and strategies;
- Participated in an intensive workshop with the Ventura County CoC on COVID Coordinated Response Investment Planning.
- The City of Oxnard Commission on Homelessness conducted 6 meetings in 2020-21, and plans to conduct one more prior to June 30, 2021.
- The City of Oxnard has executed an agreement with Mercy House for the full time operation of the Oxnard Navigation Center, which is a 110-bed overnight shelter;
- The City of Oxnard has executed an agreement with Mercy House for the operation of a Street Outreach team to provide outreach and case management services to the unsheltered population.
- Facilitated monthly meetings bringing together service providers and the Police Department's Homeless Liaison Unit to coordinate services and planning.
- Coordinated with Ventura County to plan response and provide services to a large homeless encampment.
- Due to the COVID-19 pandemic, the Point-in-Time count of the unsheltered population did not take place. City staff participated in the discussions around that decision. The City regularly contributes information on the sheltered homeless persons count by sharing numbers of guests served by the emergency shelter.
- Requested representation for the Grants Application Review Panel from Inter Neighborhood Council Organization executive board members and Neighborhood Council chairpersons.

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

The Ventura County Continuum of Care Alliance (CoC) is a regional consortium covering all communities in Ventura County. The CoC is a collaborative group dedicated to promoting a safe, desirable and thriving community by ending homelessness in Ventura County. The CoC is comprised of a Board of Directors and five sub committees (Homeless Management Information System (HMIS) Steering Committee, Data Performance and Evaluation, Public Information and Outreach, Coordinated Intake, and Housing Service and Coordination). Within these standing committees and the CoC body, are representatives from local housing authorities, homeless service providers, homeless health care, mental health, veterans' services, law enforcement, education, local homeless task forces, business leaders and city/county government representatives.

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

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

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

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

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

See Table 2

Table 2 – Agencies, groups, organizations who participated

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

2	Agency/Group/Organization	MERCY HOUSE
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussed outreach, case management and homeless services provided by Mercy House to support overnight shelter for the homeless.
3	Agency/Group/Organization	People's Self-Help Housing (PSHH)
	Agency/Group/Organization Type	Non-Profit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	During the current fiscal year People Self-Help Housing submitted a funding application requesting HOME program funding for the development of a 100% affordable housing development, known as Cypress Place at Garden City. The project will consist of two phases. HOME funding is being requested for the first phase, which will include a total of 90 rental units (inclusive of one unrestricted manager's unit).
4	Agency/Group/Organization	Habitat for Humanity of Ventura County
	Agency/Group/Organization Type	Non-Profit CHDO
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat for Humanity completed construction of 6 single family homes for sale to low income families, located at First and Hayes last fiscal year with the use of HOME and In-Lieu funds. During the current fiscal year Habitat for

		Humanity requested a HOME program funding application for development of a new project. However, Habitat for Humanity has not submitted an application yet.
5	Agency/Group/Organization	Many Mansions
	Agency/Group/Organization Type	Non-Profit CHDO
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Many Mansions received HOME and affordable housing in-lieu funds to construct 5 HOME units and 2 in-lieu units in a 40-unit rental development for low income veterans and families. The development completed construction in August 2019. Many Mansions submitted a funding application for development of an 87 unit development in downtown, known as Central Terrace Apartments. The City anticipates going to Council for consideration of a gap-financing loan towards the development of 8 of 87 units in the development, however, while the City initially considered HOME funds as the funding source, the City will now be requesting to use City in-lieu funds instead. Many Mansions is in the process of obtaining land use approvals for Phase II of their downtown developments, Phase II of their development is known as Aspire Apartments. Many Mansions has expressed interest in submitting an application for HOME funding for this project or the use of other funds, for a gap-financing loan, but they have not yet submitted an application.

6	Agency/Group/Organization	Cabrillo Economic Development Corporation
	Agency/Group/Organization Type	Non-Profit CHDO
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Cabrillo applied for HOME CHDO development assistance funds to construct 42-rental units for farmworker families, located at the corner of Pleasant Valley Road and Etting Road, Oxnard, CA 93033. The Housing Department has issued a conditional letter of approval to Cabrillo, final commitment of HOME funds will occur after Cabrillo has secured all other funding sources and meet all HOME funding requirements.
7	Agency/Group/Organization	THE KINGDOM CENTER
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	ADA compliance and resource development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Kingdom Center was toured by staff and determined areas of the facility that could be upgraded, enhanced and modified to promote greater access for persons with disabilities. In 2020, architectural plans were completed for the project, and it is anticipated that the construction phase of the project will commence in 2021. The project includes not only ADA improvements and increased accessibility in the exterior of the complex, but also an expansion of

		bathroom capacity to meet the needs of the client population.
8	Agency/Group/Organization	County of Ventura Human Services Agency
	Agency/Group/Organization Type	Services-homeless Services-Health Other government - County
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Created and implemented a coordinated plan conducting encampment response at a large homeless encampment. Ventura County provides healthcare services through their Backpack Medicine Project, and the City provides outreach and engagement into shelter and housing services. The City conferred with the Ventura county Public Health Department regarding addresses of housing units wherein children have been identified as lead-poisoned in the City of Oxnard. Prior to implementation of the 2021 Annual Action Plan, the City will receive a list of addresses if such a list exists. Any rehabilitation activities on housing units constructed prior to 1978 will have lead hazards identified and actions taken to remove the hazard. The City's Affordable Housing Division does not own or manage any housing units. All units for which HOME and CDBG assistance is

		provided for homebuyer assistance or homeowner rehabilitation are administered in compliance with HUD's HOME or CDBG regulations for lead-based paint, as applicable inspections requirements. With respect to units owned or assisted by the Oxnard Housing Authority, there have been no cases of Public Housing tenants and/or Section 8 participant households reporting or having been discovered to have poisoned children or any child with "Environmental Intervention Blood Lead Level"(EBLL). OHA staff provides a brochure related to lead based paint hazards to all new program participants and tenants. Maintenance staff attends training and seminars to stay current with the State of California Lead Awareness Training requirements.
9	Agency/Group/Organization	Housing Rights Center
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Fair Housing, Discrimination
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City contracts with a professional fair housing service provider, the Housing Rights Center (HRC), through a regional agreement with the County of Ventura. The HRC provides fair housing counseling, discrimination complaint investigation, complaint processing, and dispute resolutions services for Oxnard tenants, home seekers, and housing providers. In addition, twice every year the HRC staff provides free fair housing training seminars for the public, along with a bi-

		annual training presented to the staff of the Oxnard Housing Authority and city housing staff on their fair housing obligations and responsibilities.
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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 incidence of homelessness.
Oxnard Housing Authority Agency Plan	Oxnard Housing Authority	The OHA Plan presents the program policies and procedures related to Public Housing units and the Section 8 housing program, which overlaps with the AAP for delivering and providing affordable housing units to Oxnard residents. OHA is currently administering 15 set aside homeless preference vouchers per fiscal year, and 77 VASH vouchers
City of Oxnard Housing Element	State of California Housing and Community Development (HCD)	HCD approves the City's Housing Element. The City's updated Housing Element indicates that as of March 2017, 2,497 of 4,199 affordable housing units remain to be built as indicated on the Southern California Association of Governments (SCAG) and Regional Housing Needs Allocation (RHNA)
Regional Housing Needs Allocation (RHNA)	Southern California Association of Governments (SCAG)	SCAG RHNA sets the low and moderate income housing needs allocations for the City as City is within the SCAG boundaries. The City's Housing element relies on the allocations by SCAG to develop local

		affordable housing needs. The 2014-2021 SCAG RHNA determined that 4,199 affordable housing units would be required in the City of Oxnard from 2014-2021. The updated Housing Element indicates that as of March 2017, 2,497 affordable housing units remain to be built
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Narrative (optional)

Implementation of the 2021 Action Plan requires coordination and compliance with the local and regional needs established by the City of Oxnard, County of Ventura, Southern California Council of Governments and the State of California.

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

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

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

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

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

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

AP-12 Participation – 91.105, 91.200(c)

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

Summarize citizen participation process and how it impacted goal-setting

The City of Oxnard follows the guidance established in the Oxnard Citizen Participation Plan (Ocpp) approved on July 10, 2018, which updates the local procedures pursuant to the requirements of Title 24, CFR Section 91.105(a).

The Oxnard Citizen Participation Plan sets forth the procedures for the development of the annual action plan, the consolidated plan, and any substantial amendments to these plans, as well as procedures for the preparation of the comprehensive annual performance and evaluation and the assessment of fair housing. (See Appendix 1.)

The City of Oxnard encourages citizen participation by consulting with citizens, public service organizations, City staff and allows public comments and public input throughout the development process of the plans addressed in the citizen participation plan. City of Oxnard provides assistance to citizens that are unable to speak English, minorities and those with disabilities to participate in the process of developing the plans addressed in the citizen participation plan. The 2021 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 were held; the first was an administrative public hearing and the final public hearing was before City of Oxnard City Council where citizen's public comments were allowed are required by the citizen participation plan;
- 2) Two workshops for CDBG, HOME and HESG programs conducted by Housing Department staff, followed up by multiple consultations, as well as, providing technical assistance to the community and agencies (service providers) through emails, phone conversations, and meeting; the community meeting were held on 2/14/21 and 3/2/21 during the day and evening; the meeting were held virtually;
- 3) All applications for funding were reviewed by Housing - Grants Management staff for eligibility and grants compliance and then forwarded to management;
- 4) Meetings were conducted by Housing – Grant management staff for sub-recipients awardees;

5) Other workshops and meetings were handled by Affordable Housing staff and Fair Housing staff;

6) Meetings attended and participated by Homeless Assistance Program staff related to CoC and Emergency Solutions Grant;

7) Meeting dates Commission on Homelessness attended by Housing Department staff: November 2, 2020; December 7, 2020; February 1, 2021; February 27, 2021; March 22, 2021 and April 5, 2021. Meeting is scheduled for June 7, 2021.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comment not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	3/17/20 Published in English and Spanish Notice of 1st Public Hearing notice in VIDA newspaper; English and Spanish versions of Notices were broadcasted on Public Channel 10/35, Public Notices regarding Public Hearings sent out to Oxnard Residents for first	1st Public Hearing- Comment is help for people being unjustly evicted from their rental properties and need location to have access and help to the internet	All comments accepted	NA

		Residents of Public and Assisted Housing Low/mod income Oxnard Residents	Public Hearing, 65 notices mailed out, and Notices were posted on the City of Oxnard website both in Spanish and English.			
2	Entitlement Grant Workshops	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Interested parties/applicatio	8 people attended the Workshop for CDBG and HESG	Comments were application requirements are DUNS number, SAMS, insurance requirements. Asked about the National Objectives list and application deadlines. When completing the application, determine the activity fall under which category. and which grant type.	All comments accepted	NA

		n for grant funds				
3	Resident Survey	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/ broad community	3 people submitted Resident survey to provide need in the community. Survey provided in English & Spanish.	Comments are need employment program for homeless people, housing for rental assistance and home assistance	All comments accepted	NA
4	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-	6/15/21 will be Published in English and Spanish Notice of 2nd Public Hearing in VIDA newspaper; English and Spanish versions of Notices will be broadcasted on Public Channel 10/35, Public Notices regarding Public	2nd Public Hearing comments - will be updated.	All comments will be updated	NA

		targeted/broad community Residents of Public and Assisted Housing Low/mod income Oxnard residents	Hearings will be sent out to Oxnard Residents for first Public Hearing, 65 notices will be mailed out, and Notices will be posted on the City of Oxnard website both in Spanish and English.			
5	Program Coordinating Committee meetings	Minorities Non-English Speaking - Specify other language: Spanish, Mixteco Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Cross-section of	General meeting of community non-profits that serve various segments of the community	Round table discussion- No Comments Received	No Comments Received	NA

		community				
6	Internet Outreach	Non-targeted/broad community	Not Measured	No Comments Received	No Comments Received	https://www.oxnard.org/city-department/housing/grants-management/

Table 4 – Citizen Participation Outreach

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

Introduction

In Plan year 2021, the formula grant calculations of HUD allocations to City of Oxnard are CDBG \$2,479,207, HOME \$764,831 and HESG \$219,551, a total of \$3,463,589 in entitlement grants from HUD. In addition, estimated program income of \$100,000 for CDBG programs and \$100,000 for HOME programs. As well as, CDBG prior year resources of \$200,000. This will increase total available resources from the 2021 Plan year to \$3,863,589. The source of program income comes principally from repayment of loans and recaptures from defaults. Those funds will be used towards meeting the goals and objectives of the 2021 AAP.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources : \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvement	2,479,207	100,000	200,000	2,779,207	2,779,207	Block grant from HUD to address housing, community development, and economic development needs. 2021 CDBG Allocation and Program income is \$2,579,207 and Prior Year resources of \$200,000; the total is \$2,779,207 available resources from CDBG Plan year 2021. Uses of the available resources will be according to the funding priorities set forth in

		nts Public Services						the ConPlan. The specific Activities will be set up in IDIS. The uses of funds will be capped according to the HUD regulations for: (1) Admin and Planning - no more than 20%, or \$515,841 and (2) Public Services up to 15%, or \$386,881. The 2021 balance will be distributed as Public Improvements & Other City Programs as detailed by the City during the AAP process.
HOME	public - federal	Acquisition Homebuye r assistance Homeowne r rehab Multifamily rental new constructio n Multifamily rental rehab New constructio n for ownership TBRA	764,831	100,000	0	864,831	864,831	Grant from HUD to address affordable housing needs. In plan year 2021, HOME allocation is \$764,831 and expected program income is \$100,000; total of \$864,831. Uses of funds are; (1) Administration - no more than 10% or \$86,483 and (2) CHDO Set Asides - at 15% or \$114,724. In addition, \$663,624 is available for housing development. In addition to the CHDO set aside of \$114,724.
HESG	public -	Conversion and rehab	219,551	0	0	219,551	219,551	Grant from HUD to address needs and services for homeless persons or persons at risk of becoming

	federal	for transitional housing Financial Assistance Overnight shelter Rapid re- housing (rental assistance) Rental Assistance Services Transitiona l housing						homeless. Plan year 2021 Available resources for HESG is \$219,551. The limited availability of HESG resources is spread across the uses identified in this table. 1) HESG Administration and Planning costs are no more than 7.5% or \$16,466 those are included in HESG Project 8. (2) Emergency Shelter and Street Outreach cost is no more than 60%, or \$131,730. The 2021 balance will be distributed as Homeless Prevention, HMIS, & Rapid Re-Housing eligible activities as detailed by the City during the AAP process.
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Table 1 - Expected Resources – Priority Table

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

CDBG funds are leveraged by city and subrecipients providers with government agency, in-kind, private foundations and contributions monies who provide services to low/moderate income persons. Affordable housing developments utilizing HOME funds typically use HOME monies to leverage millions of dollars in state, federal, and private financing. HESG funds are leveraged by non-profit agencies providers with government agency, in-kind, private foundations, Ventura County Continuum of Care monies who provide critical services such as assisted housing, services and shelter to vulnerable populations who are at-risk of becoming homelessness or homeless persons and families. HOME funds are matched at a greater than 25% level by recipients of HOME funds, city, and other participants. HESG funds are matched dollar for dollar by subrecipients' providers. The city matched for

Administration portion only.

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

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

Discussion

The resources for 2021 AAP will accomplish more activities but will not meet all the needs prevalent throughout the city.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Supply of Affordable Housing	2021	2024	Affordable Housing		New Rental Housing Housing Support and Stability Homeownership Opportunities Rehabilitation & Preservation of Existing Housing Assistance for Senior Residents Disaster Planning and Recovery	CDBG: \$750,000 HOME: \$778,348	Rental units constructed: 5 Household Housing Unit Rehabilitated Home: 6 Household Housing Unit Housing Services: 14 Household Housing Unit Housing Code Enforcement/ Foreclosed Property Care: 2000 Household Housing Unit
2	Enhance Economic Stability	2021	2024	Non-Housing Community Development		Increase Job Skills Facade Improvements Local Entrepreneurship	CDBG : \$288,000	Business Assisted: 25 Low- Moderate Census Tract Neighborhoods, estimated at 15,000 person

3	Increase Social Services	2021	2024	Non-Homeless Special Needs		Housing Support and Stability Assistance for Senior Residents Social Services Youth Activities and Services Disaster Planning and Recovery	CDBG: \$386,881	Public service activities other than Low/Moderate Income Housing Benefit: 1755 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 150 Households Assisted
4	Work to End Homelessness	2021	2024	Homeless		Housing Support and Stability Homelessness	ESG: \$219,551	Tenant-based rental assistance / Rapid Rehousing: 30 Households Assisted Homeless Person Overnight Shelter: 140 Persons Assisted Other: 100 Other
5	Create Quality Neighborhoods	2021	2024	Non-Housing Community Development		Housing Support and Stability Assistance for Senior Residents Streets and Streetscapes Parks and Community Space Disaster Planning and Recovery Utilities and Public	CDBG: \$838,485	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 124,500 Persons Assisted and Low- Moderate Census Tract Neighborhoods, estimated at 35,000 person

						Infrastructure		
6	Effective Administration	2021	2024	Planning and Administration		New Rental Housing Housing Support and Stability Homeownership Opportunities Rehabilitation & Preservation of Existing Housing Assistance for Senior Residents Increase Job Skills Facade Improvements Local Entrepreneurship Social Services Youth Activities and Services Homelessness Streets and Streetscapes Parks and Community Space Disaster Planning and Recovery Utilities and Public	CDBG: \$515,841 HOME: \$86,483	Other: 0 Other

						Infrastructure		
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Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Improve Supply of Affordable Housing
	Goal Description	Create and preserve stable, safe, and resilient affordable housing opportunities for homeowners and renters including special needs groups such as farmworkers, persons with disabilities, and the elderly throughout Ventura County.
2	Goal Name	Enhance Economic Stability
	Goal Description	Enhance economic stability and prosperity by increasing economic opportunities for residents through job skills training and promotion of local entrepreneurship.
3	Goal Name	Increase Social Services
	Goal Description	Increase access to health and wellness services, youth activities, senior activities, and social service activities for residents.
4	Goal Name	Work to End Homelessness
	Goal Description	Work alongside the Ventura County Continuum of Care to end homelessness within Ventura County by providing housing, emergency shelter, and social services to homeless persons or those at risk of homelessness.
5	Goal Name	Create Quality Neighborhoods
	Goal Description	Enhance access to quality, resilient, and livable neighborhoods by improving publicly owned facilities and infrastructure such as parks, streets, sidewalks, and community buildings, including improving accessibility to meet Americans with Disabilities Act (ADA) standards.

6	Goal Name	Effective Administration
	Goal Description	Create and maintain effective housing and community development programs that address the priority needs listed within the Consolidated Plan, comply with all U.S. Housing and Urban Development (HUD) requirements, and achieve the goals and objectives set out by each Ventura County jurisdiction.

Projects

AP-35 Projects – 91.220(d)

Introduction

These are 2021 Plan year Projects designed to accomplish the goals and objectives of the 2021 AAP. The 2021 Projects will organize Activities in IDIS under the Projects setup in this section of AAP. The Projects are New Rental Housing, Housing Support and Stability, Economic Opportunity, Rehabilitation and Preservation, Assistance for Senior Residents, Other Public Services, Youth Activities and Services, Homelessness, Parks and Community Space, Public Facilities and Improvements, Public Facilities-Fire Protection Equipment and Administration and Planning.

Projects

#	Project Name
1	NEW RENTAL HOUSING
2	HOUSING SUPPORT AND STABILITY
3	ECONOMIC OPPORTUNITY
4	REHABILITATION AND PRESERVATION
5	ASSISTANCE FOR SENIOR RESIDENTS
6	OTHER PUBLIC SERVICES
7	YOUTH ACTIVITIES AND SERVICES
8	HOMELESS ASSISTANCE
9	PARKS AND COMMUNITY SPACE
10	PUBLIC FACILITIES AND IMPROVEMENTS
11	PUBLIC FACILITIES-FIRE PROTECTION EQUIPMENT
12	ADMINISTRATION

Table 3 - Project Information

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

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

AP-38 Project Summary
Project Summary Information

See Tables

1	Project Name	NEW RENTAL HOUSING
	Target Area	NA
	Goals Supported	Improve Supply of Affordable Housing
	Needs Addressed	New Rental Housing
	Funding	HOME: \$778,348
	Description	PARTICIPATION IN HOUSING DEVELOPMENT FUNDING ASSISTANCE
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	5 LOW INCOME HOUSEHOLDS
	Location Description	CITY OF OXNARD, CALIFORNIA
	Planned Activities	FINANCIAL ASSISTANCE TO A COMMUNITY HOUSING DEVELOPMENT ORGANIZATION FOR THE DEVELOPMENT OF 5 HOUSING UNITS FOR LOW INCOME HOUSEHOLDS IN OXNARD. THIS PROJECT INCLUDES 15% OF HOME ALLOCATION SET ASIDE FOR CHDO'S, OR \$114,724.
2	Project Name	HOUSING SUPPORT AND STABILITY
	Target Area	NA
	Goals Supported	Improve Supply of Affordable Housing
	Needs Addressed	Housing Support and Stability
	Funding	CDBG: \$265,000
	Description	HOUSING SERVICES
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	3 HOUSING UNIT, 6 HOUSEHOLDS (REHABILITATION), 5 HOUSING UNITS- HOUSING SERVICE; TOTAL OF 14 HOUSEHOLDS
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	HOUSING SERVICES FOR LOW - MODERATE INCOME HOUSING HOUSEHOLDS

3	Project Name	ECONOMIC OPPORTUNITIES
	Target Area	NA
	Goals Supported	Enhance Economic Stability Create Quality Neighborhoods
	Needs Addressed	Local Entrepreneurship
	Funding	CDBG: \$288,000
	Description	BUSINESS ASSISTANCE AND NEIGHBORHOOD IMPROVEMENTS
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	25 BUSINESS ASSISTED; THE NEIGHBORHOOD ACTIVITY WILL TARGET LOW-MOD CENSUS TRACT NEIGHBORHOODS, ESTIMATED AT 15,000 PERSON
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD AND LOW- AND MODERATE INCOME AREAS
4	Planned Activities	ECONOMIC DEVELOPMENT COLLABORATIVE WILL PROVIDE BUSINESS ASSISTANCE FOR BUSINESS IN LOW-MODERATE INCOME AREAS AND SOUTHWINDS NEIGHBORHOOD IMPROVEMENTS BY OXNARD HOUSING DEPARTMENT
	Project Name	REHABILITATION AND PRESERVATION
	Target Area	NA
	Goals Supported	Improve Supply of Affordable Housing
	Needs Addressed	Rehabilitation & Preservation of Existing Housing
	Funding	CDBG: \$485,000
	Description	REHABILITATION OF HOUSING UNITS; CODE ENFORCEMENT AND COMPLIANCE
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	6 HOUSEHOLDS HOUSING UNITS 2,000 HOUSEHOLD HOUSING UNITS (CODE COMPLIANCE)
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD

	Planned Activities	REHABILITATION OF HOMEOWNER UNITS FOR LOW-MODERATE INCOME HOUSEHOLDS; SUPPORT THE CODE ENFORCEMENT ACTIVITIES OF THE CITY OF OXNARD DEVELOPMENT SERVICES TO IMPROVE QUALITY OF LIFE AND PROPERTY ISSUES
5	Project Name	ASSISTANCE FOR SENIOR RESIDENTS
	Target Area	NA
	Goals Supported	Increase Social Services
	Needs Addressed	Assistance for Senior Residents
	Funding	CDBG: \$47,500
	Description	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2021 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR SENIOR SERVICES TO INCREASE THE QUALITY OF LIFE
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	100 PERSONS WILL BE ASSISTED WITH SENIOR SERVICES
	Location Description	CITY-WIDE
6	Planned Activities	1) ASSISTING WITH DAILY NEEDS FOR SENIORS BY CAREGIVERS VOLUNTEERS ASSISTING THE ELDERLY, CITY OF OXNARD RECREATION AT 2) PALM VISTA SENIOR CENTER
	Project Name	OTHER PUBLIC SERVICES
	Target Area	NA
	Goals Supported	Increase Social Services
	Needs Addressed	Social Services
	Funding	CDBG: \$244,381
	Description	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2021 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR FAIR HOUSING COUNSELING, SUBSTANCE ABUSE SERVICES, FOOD PANTRY, HOMELESS SERVICES AND HEALTH CARE SERVICES.
	Target Date	6/30/2022
	Estimate the number	100 LOW-INCOME INDIVIDUALS WILL BE ASSISTED WITH SUBSIDIZED

	and type of families that will benefit from the proposed activities	HEALTH CARE SERVICES, FAIR HOUSING SERVICES WILL ASSIST 150 FAMILIES, 350 INDIVIDUALS WILL BE ASSISTED WITH FOOD PANTRY, 35 INDIVIDUALS WILL BE ASSISTED WITH SUBSTANCE ABUSE SERVICES AND 260 HOMELESS INDIVIDUALS WILL BE ASSISTED WITH EMERGENCY SHELTER AND SERVICES.
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	1) CITY OF OXNARD FAIR HOUSING PROGRAM, 2) EMERGENCY SHELTER FOR HOMELESS BY COUNTY OF VENTURA HUMAN SERVICES AGENCY RAIN PROGRAM, SHELTER CARE RESOURCES FOR 3) HOMELESS SERVICES BY AND 4) FOOD PANTRY, 5) SUBSTANCE ABUSE SERVICES BY THRIVE MENTORSHIP AND 6) SUBSIDIZED HEALTH CARE SERVICES BY LIVINGSTON MEMORIAL VISITING NURSES ASSOCIATION
7	Project Name	YOUTH ACTIVITIES AND SERVICES
	Target Area	NA
	Goals Supported	Increase Social Services
	Needs Addressed	Youth Activities and Services
	Funding	CDBG: \$95,000
	Description	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2021 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR YOUTH RECREATIONAL AND EDUCATIONAL PROGRAMS; YOUTH FROM LOW- AND MODERATE-INCOME HOUSEHOLDS.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	910 YOUTH WILL BE ASSISTED WITH YOUTH SERVICES/RECREATIONAL AND EDUCATIONAL PROGRAMS IN LOW-MODERATE NEIGHBORHOODS
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	CITY OF OXNARD RECREATION AT 1) COLONIA GYM, 2) COLONIA BOXING GYM, 3) SOUTHWINDS YOUTH CENTER AND 4) POLICE ACTIVITIES LEAGUE
8	Project Name	HOMELESS ASSISTANCE
	Target Area	NA
	Goals Supported	Work to End Homelessness

	Needs Addressed	Homelessness
	Funding	ESG: \$219,551
	Description	Administration and Planning costs subject to 7.5% Cap, or \$16,466. HEARTH Emergency Solutions Grant funds to provide financial assistance to various service providers for Emergency Shelter and Street Outreach subject to 60% Cap; Homeless Prevention, Rapid Re-Housing, and HMIS activities to serve homeless individuals and families, and those at-risk of becoming homeless. Street Outreach and Emergency Shelter activities will be limited to 60% of HESG allocation, or \$131,730. All HESG subrecipients are required by the City of Oxnard to provide matching funds of a dollar for every dollar HESG grant dollars received.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	KINGDOM CENTER WILL PROVIDE EMERGENCY SHELTER TO 140 INDIVIDUALS; MERCY HOUSE WILL PROVIDE RAPID REHOUSING TO 15 INDIVIDUALS; CITY OF OXNARD HOUSING DEPARTMENT, HOMELESS DIVISION WILL PROVIDE STREET OUTREACH TO 100 INDIVIDUALS AND RAPID RE-HOUSING TO 15 HOMELESS HOUSEHOLDS
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	1) ADMINISTRATION OF HESG BY CITY OF OXNARD, 2) KINGDOM CENTER WILL PROVIDE EMERGENCY SHELTER AND ,3) MERCY HOUSE WILL PROVIDE RAPID REHOUSING, 4) CITY OF OXNARD HOUSING DEPARTMENT, HOMELESS DIVISION WILL PROVIDE STREET OUTREACH, AND 5) RAPID RE-HOUSING
9	Project Name	PARKS AND COMMUNITY SPACE
	Target Area	NA
	Goals Supported	Create Quality Neighborhoods
	Needs Addressed	Parks and Community Space
	Funding	CDBG: \$500,953
	Description	PUBLIC IMPROVEMENTS OF PUBLIC PARKS AND COMMUNITY SPACE WITHIN LOW- AND MODERATE INCOME AREAS
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed	THIS PROJECT WILL ACCOUNT FOR TANGIBLE IMPROVEMENTS TO PUBLIC IMPROVEMENTS IN LOW-MOD CENSUS TRACT NEIGHBORHOODS. THE ACTIVITIES WILL TARGET LOW-MOD CENSUS TRACT NEIGHBORHOODS, ESTIMATED AT 15,000 PERSONS.

	activities	
	Location Description	LOW AND MODERATE INCOME AREAS
	Planned Activities	1) JOHNSON CREEK PLAYGROUND, 2) SIERRA LINDA PARK PLAYGROUND, AND 3) THOMPSON PARK PLAYGROUND
10	Project Name	PUBLIC FACILITIES AND IMPROVEMENTS
	Target Area	NA
	Goals Supported	Create Quality Neighborhoods
	Needs Addressed	Utilities and Public Infrastructure
	Funding	CDBG: \$117,282
	Description	PUBLIC FACILITIES AND IMPROVEMENTS
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	THE ACTIVITIES WILL TARGET LOW-MOD CENSUS TRACT NEIGHBORHOODS, ESTIMATED AT 20,000 PERSONS.
	Location Description	LOW AND MODERATE INCOME AREAS
	Planned Activities	1) COLONIA NEIGHBORHOOD FACILITIES AND 2) SOUTHWIND NEIGHBORHOOD DESIGN PROJECT
11	Project Name	PUBLIC FACILITIES-FIRE PROTECTION EQUIPMENT
	Target Area	
	Goals Supported	Create Quality Neighborhoods
	Needs Addressed	Disaster Planning and Recovery Utilities and Public Infrastructure
	Funding	CDBG: \$220,250
	Description	PUBLIC FACILITIES -FIRE PROTECTION EQUIPMENT
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed	THIS PROJECT IS CITY-WIDE AND WILL ACCOUNT FOR IMPROVEMENTS TO PUBLIC FACILITIES-FIRE PROTECTION EQUIPMENT. THE CITY-WIDE ACTIVITIES WILL ASSIST APPROX 208,000 PERSONS, OF WHICH OVER 60% ARE LOW/MOD INCOME RESIDENTS, ESTIMATED AT 124,800

	activities	PERSONS.
	Location Description	CITYWIDE
	Planned Activities	1) EMERGENCY OPERATIONS EKG MONITORS AND 2) FIRE STATION 1 SECURITY FENCING
1 2	Project Name	ADMINISTRATION
	Target Area	NA
	Goals Supported	Effective Administration
	Needs Addressed	New Rental Housing Housing Support and Stability Homeownership Opportunities Rehabilitation & Preservation of Existing Housing Assistance for Senior Residents Increase Job Skills Facade Improvements Local Entrepreneurship Social Services Youth Activities and Services Homelessness Streets and Streetscapes Parks and Community Space Disaster Planning and Recovery Utilities and Public Infrastructure
	Funding	CDBG: \$515,841 HOME: \$86,483
	Description	ADMINISTRATION AND PLANNING COSTS SUBJECT TO CAPS FOR EACH FUNDING SOURCE; CDBG (20% of Allocation & PI) AND HOME (10% of Allocation & PI)
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	ADMINISTRATION AND PLANNING ACTIVITIES WILL BENEFIT FAMILIES CITYWIDE. AN ESTIMATED 208,000 PERSONS WILL BENEFIT FROM THIS ACTIVITY OF WHICH OVER 60% ARE LOW- AND MODERATE- INCOME RESIDENTS.
	Location Description	CITYWIDE
	Planned Activities	COORDINATION OF ALL CDBG AND HOME ADMINISTRATION AND PLANNING ACTIVITIES

AP-50 Geographic Distribution – 91.220(f)

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

The primary national objectives of the ConPlan programs are to benefit LMI residents, therefore, the City's CDBG funds will be targeted to extremely low, low, and moderate-income persons. The City has traditionally dedicated 100 percent of its CDBG resources to activities that exclusively benefit LMI persons. CDBG funds will be used to serve the LMI persons Citywide and in Low-Moderate Areas (LMA). This trend is expected to continue in PY 2021. Also, the City will continue to assist the low-income persons citywide with HOME and HESG funds. The target areas are: (1) Citywide, with 68 percent of the total entitlement funds; and, (2) the LMA Census Tract, 32 percent. The total entitlement includes the administration and planning funding.

Rationale for the priorities for allocating investments geographically

The need for affordable housing (funded from CDBG and HOME) is present throughout the City. CDBG funds for direct benefit category-capital improvements and code enforcement are allocated based on the percentage of LMI persons within the LMA neighborhoods. Regarding the Public Services category of the CDBG funds, the proposed projects will focus on the basic needs of the residents such as health care, essential and supportive services, as well as housing services. The special population such as seniors, homeless and youth will continue to receive their funding for the healthcare needs, nutrition needs, education needs, shelter support and recreational needs.

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

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

Discussion

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

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

HOME affordable housing loans for down payment assistance or rehabilitation will leverage affordable housing loan programs, funded by State of CA, such as BEGIN and CAL-HOME. HOME development financing assistance will leverage development funds from State of California, developer equity, private financing, and tax credit financing.

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

1. Homeownership Assistance Programs
2. Rehabilitation of Single-Family and Mobile home Housing Units
3. Construction of new affordable dwelling units

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	14
Special-Needs	0
Total	14

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	5
Rehab of Existing Units	3

Acquisition of Existing Units	6
Total	14

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

City of Oxnard's Affordable Housing Division (AHRD) offers HOME grant funds to finance homebuyer assistance and CDBG grants funds for rehabilitation of owner-occupied single family housing and mobile homes for local residents. AHRD will also continue to provide financial assistance to Community Housing Development Organizations (CHDO) and affordable housing developers to develop affordable housing units throughout the City subject to available funding and as permitted by the funding source. Loan information is provided to interested residents at homeownership fairs, workshops, and on the City of Oxnard's Housing Department website.

AP-60 Public Housing – 91.220(h)

Introduction

Oxnard Housing Authority (OHA) currently administers 520 public housing units, 1,890 Section 8 rental assistance vouchers, which includes 77 VASH vouchers and provides support services through its Resident Services program and Family Self-Sufficiency (FSS) program. The needs of public housing residents are supported with a Resident Services program which offers a variety of services to families and youth on-site. The FSS program supports and promotes public housing and Section 8 families with homeownership opportunities and economic self-sufficiency. The FSS Program provides one-on-one counseling and individual assistance to families that participate in this program. Marketing flyers for the residential rehabilitation program and the home buyer program are also available in the City's Housing Department lobby.

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

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

For Fiscal year 2021/22, the following capital improvement projects for public housing units are planned:

Cal 31-8 (Palm Vista) Drain Lines \$300,000 and 504 Compliance \$ 355,000

Cal 31-7 (Scattered sites) Additional Parking \$ 50,000

Total Planned projects for 2021 \$ 705,000

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

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

flyers to all households.

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

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

Not Applicable

Discussion

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

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

Introduction

Jurisdictions that receive federal funds for homeless assistance are typically required to conduct a Point In Time Count (PIT) of homeless persons each year. Due to the COVID-19 pandemic, Ventura County requested and was granted an exemption from HUD. Until our planned count in 2022, we will be using data from the 2020 PIT count that was conducted on January 29, 2020.

The "Ventura County 2020 Homeless Count and Subpopulation Survey: Final Report", published in April 2020. The report is at the following website: <https://s33020.pcdn.co/wp-content/uploads/2020/04/2020-VC-Homeless-Count-Report-Final.pdf>

In summary, the PIT count is a snapshot of homeless people who could be enumerated on one specific day. The 2020 PIT counted a total of 379 unsheltered homeless persons in Oxnard.

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 City of Oxnard continued the operation of a year round homeless shelter and navigation center located on K Street in Oxnard. The City of Oxnard contracted Mercy House to operate the navigation center. The navigation center will continue its operation for the next twelve-month period and beyond. The City responded to the COVID-19 pandemic by expanding shelter space to a second location across the street from the main site on K street so that we can maintain the 110 bed capacity while following public health protocol for social distancing. Oxnard has launched an effort to develop a new construction mixed-use development that will include a new and replacement navigation center and 110-bed homeless shelter plus other support services and fifty-six units of permanent supportive housing. We expect that this new project will be in operation within twenty-four months and will maintain the interim operation on K Street until relocation is possible.

In May 2020, the City began working with the Salvation Army to provide street outreach services that includes practical assistance, housing navigation, employment assistance, health navigation and crisis intervention with the ultimate goal of transitioning chronically-homeless individuals towards stable housing. During the next year, Oxnard will engage a new street outreach team to offer navigation for basic needs, services and shelter. The street outreach team will coordinate with Mercy House and the Oxnard Navigation Center as well as the Homeless Liaison Officers with the Oxnard Police Department.

In these 12 months, we plan to increase our street outreach capacity to engage with a greater number

of unsheltered homeless persons with the additional tool of administering vouchers for non-congregate emergency shelter primarily through the use of motel vouchers.

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: Mercy Housing in operation of the Oxnard Navigation Center, 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 incidents of homelessness. The Oxnard Housing Authority has the use of Homeless Set Aside vouchers in issuance of Housing Choice Vouchers and is actively offering permanent housing opportunities. During the 2020 – 2021 fiscal year the Oxnard Housing Authority expects to house 75 otherwise homeless families with the use of Housing Choice Vouchers. The Oxnard Housing Authority also received an allocation of 40 Mainstream housing vouchers that are prioritized for non-elderly adults with disabilities who are currently homeless or leaving an institution.

The Ventura County Human Services Agency utilizes both County General Funds and the City's Emergency Solutions Grant to provide eviction prevention and rapid re-housing services to all of these populations; they will continue to do this in the forthcoming operating year. Additionally, Ventura County Veterans Services, Homeless Health Care and Ventura County Behavioral Health all work closely with the service providers to provide other supportive services to assist in reducing the incidence of homelessness as they have also done in the recent past.

OHA works in conjunction with the Veteran Administration to administer 77 housing vouchers for homeless veterans under the VASH program. This program targets chronically homeless veterans.

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

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

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

Discussion

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

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

All of the above objectives are still in progress and will be folded into a regional plan and strategy lead by the County of Ventura.

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 and limited public funding to subsidize the development of new affordable housing units, developers often do not have the resources to develop the number of units necessary to house this population. When this occurs, badly needed units go undeveloped, thus further limiting housing opportunities for those hardest to house.

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

return on residential investment

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

Discussion:

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

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 in the next section.

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. The City will continue to work with the appropriate state agencies to administer the assets of the former redevelopment agency in the appropriate manner, and to the benefit of the LMI community whenever possible and feasible. Limited availability of funding from federal, state and other sources;

High cost of housing and provisions in the area which increases the difficulty of meeting affordable housing needs;

Reduced or frozen funding from state and other sources due to inadequate state revenue; the housing and credit crisis causing a negative effect;

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

Credit crisis has limited the availability of capital to develop housing for low-and moderate-income households and special needs groups. City staff will address the challenges of existing and new obstacles in PY 2021 by focusing on the following programmatic and administrative areas: Staff will continue to research the availability of future funding resources that leverage the development of affordable housing units, inclusive of grants, bond financing, Section 108 funding and partnering with other affordable housing developers. CDBG and other funds will be used to fund administrative support for programs that serve the needs of LMI citizens citywide. This is especially critical now that no redevelopment agency funding is available, given that redevelopment agencies no longer exist in California. Staff will continue to collaborate with private-sector partners when appropriate in the development and construction of affordable housing. Staff will continue to collaboratively work with the service provider community, non-profit organizations, and neighboring cities and local governmental agencies within the County of Ventura to identify projects that also meet federal community development program eligibility and which can comply with timely draw-down requirements.

Actions planned to foster and maintain affordable housing

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

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

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

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

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

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

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

- Assistance with accessing and applying for funding (based on availability of federal, state, local foundations, and private funds)
- Mortgage-subsidy or down payment assistance programs to assist first- time homebuyers and other qualifying households, when such funds are available
- Expedited/streamlined application processing and development review
- Modification of development requirements, such as reduced setbacks and parking standards on a case-by-case basis
- Density bonus

Actions planned to reduce lead-based paint hazards

The City will coordinate activities with the County of Ventura Department of Health and Human Services to reduce lead-based paint hazards in accordance with federal regulations. Any rehabilitation activities on housing units constructed prior to 1978 will have lead hazards identified and actions taken to remove the hazard. The City's Affordable Housing Division does not own or manage any housing units. All units for which HOME and CDBG assistance is provided for homebuyer assistance or homeowner rehabilitation are administered in compliance with HUD's HOME or CDBG regulations for lead-based paint, as applicable. With respect to units owned or assisted by the Oxnard Housing Authority, there have been no cases of Public Housing tenants and/or Section 8 participant households reporting or having been discovered to have poisoned children or any child with "Elevated Blood Lead Level". OHA staff provides a brochure related to lead based paint hazards to all new tenants and program participants. Maintenance staff attends training and seminars to stay current with the State of California Lead Awareness Training requirements.

Actions planned to reduce the number of poverty-level families

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

- City Corp
- Community Action of Ventura County
- Oxnard Housing Authority
- County of Ventura-Human Services Agency
- City's youth programs such Police Activities League programs, Colonia Gymnasium, Colonia Recreation Center 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 task force.

Discussion:

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

Other actions that the City of Oxnard will continue to improve compliance assessment for all its HUD funded programs and projects by 1) monitoring program and financial performance; 2) compliance with 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 reviews for housing developments and facility improvement projects, more complicated, and time consuming projects; 3) Labor Compliance Act: the City reviews and perform the contract administration of all CDBG-funded construction projects; 4) Section 3 Compliance: this function is also performed by the City; 5) Procurement and Purchasing: The City has its own procurement and purchasing policies managed by staff in the Finance Department; 6) Partnerships with Citizen Advisory Groups: Inter-Neighborhood Council Forum, Commission on Homelessness, Parks and Recreation and Community Services Commission, Mobilehome Park Rent Review Board, and Senior Services Commission.

Program Specific Requirements

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

Introduction:

In addition to the 20% cap for Administration, the City of Oxnard also allocates 15% of 2021 CDBG funds for public services such as recreation programs for youth, homeless services, senior services and fair housing activities. The balance of the funds will be allocated to housing activities, code compliance and public facilities and improvements. In the event of an emergency (such as an earthquake, flooding, or hurricane ...) the City will cut the non-committed funds from other existing projects in order to fund the urgent need within the allowable range. However, the urgent need to meet the following tests: (1) the existing conditions pose a serious and immediate threat to the health and welfare of the community, (2) the existing conditions are recent or recently became urgent, generally 18 months, (3) the City cannot finance on its own, (4) and when other funding sources are not available.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(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)**

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

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

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

Refer to Questions # 3 for Resale Provisions & procedures.

Recapture:

Provisions

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

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

- During the term of the loan, the homeowner must repay the loan if it is sold, transferred or refinanced without the City's permission and/or with cash out to the homeowner or the

homeowner does not occupy the residence as a primary residence.

Procedures

The City utilizes an agreement which includes restrictions, and a promissory note secured by a deed of trust which is recorded with the Ventura County Recorder's Office.

Staff monitors and requires certification annually by the homeowner that the property is owner-occupied to determine if recapture provisions shall be invoked upon discovery of violations for owner-occupancy or unauthorized transfers.

The City will exercise the rights stipulated in the promissory note, secured by the deed of trust that was recorded with the County Recorder's Office.

Should Borrower transfer (as that term is defined in the Note) the Property during the occupancy period, City shall require that Borrower pay from the net proceeds the full amount of the Loan. For purposes of this Loan Agreement, "net proceeds" shall mean the sales price minus loan repayment (other than CDBG funds) and closing costs.

In the event net proceeds are not sufficient to discharge the full amount of the Loan during the occupancy period plus enable the Borrower to recover his or her initial investment in the Property and documented costs of any capital improvements, Borrower shall share the net proceeds with City. The City's share of the net proceeds shall be calculated as follows:

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

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

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

Refer to Question #2 for Recapture provisions and procedures.

Resale

Provisions

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

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

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

Procedures

The City utilizes a Resale Restriction Agreement (RRA) secured by a deed of trust which is recorded with the Ventura County Recorder's Office.

Staff monitors and requires certification annually by the homeowner that the property is owner-occupied to determine if resale provisions shall be invoked upon discovery of violations for owner-occupancy or unauthorized transfers.

If the homeowner defaults or fails to satisfy requirements during the term, the City will exercise the rights stipulated in the Resale Restriction Agreement.

Property must be sold to an eligible low-income homebuyer which shall acquire the unit subject to the continuation of restrictions provided in the RRA through an assumption agreement.

The purchase price must be affordable for a low-income household who earns up to 80% of the area median income, provided by HUD. The monthly cost for principal, interest, taxes, insurance, HOA fees, utilities, and maintenance should not be more than 30% of the monthly income for the household or otherwise stated in the RRA. There is no preference to a particular segment of the low-income population.

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

Determined as the affordable housing cost for a family at 80% of AMI paying no more than 30% of the monthly income for the household or in accordance of California Health And Safety Code 50025.5, whichever is lesser, but not less than the original price paid by homebuyer, or

Determination using a CPI method to calculate the increase (or decrease) in value of the property.

The U.S. Bureau of Labor Statistics Consumer Price Index – All Urban Consumers for the Los Angeles-Riverside- Orange Counties Area (all items based 1982-1984=100) provides the CPI on the date of the calculation and the CPI on the purchase date. The calculation is the CPI on the date of the calculation minus the CPI on the purchase date, plus the cost of improvements to property evidenced with receipts, less 7% depreciation, plus the costs of bringing the housing unit up to current building codes and in a salable condition.

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

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

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

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

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

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

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

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

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

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

- a. The City formally posts the Notice of Available Funds (NOFA) in the regional newspaper, on the City's website, and emails and paper mail are sent to all existing and potential service providers from Ventura to Los Angeles.
- b. All interested agencies attend information workshop/application training on the process, which includes all deadline dates and times.
- c. Interested agencies then submit their application, project overview and qualifications
- d. The funding recommendations are adjusted to meet the available resources and cap requirements; reviewed by management and then submitted to the City Council for approval.
- e. 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.
- f. The Mayor and City Council directs the City Manager and staff to move forward with final processing.
- g. Staff prepare all contracts for execution. Additionally, all internal processes are completed in order to encumber funds to each individual agency.
- h. Contracts are completed and services can begin on July 1.
- i. All HESG contracts are awarded for two years

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

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

5. Describe performance standards for evaluating ESG.

PERFORMANCE MEASURES

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

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

review of submitted reports, review of audit or financial statements, and monitoring and site visits. The City will continue to develop and implement eligible activities using the grant funds and through the monitoring and review processes and techniques in order to comply with the federal specific requirements.

Discussion:

Homeless Assistance Division continues to fund all the activities prescribed in the HEARTH act. With the sub-recipients cooperation, the City's HESG will continue to provide substantial additional leverage funds to invest in the various programs in order to assist the homeless population toward the goal of reduction and ending homelessness. Also, HESG limits the cost categories for administration and planning to 7.5% or \$16,466 and 60% for street outreach and emergency shelter \$131,730; total \$148,196 for those cost categories. The City's 2021 action plan allows the maximum toward \$16,466 administration and planning, and a total of \$71,355 or 32.5% towards rapid re-housing support.

CITY OF OXNARD

2021 ANNUAL ACTION PLAN (AAP)

FUNDING RECOMMENDATION

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

CDBG AVAILABLE RESOURCES

HUD CDBG Allocation	\$ 2,479,207
Program Income	\$ 100,000
Reprogram PY Resources*	\$ 200,000
<u>TOTAL CDBG GRANT RESOURCES</u>	<u>\$ 2,779,207</u>

CDBG EXPENDITURES

RECIPIENT DEPT/DIV-ORGANIZATION

PROGRAM NAME

ADMINISTRATION - 20%

Housing Department-Grants Management	CDBG Administration & Planning	\$ 515,841
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PUBLIC SERVICES- not more than 15%

Caregivers: Volunteers Assisting the Elderly	Caregivers: Volunteers Assisting the Elderly	\$ 12,500
County of Ventura-Human Services Agency	RAIN TLC Bridges To Home	\$ 10,000
Livingston Memorial Visiting Nurses Association	Subsidized Care Program	\$ 20,000
Oxnard Housing Department - Fair Housing	Fair Housing Program	\$ 94,980
Oxnard Fire Department	Community Paramedic	\$ 76,025
Oxnard Recreation Department	Colonia Boxing Gym	\$ 10,000
Oxnard Recreation Department	Colonia Memorial Park Veterans Gym	\$ 40,000
Oxnard Recreation Department	Southwinds Youth Center	\$ 15,000
Oxnard Recreation Department	Police Activities League - PAL	\$ 30,000
Oxnard Recreation Department	Palm Vista Senior Center	\$ 35,000
Shelter Care Resources	Foundation First	\$ 23,376
Thrive Mentorship House	Thrive Mentorship House	\$ 20,000
<i>Total Public Services Projects</i>		<i>\$ 386,881</i>

PUBLIC IMPROVEMENTS & OTHER CITY PROGRAMS

Oxnard Development Service Department	Code Compliance	\$ 285,000
Oxnard Fire Department	Emergency Operation - EKG Monitors	\$ 176,250
Oxnard Fire Department	Security Fencing Station 1	\$ 44,000
Oxnard Housing Department - AHRD	Housing Services	\$ 265,000
Oxnard Public Works Department	Johnson Creek Playground	\$ 107,951
Oxnard Public Works Department	Sierra Linda Park Playground	\$ 171,751
Oxnard Public Works Department	Thompson Park Playground	\$ 221,251
Oxnard Housing Department	Colonia Neighborhood Facilities	\$ 77,640
Economic Development Collaborative - Ventura County	City of Oxnard Business Assistance Program	\$ 250,000
Oxnard Housing Department	Southwinds Neighborhood Design	\$ 77,642
Oxnard Housing Department - AHRD	Rehabilitation Loan Program*	\$ 200,000
<i>Total Public Improvements & Other City Programs</i>		<i>\$ 1,876,485</i>

* Prior Year Funds

TOTAL CDBG GRANT EXPENDITURES \$ 2,779,207

HEARTH EMERGENCY SOLUTIONS GRANT (HESG)**HESG AVAILABLE RESOURCES**

HUD HESG Allocation	\$	219,551
<u>TOTAL HESG GRANT RESOURCES</u>		\$ 219,551

RECIPIENT DEPT/DIV-ORGANIZATION**PROGRAM NAME**

Housing Department-Homeless	HESG Administration & Planning (7.5 %)	\$	16,466
Housing Department-Homeless	Street Outreach	\$	101,730
Housing Department-Homeless	Rapid Re-Housing	\$	14,537
Mercy House	Rapid Re-Housing	\$	56,818
The Kingdom Center	Emergency Shelter	\$	30,000
<u>TOTAL HESG GRANT EXPENDITURES</u>		\$	<u>219,551</u>

HOME INVESTMENT PARTNERSHIP (HOME)**HOME Available Resources**

HUD HOME Allocation	\$	764,831
Program Income	\$	100,000
<u>TOTAL HOME GRANT RESOURCES</u>		\$ 864,831

Oxnard Housing Department - Affordable Housing & Rehabilitation Division (AHRD)	HOME Administration & Planning (10 %)	\$	86,483
Oxnard Housing Department - AHRD	CHDO Set-Aside (15%)	\$	114,724
Oxnard Housing Department - AHRD	Affordable Housing Development Project	\$	663,624
<u>TOTAL HOME GRANT EXPENDITURES</u>		\$	<u>864,831</u>

ENTITLEMENTS GRAND TOTAL \$ 3,863,589

2021 ANNUAL ACTION PLAN

City of Oxnard
May 25, 2021



CDBG



Community Development Block Grant
Building Better Neighborhoods



Home Investment Partnerships
Program



Emergency Solutions Grant

COMMUNITY DEVELOPMENT BLOCK GRANT



ANNUAL ACTION PLAN

<u>CDBG Categories</u>	<u>FY 2020-2021 Approved</u>	<u>FY 2021-2022 Recommended</u>
Administration	\$534,877	\$ 515,841
<u>Public Services</u>		
Caregivers: Volunteers Assisting the Elderly	\$12,500	\$12,500
County of Ventura-Human Services Agency RAIN	\$10,000	\$10,000
Fair Housing	\$100,132	\$94,980
Livingston Memorial Visiting Nurses	\$20,000	\$20,000
Fire Community Paramedic	--	\$76,025
Colonia Boxing Gym	\$17,500	\$10,000



 **Livingston Memorial**
Visiting Nurse Association & Hospice



ANNUAL ACTION PLAN

<u>Public Services Continued</u>	<u>FY 2020-2021</u>	<u>FY 2021-2022</u>
Colonia Memorial Park Veterans Gym	\$43,800	\$40,000
Southwinds Youth Center	--	\$15,000
Police Activities League	\$40,500	\$30,000
Palm Vista Senior Center	\$35,000	\$35,000
Shelter Care Resources	\$19,226	\$ 23,376
Thrive Mentorship	No Application	\$ 20,000
Colonia Recreation Center	\$30,000	\$0
Rec On The Go	\$42,500	No Application



Shelter Care

Resources

Non-Profit



ANNUAL ACTION PLAN

Public Services Continued

FY 2020-2021
Approved

FY 2021-2022
Recommended

Colonia Branch Library

\$30,000

\$0

Public Service Total

\$401,158

\$ 386,881



ANNUAL ACTION PLAN

<u>Public Improvements & Other Programs</u>	<u>FY 2020-2021 Approved</u>	<u>FY 2021-2022 Recommended</u>
Code Compliance	\$285,000	\$285,000
Fire Emergency EKG Monitors	--	\$176,250
Fire Station1 Security Fencing	--	\$44,000
Housing Services	\$200,000	\$265,000
Johnson Creek Playground	--	\$107,951
Sierra Linda Park Playground	--	\$171,751
Thompson Park Playground	--	\$221,251



Code Compliance



ANNUAL ACTION PLAN

<u>Public Improvements & Other Programs Continued</u>	<u>FY 2020-2021 Approved</u>	<u>FY 2021-2022 Recommended</u>
Colonia Neighborhood Facilities	--	\$77,640
Economic Development Collaborative- Oxnard Business Assistance Program	--	\$250,000
Southwinds Neighborhood Design	--	\$77,642
Rehabilitation Loan Program	--	\$200,000
La Colonia Green Alleys and Mural	\$50,000	---
Pleasant Valley Park Ball Court	\$68,000	---
Homeless Shelter Portables	\$240,000	---
Rehabilitation Program	\$420,153	---

ANNUAL ACTION PLAN

Public Improvements & Other Programs Continued

FY 2020-2021

FY 2021-2022

Police Activity Facility
Rehabilitation

\$30,000

One Stop Facility Rehabilitation

\$ 120,000

Fire Emergency Operations Center

\$195,000

Multi Service Center Mural

\$5,200

Homeownership
Assistance Program

\$125,000

Public Improvements Total

\$1,738,353

\$1,876,485

CDBG Total

\$ 2,674,388

\$ 2,779,207



EMERGENCY SOLUTIONS GRANT

EMERGENCY SOLUTIONS GRANT



ANNUAL ACTION PLAN

Hearth Emergency Solutions Grant	<u>FY 2020-2021</u> <u>Approved</u>	<u>FY 2021- 2022</u> <u>Recommended</u>
Administration (7.5%)	\$16,581	\$ 16,466
Oxnard Housing Street Outreach	\$52,649	\$101,730
Oxnard Housing Case Management	\$15,035	\$ 14,537
Mercy House Rapid Rehousing	\$56,818	\$56,818
Kingdom Center Emergency Shelter	\$30,000	\$30,000
Turning Point Emergency Shelter	\$50,000	No Application
HESG TOTAL	\$ 221,083	\$ 219,551



MERCYHOUSE



HOME INVESTMENT PARTNERSHIPS



**Home Investment Partnerships
Program**

ANNUAL ACTION PLAN

HOME

FY 2020-2021
Approved

FY 2021- 2022
Recommended

Administration (10%)

\$87,613

\$86,483

CHDO Set-Aside (>15%)

\$116,420

\$114,724

Affordable Housing
Development Project

\$672,101

\$663,624

HOME TOTAL

\$ 876,134

\$864,831





QUESTIONS?

Written comments to:
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