

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
March 22, 2022

Regular Meeting - 6:45 to 8:15 PM

(Temporary Time Change)

Zoom details to call-in for public comment during a meeting:

- 1. Dial Phone Number: (888) 475-4499**
- 2. Enter Meeting ID: 897 5028 0877**
- 3. Passcode: 325467**

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom calling in steps listed above. Once the Mayor calls for public speakers, press *9 to raise your hand to inform the City Clerk you would like to speak during the public speaking section for that particular item on the agenda, while in the zoom waiting room.

This meeting is being held in accordance with Assembly Bill 361, allowing members of the City Council, members of the public and staff to participate via teleconference.

Consistent with City policies imposed to promote social distancing, the facility where the City Council regularly meets is temporarily closed to the public. The public is encouraged to view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at [Youtube.com/oxnardnews](https://www.youtube.com/oxnardnews). Video recordings of the meeting are typically available online following the meeting at the City's website at www.oxnard.org/city-meetings.

*Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. EMAILING COMMENTS OR REQUESTING TO SIGN UP TO SPEAK BEFORE THE MEETING

- a. Submit an email to cityclerk@oxnard.org no later than 3 p.m. on the day of the meeting (Please indicate the agenda item number in the subject line). All email correspondence will be forwarded to the City Council prior to the start of the meeting and made part of the legislative record.
- b. Submit a request to speak by no later than 3 p.m. on the day of the meeting by using the form available at www.oxnard.org/city-meetings, emailing the City Clerk at cityclerk@oxnard.org, or calling the City Clerk at (805) 385-7803.

2. PROVIDING PUBLIC COMMENTS DURING THE MEETING

- a. To provide public comment without requesting to speak prior to the meeting, during the meeting dial (888) 475-4499 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting.
- b. Public comments on agenda items shall be taken following the announcement of the item. After the item is announced, members of the public shall have three minutes to register or otherwise be recognized for the purpose of providing public comment. During this three-minute time period, public comments may be taken and the City Council or staff may discuss the item being considered or briefly respond to public comments.

Detailed participation instructions can be found at www.oxnard.org/city-meetings.

In the event of a disruption which prevents a legislative body of the City of Oxnard from broadcasting a meeting using a call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering

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)

public comment using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on a meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. However, if any of the broadcast options are disrupted, but any of the other broadcast options is still available to the public, the legislative body may take further action on items appearing on a meeting agenda without waiting for the disrupted broadcast option(s) to be restored.

* The City has filed pre-election and post-election lawsuits regarding the validity of Measure M.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

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. After 30 minutes, if all speakers have not 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

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the March 8, 2022 regular meeting as presented.

Legislative Body: Community Services, Public Safety, Housing & Development Committee

Contact: Rose Chaparro, (805) 385-7805

D. REPORTS

1. Police Department

SUBJECT: Police Department Report on Assembly Bill 481: funding, acquisition, and use of military equipment. (0/10/10)

RECOMMENDATION: That the Community Services, Public Safety, and Housing & Development City Council Subcommittee receive a report concerning Assembly Bill 481, which regulates law enforcement agency funding, acquisition, and use of military equipment, and recommend that the City Council consider said report and conduct a public hearing on April 19, 2022 concerning an ordinance adopting a military equipment use policy.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/6v9pU-GUIBM>

Contact: Jason Benites, (805) 385-7624

2. Cultural & Community Services Department

SUBJECT: Elimination of Library Overdue Fines. (0/5/5)

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that City Council approve and authorize the Mayor to:

1. Eliminate overdue fines for all library materials; and
2. Waive existing overdue fines owed by Oxnard Public Library patrons (as of March 15, 2022, \$187,212 were owed in fines); and
3. Authorize the City Manager or designee to refund all fines collected during COVID-19.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/G9za_Jfip1o

Contact: Terrel Harrison, (805) 385-7994

3. Community Development Department

SUBJECT: Review of City's proposed New Residential Curb Cut Policy to Enhance the Parking Availability in Residential Areas by Allowing Curb Cuts and Adding Off-street Parking on Residential Property. (0/15/15)

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee:

1. Receive a summary report on the City's existing and proposed curb cut policies;
2. Provide input on the proposed curb cut policies; and
3. Recommend that staff should present a formal updated curb cut policy to the City Council.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/jJ62SZzAHSk>

Contact: Vyto Adomaitis, (805) 385-7882

4. Housing Department

SUBJECT: First Amendment to the 2021-22 Annual Action Plan and the Second Amendment to the 2020-21 Annual Action Plan for the CARES Act. (0/10/10)

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

1. Conduct a public hearing and receive public comments relating to the following documents to be submitted to the United States Department of Housing and Urban Development for the First Amendment to the 2021-2022 Annual Action and Funding Plan to close and reallocate slow- or no-spending activities within the Community Development Block Grant program to projects moving forward between now and the close of the fiscal year, and to further define activities within the Emergency Shelter Grant – CARES Act program with specific funding awards both described in Attachment 1;
2. Approve the updated changes in activities pertinent to this Mid-Year Reallocation as described in Attachment 1, and the 2021 Amendment to the Annual Action Plan, and the 2020 Amendment to the Annual Action Plan.
3. Authorize the City Manager and his designees, to execute the required applications, certifications, and other pertinent documents for the submission 2021 Annual Action Plan Amendment to the United States Department of Housing and Urban Development, and the Second Amendment to the 2020 Annual Action Plan relating to the Emergency Solutions Grant – CARES Act;
4. Authorize the City Manager and his designees, to execute the appropriate agreements with Community Development Block Grant and Emergency Shelter Grant-CV partners, consultants and contractors, and the ability to adjust any future funding of the Mid-Year activities not to exceed

\$50,000, if the programs require more or less funding to meet their objectives;

5. Authorize the City Manager and his designees, to incorporate any recommended changes resulting from public input to the First Amendment of the 2021 Annual Action Plan, and the Second Amendment to the 2020 Annual Action Plan, as directed by the City Council, including amending any budget appropriations approved by the City Council; and

6. Authorize the Finance Department to make the necessary revenue and expenditure changes to the fiscal year 2022 budget reflecting the amended budgets for the Community Development Block Grant and the Emergency Shelter Grant-CARES Act reallocations described in the 2020 and 2021 Mid-Year budgets.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/6R3XZslakGI>

Contact: Emilio Ramirez, (805) 385-8094

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT



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

**CONSENT AGENDA
AGENDA ITEM NO. C.1**

DATE: March 22, 2022

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

FROM: Rose Chaparro, City Clerk, (805) 385-7805, rose.chaparro@oxnard.org

SUBJECT: Approval of Minutes.

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the March 8, 2022 regular meeting as presented.

BACKGROUND

Approval of Minutes.

STRATEGIC PRIORITIES

This agenda item is a routine operational item.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Rose Chaparro, City Clerk

ATTACHMENTS

1. MINUTES 03 08 2022 Community Services, Public Safety, Housing & Development

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & DEVELOPMENT COMMITTEE
Regular Meeting
MARCH 8, 2022

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 6:45 p.m., Chair Bryan A. 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 and Member Madrigal were present via videoconference. Member Zaragoza was present in person.

Staff members Ashley Golden, Assistant City Manager; Ken Rozell, Chief Assistant City Attorney; Terrel Harrison, Cultural & Community Services Director; and Rose Chaparro, City Clerk were present in person.

Staff members that participated via videoconference were Alexander Nguyen, City Manager; Shiri Klima, Deputy City Manager; Jason Benites, Police Chief; Alexander Hamilton, Fire Chief; Jaime Villa, EMS Coordinator; Emilio Ramirez, Housing Director; and Renee Rakestraw, Community Services Manager.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (None received.)

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee approve the minutes of the February 22, 2022 regular meeting as presented.

It was moved by Member Madrigal, seconded by Member Zaragoza, to approve the Information/Consent item as presented. VOTE: Madrigal, Zaragoza, and MacDonald voted in favor; the motion carried 3-0.

D. REPORTS

1. Fire Department

SUBJECT: Purchase Order with Stryker Medical for \$335,137.99. (0/5/5)

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that City Council authorize the Mayor to sign a Purchase Order with Stryker Medical for \$335,137.99 to purchase seven (7) Lifepak 15 monitors/defibrillators and twelve (12) Lifepak 1000 defibrillators.

Alexander Hamilton, Fire Chief, answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

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

2. Cultural & Community Services Department

SUBJECT: Amendment to Agreement (8503-18-LI) with Baker & Taylor, LLC. for the Purpose of Purchasing Library Materials. (0/5/5)

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that City Council approve and authorize the Mayor to:

- 1) execute a First Amendment to Agreement 8503-18-LI with Baker & Taylor, LLC in the amount of \$380,000 for a total agreement value of \$950,000; and
- 2) extend the term of the Agreement to June 30, 2024, for the purpose of purchasing library materials, cataloging and processing.

Terrel Harrison, Cultural & Community Services Director, answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

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

3. Housing Department

SUBJECT: Participation in the Essential Middle-Income Housing Program for the Arbors at Parc Rose, 1500 Tulipan. (0/10/10)

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

1. Executing a joint exercise of powers agreement relating to the California Statewide Communities Development Authority (CSCDA) Community Improvement Authority (the Authority) issuing bonds for the preservation and protection of middle-income rental housing ("Essential Middle-Income Housing Program");
2. CSCDA's issuance of bond pursuant to the Essential Middle-Income Housing Program; and
3. Entering into a Public Benefit Agreement, that includes annual host fee revenue that would likely offset the loss of City property tax revenues during the term of the agreement.

This agenda item was pulled and removed from this meeting agenda.

4. Housing Department

SUBJECT: Participation in the Middle-Income Housing Program for The Vines at Riverpark, 3040 Oxnard Blvd. (0/10/10)

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

1. Entering into a joint exercise of powers agreement relating to the California Municipal Finance Authority ("CMFA") Special Finance Agency issuing bonds for the preservation and protection of middle-income rental housing ("Middle-Income Housing Program");

2. CMFA Special Finance Agency's issuance of bonds for the preservation and protection of middle-income housing pursuant to the Middle-Income Housing Program; and
3. Entering into a Public Benefit Agreement that includes annual host fee revenue that would likely offset the loss of City property tax revenues during the term of the agreement.

Emilio Ramirez, Housing Director, answered the Committee's questions. Public comments were received from Alexander Russell and Barbara Macri Ortiz. Discussion ensued among the Committee and staff.

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

5. Housing Department

SUBJECT: Downtown Improvement Program Settlement Funds Update. (0/10/10)

RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee:

1. Receive an update on the implementation of the approved program priorities funded with the Downtown Improvement Program Settlement Funds; and
2. Due to the COVID-19 impact, we recommend that the Council appropriate \$85,716 per fiscal year in FYs 22-23 and 23-24, for a total appropriation of \$171,432, for homeless outreach coordinator contract services as part of the annual budget process.

Emilio Ramirez, Housing Director, answered the Committee's questions. Public comments were received from Lorenzo Castillo and Abel Magana. Discussion ensued among the Committee and staff.

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

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 7:36 p.m.

ROSE CHAPARRO

City Clerk

BRYAN A. MACDONALD

Chair



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

REPORTS AGENDA ITEM NO. D.1

DATE: March 22, 2022

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

FROM: Jason Benites, Police Chief, (805) 385-7624, jason.benites@oxnardpd.org

SUBJECT: Police Department Report on Assembly Bill 481: funding, acquisition, and use of military equipment. (0/10/10)

RECOMMENDATION

That the Community Services, Public Safety, and Housing & Development City Council Subcommittee receive a report concerning Assembly Bill 481, which regulates law enforcement agency funding, acquisition, and use of military equipment, and recommend that the City Council consider said report and conduct a public hearing on April 19, 2022 concerning an ordinance adopting a military equipment use policy.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/6v9pU-GUIBM>

BACKGROUND

Over the past several decades, many law enforcement agencies ("LEA's") across the United States acquired a variety of military surplus equipment from the federal government, and incorporated their use into law enforcement operations. The federal program that currently hosts this is the Defense Logistics Agency's 1033 Program. Other forms of this program included the former Defense Reutilization Marketing Office ("DRMO") Program. Generally speaking, the equipment furnished to LEA's was intended to be necessary or beneficial to operations, intended to improve the safety of officers as well as the public, and helped agencies acquire such equipment in the face of limited budgets. The materials provided by these programs were very diverse, and included items ranging from office furniture/equipment, to gas masks and rifles. These programs also furnished civilian-type vehicles, as well as military-purpose ones such as High Mobility Multipurpose Wheeled Vehicles ("Humvees"). At some point in the past two decades, larger (12+ ton) Mine Resistant Ambush Protected ("MRAP") armored vehicles were also furnished to a number of LEA's across the country.

In previous years, the Oxnard Police Department accepted a limited variety of items, including M17 gas masks, helmets, older generation rifles, and rifle optics. These items have since been eliminated from the department's inventory. The Police Department never requested nor received Humvees or MRAP armored vehicles. **The Oxnard Police Department ("OPPD" or "the Police Department") no longer obtains equipment from such programs.**

Over the course of the past several years, criticism and debate has spread across the nation concerning the perception of policing in America becoming "militarized." On September 30, 2021, California Governor Gavin Newsom signed legislation aimed at reforming LEA funding, acquisition and use of specific types of "military equipment." This legislation, referred to as Assembly Bill 481 ("AB 481"), was authored by California

Assembly member David Chiu (D-San Francisco) to address and regulate the funding, acquisition, and use of military equipment by LEA's.

For the purpose of this legislation, LEA's include any of the following: police departments, including those affiliated with transit agencies, school districts, or any campus of the University of California, the California State University, or California Community Colleges; sheriff's departments, district attorneys' offices, and county probation departments. Of note, AB 481 does not apply to federal LEA's.

Effective on January 1, 2022, AB 481 is codified in Government Code sections 7070 through 7075. AB 481 mandates LEA's to obtain approval from their applicable governing body, via adoption of a "military equipment" use policy ("the Policy") by ordinance ("the Ordinance"), prior to the LEA funding, acquiring, or using such equipment. LEA's are required to begin proceedings prior to May 1, 2022.

What is also important to note is that under AB 481, the term "military equipment" expands beyond equipment that has a default application to military use. It also expands beyond the equipment offered by the above-mentioned DRMO and 1033 programs. For intents and purposes of AB 481, the term in this legislation more broadly applies to fifteen (15) descriptors/categories of equipment types, some of which are not typically used by the US armed forces; some of the equipment types are also available by sale to the general public. Some notable categories deemed by AB 481 to be "military equipment" include, but are not limited to, unmanned vehicles (aerial or ground), armored rescue vehicles, command and control vehicles, pepper ball munitions, less lethal shotguns, "less lethal" projectile launchers, and light-sound diversionary devices (often referred to as "flashbangs"). Other items deemed to be "military equipment" per AB 481 include equipment such as semi-automatic rifles and unmanned aerial systems (also known as "drones") that are also available to the public by retail sales.

Government Code section 7070(c)(1-15) deems the following to be military equipment:

1. Unmanned, remotely piloted, powered aerial or ground vehicles.
2. Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers. However, police versions of standard consumer vehicles are specifically excluded from this subdivision.
3. High mobility multipurpose wheeled vehicles (HMMWV), commonly referred to as Humvees, two and one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached. However, unarmored all-terrain vehicles (ATVs) and motorized dirt bikes are specifically excluded from this subdivision.
4. Tracked armored vehicles that provide ballistic protection to their occupants and utilize a tracked system instead of wheels for forward motion.
5. Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
6. Weaponized aircraft, vessels, or vehicles of any kind.
7. Battering rams, slugs, and breaching apparatuses that are explosive in nature. However, items designed to remove a lock, such as bolt cutters, or a handheld ram designed to be operated by one person, are specifically excluded from this subdivision.
8. Firearms of .50 caliber or greater. However, standard issue shotguns are specifically excluded from this subdivision.
9. Ammunition of .50 caliber or greater. However, standard issue shotgun ammunition is specifically excluded from this subdivision.
10. Specialized firearms and ammunition of less than .50 caliber, including assault weapons as defined in Sections 30510 and 30515 of the Penal Code, with the exception of standard issue service weapons and ammunition of less than .50 caliber that are issued to officers, agents, or employees of a law enforcement agency or a state agency.
11. Any firearm or firearm accessory that is designed to launch explosive projectiles.

12. “Flashbang” grenades and explosive breaching tools, “tear gas,” and “pepper balls,” excluding standard, service-issued handheld pepper spray.
13. Taser Shockwave, microwave weapons, water cannons, and the Long Range Acoustic Device (LRAD).
14. The following projectile launch platforms and their associated munitions: 40mm projectile launchers, “bean bag,” rubber bullet, and specialty impact munition (SIM) weapons.
15. Any other equipment as determined by a governing body or a state agency to require additional oversight.

More about AB 481

The Oxnard Police Department seeks City Council adoption of the attached Military Equipment Use Policy (Attachment A), in order to allow OXPD to continue to use the equipment specified therein. The Policy exists in section 708 of the Oxnard Police Department’s Policy Manual, and is visible to the public on the Oxnard Police Department’s website: (<https://sites.google.com/oxnardpd.org/departments-policy-manual/departments-policy-manual>).

Items deemed to be “military equipment” by AB 481 are used as a component of overall best practices for LEA’s throughout the country. Such equipment has been tested in the field, and are used by LEA’s for the purposes of enhancing both the safety of peace officers and the public that they serve. Denial or loss of the use of these items would detract from the welfare of community members and peace officers within the Police Department, as that would eliminate resources or options that could be used to more safely and peacefully conclude incidents. For example, the loss of an agency to deploy “less lethal” equipment would eliminate an option that could have been used to end a volatile situation without the use of lethal force.

The Oxnard Police Department is committed to using contemporary tools and equipment to safeguard the public that it serves. In fact, many of the items deemed to be “military equipment” by AB 481 have been employed by the Oxnard Police Department and LEA’s across the nation for a considerable amount of time, in order to specifically protect and reduce risk to community members. These items provide peace officers with the ability to safely resolve volatile situations which otherwise might rise to the level of lethal force encounters. To that end, the equipment of discussion in this report, and the accompanying Military Equipment Use Policy, also provide Oxnard Police Department personnel with vital tools that facilitate compliance with its robust use of force policy and reporting procedures.

There is significant interest in ensuring that law enforcement continues to have access to equipment that will provide peace officers as many options as possible to safeguard lives, ensure safety, and protect civil liberties. The use of the equipment identified in the Policy (Attachment A) is vital to the Oxnard Police Department’s mission, and will continue to be strictly regulated through internal processes and oversight.

The proposed ordinance that will be considered by the City Council at a public hearing scheduled for April 5, 2022, seeks to approve Oxnard Police Department Policy Manual section 708 (Attachment A), which serves as the Department’s Military Equipment Use Policy. This policy section creates a provision to identify each item identified in Government Code section 7070 that is currently in the City of Oxnard’s possession. The Policy also includes the requirement to identify the current use and cost of each item. These particular items, and their stated uses, were in place prior to the implementation of AB 481. Future acquisitions of any item deemed to be “military equipment” under AB 481 will require a further public meeting, policy update, and council approval.

The Policy also recognizes the need for agencies to provide assistance to each other, whether in ongoing combined or regional operations, occasional planned operations, or in exigent circumstances. Where applicable to the provisions of Government Code sections 7070 through 7075, such assisting agencies must comply with their respective military equipment use policies when rendering assistance (Policy section

708.6).

Under AB 481's mandate, the Police Department will produce an annual report to the Oxnard City Council. The annual report will, at a minimum, contain the following information:

1. The quantity possessed for each type of military equipment.
2. A summary of how the military equipment was used and the purpose of its use.
3. A summary of any complaints or concerns received concerning the military equipment.
4. The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.
5. The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.
6. If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

Government Code Section 7071 also requires LEA's to make publicly available on their agency website any proposed or final military equipment use policy for as long as the military equipment is available for use. As stated above, the Policy is available to the public on the Oxnard Police Department's webpage: (<https://sites.google.com/oxnardpd.org/departments-policy-manual/departments-policy-manual>).

AB 481 also requires the governing body to annually review the Ordinance, and to either:

- Approve/disapprove a renewal of the authorization for a type of military equipment, or
- Modify the military equipment use policy if it determines, based on an annual military equipment report (under Government Code Section 7072) prepared by the law enforcement agency, as provided, that the military equipment does not comply with the specified standards for approval.

The first annual report to the Oxnard City Council will be placed on its agenda in the spring of 2023.

Within 30 days of submitting the annual military equipment report, the Police Department would hold at least one "well-publicized and conveniently located community engagement meeting," to allow for public discussion of the report.

AB 481 defined military equipment used by the Oxnard Police Department

The following is a general description of the Oxnard Police Department's AB 481 equipment, their intended uses, and a declaration of their necessity. The photos depicted are intended for illustrative purposes, and are not to scale.

Unmanned, remotely piloted, powered aerial or ground vehicles

The Oxnard Police Department has been deploying unmanned aerial systems ("UAS") since 2019. UAS systems are easily deployable, and can perform many functions that a helicopter would serve, and at a fraction of the cost. UAS have demonstrated their value to public safety, and have become increasingly more necessary as they can provide visibility and overwatch at high risk locations or incidents. They can assist officers in perimeter searches, increasing the possibility that outstanding suspects can be safely located. UAS are also designed to enter small spaces, such as enclosed structures, as well as to provide overhead observations of wooded areas and other structures located in often crowded spaces. They are also useful in documenting crime scenes and traffic collision scenes, significantly reducing the amount of time to accomplish this. All of the Oxnard Police Department's UAS personnel receive initial and ongoing training to operate this equipment, must pass a certification course, and must earn a certificate from the Federal Aviation Administration. All

UAS flights are documented with flight logs, and the Police Department's policy expressly forbids arming or weaponizing such equipment. The Police Department had 111 UAS deployments in 2020, and 90 in 2021, and no complaints have been received about them to this date. There are no reasonable alternatives that can achieve the same objectives of officer and civilian safety. Without the use of a UAS, officers would have to more frequently place themselves in high risk locations, which would naturally increase the risk to the officers and members of the public.

Unmanned ground robotic vehicles are used for reconnaissance during critical incidents to assist in providing visibility in areas where it would be unsafe to send a person. This equipment enhances the capabilities of SWAT and tactical response teams by allowing them to quickly and safely inspect dangerous situations, and eliminates the need to send personnel in before assessing the situation. Such systems can also be used to examine, move, or defuse potentially hazardous items.



OXPD UAS pilot, observer, and drone



OXPD UAS: DJI Mavic Enterprise

There are no reasonable alternatives that can achieve the same objectives of officer and civilian safety. Not having access to this item would require the use of peace officers to engage in higher risk tasks.

High mobility multipurpose wheeled vehicles (HMMWV), commonly referred to as Humvees, two and one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached

The Police Department currently possesses two (2) such armored rescue vehicles; one was acquired by purchase in 2006, the second by donation in 2021. Armored vehicles are used to provide ballistic protection to officers and citizens during rescue, critical incidents and other hazardous situations. The armored rescue vehicles ("ARV's") used by the Oxnard Police Department, both from the Lenco Bearcat series, are built on a commercial vehicle chassis, and are primarily reinforced civilian commercial vehicles. These vehicles allow officers closer access to high risk situations while substantially reducing the physical risk to the officers and members of the public. They are regularly deployed on SWAT operations, such as the service of high-risk warrants, or to incidents requiring a tactical response. They are intended to serve as a rescue vehicle in the unfortunate event of a downed officer or person in immediate, dire need of rescue. Though such equipment has the ability to serve as a breaching tool, no weapons are affixed to these platforms. There are no reasonable alternatives that can achieve the same objectives of officer and civilian safety. As such, there are no alternatives to providing the same level of ballistic protection.



2006 Lenco Bearcat ARV



2021 Lenco Bearcat ARV

Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units

The Police Department's Mobile Command Post ("MCP") is an unarmored, unarmed vehicle equivalent to a commercial recreational vehicle. Acquired in 2001, it is equipped with radio communications and audio-visual equipment to assist in command and control of special events, critical and non-critical incidents, and disaster scenes. The MCP can also serve as a backup dispatch operation in the event of a catastrophic failure at the Police Department's headquarters building. This vehicle allows for mobile incident command and use of the Incident Command Systems, facilitating the best possible near-scene decision-making. The MCP also provides mobility, sheltering, and logistical support, restroom facilities, and electrical power. The MCP provides mobility and support at one location in a rapidly deploying package.



Oxnard Police Department Mobile Command Post ("MCP")

The Police Department's SWAT van was acquired in 2001. It is used to carry tactical equipment, and serves as a forward (tactical) command post. Like its larger MCP counterpart, the SWAT van also possesses radio communication equipment. Though it carries tactical gear from one location to another, it is also unarmored and has no weapons affixed to it.

The Police Department possesses four (4) command vehicles. These vehicles are sport utility vehicles that serve as forward command posts when needed. This vehicle allows for mobile incident command and use of the Incident Command Systems, facilitating the best possible near-scene decision-making. The rear portion of the vehicle's passenger compartment has an additional radio and mobile data computer, as well as dry erase boards that are useful in coordinating responses to larger incidents. Three (3) of these vehicles are marked black and white patrol units that are assigned to field sergeants, who serve in a supervisory role. The fourth command vehicle is assigned to the Special Operations Division Commander.



SWAT van (tactical command post)



SUV Command vehicle

Regarding these three command vehicle types, there are no reasonable alternatives that can achieve the same objectives of officer and civilian safety.

Battering rams, slugs, and breaching apparatuses that are explosive in nature

The armored rescue vehicle that the Police Department acquired in 2021 is equipped with a breaching apparatus. The Police Department's SWAT team is equipped with shotguns that fire breaching rounds. Of important note, the Oxnard Police Department does not possess or deploy chemical explosives.

Battering rams and breaching apparatus are used to defeat locked, barricaded or fortified locations, allowing officers to conduct rescues or high risk forcible entries. These items allow officers to quickly enter a room or structure when time and the need to make entry are critical factors. This would include, but is not limited to situations involving an active shooter, hostage rescue, or when a barricaded suspect is in the act of harming another. In such situations, time is of the essence, and it would not be feasible to wait for other delayed access to the structure.



Breaching shotgun



.12 gauge breaching shell

There are alternatives which are used for lower risk and/or non-fortified situations. This includes hand held battering rams (which are not deemed as military equipment by AB481). However, this alternative does not afford the same level of protection or speed that such equipment provides when necessary. As such, there are no reasonable alternatives that can achieve the same objectives in terms of entry speed and officer and civilian safety.

Specialized firearms and ammunition of less than .50 caliber, including assault weapons as defined in Sections

30510 and 30515 of the Penal Code, with the exception of standard issue service weapons and ammunition of less than .50 caliber that are issued to officers, agents, or employees of a law enforcement agency or a state agency

Patrol rifles, Special Weapons and Tactics (SWAT) rifles, and sniper rifles enable officers to address medium to long distance threats, or those threats who are heavily armed, armored or both. Further, in both short and long-distance deployments, they allow officers precision shot placement, minimizing the risk to officers and innocent citizens. In today's world, it has become increasingly common for criminals to possess assault weapons, and law enforcement needs this equipment to maintain parity.

The Oxnard Police Department deploys 5.56mm "AR-15" design semi-automatic rifles on a daily basis. The term "deploy" refers to the equipment being carried by officers into the field in a variety of ways, such as the mere carrying it (secured) in a police car. This rifle platform, however, is not "standard issue" equipment. Selected officers must successfully complete a California POST certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy. Selected officers may be in a variety of assignments, ranging from patrol officers to those in SWAT and other specialized assignments. These AR-15 rifle types are listed as an assault weapon in California Penal Code Section 30510, and have assault weapon characteristics as described in California Penal Code Section 30515.



AR-15 rifle

The Police Department possesses six (6) .308 caliber bolt action sniper rifles. Such rifles are of limited issue, provided only to SWAT officers who also undergo specialized training and qualifications. Such rifles may be deployed in circumstances where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying sniper rifles may include, but are not limited to:

- Situations where the officer reasonably anticipates an armed encounter.
- When the officer is faced with a situation that may require accurate and effective fire at long range.
- Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.
- When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
- When an officer reasonably believes that a suspect may be wearing body armor.



Remington 700 rifle

There are no known alternatives to these weapons that will provide the same level of distance or precision. As such, there are no reasonable alternatives that can achieve the same objectives of officer and civilian safety.

"Flashbang" grenades and explosive breaching tools, "tear gas," and "pepper balls," excluding standard,

service-issued handheld pepper spray

Light and sound diversionary devices, commonly referred to as "flashbangs" are used as a distraction device in order to disorient or divert the suspect(s) attention away from officers. This can allow officers to gain safer access to a high risk situation, giving extra time to assess and analyze existing threats. This can prevent injury to officers and citizens. These devices can often lead to a safer resolution and allow officers to take a citizen into custody without force. There are no reasonable alternatives that can achieve the same objectives of officer and civilian safety.



"Flashbang" being deployed



"Flashbang"

Tear gas and pepper ball: Tear gas (also known as "CS" gas) and pepper ball are less lethal methods used to address violent or riotous crowds when there is a risk of physical safety. They are also used to safely extract a suspect from a fixed location or safely detain a suspect who poses a risk of violence to officers. Tear gas allows peace officers to deploy a less lethal chemical agent into a structure where other weapons would not be capable of doing so. These "less lethal" weapons afford peace officers an added option to avoid deadly force encounters. Of note, the Oxnard Police Department has not deployed tear gas to address crowds in many decades; the use of this has been limited to SWAT deployments involving barricaded suspects.





Top: 40mm tear gas projectiles; Bottom: Handheld tear gas grenades

Top: Pepper ball launcher (CO2 propelled); Bottom: Pepper balls

There are no reasonable alternatives that can achieve the same objectives of officer and civilian safety.

The following projectile launch platforms and their associated munitions: 40mm projectile launchers, “bean bag,” rubber bullet, and specialty impact munition (SIM) weapons

The 40mm launcher affords the ability to use less lethal chemical agents and impact munitions. This allows officers to address a threat from a greater distance and provides an alternative option for deadly force when reasonable.





Top and center: 40mm projectile launchers; Bottom: .12 gauge "bean bag" shotgun

Top half: 40mm less lethal impact rounds (foam baton); Bottom half: .12 gauge less lethal impact shells (foam baton at top, "bean bag" at bottom)

The clearly-marked bean bag shotgun fires a less lethal, "bean bag" projectile up to a distance of approximately seventy-five (75) feet. This allows officers to confront a potentially armed or dangerous suspect at a longer distance, and serves as a force option intended to not kill the target. Bean bag shotguns can prevent deadly force encounters. They have been successfully deployed by the Oxnard Police Department for over twenty (20) years, with many instances that prevented what could have otherwise resulted in a lethal use of force.

As such, there are no reasonable alternatives that can achieve the same objectives of officer and civilian safety.

Concluding comments

The equipment listed in the Oxnard Police Department's policy is critical to efficiency and the public's safety, and there are no other practical alternatives for them. The Policy and Ordinance safeguards the public's welfare, safety, civil rights and civil liberties. The Policy ensures that there are safeguards, including transparency, oversight, and accountability measures in place. For example, the Policy requires that the Police Department will ensure that Police Department personnel comply with the Policy. The Police Department will conduct an annual inventory and review of its military equipment. Deviations from the Policy will be corrected if or when discovered. Members of the public are provided direction how to register complaints for violations. Any military equipment items which result in a use of force will be thoroughly investigated, as is already required and performed by existing, robust Police Department policies and practices that involve thorough, multi-layered review.

If Policy 708 is approved by Council ordinance, OXPD will submit to the City Council and post to its website an annual report in compliance with Government Code section 7072, and a community engagement meeting will be held prior to Council consideration of the annual report. Based on the annual report, the City Council shall determine compliance with the standards for approval of each type of military equipment identified in the report, and determine whether to renew, modify, or disapprove the renewal of authorization for each type of identified military equipment.

STRATEGIC PRIORITIES

This agenda item supports Public Safety strategy. The purpose of the Public Safety strategy is to restore and modernize the delivery of public safety services to provide for the safety of our neighborhoods and health of our community.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Jason Benites, Police Chief

ATTACHMENTS

1. Attachment A: Policy Manual Section 708 (Military Equipment Policy)
2. Attachment B: Proposed Ordinance
3. Attachment C AB 481 (Military Equipment) Slide Presentation

Military Equipment

708.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

708.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department, in this case the Oxnard City Council.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

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708.2 POLICY

It is the policy of the Oxnard Police Department that members of this Department comply with the provisions of Government Code § 7071 with respect to military equipment.

708.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police should designate a member of the Department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Oxnard Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 - 1. Publicizing the details of the meeting.
 - 2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

708.4 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or his/her authorized designee shall ensure the proposed military equipment policy is submitted to the governing body, and is available on the Department website at least (30) days prior to any public hearing concerning the military equipment at issue (Government Code § 7071).

The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.

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- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this Department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

708.5 COORDINATION WITH OTHER JURISDICTIONS

This policy recognizes the need for agencies to provide assistance to each other, whether in ongoing combined or regional operations, occasional planned operations, or in exigent circumstances. Where applicable to the provisions of Government Code § 7070 through § 7075, such assisting agencies must comply with their respective military equipment use policies when rendering assistance.

708.6 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or his/her authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The annual military equipment report shall, at a minimum, include the following information for the immediately preceding calendar year for each type of military equipment:

- (a) A summary of how the military equipment was used and the purpose of its use.
- (b) A summary of any complaints or concerns received concerning the military equipment.
- (c) The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.
- (d) The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.
- (e) The quantity possessed for each type of military equipment.
- (f) If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

The Chief of Police or his/her authorized designee shall also make each annual military equipment report publicly available on the Department website for as long as the military equipment is

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available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in Department inventory.

708.7 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

708.8 MILITARY EQUIPMENT INVENTORY

The following constitutes a list of qualifying "military equipment" for the Department:

Equipment Name: Unmanned Aircraft Systems (UAS/Drones) – CA Govt. Code §7070(c)(1)

Quantity Owned/Sought: 1 owned

Lifespan: 200-300 flight hours

Equipment Capabilities: Remotely piloted aerial vehicles capable of providing real-time and recorded video images captured from aerial positions, including images enhanced by forward-looking Infrared (FLIR) and optical zoom lenses.

Manufacturer Product Description: *"The all-new DJI Matrice 300 RTK Commercial Drone System has created a new standard for the commercial drone industry. With inspiration from modern aviation systems, the DJI Matrice 300 RTK offers up to 55 minutes of flight time. The advanced flight control system, 6 Directional Sensing and Positioning systems, AI spot-checking, Smart Track, PinPoint, Location Sharing, and an all-new Primary Flight Display make the Matrice 300 RTK one of the most powerful and capable industrial platforms on the market."*

Purpose/Authorized Uses: UAS/Drones may be utilized to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective.

Uses may include but are not limited to: search and rescue; suspect apprehension; crime scene documentation; tactical operations; scene security; hazard monitoring, identification, and mitigation; response to emergency calls; crisis communications

Fiscal Impacts: \$32,000 initial equipment purchase. The ongoing costs for software licensing and batteries will vary.

Legal/Procedural Rules Governing Use: Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations. Use is subject to Oxnard Police Department Policy Manual section 610.

Training Required: Personnel must possess a valid Federal Aviation Administration Part 107 certificate, complete a Department training course, and must continuously train in both night and daytime flight environments (three takeoffs/landings within 90 day periods).

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Equipment Name: Unmanned Aircraft Systems (UAS/Drones) – CA Govt. Code §7070(c)(1)

Quantity Owned/Sought: 3 owned

Lifespan: 200-300 flight hours

Equipment Capabilities: Remotely piloted aerial vehicles capable of providing real-time and recorded video images captured from aerial positions, including images enhanced by forward-looking Infrared (FLIR) and optical zoom lenses.

Manufacturer Product Description: *"The DJI Mavic II Enterprise features omnidirectional Vision Systems and Infrared Sensing Systems, and comes with a fully stabilized 3-axis gimbal camera with an equivalent 24-48 mm 2x optical enterprise lens capable of shooting 4k videos and 12-megapixel photos that support up to 6x FHD zoom. DJI signature technologies such as obstacle sensing and the advanced pilot assistance system, help you capture complex shots effortlessly. Additional features like the built-in AirSense make you aware of your surrounding airspace, and password protection helps you maintain secure access to your aircraft and protect your data. The Mavic II Enterprise also has attachable modular accessories like the M2E spotlight, M2E Beacon, and M2E Speaker that are purpose-built for various applications. The Mavic II Enterprise boasts a maximum flight speed of 44.7 mph and a maximum flight time of 31 minutes."*

Purpose/Authorized Uses: UAS/Drones may be utilized to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective.

Uses may include but are not limited to: search and rescue; suspect apprehension; crime scene documentation; tactical operations; scene security; hazard monitoring, identification, and mitigation; response to emergency calls; crisis communications

Fiscal Impacts: \$3,500 purchase price per unit. The ongoing costs for software licensing and batteries will vary.

Legal/Procedural Rules Governing Use: Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations. Use is subject to Oxnard Police Department Policy Manual section 610.

Training Required: Personnel must possess a valid Federal Aviation Administration Part 107 certificate, complete a Department training course, and must continuously train in both night and daytime flight environments (three takeoffs/landings within 90 day periods).

Equipment Name: Unmanned Aircraft Systems (UAS/Drones) – CA Govt. Code §7070(c)(1)

Quantity Owned/Sought: 3 owned

Lifespan: 100-150 flight hours

Equipment Capabilities: Remotely piloted aerial vehicles capable of providing real-time and recorded video images captured from aerial positions.

Manufacturer Product Description: *"The DJI Spark is a mini drone that features all of DJI's signature technologies, allowing you to seize the moment whenever you feel inspired. With intelligent flight control options, a mechanical gimbal, and a camera with incredible image quality, Spark empowers you to push your creative boundaries."*

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Purpose/Authorized Uses: UAS/Drones may be utilized to enhance the Department's mission of protecting lives and property when other means and resources are not available or are less effective.

Uses may include but are not limited to: search and rescue; suspect apprehension; crime scene documentation; tactical operations; scene security; hazard monitoring, identification, and mitigation; response to emergency calls; crisis communications

Fiscal Impacts: \$400 purchase price per unit. The ongoing costs for software licensing and batteries will vary.

Legal/Procedural Rules Governing Use: Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations. Use is subject to Oxnard Police Department Policy Manual section 610.

Training Required: Personnel must possess a valid Federal Aviation Administration Part 107 certificate, complete a Department training course, and must continuously train in both night and daytime flight environments (three takeoffs/landings within 90 day periods).

Equipment Name: Unmanned, remotely operated ground vehicle – CA Govt. Code §7070(c)(1)

Quantity Owned/Sought: 1 owned

Lifespan: Approximately 10 years

Equipment Capabilities: The small remotely operated ground vehicle can be deployed quickly and is capable of providing live and recorded video images through several cameras including a pan, tilt, zoom camera. The vehicle has night vision capability. A built-in speaker and microphone provide the ability to establish verbal communications.

Manufacturer Product Description: *The RoboteX Avatar robot Enhances the capabilities of SWAT and tactical response teams by allowing them to quickly and safely inspect dangerous situations, there is no longer a need to send personnel in before you have had a chance to assess the situation."*

Purpose/Authorized Uses: Provides officers the ability to visually inspect hazardous environments and make two-way communication from a safe distance without exposing officers to potential hazards. The robot can be used during high-risk tactical situations, such as barricaded subjects and hostage rescues.

The robot may also be used to inspect hazardous materials, possible explosive devices, and other hazardous situations.

Fiscal Impacts: \$12,433.87 initial purchase

Legal/Procedural Rules Governing Use: Absent exigent circumstances, a search warrant must be obtained prior to the robot entering a private dwelling. All search and seizure laws shall be adhered to. Use is subject to Oxnard Police Department Policy Manual section 610.5.1

Training Required: Only SWAT Team personnel are authorized to control the robot, and only after completing operator training.

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Equipment Name: Armored rescue vehicle – CA Govt. Code §7070(c)(3)

Quantity Owned/Sought: 2 owned

Lifespan: Approximately 20 years

Equipment Capabilities: Provides ballistic protection up to .50 caliber. Range: 100 miles.

Manufacturer Product Description: *"The Lenco Bearcat is a four-wheeled, five-speed automatic transmission, diesel engine-powered vehicle with ballistic resistant glass and armor rated to .50 caliber."*

Purpose/Authorized Uses: Provides ballistic protection to accommodate the safe transport, security, and rescue of agency personnel and members of the public in high-risk incidents. Used to support tactical operations.

Fiscal Impacts: \$265,000 initial cost; \$1,100 estimated average annual maintenance per unit.

Legal/Procedural Rules Governing Use: Drivers must possess a valid California Class C driver's license. Refer to Oxnard Police Department Policy section 416.

Training Required: Annual briefing training.

Equipment Name: Large Mobile Command Vehicles – CA Govt. Code §7070(c)(5)

Quantity Owned/Sought: 2 owned

Lifespan: 80k - 100k miles

Equipment Capabilities: The vehicle is equipped with communications equipment, office equipment, workstations, dispatcher stations, and a small conference area.

Manufacturer Product Description: *"Mattman"*

Purpose/Authorized Uses: Provides incident managers the ability to coordinate and manage police resources during large-scale events or incidents.

Fiscal Impacts: ~\$750,000 (replacement value)

Legal/Procedural Rules Governing Use: Drivers must possess a valid California Class B driver's license.

Training Required: Utilized by sworn personnel of the rank of Sergeant or higher. Does not require additional training.

Equipment Name: Command Vehicles – CA Govt. Code §7070(c)(5)

Quantity Owned/Sought: 4 owned

Lifespan: 80k - 100k miles

Equipment Capabilities: Ford Explorer chassis patrol vehicle, equipped with additional radio, mobile data computer, dry erase boards and storage cabinets. The vehicle has a range of approximately 300 miles.

Manufacturer Product Description: *"Mid-size modular forward command post designed to meet the most demanding operational needs of the mobile field commander"*

Purpose/Authorized Uses: Provides incident supervisors/managers the ability to coordinate and manage police resources during incidents.

Fiscal Impacts: \$38,000 purchase price of vehicle, \$3,374.19 cost to outfit the vehicle with equipment.

Legal/Procedural Rules Governing Use: Drivers must possess a valid California Class C driver's license.

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Training Required: Utilized by sworn personnel of the rank of sergeant or higher. Does not require additional training.

Equipment Name: Frangible breaching shotgun – CA Govt. Code §7070(c)(7)

Quantity Owned/Sought: 2 owned

Lifespan: Approximately 25 years

Equipment Capabilities: The modified 12 gauge Remington 870 shotgun is designed to fire a copper or clay compressed frangible (brittle, fragile) projectile through door locking mechanisms and hinges. After defeating the hardware of a door, the projectile disintegrates, mitigating the risk for potential injury to bystanders.

Manufacturer Product Description: *"Royal Arms is the original inventor, as well as oldest manufacturer of: Breaching Stand-Off Device, 12 Gauge Breaching Shotgun, Copper & Clay Frangible Breaching Rounds."*

Purpose/Authorized Uses: Allows SWAT officers to quickly and safely and effectively breach doors and gates during high-risk search warrant services and hostage rescues.

Fiscal Impacts: Approximately \$800 per unit initial purchase. The ongoing cost for ammunition varies.

Legal/Procedural Rules Governing Use: Absent exigent circumstances, a search warrant must be obtained prior to entering a private dwelling. All search and seizure laws shall be adhered to. Use is subject to Oxnard Police Department Policy Manual section 611, and the Oxnard Police Department SWAT Manual.

Training Required: SWAT Team personnel are authorized to use the breaching shotgun after receiving the required training and have demonstrated the ability to utilize the tool safely and competently. SWAT Team personnel must undergo annual recertification and qualification.

Equipment Name: 5.56mm Semi-Automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)

Quantity Owned/Sought: 116 **Lifespan:** Approximately 15 years

Equipment Capabilities: Semi-automatic rifles that fire a 5.56mm projectile.

Manufacturer Product Description: The Colt Enhanced Patrol Rifle (EPR) is the next evolution in the world's most dependable, thoroughly field-tested patrol rifle.

Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:

- Situations where the officer reasonably anticipates an armed encounter.
- When an officer is faced with a situation that may require accurate and effective fire at long range.
- Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.
- When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
- When an officer reasonably believes that a suspect may be wearing body armor.
- When authorized or requested by a supervisor.

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Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Oxnard Police Department Policies on Use of Force and Firearms including Oxnard Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.

Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.

Other Notes: These rifles are standard issue service weapons for officers and are exempted from this Military Equipment Use Policy per CA Govt. Code §7070 (c)(10). They have been included in this document in the interest of transparency.

Equipment Name: 5.56mm Semi-automatic Rifles and Ammunition - CA Govt. Code §7070(c)(10)

Quantity Owned/Sought: 20 owned

Lifespan: Approximately 15 years

Equipment Capabilities: Semi-automatic rifle capable of firing a 5.56mm projectile.

Manufacturer Product Description: *"The Sionics SAR-15 Lothar Walther German Stainless Steel Precision Barrel will give you unmatched accuracy as well as incredible accuracy at distance"*

Purpose/Authorized Uses: Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:

- Situations where the officer reasonably anticipates an armed encounter.
- When an officer is faced with a situation that may require accurate and effective fire at long range.
- Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.
- When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
- When an officer reasonably believes that a suspect may be wearing body armor.
- When authorized or requested by a supervisor.

Fiscal Impacts: The initial cost of equipment is approximately \$1,100 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Oxnard Police Department Policies on Use of Force and Firearms including Oxnard Police Department Policy Manual sections: 300, 305, 310, 312, 314.7.3, 433.

Training Required: Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as regular department firearms training and qualifications as required by law and policy.

Other Notes: These rifles are standard issue service weapons for officers and are exempted from this Military Equipment Use Policy per CA Govt. Code §7070 (c)(10). They have been included in this document in the interest of transparency.

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Military Equipment

Equipment Name:.308 caliber bolt-action Rifle and Ammunition - CA Govt. Code §7070(c)(10)

Quantity Owned/Sought: 3 owned

Lifespan: Approximately 15 years

Equipment Capabilities: The Remington 700 Sniper Rifle fires a .308 caliber projectile at extended distances.

Manufacturer Product Description: *"The Remington 700 is the number one bolt-action of all time, proudly made in the U.S.A. For over 50 years, more Model 700s have been sold than any other bolt-action rifle before or since. The legendary strength of its 3-rings-of-steel receiver paired with a hammer-forged barrel, combine to yield the most popular bolt-action rifle in history"*

Purpose/Authorized Uses: This rifle is exclusively authorized for use by a sniper-trained SWAT officer, and may be deployed in circumstances where the officer can articulate a reasonable expectation that the rifle may be necessary. Examples of some general guidelines for deploying the rifle may include but are not limited to:

- Situations where the officer reasonably anticipates an armed encounter.
- When the officer is faced with a situation that may require accurate and effective fire at long range.
- Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.
- When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
- When an officer reasonably believes that a suspect may be wearing body armor.
- When authorized or requested by a supervisor.

Fiscal Impacts: \$1,604.12 per rifle. The ongoing costs for ammunition vary, and maintenance is performed by Department staff.

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Oxnard Police Department Policies on Use of Force including Oxnard Police Department Policy Manual sections 300, 305, 310, 312, 314.7.3 and the Oxnard Police Department SWAT Manual.

Training Required: In addition to patrol rifle and standard SWAT Operator training, SWAT Snipers must successfully complete a CA POST certified sniper course as well as regular SWAT Sniper training and qualifications as required by law and policy.

Equipment Name:.308 caliber bolt-action Rifle and Ammunition - CA Govt. Code §7070(c)(10)

Quantity Owned/Sought: 3 owned

Lifespan: Approximately 15 years

Equipment Capabilities: Accuracy International AT Law Enforcement fires a .308 caliber projectile at extended distances.

Manufacturer Product Description: *"The Accuracy International AT rifle series integrates the proven Accuracy International flat bottomed, precision machined action that is epoxy bonded and bolted to a chassis with the best features of the AW and AE models to set a new standard of expectation for precision tactical rifles. The AT is a configurable, mission-adaptable, long-range tactical rifle system offered in 308/7.62 NATO"*

Oxnard Police Department

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Military Equipment

Purpose/Authorized Uses: This rifle is authorized for use by a Sniper-trained, SWAT Operator only and may be deployed in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the rifle may include but are not limited to:

- Situations where the officer reasonably anticipates an armed encounter.
- When the officer is faced with a situation that may require accurate and effective fire at long range.
- Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.
- When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
- When an officer reasonably believes that a suspect may be wearing body armor.
- When authorized or requested by a supervisor.

Fiscal Impacts: \$6,651 per rifle. The ongoing costs for ammunition vary, and maintenance is conducted by Department staff.

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Oxnard Police Department Policies on Use of Force including sections 300, 305, 310, 312, 314.7.3, and the Oxnard Police Department SWAT Manual.

Training Required: In addition to patrol rifle and standard SWAT Operator training, SWAT Snipers must successfully complete a CA POST certified sniper course as well as regular SWAT Sniper training and qualifications as required by law and policy.

Equipment Name: "Flashbang" grenades - CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 124 owned **Lifespan:** 5 years

Equipment Capabilities: Produces 6-8 million candela of light and 175 decibels of sound

Manufacturer Product Description: *"The Mini Flash-Bang is the newest generation in the evolution of the Flash-Bang. Our Model 7290M Flash-Bang exhibits all of the same attributes of its larger counterpart but in a smaller and lighter package. Weighing in at just 15 ounces the new 7290M is approximately 30% lighter than the 7290 but still has the same 175db output of the 7290 and produces 6-8 million candela of light"*

The 7290-2 is a non-bursting, non-fragmenting multi-bang device that produces a thunderous bang with an intense bright light. Ideal for distracting dangerous suspects during assaults, hostage rescue, room entry, or other high-risk arrest situations.

Purpose/Authorized Uses: The light sound diversionary device ("flashbang") is a less-lethal device used during high-risk search warrants, arrests of armed and violent suspects, and hostage rescues. An intense bright light and loud noise are created temporarily overwhelming a suspect's senses which may potentially prevent a suspect from harming officers.

Fiscal Impacts: \$44.09 per unit (Model 7290M), \$59.32 per unit (Model 7290-2)

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual section 307. Operational use is under the purview of the SWAT Commander or Watch Commander.

Oxnard Police Department

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Military Equipment

Training Required: SWAT personnel, K9 handlers, and former SWAT personnel assigned as patrol sergeants are authorized to carry light sound diversionary devices. All authorized personnel must attend a user's course taught by a POST-certified instructor and complete a qualification. Personnel must demonstrate proficiency and qualify annually.

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 20 owned

Lifespan: 5 years

Equipment Capabilities: A "less lethal" tool used to compel violent/ armed and barricaded suspects to exit structures when the circumstances are too hazardous for officers to enter. May also be used to compel large, violent, and riotous crowds to disperse from an outdoor area. Verbal warnings should proceed its use when feasible. Designed as a chemical agent dispersal tool and not an impact weapon.

Manufacturer Product Description: *"CTS 5230B - CS baffled canister grenade, pyrotechnic, low flame potential grenade designed for indoor use delivering a maximum amount of irritant smoke throughout multiple rooms with minimal risk of fire"*

Purpose/Authorized Uses: Less lethal tool used to compel violent/ armed and barricaded suspects from vehicles and structures when the circumstances are too hazardous for officers to enter. May also be used to disperse large, violent, and riotous crowds. Verbal warnings should precede its use when feasible.

Fiscal Impacts: \$38.00 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual sections 300, 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

Training Required: SWAT personnel who are responsible for formulating chemical agent deployment plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 11 owned

Lifespan: 5 years

Equipment Capabilities: Pyrotechnic grenade designed for indoor use delivering a maximum amount of irritant smoke throughout multiple rooms with minimal risk of fire.

Manufacturer Product Description: *"CS baffled canister grenade, pyrotechnic, low flame potential designed for indoor use delivering a maximum amount of irritant smoke throughout multiple rooms with minimal risk of fire"*

Purpose/Authorized Uses: Less lethal tool used to compel violent/ armed and barricaded suspects from vehicles and structures when the circumstances are too hazardous for officers to enter. Verbal warnings should precede its use when feasible.

Fiscal Impacts: \$38.00 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual sections 300 and 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

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Military Equipment

Training Required: SWAT personnel responsible for formulating chemical agent plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 17 owned

Lifespan: 5 years

Equipment Capabilities: 40mm short-range CS chemical agent round with an effective range of 75 yards.

Manufacturer Product Description: *"Defense Technology 6282 40mm short-range CS chemical agent round is designed to deliver one dual-ported chemical canister from a 40mm launcher 75 yards to the intended target zone"*

Purpose/Authorized Uses: Less lethal chemical agent designed to compel large, violent, and riotous crowds to disperse from an outdoor area. Verbal warnings should proceed its use when feasible. Designed as a chemical agent dispersal tool and not an impact weapon.

Fiscal Impacts: \$34.55 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual sections 300 and 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

Training Required: SWAT personnel responsible for formulating chemical agent plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 7 owned

Lifespan: 5 years

Equipment Capabilities: Capable of delivering CS chemical agents quickly over a large area.

Manufacturer Product Description: *"Defense Technology Triple Chaser CS consists of three separate canisters pressed together with separating charges between each. When deployed, the canisters separate and land approximately 20 feet apart allowing increased area coverage in a short period of time"*

Purpose/Authorized Uses: Less lethal chemical agent designed to compel large, violent, and riotous crowds to disperse from an outdoor area. Verbal warnings should precede its use when feasible. Designed as a chemical agent dispersal tool and not an impact weapon.

Fiscal Impacts: \$41.55 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual sections 300, 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

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Military Equipment

Training Required: SWAT personnel responsible for formulating chemical agent plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 8 owned

Lifespan: 5 years

Equipment Capabilities: Small device capable of delivering a medium volume of CS chemical agent and smoke.

Manufacturer Product Description: *"Defense Technology Pocket CS Grenade is a small, lightweight, easily carried device that provides a medium volume of chemical agent or smoke for certain situations. It was designed with the tactical team in mind for distraction, concealment, rescue, or signaling"*

Purpose/Authorized Uses: Less lethal device used to disperse a large smoke cloud with a medium volume of chemical agent. It is used by tactical teams in emergency situations to provide concealment, as well as a distraction during rescues of downed individuals and active shooter situations.

Fiscal Impacts: \$19.20 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policies 300 and 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

Training Required: SWAT personnel responsible for formulating chemical agent plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 5 owned

Lifespan: 5 years

Equipment Capabilities: Capable of quickly delivering a large volume of CS chemical agent to disperse violent crowds.

Manufacturer Product Description: *"Defense Technology Riot Control CS is designed specifically for outdoor use in crowd control situations, the Riot Control Grenade is a high volume continuous burn canister that expels its payload in approximately 20 - 40 seconds"*

Purpose/Authorized Uses: Less lethal chemical agent designed to compel large, violent, and riotous crowds to disperse from an outdoor area. Verbal warnings should proceed its use when feasible. Designed as a chemical agent dispersal tool and not an impact weapon.

Fiscal Impacts: \$27.05 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual sections 300 and 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

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Military Equipment

Training Required: SWAT personnel responsible for formulating chemical agent plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 8 owned

Lifespan: 5 years

Equipment Capabilities: Non-burning munition used to introduce CS chemical agents through doors and windows.

Manufacturer Product Description: *"Defense Technology CS ferret is non-burning and designed to penetrate barriers. Primarily used to dislodge barricaded subjects, it can also be used for area denial"*

Purpose/Authorized Uses: Less lethal tool used to compel violent/ armed and barricaded suspects to exit from structures when the circumstances are too hazardous for officers to enter. Verbal warnings should proceed its use when feasible.

Fiscal Impacts: \$20.55 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual sections 300 and 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

Training Required: SWAT personnel responsible for formulating chemical agent plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 18 owned

Lifespan: 5 years

Equipment Capabilities: Capable of delivering a large volume of Oleoresin Capsicum (OC) chemical agent in the form of mist.

Manufacturer Product Description: *"Defense Technology OC vapor Aerosol Grenade is for law enforcement and corrections use to deliver a high concentration of Oleoresin Capsicum (OC) in a powerful mist"*

Purpose/Authorized Uses: Less lethal tool used to compel violent/armed and barricaded suspects to exit from structures and vehicles when the circumstances are too hazardous for officers to enter. Verbal warnings should precede its use when feasible.

Fiscal Impacts: \$44.45 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual sections 300 and 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

Training Required: SWAT personnel responsible for formulating chemical agent plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Oxnard Police Department

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Military Equipment

Equipment Name: Chemical Agents – CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 10 owned

Lifespan: 5 years

Equipment Capabilities: Capable of delivering OC and CS chemical agent in vapor form.

Manufacturer Product Description: *"Defense Technology OC/ CS vapor is a unique grenade delivering an invisible vapor and rendering an intense respiratory effect. Provides best results when used indoors and requires no personal decontamination"*

Purpose/Authorized Uses: Less lethal tool used to compel violent/ armed and barricaded suspects from structures when the circumstances are too hazardous for officers to enter. Verbal warnings should precede its use when feasible.

Fiscal Impacts: \$53.10 per unit

Legal/Procedural Rules Governing Use: Use is subject to Oxnard Police Department Policy Manual sections 300 and 308.6. Operational use under the purview of the SWAT Commander or Watch Commander.

Training Required: SWAT personnel responsible for formulating chemical agent plans must attend California POST-certified chemical agent school and must recertify every three (3) years. SWAT Team officers may deploy chemical agents during high-risk SWAT operations after attending a chemical agents course taught by a POST-certified instructor. Officers must qualify annually.

Equipment Name: Pepper launcher/ pepper balls - CA Govt. Code §7070(c)(12)

Quantity Owned/Sought: 11 launchers owned

Lifespan: Approximately 15 years

Equipment Capabilities: The Pepperball launcher fires hard plastic frangible (fragile, breakable) spheres, each weighing 2.5 grams. The spheres contain Pava powder. The effective range for direct impact of an individual is 30 feet; the effective range is 150 feet for area saturation.

Manufacturer Product Description: *"The need for non-lethal options in daily patrol, crowd management, corrections, and other situations has never been greater. PepperBall, as the leading non-lethal option, allows officers to maintain distance from crowds and individual assailants. This reduces risk while enhancing the capability of officers to limit or control escalation, to repel or temporarily incapacitate threats, and to keep themselves and the public safe while performing their duties"*

Purpose/Authorized Uses: To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application. The pepperball is a "less lethal" device that affords officers with force options that are intended to mitigate the likelihood of having to use lethal force.

Fiscal Impacts: \$499 per launcher. The ongoing costs for ammunition will vary and maintenance is conducted by Department staff.

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Oxnard Police Department Policies on Use of Force including sections 300 and 308.

Training Required: Initial orientation course, including qualifications, are provided by Department members who have attended a POST-certified instructor's course; annual recertification including qualifications are required by all operators.

Oxnard Police Department

Oxnard PD Policy Manual

Military Equipment

Equipment Name: 40mm Less Lethal Launchers and Kinetic Energy Munitions - CA Govt. Code §7070(c)(14)

Quantity Owned/Sought: 4 owned

Lifespan: Approximately 15 years

Equipment Capabilities: The 40mm Less Lethal Launcher is capable of firing 40mm Kinetic Energy Munitions, as well as chemical agents.

Manufacturer Product Description: *"Penn Arms 40MM launchers are manufactured using 4140 hardened steel, 6061-T6 mil-spec anodized aluminum, and DuPont super tough glass-filled nylon. These launchers are lightweight, versatile, and used worldwide by police and corrections officers"*

Purpose/Authorized Uses: To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application. The 40mm Less Lethal Launchers and Kinetic Energy Munitions are intended for use as a "less lethal" use of force option, which serves as additional options to mitigate the possibility of using lethal force.

Fiscal Impacts: \$3,400 initial purchase per launcher, \$2,500 initial purchase of 40mm projectiles. The ongoing cost for munitions will vary.

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Oxnard Police Department Policies on Use of Force, primarily Oxnard Police Department Policy Manual sections 300 and 308.

Training Required: Initial orientation course including qualifications are provided by Department members who have attended a POST-certified instructor's course; annual recertification, including qualifications by demonstrated use in a training environment are required of all operators.

Equipment Name: Less lethal shotgun - CA Govt. Code §7070(c)(14)

Quantity Owned/Sought: 25 owned

Lifespan: Approximately 20 years

Equipment Capabilities: The Model 2581 Super-sock is a less-lethal impact munition fired from a standard 12 gauge shotgun. The super-sock projectile is a fabric bag filled with lead shot. The effective range is 75 feet.

Manufacturer Product Description: *"The Super-Sock is first in its class providing the point control accuracy and consistent energy to momentarily incapacitate violent, non-compliant subjects. The effective range is 75 feet"*

Purpose/Authorized Uses: To compel an individual to cease his/her actions when such munitions present a reasonable option. A verbal warning of the intended use of the device should precede its application. The pepperball is a "less lethal" device that affords officers with force options that are intended to mitigate the likelihood of having to use lethal force.

Fiscal Impacts: The 12 gauge shotguns used to deploy the Super-Sock impact munition are re-purposed Remington 870 shotguns, taken from the Oxnard Police Department weapons inventory. Approximately \$35.50 for a box of 5. The ongoing costs for ammunition will vary and maintenance is conducted by departmental staff.

Legal/Procedural Rules Governing Use: All applicable State, Federal and Local laws governing police use of force. Various Oxnard Police Department Policies on Use of Force including sections 300 and 308.

Oxnard Police Department

Oxnard PD Policy Manual

Military Equipment

Training Required: Initial orientation course including qualifications are provided by Department members who have attended a POST-certified instructor's course; annual recertification including qualifications are required by all operators.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD AMENDING CHAPTER 2 ARTICLE III DIVISION 7 TO THE OXNARD CITY CODE GOVERNING THE USE OF MILITARY EQUIPMENT BY THE OXNARD POLICE DEPARTMENT

WHEREAS, on September 30, 2021, Governor Gavin Newsom signed into law Assembly Bill 481 (“AB 481”) relating to the use of military equipment by law enforcement agencies; and

WHEREAS, AB 481, codified at California Government Code sections 7070 through 7075, requires law enforcement agencies to obtain approval of the applicable governing body, by an ordinance adopting a “military equipment” use policy, at a regular meeting held pursuant to open meeting laws, prior to taking certain actions relating to the funding, acquisition, or use of such military equipment; and

WHEREAS, the term “military equipment” is defined in California Government Code section 7070; and

WHEREAS, the Oxnard Police Department is in possession of certain items of equipment that qualify as “military equipment” under AB 481; and

WHEREAS, AB 481 requires, inter alia, that a law enforcement agency possessing and using such qualifying equipment must prepare a publicly released, written, military equipment use policy document covering the inventory, description, quantity, purpose, capabilities, use, lifespan, acquisition, maintenance, authorized use, fiscal impacts, procedures, training, oversight, and complaint process, applicable to the Department’s use of such equipment; and

WHEREAS, AB 481 allows the governing body of a city to approve the funding, acquisition, or use of military equipment within its jurisdiction only if it makes specific determinations; and

WHEREAS, the proposed military equipment use policy is found within Oxnard Police Department Policy Manual Section 708; and

WHEREAS, Oxnard Police Department Policy Manual Section 708 was published on the Oxnard Police Department’s internet website on March 3, 2022 and is set forth as an attachment to the report presented to the City Council at the public hearing held on April 5, 2022; and

WHEREAS, Oxnard Police Department Policy Manual Section 708 meets the requirements of California Government Code section 7070(d); and

WHEREAS, based on the findings above, in addition to information provided to the City Council at the April 5, 2022 public meeting, the Oxnard City Council determines as follows:

- A. The military equipment identified in Oxnard Police Department Policy Manual Section 708 is necessary, because there are no reasonable alternatives that can achieve the same objectives of officer and civilian safety.
- B. Oxnard Police Department Policy Manual Section 708 will safeguard the public's welfare, safety, civil rights, and civil liberties.
- C. Oxnard Police Department Policy Manual Section 708 will contain a list of equipment items that are defined as "military equipment" as per California Government Code sections 7070 through 7075.
- D. The military equipment identified in Oxnard Police Department Policy Manual Section 708 is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.

NOW THEREFORE, the City Council of the City of Oxnard does hereby ordain as follows:

Section 1. Recitals. The City Council finds that all the recitals, facts, findings, and conclusions set forth above in the preamble of this Ordinance are true and correct.

Section 2. Code Amendment. Chapter 2, Article III, Division 7 of the Oxnard City Code is hereby amended to add Section 2-112 thereto to read as follows:

"SEC. 2-112. MILITARY EQUIPMENT POLICY

(A) The City Council hereby adopts Oxnard Police Department Policy Manual Section 708 (the "Policy") which shall govern the use of military equipment by the Oxnard Police Department. The Policy may be amended by the Chief of Police or his or her designee, subject to City Council approval.

(B) The Policy shall be made publicly available on the Oxnard Police Department's website for as long as the military equipment is available for use or as otherwise ordained by the City Council.

(C) The Oxnard Police Department shall submit an annual military equipment report to the City Council containing the information required by Government Code Section 7072 and the City Council shall thereafter determine whether each type of military equipment identified

therein complied with the standards for approval set forth in Government Code Section 7071(d).

(D) The City Council shall on an annual basis and at a regular meeting thereof review this ordinance and vote on whether to renew it pursuant to Government Code Section 7071(e)(2). At such time, the Policy shall be presented to the City Council as an attachment to the annual report.

(E) The definitions set forth in Government Code section 7070 shall apply to this Section of the City Code. Any provision of state law referred to herein shall mean and include any amended or successor provision thereof.”

Section 3. Compliance with CEQA. Adoption of this Ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 (b)(3) (General Rule) of the CEQA Guidelines because it is not a “project” and because it can be seen with certainty that there is no possibility that the passage of this Ordinance will have a significant effect on the environment.

Section 4. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unenforceable by a court of competent jurisdiction, the remaining portions of this Ordinance shall nonetheless remain in full force and effect. The Council of the City of Oxnard hereby declares that it would have adopted each section, subsection, sentence, clause, phrase, or portion of this Ordinance, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions of this Ordinance be declared invalid or unenforceable.

Section 5. Pursuant to Cal. Gov. Code Section 36933(c)(1), the City Attorney was designated to prepare, and the City Clerk published, a summary of this ordinance, and a certified copy of the ordinance was posted in the Office of the City Clerk a minimum of five days before the City Council’s adoption of the ordinance.

Section 6. Within fifteen days after passage, the City Clerk shall cause this ordinance to be published one time in a newspaper of general circulation, published and circulated in the City. Ordinance No. _____ was first read on _____, 2022, and finally adopted on _____, 2022, to become effective thirty days thereafter.

AYES:

NOES:

ABSENT:

ABSTAIN:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

Community Services, Public Safety, and Housing & Development
City Council Subcommittee
March 22, 2022

Assembly Bill 481
Funding, Acquisition, and Use of Military Equipment
Requirements for Law Enforcement Agencies

Jason Benites, Chief of Police

- *That the Community Services, Public Safety, and Housing & Development City Council Subcommittee receive a report concerning Assembly Bill 481, which regulates law enforcement agency funding, acquisition, and use of military equipment, and recommend that the City Council consider said report and conduct a public hearing on April 19, 2022 concerning an ordinance adopting a military equipment use policy.*

- Narrative and debate regarding the “militarization” of policing in America
- Criticism and scrutiny of law enforcement agency (LEA) uses of military equipment
- Demand for regulation of law enforcement agency use of military equipment

- Defense Logistics Agency's *1033 Program*
- Formerly Defense Reutilization Marketing Office Program ("DRMO")



**OXNARD PD DOES NOT CURRENTLY PROCURE
EQUIPMENT FROM THESE PROGRAMS**

- Intended to regulate the funding, acquisition and use of military equipment by LEA’s
- Effective January 1, 2022, AB 481 is codified in Government Code sections 7070 through 7075
- Requires LEA’s to obtain annual approval from their applicable governing body, via adoption of a military equipment use policy by ordinance, prior to the LEA funding, acquiring, or using such equipment (“The Policy” and “The Ordinance”)

- LEA's must begin the approval process from their applicable governing body by May 1, 2022 via adoption of a “military equipment use” policy by ordinance, prior to the LEA's funding, acquiring, or using such equipment
 - March 22 Community Services, Public Safety, and Housing & Development meeting (Report)
 - April 19 Public Hearing (First reading)
 - June 7 Info/consent (Second reading)
- The Policy shall include an inventory list of military equipment
 - *Oxnard Police Department Policy Manual*, section 708
 - LEA's must post this policy on their websites
 - www.OxnardPD.org (Under “transparency” tab)
- Future acquisitions of military equipment will require a further public meeting, policy update, and council approval

- LEA's must produce and submit an annual report to their governing body (1st report in spring of 2023)
- Each year, the governing body shall:
 - *Receive the annual report*
 - *Review the ordinance*
 - *Approve/disapprove a renewal of the authorization for a type of military equipment, or*
 - *Modify the military equipment use policy*
- Police Department must hold at least one community engagement meeting within 30 days of submitting the annual military equipment report to Council

Definitions of "Military Equipment"

- AB 481's definition of "military equipment" extends beyond equipment that has a clear default to military use
- Under AB 481, the term more broadly applies to fifteen (15) categories of equipment types

(1) Unmanned, remotely piloted, powered aerial or ground vehicles



Remote control robotic equipment

Oxnard PD UAS

(2) Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers. However, police versions of standard consumer vehicles are specifically excluded from this subdivision

(OXPD does not have an MRAP)



(3) High mobility multipurpose wheeled vehicles (HMMWV), commonly referred to as Humvees, two and one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached



2 Oxnard Police ARVs: AB 481 Applies

The armored rescue vehicles increase safety for officers as well as the public and are necessary for protection



(4) Tracked armored vehicles that provide ballistic protection to their occupants and utilize a tracked system instead of wheels for forward motion

**** OXPD DOES NOT HAVE EQUIPMENT FROM THIS CATEGORY ****

(5) Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units



SWAT Van



Command Vehicles



Mobile Command Post

(6) Weaponized aircraft, vessels, or vehicles of any kind

**** OXPD DOES NOT HAVE EQUIPMENT FROM THIS CATEGORY ****

(7) Battering rams, slugs, and breaching apparatuses that are explosive in nature



Breaching Shotguns and Munitions

(8) Firearms of .50 caliber or greater. However, standard issue shotguns are specifically excluded from this subdivision

**** OXPD DOES NOT HAVE EQUIPMENT FROM THIS CATEGORY ****

(9) Ammunition of .50 caliber or greater. However, standard issue shotgun ammunition is specifically excluded from this subdivision

**** OXPD DOES NOT HAVE EQUIPMENT FROM THIS CATEGORY ****

(10) Specialized firearms and ammunition of less than .50 caliber, including assault weapons as defined in Sections 30510 and 30515 of the Penal Code, with the exception of standard issue service weapons and ammunition of less than .50 caliber that are issued to officers, agents, or employees of a law enforcement agency or a state agency



5.56mm Patrol Rifles

(11) Any firearm or firearm accessory that is designed to launch explosive projectiles

**** OXPD DOES NOT HAVE EQUIPMENT FROM THIS CATEGORY ****

(12) “**Flashbang**” grenades and explosive breaching tools, “tear gas,” and “pepper balls,” excluding standard, service-issued handheld pepper spray



(12) “Flashbang” grenades and explosive breaching tools, “**tear gas**,” and “pepper balls,” excluding standard, service-issued handheld pepper spray



Tear Gas

(12) “Flashbang” grenades and explosive breaching tools, “tear gas,” and “pepper balls,” excluding standard, service-issued handheld pepper spray



Pepper Ball Launcher and Munitions

(13) Taser Shockwave, microwave weapons, water cannons, and the Long Range Acoustic Device (LRAD)

***** OXPD DOES NOT HAVE EQUIPMENT FROM THIS CATEGORY *****

(14) The following projectile launch platforms and their associated munitions: **40mm projectile launchers**, “**bean bag**,” rubber bullet, and specialty impact munition (SIM) weapons



40MM Launchers and Munitions



Bean Bag Shotgun and Munitions

(15) Any other equipment as determined by a governing body or a state agency to require additional oversight

- The Police Department is seeking the City Council's adoption of the Police Department's *Military Equipment Use Policy* by ordinance
- The City Council may approve, deny, or request a modification to the Policy
- The Policy (section 708 of the *Oxnard Police Department Policy Manual*) is available on the Department's website
- The Police Department will provide an annual report to the City Council, along with a request to approve the Policy
- The Police Department will seek community input on the Policy within 30 days of submitting the report to the City Council



QUESTIONS



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

REPORTS AGENDA ITEM NO. D.2

DATE: March 22, 2022

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

FROM: Terrel Harrison, Cultural & Community Services Director, (805) 385-7994, terrel.harrison@oxnard.org

SUBJECT: Elimination of Library Overdue Fines. (0/5/5)

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee recommend that City Council approve and authorize the Mayor to:

1. Eliminate overdue fines for all library materials; and
2. Waive existing overdue fines owed by Oxnard Public Library patrons (as of March 15, 2022, \$187,212 were owed in fines); and
3. Authorize the City Manager or designee to refund all fines collected during COVID-19.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/G9za_Jfip1o

BACKGROUND

Library fines for overdue books have been a longstanding practice in libraries in the United States. Nationwide, 97.5% of public libraries currently collect fines. However, in recent years, the move toward libraries as fine-free environments has gathered significant momentum. According to the American Library Association (ALA) overdue fines have been part of library practice for generations.

Fines have been used as a tool to:

- Ensure library items, especially the most popular and recently published books, are returned so that they can be available for the next user
- Recirculate popular items in a timely manner
- Avoid the high cost of material replacement, ordering and processing
- Use limited funds to purchase new items instead of repurchasing unreturned or late items

Currently, of seven library systems in Ventura County, four have eliminated fines. The remaining three, Camarillo, Moorpark and Oxnard, are considering the elimination of fines at this time.

Nationwide, libraries are collecting less in fines over the last several years, primarily due to more materials being available in an e-material format which have an automatic return date and fines are therefore not accrued.

The Oxnard Public Library is part of the Southern California Library Consortium (SCLC) which has over 40 member library systems throughout Southern California from Oxnard to Long Beach. At this time, 32% of those library systems have eliminated fines. Of the 16,000 library systems in the United States, approximately 400 have eliminated library fines, or 2.5%.

Fines collected have ranged from a low of \$30,000 to a high of nearly \$100,000 per year. However, over the last 11 years fines/fees revenue for Oxnard Public Library has steadily decreased by an average of approximately 13% per year. This will continue to be the downward trend as the libraries move toward more electronic materials that are already fine free and are consistent with other library systems across the country.

Currently, overdue fines, established by Library Policy and Council approval, have been 0.20 cents per day per item with a \$10.00 maximum. Fines for overdue DVDs are \$1.00 per day with a \$10.00 maximum. When a library patron owes more than \$10.00 in fines or fees, his or her account is restricted, per Library Policy, from checking out additional materials until all fines and fees are paid down to under \$10.00. At this time, of the almost 90,000 patron library accounts, 26,655 patrons are blocked and prevented from checking out additional items due to overdue fines exceeding \$10.00. Specifically, 5,777 are children's (under 18) accounts which are blocked or 6% of the overall patronage.

It is important to understand the distinction between overdue fines and lost item fees. Overdue fines are the daily charges applied to items not returned by their specified due date and are the subject of this proposal. Lost item fees represent the charges applied to lost, damaged, or unreturned materials and would remain in place should overdue fines be eliminated.

If an overdue item is lost or unreturned after 60 days, patrons are billed a processing fee of \$7.50 in addition to the actual cost of the item.

Current Notification Process on Checked out Materials

- When patrons check out materials, they receive a receipt which includes the due date for each piece of material
- When patrons interact with Circulation Staff, by phone or in person, staff review all account due dates
- The Oxnard Public Library's Integrated Library System (ILS) automatically sends out an email reminder to patrons three days prior to a library item coming due
The email includes a renewal button that patrons can click to renew their materials to avoid fines.
- The library again notifies patrons at 30 days past due. At that time, the account is billed for the item and prevents any further check-outs
- Patrons may check the status of their account 24/7 via the online catalog

If Council takes the recommended action the above process will change in the following ways. Patrons will continue to be held accountable to return materials and will receive friendly notices reminding them of their due dates three days prior to the item being due, with a final notice sent thirty days past the due date. At that time, the patron's card will be blocked until an item is returned or replaced. Any items that have a waiting list will need to be returned without renewal.

Fees for replacement of lost or damaged materials will continue to be charged. Patrons will continue to be ineligible to check out additional material if outstanding balances exceed the \$10.00 policy threshold. However, when the material is returned the fines will be eliminated and the hold for new items will be released.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

Eliminating late fines has a fiscal impact. Pre-Covid the library averaged approximately \$63,000 per FY in late fines. The balance of the fines as of March 15, 2022 is \$187,212. However, consistent with countrywide library fines collection, this revenue is decreasing every Fiscal Year by approximately 13% here in Oxnard.

Prepared by: Renee Rakestraw, Community Services Manager

ATTACHMENTS

1. Presentation

Elimination of Library Overdue Fines

That the Community Services, Public Safety, Housing & Development Committee recommend that City Council approve and authorize the Mayor to:

- Eliminate overdue fines for all library materials; and
- Waive existing overdue fines owed by Oxnard Public Library patrons (as of March 15, 2022, \$187,212 were owed in fines)
- Authorize the City Manager or designee to refund all fines collected during COVID-19

- Library fines for overdue books have been a longstanding practice in libraries in the United States
- Nationwide, 97.5% of public libraries currently collect fines
- In recent years the move to fine-free environments has gathered significant momentum
- The most important benefit placed on fines is as a tool to:
 - ensure library items, especially the most popular and recently published books are returned and available for the next user
 - avoid the high cost of material replacement, ordering, processing
 - recirculate popular items in a timely manner
 - use limited funds to purchase new items instead of repurchasing unreturned or late items
- Currently, four of the seven library systems in Ventura County have eliminated fines, three (Camarillo, Moorpark, Oxnard) are considering eliminating fines at this time
- Nationwide, libraries are collecting less fines over the last several years primarily due to:
 - more materials available in e-material format with automatic return date, therefore fines are not accrued

- Overdue fines are set by Library Policy and City Council approval
- Fines are .20 cents per day per item with a \$10.00 maximum
- Fines for overdue DVDs are \$1 per day with a \$10.00 maximum
- When a library patron owes more than \$10 in fines or fees, his or her account is prevented from checking out additional materials until their fines and fees are paid down under \$10.00 per Library Policy
- At this time, of the almost 90,000 patron library accounts 26,655 patrons are blocked (prevented from checking out additional items) due to overdue fines (owing more than \$10)
- Of these, 5,777 are children's accounts which are blocked or 6% of the overall patronage

- Fines collected have ranged from a low of \$30,000 to a high of nearly \$100,000 per year.
- In the last 11 years fines/fees revenues have steadily decreased by approximately 13% per year
- There will continue to be a downward trend as libraries move towards more electronic material that are already fine free

Fines vs. Fees

- Overdue fines are the daily charges applied to items not returned by their specified due date and are the subject of this proposal
- Lost item fees represent the charges applied to lost, damaged, or unreturned materials and would remain in place after overdue fine elimination
- If an overdue item is lost or unreturned after 60 days, patrons are billed a processing fee of \$7.50 (set by Council) in addition to the actual cost of the item
- The Library is proposing to eliminate overdue fines, not Lost or Processing fees

Current Notifications to Patrons

- When patrons check out materials they receive a receipt which includes the due date for each piece of material
- When patrons interact with Circulation Staff, by phone or in person, staff review all account due dates
- The Oxnard Public Library's Integrated Library System (ILS) automatically sends out an email reminder to patrons three days prior to a library item coming due. The email includes a renewal button that patrons can click to renew their materials to avoid fines.
- The library again notifies patrons at 30 days past due. At this time the account is billed for the item and prevents any further check outs
- Patrons may check the status of their account 24/7 via the online catalog

Oxnard Public Library Checkout Receipt

User ID:

Date due:
3/1/2022,23:59
Title: Who Is
Kamala Harris?

Date due:
3/1/2022,23:59
Title: ABC Earth-
friendly me

Date due:
3/1/2022,23:59
Title: Grace Banker
and her Hello Girls
answer the call

Date due:
3/1/2022,23:59
Title: Itzhak : a
boy who loved the
violin

Date due:
3/1/2022,23:59
Title: Nicky & Vera
: a quiet hero of
the Holocaust and

You have saved
this much today.:
\$87.91

Thank you for
visiting

your Oxnard Public
Library



NOVEMBER 16, 2021

Library Overdue Notice

Hello,

The following item is overdue and fines are accruing. Please return the item(s) to any of our library locations as soon as possible. For more information access your account online via the button on the right. Your PIN is the last 4 digits of your phone number, unless you have manually changed it online. Thank you for supporting your community library.

Login to your account

Title: <i>My year of rest and relaxation</i> Author: Moshfegh, Ottessa Item Barcode: 33084030447101 Due Date: 10/27/2021	
Title: <i>Wide Sargasso Sea</i> Author: Rhys, Jean Item Barcode: 33084006461755 Due Date: 11/13/2021	
Title: <i>In the time of the butterflies</i> Author: Alvarez, Julia Item Barcode: 33084005686668 Due Date: 11/13/2021	
Title: <i>Love</i> Author: Morrison, Toni Item Barcode: 33084017960928 Due Date: 11/13/2021	
Title: <i>The historian</i> Author: Kostova, Elizabeth Item Barcode: 33084013252339 Due Date: 11/13/2021	
Title: <i>Blood, blisters, and purge</i> Author: Steele, Volney Item Barcode: 33084017102232 Due Date: 11/13/2021	
Title: <i>The book of life</i> Author: Harkness, Deborah E. Item Barcode: 33084030100262 Due Date: 11/13/2021	
Title: <i>Where the crowdeds sing</i> Author: Owens, Della Item Barcode: 33084019987374 Due Date: 11/13/2021	
Title: <i>Time's convert</i> Author: Harkness, Deborah E. Item Barcode: 33084019987366 Due Date: 11/13/2021	
Title: <i>Super Tard</i> Author: Fenton, Sasha Item Barcode: 33084020470039 Due Date: 11/13/2021	

Thank you,

The staff at Oxnard Public Library

Main Library
251 South 'A'
Oxnard, CA 93030
(805) 385-7507
librarysystems@oxnard.org

Oxnard Public Library
www.oxnard.org/library
(805) 385-7507



JANUARY 23, 2022

Library Courtesy Notice

Hello,

Just a friendly reminder, the following item(s) will be due soon. Please return the item(s) below to any of our library locations. If you have a renewal available, please renew the loan(s) via the button to the right. You may also phone the library at (805)385-7507. We hope you enjoyed these items.

Renew Items

Title: <i>Lily</i> Author: Bonner, Cindy Item Barcode: 33084005971135 Due Date: 01/26/2022	
Title: <i>When the rainbow goddess wept</i> Author: Brainard, Cecilia Manguerra Item Barcode: 33084005090852 Due Date: 01/26/2022	
Title: <i>Northanger Abbey</i> Author: McDermid, Val Item Barcode: 33084030076322 Due Date: 01/26/2022	
Title: <i>Bridal guide</i> Author: Item Barcode: 33084020177841 Due Date: 01/26/2022	
Title: <i>Bridal guide</i> Author: Item Barcode: 33084020179375 Due Date: 01/26/2022	
Title: <i>Bridal guide</i> Author: Item Barcode: 33084020150976 Due Date: 01/26/2022	

Thank you,

The staff at Oxnard Public Library

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Oxnard, CA 93030
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librarysystems@oxnard.org

Oxnard Public Library
www.oxnard.org/library
(805) 385-7507



NOVEMBER 20, 2021

Library Second Overdue Notice

Hello,

The following item is still overdue and fines are continuing to accrue. Please return the item(s) to any of our library locations as soon as possible. For additional information access your account online via the button on the right. For further assistance please call Library Circulation at (805) 385-7507. Thank you for returning your library card account to good standing.

Login to your account

Title: <i>Wide Sargasso Sea</i> Author: Rhys, Jean Item Barcode: 33084006461755 Due Date: 11/13/2021	
Title: <i>In the time of the butterflies</i> Author: Alvarez, Julia Item Barcode: 33084005686668 Due Date: 11/13/2021	
Title: <i>Love</i> Author: Morrison, Toni Item Barcode: 33084017960928 Due Date: 11/13/2021	
Title: <i>The historian</i> Author: Kostova, Elizabeth Item Barcode: 33084013252339 Due Date: 11/13/2021	
Title: <i>Blood, blisters, and purge</i> Author: Steele, Volney Item Barcode: 33084017102232 Due Date: 11/13/2021	
Title: <i>The book of life</i> Author: Harkness, Deborah E. Item Barcode: 33084030100262 Due Date: 11/13/2021	
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Title: <i>Time's convert</i> Author: Harkness, Deborah E. Item Barcode: 33084019987366 Due Date: 11/13/2021	
Title: <i>Super Tard</i> Author: Fenton, Sasha Item Barcode: 33084020470039 Due Date: 11/13/2021	

Thank you,

The staff at Oxnard Public Library

Main Library
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Oxnard, CA 93030
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Oxnard Public Library
www.oxnard.org/library
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If Council takes the recommended action the above process will change in the following ways:

- Patrons will continue to be held accountable to return materials and will receive friendly notices reminding them of their due dates three days prior to the item being due, with a final notice sent thirty days past the due date.
- At that time, the patron's card will be blocked until an item is returned or replaced. Any items that have a waiting list will need to be returned without renewal.
- Fees for replacement of lost or damaged materials will continue to be charged.
- Patrons will continue to be ineligible to check out additional material if outstanding balances exceed the \$10.00 policy threshold.

However, when the material is returned the fines will be eliminated and the hold for new items will be released.

- Pre-COVID the library averaged approximately \$63,000 per fiscal year in late fines.
- The balance of the fines as of March 15, 2022 is \$187,212.
- In Oxnard, this revenue is decreasing every fiscal year by approximately 13%.



QUESTIONS



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

REPORTS AGENDA ITEM NO. D.3

DATE: March 22, 2022

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

FROM: Vyto Adomaitis, Community Development Director, (805) 385-7882, vyto.adomaitis@oxnard.org

SUBJECT: Review of City's proposed New Residential Curb Cut Policy to Enhance the Parking Availability in Residential Areas by Allowing Curb Cuts and Adding Off-street Parking on Residential Property. (0/15/15)

RECOMMENDATION

That the Community Services, Public Safety, Housing & Development Committee:

1. Receive a summary report on the City's existing and proposed curb cut policies;
2. Provide input on the proposed curb cut policies; and
3. Recommend that staff should present a formal updated curb cut policy to the City Council.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/jJ62SZzAHSk>

BACKGROUND

This item is being brought to the Committee for discussion and consideration in response to requests made previously by City Councilmembers, and most recently at the February 15, 2022 City Council meeting.

In 1992, the City approved a policy statement restricting curb cuts for various reasons (Attachment 1), and a clarification policy was issued in 2006 (Attachment 2). On September 11, 2007 City Council adopted the Bartolo Square North and South and the Hill Street Curb Cut Pilot Program (Uncodified Ordinance No. 2745), which expanded options for curb cuts within these specific neighborhoods.

Under this program, 90 curb cut permits have been issued, 18 of which were in the last year. Outside of the pilot program area, since 2012, an additional 15 reasonable accommodation permit requests that include a curb cut have been approved. Of the 15 requests that were approved, only 9 were constructed, bringing the total permitted and constructed curb cuts to 99 since 2007.

From a Code Compliance standpoint, 10 garage inspections related to issued curb cut permits are in process and 3 active code compliance cases are open for unpermitted curb cuts.

DISCUSSION

Roughly 50-60 inquiries regarding curb cut permits were received last year. As a means to address the numerous requests for curb cuts due to limited on-street parking, a new draft curb cut policy has been developed in a collaboration between the Community Development Department, and the Public Works Department, to provide opportunities to increase off-street parking availability within residential neighborhoods by permitting curb cuts. The draft policy is based on the 2007 Bartolo Square North and South and the Hill Street Curb Cut Pilot Program.

1992 Policy & 2007 Bartolo Square North & South and the Hill Street Curb Cut Pilot Program

Current City policy generally does not allow new residential curb cuts where alley access to the property is already provided. Under the City's current policy, only one curb cut is allowed per property and the alley access is considered to be the one allowed curb cut. Three general exceptions to this current policy exist if the requested additional curb cut is not to be installed on a collector street, and is not in the Cultural Heritage Survey District: 1) Where 70% of the existing residences on the same block (both sides of the street) currently have legal curb cuts, a new curb cut from the street will be allowed; 2) A Reasonable Accommodation can be approved based on a specific disability need that requires a curb cut however, the curb cut must be restored back to the original condition when the Reasonable Accommodation is no longer required; 3) For residents in the Bartolo Square and Hill Street neighborhoods, a special curb cut program was implemented in 2007 to allow new curb cuts, with specific conditions and restrictions.

Approximately 20 curb cut Encroachment Permits were issued by Building & Engineering last year which represent both projects which receive a Planning entitlement and projects which don't require a Planning entitlement.

Zoning and land use considerations

The Oxnard City Code (OCC) defines front yard setback and the amount of required parking for a particular use. Front yards are to be clear of structural development from the ground to sky. In the case of single family homes, required parking is to be located within the garage to keep it screened from the street.

Specifically, OCC Section 16-333 seeks to maintain a formal delineation between areas used for parking and open space as "no person shall park or store a vehicle on any portion of residential property visible from a public street unless the vehicle is parked on a driveway." Additionally, OCC Section 16-622 allows for tandem parking; however, "tandem parking spaces, whether or not in garages, and whether for residents, visitors or customers of the proposed use, shall not be counted toward satisfaction of the parking requirement for the proposed use."

The City has also adopted the "Attention to Detail" design guidelines in 1992 and the Landscape Standards in 1988, and both of these documents have text which relates to either the treatment of front yards and / or screening of vehicles. The design guidelines state "Parking areas should be screened from public ways and divided with landscaping, walls, fences, landscape berms or other elements."

The landscape standards indirectly speak to parking as the standards seek to maximize open areas and minimize areas with hardscape. Specifically, the landscape standards state "All open areas shall be landscaped with some combination of trees, shrubs, ground cover or lawn. (Lawn shall not exceed 75% of the front yard, and a drought tolerant variety of grass must be specified.) The City reserves the right to modify plans in quantity and quality of landscaping." Additionally, the landscape standards require that each single-family residence have one (1) tree planted at the front of each residence, and two (2) trees required at the side of each residence if located on a corner lot.

Collectively, the OCC, Attention to Detail, and Landscape Standards have all contributed to the current

neighborhood character. These regulations collectively seek to maintain an organized and functional area to accommodate vehicle maneuvering while also providing the most amount of screening and landscaping possible to enhance neighborhood character.

The City can modify these standards, but careful consideration should be given to the changes as it is expected that modifications to these standards would lead to changes in the neighborhood's character.

Proposed Curb Cut Policy

The intent of the new policy is to allow for additional parking for single family and duplex properties in residential areas while minimizing impacts to the existing on street parking inventories. For every new curb cut installed, there is a loss of at least one on-street parking spot. As such, in order to meet the purpose of the new proposed Curb Cut Policy, property owners must show that the new curb cut will accommodate a minimum of two registered vehicles that will be removed from existing on street parking areas.

The proposed policy builds upon the Bartolo Square North and South and the Hill Street Curb Cut Pilot Program, which allows curb cuts at properties with alleyway access with some additional modifications. The key modifications to the existing program can be summarized as follows:

1. Requires that permeable pavement be utilized at new driveways.
2. No more than 50% of the front yard area be paved.
3. Requires that existing paved front yards be reduced to a maximum of 50% of the front yard area.
4. Requires that the applicant demonstrate that they can park 2 additional vehicles off street in order to allow the curb cut, since the curb cut itself causes the loss of 1 on-street parking space at a minimum.
5. Explicitly prohibits front yard parking of commercial vehicles, RV's, and inoperable/unregistered vehicles.
6. Requires the remaining front yard landscaping be brought into compliance with current Landscaping Standards.

Additionally, properties with existing garages shall comply with City requirements that any garage on the property be maintained free of obstructions and in such a condition that automobiles could be parked in a garage. Properties with a legally permitted Accessory Dwelling Unit (ADU) are also eligible for a curb cut. If a garage has been converted to create an ADU, replacement parking for the garage isn't required, but replacement parking is encouraged onsite.

Similar to the Bartolo Square North/South and the Hill Street Curb Cut Pilot Program, unpermitted curb cuts must be brought up to current standards in order to be permitted.

Key issues the new Policy is trying to address:

- Curb cuts and associated driveways constructed from impermeable materials increase stormwater runoff due to the increased impermeable surface area.
- Additional curb cuts can only marginally help mitigate the street parking issues at best. The issue of overcrowding and associated increased number of vehicles is not addressed by adding curb cuts and the associated loss of neighborhood character due to front yard parking and loss of front yard landscaping.
- Curb cuts reduce on-street parking availability by as much as 1 or 2 parking spaces per curb cut.
- Curb cuts can cause sidewalks to be more challenging to navigate safely for the disabled community.
- Additional City staff time will be required to monitor that inoperable/unregistered vehicles, RV's, and commercial vehicles are not being parked or stored in the front yard areas.

New Curb Cut Policy features seeking to address the key issues:

- By minimizing the allowed width of curb cuts and requiring that at least 2 off street spaces be created to justify a new curb cut, additional parking can be achieved by allowing curb cuts.
- State Laws allowing ADU's, including the conversion of garages into ADUs, will increase the number of vehicles parked on the streets. A curb cut policy that provides an increase in off-street parking may offset the ADU effects on neighborhood parking.
- Curb cuts can be designed to maintain ADA compliant sidewalks by using a City approved alternative to the Standard Plates where a parkway does not exist.
- Increased stormwater runoff can be mitigated by the use of permeable paving for new parking areas on site.
- Compliance with landscaping standards can be required to help mitigate the aesthetics of front yard parking areas.
- New curb cuts would not be allowed for front yard parking of commercial vehicles, Recreational Vehicles or inoperative/unregistered vehicles.

Example Areas for Committee Feedback

1. Staff recommends a citywide policy, rather than a neighborhood specific policy. Is the Council Committee supportive of this recommendation?
2. Staff recommends that the policy be reviewed after 2 years or 250 curb cuts are constructed, whichever comes first. Is the Council Committee supportive of these proposed review thresholds?
3. To improve the safety of the alleys, staff recommends inclusion of the installation of the alley lighting requirement of the Bartolo Square North and South and the Hill Street Curb Cut Pilot Program. Is the Council Committee supportive of this recommendation?
4. To support compliance with the "Attention to Detail" design guidelines, the Landscape Standards, and to mitigate stormwater runoff concerns staff recommends that no more than 50% of the front yard area be paved. This could require the removal of existing hardscape in a front yard when a curb cut is constructed. Is the Council Committee supportive of this recommendation?

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 service 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. By providing additional parking opportunities through the utilization of curb cuts, a quality of life improvement can be achieved for residents of parking impacted neighborhoods.

FINANCIAL IMPACT

There is no financial impact associated with this discussion. The City has established fees associated with permitting and inspection of curb cuts, electrical permits for the lighting requirement, initial garage inspections, and landscape reviews and inspections. If complaints are generated that will necessitate additional garage inspections, the costs of those inspections are not a costs recovery service. Those inspections are part of the daily work of the Code Compliance Division. Additional garage inspections will be part of the future assessment of the program and may necessitate the creation of the fee to cover staff time.

Prepared by: Vyto Adomaitis, Community Development Director

ATTACHMENTS

1. 1992 Curb Cut Policy Statement
2. 2006 Curb Cut Policy Clarification
3. Bartolo Square-Hill Street Curb Cut Program
4. Proposed New Curb Cut Policy
5. Staff Presentation



November 30, 1992

TO: Staff

FROM: Richard Maggio, Community Development Director
James E. Frandsen, Public Works Director

SUBJECT: POLICY STATEMENT RESTRICTING CURB CUTS

POLICY STATEMENT

ONE CURB CUT WILL BE ALLOWED PER RESIDENCE. ALLEY ACCESS IS CONSIDERED A CURB CUT. WHERE AN ALLEY EXISTS ADJACENT TO A PROPERTY, THE CURB CUT SHALL BE FROM THE ALLEY.

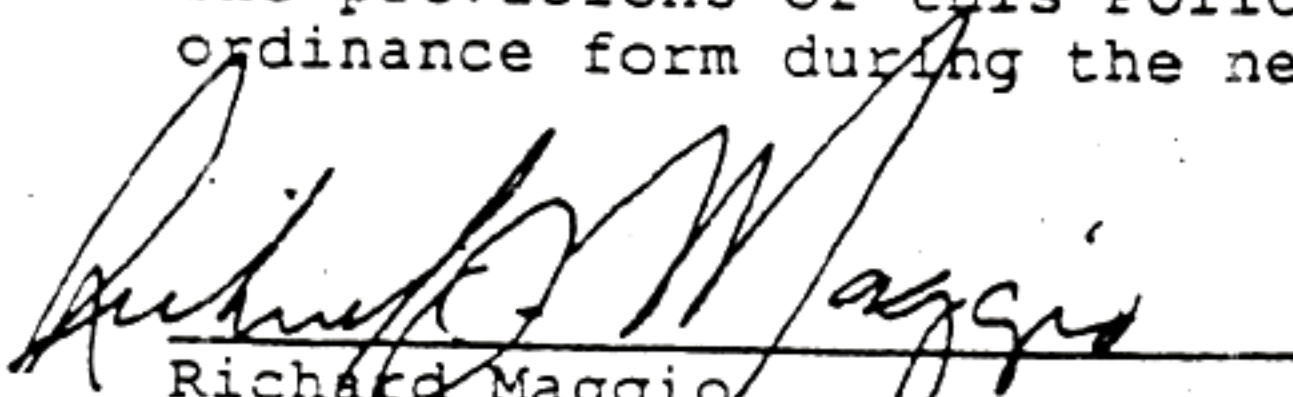
BASIS

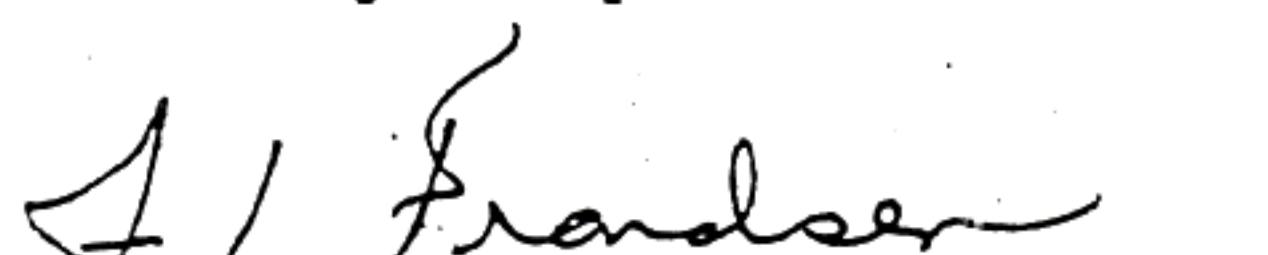
.. This policy should be adopted as a new city standard based on the following:

1. Driveway curb cuts result in unsightly breaks in curb and gutter lines and additional expense during resurfacing and repair work.
2. Curb cuts cause additional potential liability exposure from the physically challenged community. Negotiating curb cuts is difficult on crutches, in wheelchairs, or at any time when an individual's physical condition is not at its best, such as recovering from surgery or recovering from an injury to a foot, leg, or ankle.
3. On-street parking will be maintained along the full length of streets where alley access exists.
4. Access to individual residences is being provided from the alley. The City must emphasize the improvements it has; i.e., alley access, and restrict duplication of residential access.

FUTURE ORDINANCE

The provisions of this Policy Statement will be incorporated into ordinance form during the next ordinance update process.


Richard Maggio


James E. Frandsen



**CITY OF OXNARD
PLANNING DIVISION
POLICIES & PROCEDURES**

SUBJECT: Residential Curb Cuts and Access

EFFECTIVE DATE: November 21, 2006

LAST REVISED: November 21, 2006

APPROVED BY: Susan L. Martin, AICP

Section 16-636 of the City Code describes design standards for vehicular parking areas. Regarding curb cuts for single-family residences that are adjacent to an alley, the following clarification is provided:

1. If potential access exists off a public street frontage and an alley, but there is no existing curb cut on the public street, access shall be granted only off the alley.
2. If a curb cut exists off the public street, and it is legally permitted, the applicant need not remove the curb cut. In addition, the applicant may also have access off the alley.
3. If vehicular access exists off an alley, the applicant may have direct access (i.e. multiple access points) off the alley provided all building setback and interior yard space requirements are satisfied.
4. If no vehicular access is available from the alley, and there is no existing curb cut at the public street, the applicant must apply for an encroachment permit to allow the driveway leading to the garage.
5. In any case, only one curb cut off the public street frontage is allowed per single-family residence.



To increase private onsite parking spaces for the residents in the Bartolo Square - North, Bartolo Square - South, and Hill Street neighborhoods, City Council has approved a policy for the issuance of curb cut permits for driveways in front yards within these neighborhoods.

- The policy does **not allow** curb cut permits on Wooley Road or Channel Islands Boulevard within these Neighborhoods.

The following three major items are required to obtain a curb cut permit:

A. INSPECTION OF GARAGE

An applicant's garage must be able to fully function as a garage. (e.g. A 2 car garage must be able to park 2 cars) The city will perform an inspection of the garage prior to issuance of the curb cut permit to verify that it is clear of storage or other items that would prohibit vehicle parking.

B. ELECTRICAL PERMIT

Properties adjacent to an alley shall install and maintain in working order, lighting equivalent to at least 3200 lumens (typically 2-100 watt incandescent bulbs) to illuminate the alley adjacent to the garage. The light may be placed on the garage or on a pole placed in private property and shall be controlled by a motion sensor and photo-control. **(NOTE:** An electrical permit is required for the installation of any new electrical facilities. This permit can be issued simultaneous with the curb cut permit but the work must be completed prior to beginning construction of the curb cut.)

C. SITE PLAN

A site plan is required to begin the permit application process. The following items must be shown on an 8 ½" by 11" (or larger) site plan:

- ☐ Show all existing facilities that might affect the construction of the new curb cut. These facilities include: Existing driveways, sidewalk width, water meters, trees, property lines, buildings/garages, existing/proposed electrical lighting in alley, any onsite paved area(s) (including walkways), traffic signs, utility poles, fire hydrants. Plan must include the distance of these items from the proposed curb cut and the dimensions of all existing front yard concrete or paved surfaces.
- ☐ Show proposed location and width of the new curb cut. Include the distance from the property line. The maximum allowed width of a new curb cut is 15' in the "W" dimension as per **Exhibit A** (attached).
- ☐ Include owner's name, phone number, and address where the curb is proposed.
- ☐ Most locations within these neighborhoods are constructed with a 5-foot wide sidewalk (measured from face of curb to back of sidewalk). To meet disabled access standards, new curb cuts/driveways must be constructed as shown on **Exhibit A** (attached).
- ☐ Curb cuts shall maintain the required ADA (American Disability Act) sidewalk minimum width of 4 feet at the proposed driveway approach. **(See Exhibit A).**
- ☐ The maximum area allowed for parking in the front yard is limited as follows:
One Car parking: A 12' x 20' area (240 square feet)

Two Car parking: A 24' x 20' area (480 square feet)

The permit inspector will verify compliance with these front yard paving limits prior to driveway/curb cut permit sign off.

- Properties adjacent to an alley shall install and maintain, in working order, lighting equivalent to at least 3200 lumens (equivalent to 2-100 watt incandescent bulbs) for illuminating the alley adjacent to the garage. Show the location of the proposed or existing light meeting these requirements on the site plan. Indicate on the site plan that the light shall be controlled by a motion sensor and photo-control.

When the above requirements have been met, an encroachment permit process for a curb cut will commence. Please note the following:

- **A LICENCED CONTRACTOR IS REQUIRED FOR WORK IN THE CITY RIGHT OF WAY**

All curb cuts shall be installed by a Class "A" (General Engineering) California State licensed contractor. A contractor with a valid City Business license and current general liability insurance, auto insurance, and workers compensation must sign the encroachment permit. (Contact the permit staff (385.7890) for insurance requirement handout.) The property owner is also required to sign the encroachment permit.

- **PERIODIC GARAGE INSPECTIONS**

As part of the permitting process, the property owner shall execute a Covenant running with the land allowing, periodic follow-up garage inspections as required by the Code Compliance Division. Garage inspection will include an inspection of the alley lighting requirement. (There will be no inspection fees associated with the periodic follow-up inspections of the garage.)

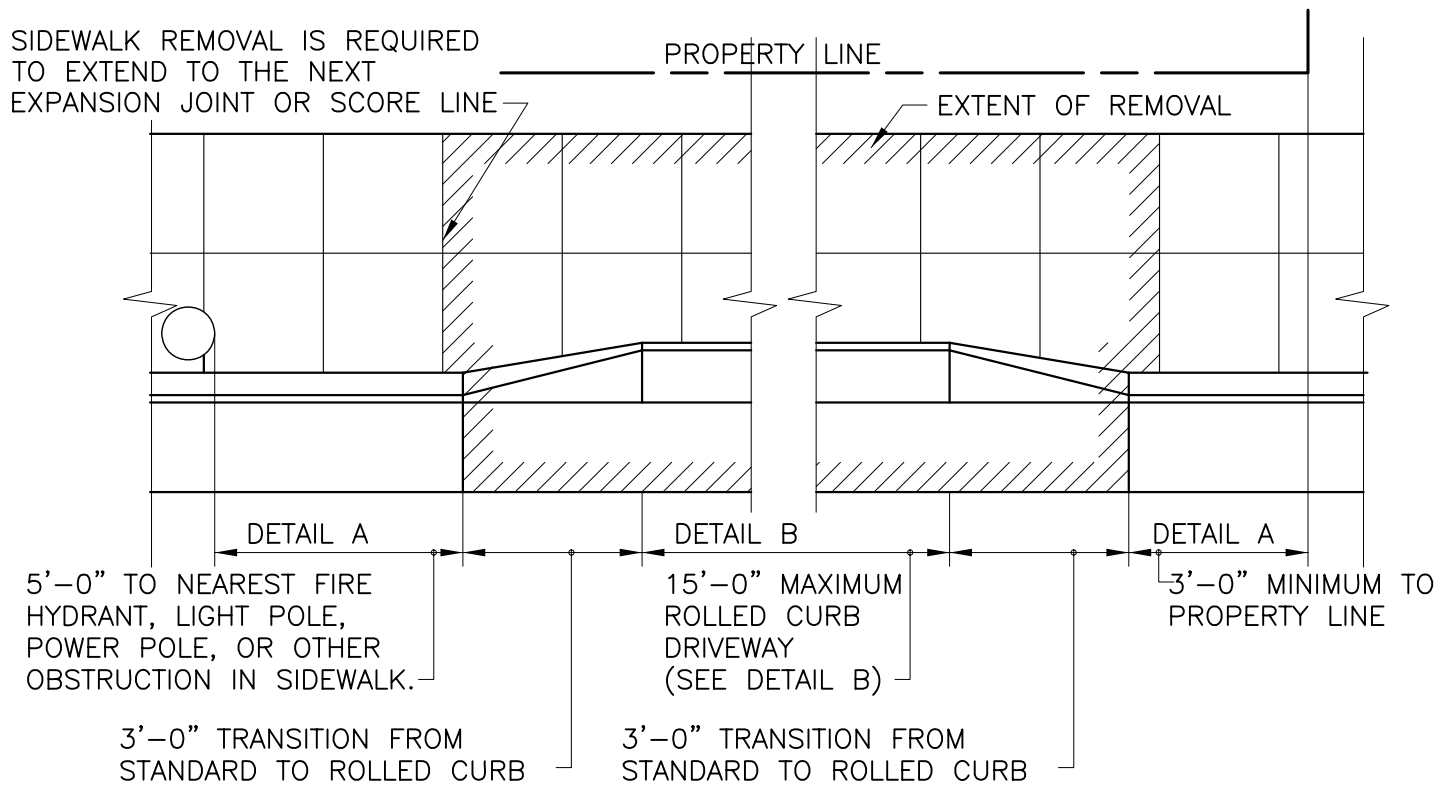
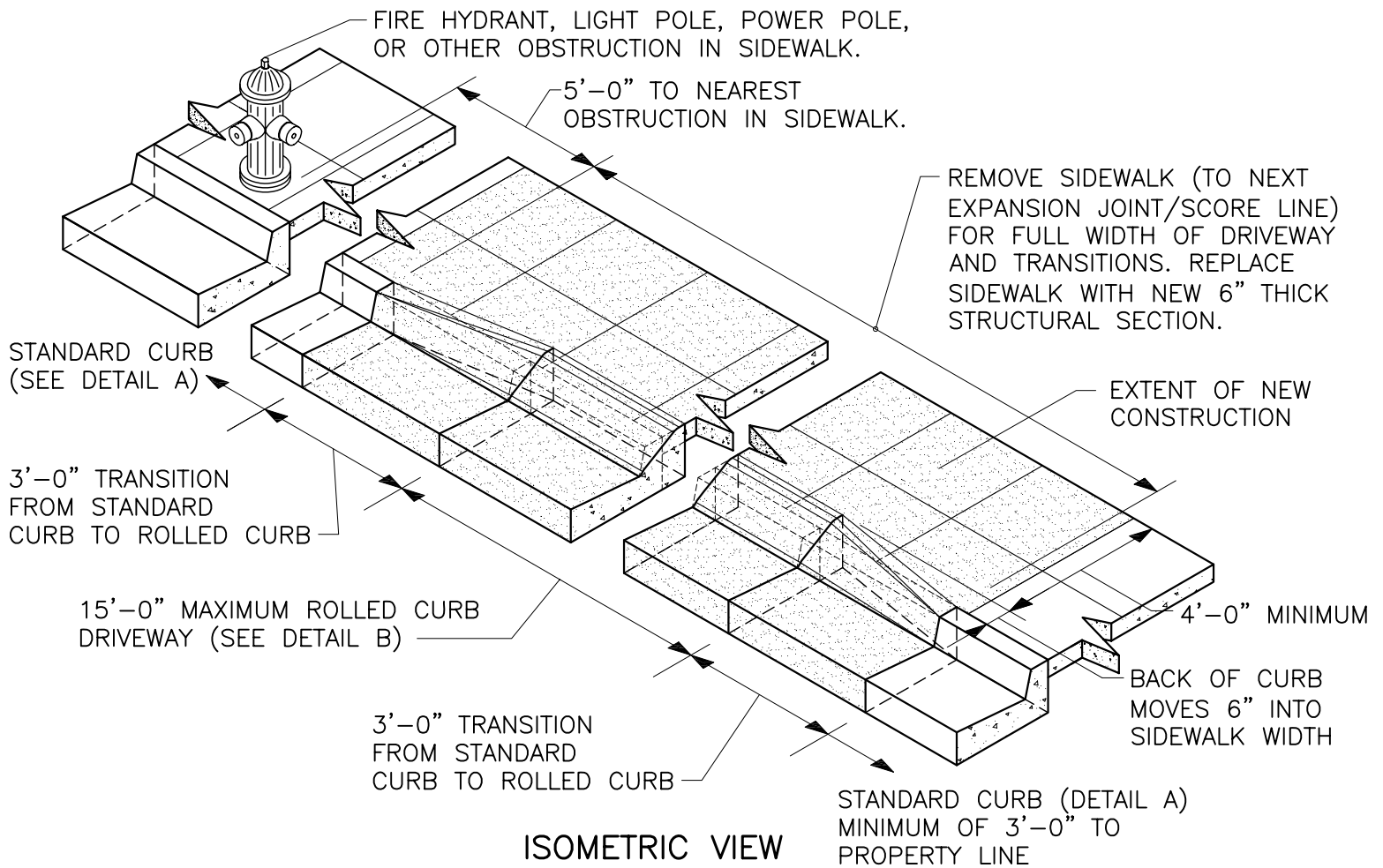
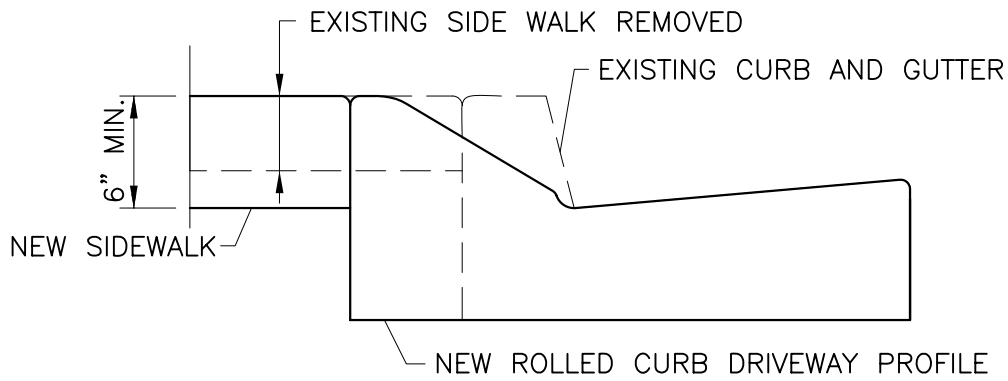
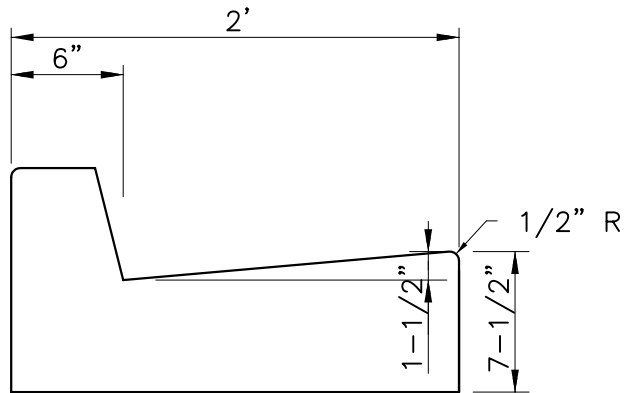


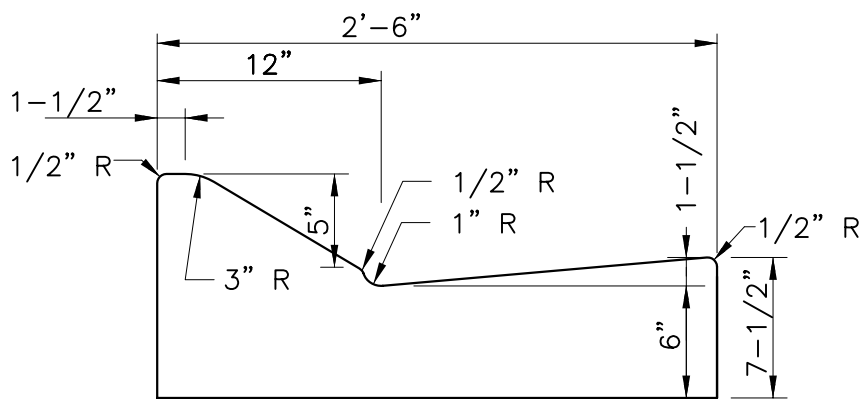
EXHIBIT "A"



SECTION OF NEW CURB WITH EXISTING CURB OVERLAYED



STANDARD CURB – DETAIL "A"



ROLLED CURB DRIVEWAY – DETAIL "B"

EXHIBIT "A" DETAILS

Recording Requested by and
When Recorded Return to:

City of Oxnard
214 South C Street
Oxnard, California 93030

No Recording Fee Required In Accordance
With California Government Code Section 6103

SPACE ABOVE THIS LINE FOR RECORDING USE

AGREEMENT CONTAINING COVENANTS AFFECTING REAL PROPERTY

THIS AGREEMENT CONTAINING COVENANTS AFFECTING REAL PROPERTY ("Covenants") is entered into on _____, in favor of **THE CITY OF OXNARD**, a public body, corporate and politic ("City"), by _____ ("Applicant").

WHEREAS, Applicant is the owner of that certain real property in the City of Oxnard, County of Ventura, State of California, ("Property") commonly know as _____, (APN ____-0-____-____) and more specifically described as Lot _____ of Tract _____; and

WHEREAS, Applicant wishes to obtain a permit to install a curb cut leading from Property to the adjacent City street; and

WHEREAS, Ordinance No. 2745 requires that any garage on the Property be maintained free of obstruction and in such a condition that such garage could be used for the storage of automobiles.

NOW, THEREFORE, IN CONSIDERATION OF BEING ISSUED A PERMIT TO INSTALL A CURB CUT FROM THE PROPERTY TO THE CITY STREET, APPLICANT COVENANTS AND AGREES AS FOLLOWS:

1. Applicant, its successors and assigns, shall maintain every two-car garage on the Property free of obstructions and in such a condition that two automobiles can be parked in such garage.

2. Applicant, its successors and assigns, shall maintain every one-car garage on the Property free of obstructions and in such a condition that one automobile can be parked in such garage.

3. To assure compliance with the foregoing, Applicant, its successors and assigns, agrees to allow City Code Compliance Personnel to inspect any garage on the Property upon twenty-four hours written notice being delivered to the Applicant, or its successors or assigns, or resident of the Property who is eighteen years of age or older.

4. City, its successors and assigns, is deemed the beneficiary of the covenants contained herein, without regard to technical classification and designation. The covenants shall run in favor of City, its successors and assigns.

5. The provisions contained herein are covenants running with the land and shall bind Applicant, its successors and assigns.

6. Applicant shall perform each and every obligation set forth in these Covenants, and this Agreement respecting the Property.

IN WITNESS WHEREOF, Applicant has executed this Agreement.

(NOTARIZATION REQUIRED)

Applicant:

By: _____
(Signature)

Name: _____
(Print Name)

Title: _____

By: _____
(Signature)

Name: _____
(Print Name)

Title: _____

NOTARY ACKNOWLEDGEMENT REQUIRED

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

[illegible]

On _____, 20____ before me, _____, a notary public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

[illegible]

On _____, 20____ before me, _____, a notary public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

PROPOSED NEW RESIDENTIAL CURB CUT POLICY

Background – In 1992 the City enacted a policy restricting curb cuts for various reasons. In 2007, a curb cut pilot program was adopted to allow curb cuts to 3 specific neighborhoods within the City (Bartolo Square North, Bartolo Square South, and Hill Street). As a means to try and address the numerous requests for curb cuts due to limited on-street parking, the following Program has been developed.

Purpose – The intent of this new policy is to enhance the parking availability in residential areas by allowing curb cuts while minimizing impacts to the existing on-street parking inventories. For every new curb cut installed, there is an anticipated loss of up to two on-street parking spots. **As such, in order to meet the purpose of the Program, property owners must ensure that the new curb cut will allow two registered vehicles to be parked off the street.** Additionally, properties with existing garages shall demonstrate, as a condition of the curb cut permit, that any two-car garage on the property is maintained free of obstructions and in such a condition that two automobiles could be parked and that any one-car garage on the property is maintained free of obstructions and in such a condition that an automobile could be parked in such garage. This requirement would not be applicable to garages legally converted into Accessory Dwelling Units.

NEW CURB CUT

Requests for **new** curb cuts after [Month] 1st, 2022:

1. Must be requested by the property owner and be located on the front yard side of the property.
2. Only one curb cut will be allowed per property.
3. The curb cut is to serve a single family or duplex residence and is not to be utilized to park commercial vehicles, RV's, or to store inoperable or unregistered vehicles in the front yard area.
4. Must be approved and permitted by the Community Development Department Director or designee.
5. Must meet current City of Oxnard Standard Plates or other design standards approved by the Community Development Department.
6. Shall be inspected by the Community Development Department to ensure the curb cut installation meets City standards and that the other program requirements have been complied with.

Conditions:

1. The proposed curb cut is on a residential street that is not a Primary, Secondary, or Local Arterial as designated by the 2030 General Plan or future General Plans as approved by the City Council.
2. The proposed curb cut is not in the Henry T. Oxnard Historic District.
3. Does not create a traffic or pedestrian safety issue as determined by the City Traffic Engineer.
4. Property does not already have an existing curb cut.
5. Shall not interfere or conflict with any existing easements or utilities.
6. Property owner must demonstrate that two vehicles currently parked on the street will be parked on the property. The minimum parking area for 2 cars shall be 20' in depth x 24' wide.

Tandem parking may be considered on a case by case basis if the 20'x24' front parking area is not feasible

7. Must meet front yard landscape standards approved by the Community Development Department and still be able to park two vehicles on site.
 - a. No more than 50% of the applicant's front yard area may be paved, permeable or otherwise.
 - b. Existing paved yards must reduce the amount of existing paving to 50% or less of the front yard area.
 - c. All open areas shall be landscaped with some combination of trees, shrubs, ground cover or lawn. (Lawn shall not exceed 75% of the front yard, and a drought tolerant variety of grass must be specified.) The City reserves the right to modify plans in quantity and quality of landscaping.
 - d. One (1) tree is required at the front of each residence, and two (2) trees required at the side of each residence if located on a corner lot. Trees shall be 24" box size (minimum).
8. An applicant's garage must be able to fully function as a garage (e.g. A 2 car garage must be able to park 2 cars). The city will perform an inspection of the garage prior to issuance of the curb cut permit to verify that it is clear of storage or other items that would prohibit vehicle parking. This requirement does not apply to garages that have been legally converted to ADU's.
9. If applicable, properties with pre-existing garages shall execute a covenant running with the land, on a form approved by the City Attorney, requiring the ongoing maintenance of any such garage for vehicle parking at all times.
10. The area of the front yard on residential properties available for vehicle parking shall be limited to that necessary to park no more than two vehicles.
11. Curb cuts installed without permits shall be brought into compliance with City standards as part of the permitting process.

Requirements:

- A. Width of the curb cut shall be limited to 15 feet maximum/12 feet minimum with a 3 foot transition on each side; construction shall comply with City standards including disabled access requirements.
- B. New on-site parking pad shall be constructed of a permeable material as approved by Community Development.
- C. Shall be located to maximize on-street parking in front of the residential property - no closer than three feet from a property line and a minimum of 5 feet from light poles, fire hydrants or other obstructions; curb cut shall be located so that where feasible, at least one vehicle may park between successive curb cuts.
- D. For properties with alley access, the property owner shall install and maintain in good working order a light providing illumination equivalent to 3200 lumens (typically 2-100 watt incandescent equivalent LED bulbs) on the alley at the rear of the property.

Such light shall be approved and permitted by Community Development and controlled by a motion sensor or photo-cell. (Note: An electrical permit is required for the installation of any new electrical facilities. This permit can be issued simultaneously with the curb cut permit but the work must be completed prior to beginning construction of the curb cut.)

- E. The curb cut must be installed by a Class A licensed contractor with an encroachment permit issued by the Community Development Department. The curb cut must meet City Standard Plate 115 for properties with a parkway, or "Exhibit A" as attached for properties without a parkway.
- F. Parking pad depth shall be a minimum of 20', encompassed entirely on the applicant's private property, so that no part of a parked vehicle extends into the right-of-way and/or over the ADA path of travel and/or sidewalk.

SITE PLAN

A site plan is required to begin the permit application process. The following items must be shown on an 8 1/2" by 11" (or larger) site plan:

- a) Show all existing facilities that might affect the construction of the new curb cut. These facilities include: Existing driveways, sidewalk width, water meters, street, property lines, buildings/garages, existing/proposed electrical lighting in alley, any onsite paved area(s) (including walkways), traffic signs, utility poles, fire hydrants. Site Plan must include the distance of these items from the proposed curb cut and the dimensions of all existing front yard concrete or paved surfaces.
- b) Show the proposed location and width of the new curb cut. Include the distance from the property line. The maximum allowed width of the new curb cut is 15 feet with a maximum 3 foot transition at each side.
- c) Include the owner's name, phone number, and address where the curb is proposed.
- d) Include photocopies of the vehicle registration information for the 2 vehicles that will be utilizing the front yard driveway parking area.
- e) Most locations within these neighborhoods are constructed with a 5-foot wide sidewalk (measured from face of curb to back of sidewalk). To meet disabled access standards, new curb cuts/driveways must be constructed as shown on **Exhibit A** (attached).
- f) Curb cuts shall maintain the required ADA (American Disability Act) sidewalk minimum width of 4 feet at the proposed driveway approach. (**See Exhibit A**).
- g) The maximum area allowed for parking in the front yard is limited as follows: **Two Car parking:** a 24' x 20' area (**480 square feet**) minimum, but not to exceed 50% of the property's front yard area. The permit inspector will verify compliance with these front yard paving limits prior to driveway/curb cut permit sign off. Tandem parking may be considered on a case-by-case basis if the 24'x20' front yard parking area is not feasible.
- h) Properties adjacent to an alley - show the location of the proposed or existing light meeting the requirements of item "D" above on the site plan. Indicate on the site plan that the light shall be controlled by a motion sensor and photo-control.
- i) Show the dimensions of the front yard area, the dimensions of the new proposed driveway area, and specify the permeable driveway material proposed. Manufacturer information/specifications for the permeable paving material should be provided.

- j) Show the location of new or existing front yard trees; call out and identify all necessary front yard landscaping improvements necessary to comply with Condition #7 above.

When the above requirements have been met, an encroachment permit process for a curb cut will commence. Please note the following:

- **A LICENSED CONTRACTOR IS REQUIRED FOR WORK IN THE CITY RIGHT OF WAY**

All curb cuts shall be installed by a Class "A" (General Engineering) California State licensed contractor. A contractor with a valid City Business License and current general liability insurance, auto insurance, and workers compensation must sign the encroachment permit. (Contact the permit staff (805-385-7890) for insurance requirements handout.) The property owner is also required to sign the encroachment permit.

- **PERIODIC GARAGE INSPECTION**

As part of the permitting process, the property owner shall execute a Covenant running with the land allowing, follow-up garage inspections as required by the City's Code Compliance Division. Garage inspection will include an inspection of the alley lighting requirement.

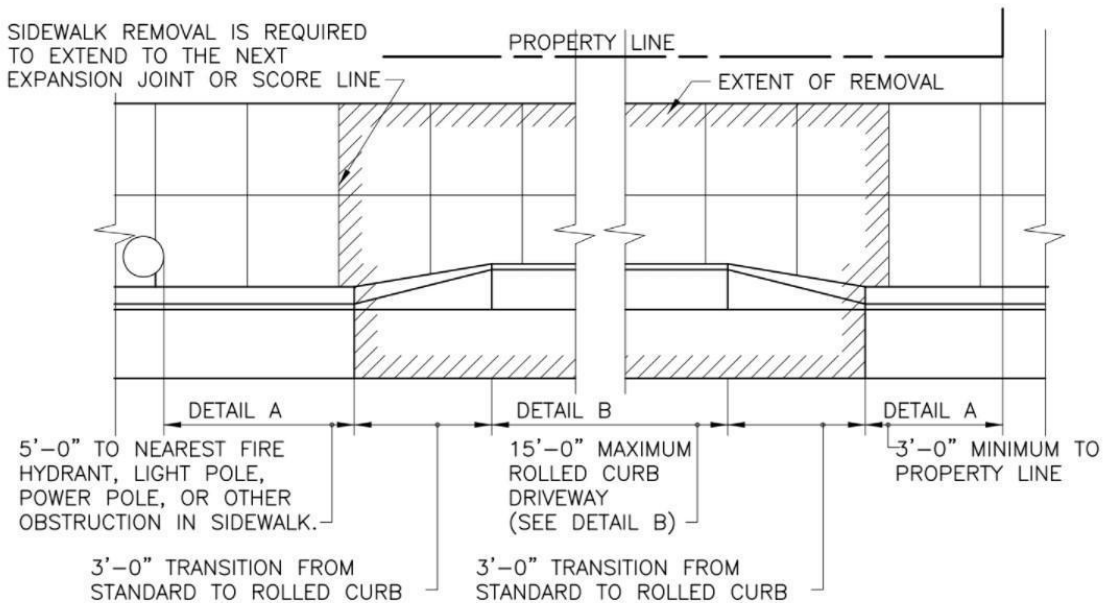
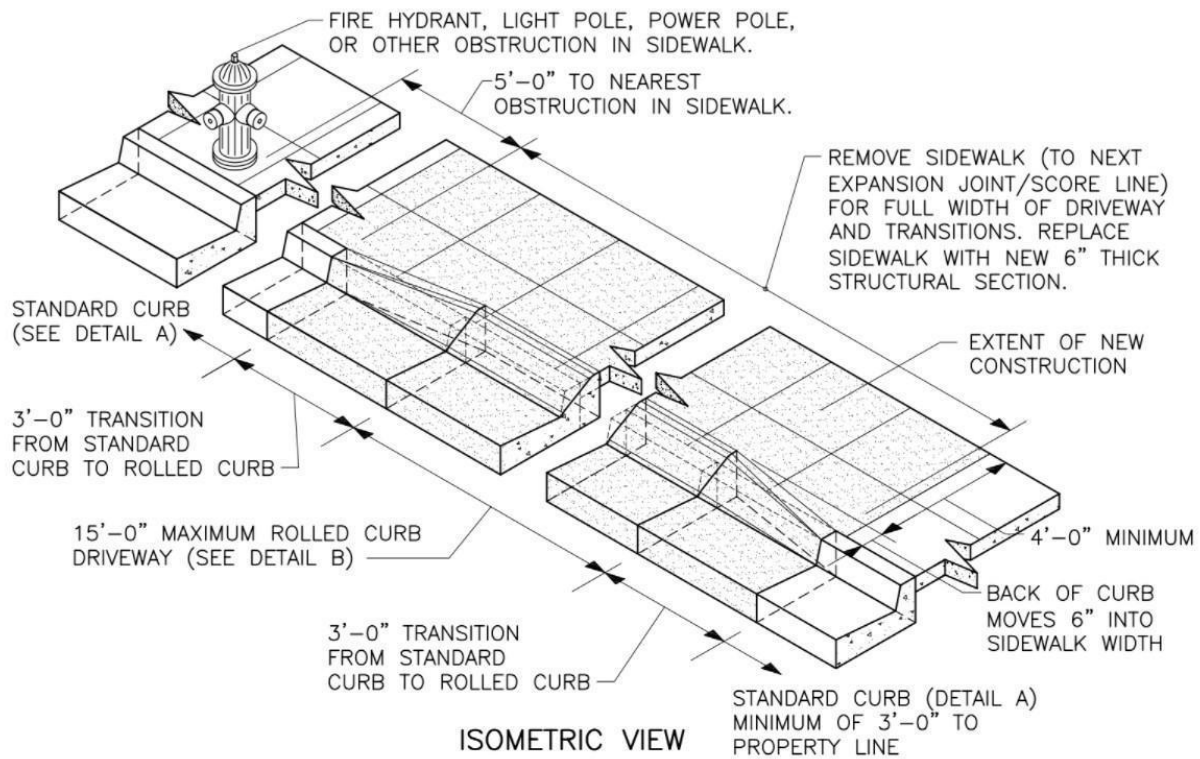


EXHIBIT "A"

Proposed New Residential Curb Cut Policy

Vyto Adomaitis, Director of Community Development

Michael Wolfe, Director of Public Works

Jeff Pengilley, Assistant Director

Scott Kolwitz, Planning Manager

March, 22, 2022

Recommendation

- Receive a summary report on the City's existing and proposed curb cut policies
- Provide input on the proposed curb cut policies
- Recommend that staff should present a formal updated curb cut policy to the City Council.

Background

- In 1992, the City approved a policy statement restricting curb cuts citing expenses, navigation difficulties for our disabled community, potential liabilities and more.
- A clarifying policy for single-family residences that are adjacent to an alley was issued in 2006.
- The Bartolo/ Hill Street Pilot Program, implemented in 2007, allows applications for curb cuts in the Hill Street and Bartolo neighborhoods.
- This item is in response to prior City Council requests made most recently at the February 15, City Council meeting.
- Staff has prepared this item for Committee discussion and consideration.

Discussion: Existing Policy

- Current policy only allows one curb cut per property. Where alley access is provided, the current policy does not allow for additional curb cuts.
- There are three exceptions:
 1. 70% of the existing properties on the same block have a curb cut.
 2. Reasonable Accommodations
 3. Bartolo Square and Hill Street neighborhoods, a special curb cut program was implemented in 2007 to allow new curb cuts, with specific conditions and restrictions.

Existing Policy

- City staff receive approximately 50-60 curb cut inquiries annually. Curb Cut permits are issued by the Building and Engineering Division of Community Development.
- The City has issued 90 curb cut permits under the Bartolo/Hill Street pilot program and (9) granted by the Planning Division for reasonable accommodations for a total of 99 curb cut permits since 2007.
- In 2021,
 - Approximately 20 curb cut permits were issued
 - Staff received 50-60 inquiries regarding curb cut permits
 - one Development Design Review Permit was issued
 - Three Reasonable accommodation permits were issued

Zoning and Land Use Considerations

- In 1988 and 1992, the City adopted Landscape standards and “Attention to Detail” design guidelines “Parking areas should be screened from public ways and divided with landscaping, walls, fences, landscape berms or other elements.”
- The Oxnard City Code (OCC) defines front yard setbacks and the amount of parking for a particular use.
- OCC Section 16-333 maintains a formal delineation between areas used for parking and open space.
- OCC Section 16-622 allows for tandem parking with conditions.

Key concerns with Curb Cuts vs. the new Policy

Concern	New policy mitigation
• Marginally addresses parking issues. The issue of overcrowding and the associated vehicles is not addressed. Curb cuts reduce on street parking. • Curb cuts can make sidewalks more challenging to navigate safely for the disabled community. • Front yard parking areas cause an increase in stormwater runoff which could cause flooding and the need for expensive Storm Drain system upgrades. • Curb cuts and the associated front yard parking have a negative impact of the neighborhood character and aesthetics. • Additional City staff time will be required to monitor that inoperable/unregistered vehicles, RV's, and commercial vehicles are not being parked or stored in the front yard areas.	• Additional parking can be achieved by minimizing the allowed width of curb cuts and requiring a minimum of 2 off street spaces. • Provides an increase in off-street parking needed to offset ADU effects on neighborhoods. • Curb cuts can be designed to maintain ADA compliant sidewalks. • Increased stormwater runoff can be mitigated by the use of permeable pavement. • Landscaping standards can be required to help mitigate the aesthetics of front parking areas. • New curb cuts would not be allowed for front yard parking of commercial vehicles, Recreational Vehicles or inoperative/unregistered vehicles.

The proposed policy replicates the Bartolo Square curb cut program which allows curb cuts for properties with alleyway access, with some modifications:

1. Requires that permeable pavement be utilized at new driveways and that no more than 50% of the front yard area be paved.
2. Requires that existing paved front yards be reduced to a maximum of 50% of the front yard area.
3. Requires that the applicant demonstrate that they can park 2 vehicles off street in order to allow the curb cut, since the curb cut itself causes the loss of 1 on-street parking space at a minimum.
4. Explicitly prohibits front yard parking of commercial vehicles, RV's, and inoperable/unregistered vehicles.
5. Requires the remaining front yard be brought into compliance with current Landscaping Standards.

Areas for Committee Feedback

1. Staff recommends a citywide policy instead of a neighborhood specific policy. Is the Committee supportive of this recommendation
2. Staff recommends that the policy be reviewed after 2 years or 250 new curb cuts constructed, whichever comes first. Is the Committee supportive of these proposed review thresholds?
3. To improve the safety of the alleys, staff recommends inclusion of the installation of the alley lighting requirement of the Bartolo Square North, South, and Hill Street Curb Cut Pilot Program. Is the Committee supportive of this recommendation?
4. To support compliance with the “Attention to Detail” design guidelines, the Landscape Standards, and to mitigate stormwater runoff concerns, staff recommends that no more than 50% of the front yard area be paved. This could require the removal of existing hardscape in a front yard when a curb cut is constructed. Is the Council Committee supportive of this recommendation?



QUESTIONS?



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

**REPORTS
AGENDA ITEM NO. D.4**

DATE: March 22, 2022

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

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

SUBJECT: First Amendment to the 2021-22 Annual Action Plan and the Second Amendment to the 2020-21 Annual Action Plan for the CARES Act. (0/10/10)

RECOMMENDATION

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

1. Conduct a public hearing and receive public comments relating to the following documents to be submitted to the United States Department of Housing and Urban Development for the First Amendment to the 2021-2022 Annual Action and Funding Plan to close and reallocate slow- or no-spending activities within the Community Development Block Grant program to projects moving forward between now and the close of the fiscal year, and to further define activities within the Emergency Shelter Grant – CARES Act program with specific funding awards both described in Attachment 1;
2. Approve the updated changes in activities pertinent to this Mid-Year Reallocation as described in Attachment 1, and the 2021 Amendment to the Annual Action Plan, and the 2020 Amendment to the Annual Action Plan.
3. Authorize the City Manager and his designees, to execute the required applications, certifications, and other pertinent documents for the submission 2021 Annual Action Plan Amendment to the United States Department of Housing and Urban Development, and the Second Amendment to the 2020 Annual Action Plan relating to the Emergency Solutions Grant – CARES Act;
4. Authorize the City Manager and his designees, to execute the appropriate agreements with Community Development Block Grant and Emergency Shelter Grant-CV partners, consultants and contractors, and the ability to adjust any future funding of the Mid-Year activities not to exceed \$50,000, if the programs require more or less funding to meet their objectives;
5. Authorize the City Manager and his designees, to incorporate any recommended changes resulting from public input to the First Amendment of the 2021 Annual Action Plan, and the Second Amendment to the 2020 Annual Action Plan, as directed by the City Council, including amending any budget appropriations approved by the City Council; and
6. Authorize the Finance Department to make the necessary revenue and expenditure changes to the fiscal year 2022 budget reflecting the amended budgets for the Community Development Block Grant and the Emergency Shelter Grant-CARES Act reallocations described in the 2020 and 2021 Mid-Year budgets.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/6R3XZslakGI>

BACKGROUND

As an entitlement city, the City of Oxnard receives formula grant funding from the United States Department of Housing and Urban Development, Community Planning and Development grants for Community Development Block Grant (CDBG), HOME Investment Partnerships Act and Emergency Solutions Grant every year. To receive these Entitlement Grants the City of Oxnard must prepare, submit, and receive approval of a five-year Consolidated Plan, Annual Action Plan and Analysis of Impediments to Fair Housing. On occasion, amendments and substantial amendments of these plans are required pursuant to the criteria set forth in the Code of Federal Regulations, Title 24 CFR 91 and the City of Oxnard's Citizen Participation Plan. Amendments to an Annual Action Plan require that the Plan be amended whenever the following occurs:

1. A change in its allocation priorities or a change in the method of distribution of funds occurs;
2. A decision to carry out an activity using funds not previously described in an action plan covered by the consolidated plan (including program income, reimbursements, repayment, recaptures, or reallocations from HUD); or
3. A change in the purpose, scope, location, or beneficiaries of an activity occurs.

Amendments will be considered substantial changes and require official action if;

1. Grant funds are allocated to a new activity for the first time;
2. A funding increase in a current activity, or a change in the use of funding from one eligible activity to another, of more than \$100,000 in CDBG or HOME funding, or more than \$30,000 in ESG funding; or if;
3. A funded activity is cancelled during the program year.

Amendments may also occur when the City of Oxnard has too many slow-moving projects with high dollar amounts. This causes a timeliness concern, where HUD requires each city to expend funds within each fiscal year and not have more than 1.5 times of the annual award in its CDBG account.

For purposes of this amendment, funding new or shovel-ready projects would support lowering the amount of funds in the CDBG account.

Community Development Block Grant Amendments – Projects Closing

There are a total of five projects or programs that are slow-moving, and therefore the funds will be closed and reallocated to projects ready to proceed between now and the close of the fiscal year. Those projects/programs are:

Thrive Mentorship House: The Thrive Mentorship House was unable to submit the initial documentation to comply with the preliminary requirements of the City and HUD.

Park Playgrounds: The three playground projects – Johnson Creek Playground, Sierra Linda Park Playground, and Thompson Park Playground – will be unallocated because 1) the projects awarded in 2021-2022 have not started, despite being in the third quarter of the fiscal year and 2) Public Works has been awarded a total of nine projects between 2018 and 2021, and none have been completed to date. The three projects total \$1,976,201. There are six remaining funded Parks projects.

Rehabilitation Loan Program: The Affordable Housing and Rehabilitation Division (AHRD) was successfully able to complete eight down payment assistance loans, however the rehabilitation program was on hold due to the HUD monitoring review, therefore no funds were spent for the year.

Community Development Block Grant Amendments – New Projects

The funds from the above five projects/programs will be allocated to two projects:

1. Cuesta Del Mar - The amendment to the 2021 Annual Action Plan includes the newly proposed project, Cuesta del Mar, a long-term, time-limited pocket park within the Southwinds neighborhood that will provide various workshops, create gardens, and hold community events – all organized by the LUCHA organization. The request was initiated by neighborhood representatives and with some help from the city in navigating through the permits process and a few corporate sponsors, the property will be developed with storage freights, garden spaces, and event spaces for community-led activities. The project has been approved by Council in the past, whereas now funding has been identified to support it. The LUCHA organization has asked for \$20,000 for assistance through CDBG funding.
2. Acquisition – The amendment would also add \$700,953 for the acquisition of residential property to offer housing opportunities for otherwise homeless persons. It is anticipated that the acquisition will occur prior to June 30, 2022. Consistent with the Council Priority to revitalize the "Hueneme/Saviers/Pleasant Valley/Channel Islands Corridors" staff is pursuing sites in South Oxnard.

Emergency Solutions Grant Amendments-CV – CARES Act Funds

On October 6, 2020 City Council approved ESG-CV funding totaling \$5,255,005, to support homeless programs such as shelter operations, street outreach, homeless prevention, rapid re-housing to prevent, prepare, and responsive to COVID-19 (2020 Annual Action Plan). The \$651,589 in unallocated funds were made available for other eligible activities to non-profit organizations and other eligible affordable housing, shelter and other program operators, inclusive of City of Oxnard participants. No additional applications were received for those funds.

To facilitate the spending of the funds by the September 30, 2022 deadline, the funding will continue to be allocated to support homeless programs and services but in different amounts and with different partners. The main change in this mid-year budget is that the "Administration and Planning" category of funds will be substantially reduced to \$51,090 with the balance provided for the operation of the homeless shelter (Mercy House). Ventura County Health Services Agency will receive the unallocated funding that was part of the October 6, 2020 budget, in the amount of \$651,589, for a grand total of \$1,200,000, in addition to Turning Point Foundation receiving \$52,549, both for emergency shelter services. For additional details on projects please see Attachment 1.

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

There are no financial impacts to the City's General Funds. The funds are provided within the CDBG and ESG-CV programs, respectively. There are no increases or decreases of the overall funding amounts, and the funds are being moved from slow- or no-performing activities to activities that are able to meet program objectives and utilize the funds.

Prepared by: Emilio Ramirez, Housing Director

ATTACHMENTS

1. Mid Year Reallocation Budget
2. Agenda Report City Council Amendment_10.6.20
3. 2020 Annual Action Plan Amendment
4. Presentation

CITY OF OXNARD HOUSING - GRANTS DIVISION 2021-2022 MID-YEAR REALLOCATION BUDGET

Program	Prior Activity	Award Amount	New Activity	Proposed Amount	Reason for Reallocation
CDBG					
	Thrive Mentorship House	\$ 20,000.00	Cuesta Del Mar	\$ 20,000.00	Thrive Mentorship was unable to fulfill compliance requirements to proceed with an agreement.
			Subtotal:	\$ 20,000.00	
	Johnson Creek Playground	\$ 107,951.00	Housing Acquisition	\$ 107,951.00	Prior activities could not progress before June 30, 2022 deadline.
	Sierra Linda Park Playground	\$ 171,751.00	Housing Acquisition	\$ 171,751.00	
	Thompson Park Playground	\$ 221,251.00	Housing Acquisition	\$ 221,251.00	
	AHRD Rehabilitation Loan Program	\$ 200,000.00	Housing Acquisition	\$ 200,000.00	
			Subtotal:	\$ 700,953.00	
Total Reallocation CDBG:				\$ 720,953.00	

ESG-CV	ESG-CV Administration and Planning (\$525,500)				
	Administration and Planning	\$ 525,000.00	Homeless Assistance Program	\$ 21,090.00	Identified projects for ESG-CV (CARES Act) funding
			Homeless Assistance Intern Administrative/Grants	\$ 30,000.00	
		\$ 525,000.00	Subtotal:	\$ 51,090.00	
	Emergency Shelter (\$3,477,916)				Identified projects for ESG-CV (CARES Act);
	Homeless Expansion Shelter FY 2019-20 & FY 2020-21	\$ 477,916.00	Mercy House - Armory Shelter	\$ 1,500,000.00	
	Temporary Homeless Shelter at K St FY 2020-21 & FY 2021-22	\$ 2,400,000.00	Mercy House - PAL	\$ 700,020.00	
	Temporary Emergency Shelter at 2nd Street	\$ 600,000.00	Mercy House - Maintenance	\$ 20,000.00	
			Turning Point Foundation	\$ 52,549.00	
	Subtotal	#REF!	Subtotal:	\$ 2,820,980.00	
	Street Outreach (\$400,000)				Identified projects for ESG-CV (CARES Act) funding
	Homeless Encampment Response - Outreach	\$ 150,000.00	Ventura Co. Health Services Agency - Outreach	\$ 120,000.00	
	Street Outreach	\$ 250,000.00	The Salvation Army	\$ 143,484.00	
	Subtotal	\$ 400,000.00	Subtotal:	\$ 263,484.00	
	Tenant-Based Rental Assistance (TBRA) (\$200,000)				Identified projects for ESG-CV (CARES Act) funding
	TBRA - Case Management & Rapid Re-Housing	\$ 200,000.00	United Way - Forward Home	\$ 200,000.00	
	Subtotal	\$ 200,000.00		\$ 200,000.00	
	Unallocated (\$651,589)				Identified projects for ESG-CV (CARES Act) funding
	Unallocated	\$ 651,589.00	Ventura Co. Health Services	\$ 651,589.00	
	Subtotal	\$ 651,589.00	Subtotal:	\$ 651,589.00	
Total Reallocation ESG-CV (CARES)				\$ 3,987,143.00	



CITY COUNCIL AGENDA REPORT

PUBLIC HEARINGS AGENDA ITEM NO. M.1

DATE: October 6, 2020

TO: City Council

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

SUBJECT: First Amendment of the 2020 Annual Action Plan CARES Act for Coronavirus Response Grants and Adoption of an addendum to the Citizen Participation Plan. (10/10/10)

RECOMMENDATION

That the City Council:

1. Conduct a public hearing to receive comments from the public relating to the following documents to be submitted to the United States Department of Housing and Urban Development, Office of Community Planning and Development;
 - a. 2020 Annual Action Plan CARES Act Amendment;
 - b. Addendum to the Citizen Participation Plan;
2. Approve the 2020 Annual Action Plan CARES Act Amendment, inclusive of proposed activities that conform with Community Development Block Grant and Emergency Solutions Grant requirements, as well as CARES Act requirements described below;
3. Authorize the City Manager to incorporate any recommended changes resulting from public input to the Annual Action Plan CARES Act Amendment and Addendum to the Citizen Participation Plan as directed 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 CARES Act Amendment to the United States Department of Housing and Urban Development; and
5. Authorize the City Manager to execute HUD agreements and sign all agreements for the implementation of the Annual Action Plan Substantial Amendment including subrecipients, interdepartmental, and intradepartmental agreements.

BACKGROUND

Coronavirus Aid, Relief, and Economic Security Act (CARES Act)

In response to the coronavirus pandemic, the United States Congress approved the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) bill to assist states, counties, cities, individuals and families with the economic impacts resulting from the Coronavirus. The bill was signed into law on March 27, 2020. Community Development Block Grant (CDBG-CV) and Emergency Solutions Grant (ESG-CV) are funded by United States Department of Housing and Urban Development (HUD), Community Planning and Development (CPD). The CARES Act requires that CDBG-CV funds be used to prevent, prepare for, and respond to the coronavirus with activities that are based on public health needs, risk of transmission of coronavirus, number of coronavirus cases compared to the national average, economic and housing disruptions, and other factors as determined by HUD Secretary. ESG-CV funds must be targeted to prevent, prepare for, and respond to the coronavirus pandemic among individuals and families who are homeless or receiving homeless prevention activities to mitigate the impacts of COVID-19.

City of Oxnard Allocations

To support the City of Oxnard's responses to the coronavirus pandemic the United States Department of Housing and Urban Development (HUD) has awarded the following CARES Act grant allocations totaling \$8,343,372. Total expected resources for each of the City of Oxnard grant programs from CARES Act funds are \$3,088,367 for Community Development Block Grants (CDBG-CV) and \$5,255,005 for Emergency Solutions Grants (ESG-CV).

The CARES Act grant allocations by the United States Department of Housing and Urban Development (HUD) require a deliberative procedure set forth by HUD that will merge the CARES Act funding with the City of Oxnard's annual action plan, in either Plan Year 2019 or 2020.

CARES Act for Coronavirus Response Require a Substantial Amendment to the Annual Action Plan

The purpose of this amendment is to apply for the allocated CARES Act funding. The City of Oxnard must prepare, submit, and receive approval of a substantial amendment. The amendment herein, will relate to the 2020 Annual Action Plan. Staff deliberated and coordinated identification of effective activities that will comply with the CARES Act requirements as well as the requirements of the United States Department of Housing and Urban Development programs, CDBG-CV and ESG-CV. The amendment will be known as the "City of Oxnard CARES Act Amendment". This amendment will be merged with the 2020 Annual Action Plan. The resulting coronavirus response "proposed activities" meet the mandates of the CARES Act as well as the compliance requirements of the applicable HUD programs.

On June 16, 2020, the City Council approved the 2020-24 Ventura County Regional Consolidated Plan and the 2020 Annual Action Plan. Both plans are expected to be approved by the United States Department of Housing and Urban Development (HUD) in 1st quarter of fiscal year 2020-21. Immediately upon HUD's approval of the 2020 Annual Action Plan, and City Council's approval of this "City of Oxnard CARES Act Amendment", the merged 2020 Annual Action Plan with CARES Act Amendment will be submitted online.

In accordance with the City's Citizen Participation Plan, a public hearing is scheduled to receive public comments. The public hearing is scheduled for October 6, 2020 to receive public comments on the Plan Year 2020 Annual Action Plan CARES Act Amendment, which became available to the public for a 19-day review period beginning September 17, 2020 (and ending on October 6, 2020). Notice of the Public Hearing date were published in the VIDA Newspaper on September 17, 2020 in Spanish and English. The Annual Action Plan is available is available electronically on the City's website.

Waivers to Facilitate CARES Act Funding from HUD.

To facilitate the amendment and eventual reimbursement of CARES Act grant funds, the United States Department of Housing and Urban Development announced that it will provide grantees program flexibility, waivers, and alternative requirements applicable to Coronavirus Response grants.

Staff requested from the United States Department of Housing and Urban Development, an approval for the use of the CARES Act waivers, regulatory flexibilities, and alternative requirements that will facilitate CARES Act related procedures. The waivers were approved effective September 5, 2020. The City of Oxnard is employing two regulatory waivers to expedite the CARES Act grant amendment process:

1. The Secretary of Housing and Urban Development has temporarily waived the requirement that a substantial action plan amendment requires an amendment to the consolidated plan for 2019 and 2020 CARES Act amendments. Thus, we are not required to seek to amend the 2020-24 County of Ventura Regional Consolidated Plan.

2. One of the waivers is employed in the CARES Act amendment process, that is, a waiver that suspends the 30-day noticing requirements in the City of Oxnard Citizen Participation Plan and allows a 5-day noticing period for the 2020 CARES Act amendment. To utilize this waiver, staff proposes the addendum herein to the City of Oxnard Citizen Participation Plan.

2020 Annual Action Plan CARES Act Proposed Activities

Available ESG-CV funding of \$5,255,005, to support homeless programs such as shelter operations, street outreach, homeless prevention, rapid re-housing to prevent, prepare, and respond to COVID-19, totaling \$5,255,005. CDBG-CV funding is available to support eligible activities such as public facilities and improvements, public service activities to prevent, prepare, and respond to COVID-19, totaling \$3,088,367.

Staff proposes activities that meet both United States Department of Housing & Urban Development program requirements and CARES Act COVID-19 requirements to prevent, prepare, and respond to activities that will benefit low to moderate income residents of the City of Oxnard. Staff consulted with Community, Housing and Economic Development Committee. The “Proposed Activities” are in Attachment 2.

Any amounts that are unallocated will be made available for other eligible activities to non-profit organizations and other eligible affordable housing, shelter and other program operators, inclusive of City of Oxnard participants.

Citizen Participation Plan Amendment

The U.S. Department of Housing & Urban Development (HUD) requires that Grantees provide opportunities for the public to comment on the proposed amendment of the Annual Action Plan. The plan must provide a summary of citizen comments or views on the plan, a written explanation of comments not accepted and the reasons why these comments were not accepted. In accordance with HUD’s regulatory requirement, the City of Oxnard City Council approved on July 10, 2018, the effective Citizen Participation Plan.

The Addendum to the Oxnard Citizen Participation Plan herein, incorporates the waiver suspending HUD’s 30-day noticing requirement and temporarily allowing an expedited 5 day noticing period for our 2020 CARES Act amendments, current and subsequent amendments. The Addendum to the 2020 Addendum to the Citizen Participation Plan allows City of Oxnard 5 day noticing period for the 2020 CARES Act amendments.

Since the notice period for this 2020 Amendment is 17 days, rather than the previously required 30 days, the 2020 Addendum to the Citizen Participation Plan ratifying HUD’s temporary allowance of a 5-day noticing period is necessary to meet the public notice requirements for annual action plan amendments. The 2020 Addendum to the Citizen Participation Plan is located on the Oxnard Housing Grants Management Division website: <https://www.oxnard.org/city-department/housing/grants-management/>.

Conclusion

The draft 2020 Annual Action Plan CARES Act Amendment and Addendum to the Citizen Participation Plan have been posted for public review, and the October 6, 2020 public hearing is 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 the Quality of Life strategy. The purpose of the Quality of Life strategy is to build relationships and create opportunities within the community for safe and vibrant neighborhoods, which will showcase the promising future of Oxnard. This item supports the following goals and objectives:

Goal 1. Improve community safety and quality of life through a combination of prevention, intervention, and suppression efforts that address crime and underlying issues.

Objective 1b. Explore alternatives for youth through recreation programs and intervention services. Goal 2. Address homelessness through the development and implementation of a multi-tiered strategy.

Objective 2a. Identify the City's homelessness mission and create a 5-year plan to address homelessness. Goal 3. Strengthen neighborhood development, and connect City, community and culture.

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

Objective 3b. Empower and connect our Inter-Neighborhood Council Organizations (INCOs), Community Advisory Groups (CAGs) and Neighborhood Watch Program.

FINANCIAL IMPACT

The First Amendment of the 2020 Annual Action Plan will outline how the City plans to allocate Cares Act Coronavirus Response grant, CDBG-CV and ESG-CV. This includes CARES Act funds for HUD grant allocations of \$3,088,367 in CDBG-CV and \$5,255,005 for ESG-CV. The grand total of available resources is \$8,343,372. When this item was presented to HEDC had only been notified of \$1,514,428 in CDBG-CV funding, but a new allocation has just increased the total CDBG-CV allocation to \$3,088,367. No additional ESG-CV funds were allocated since this was presented to HEDC. Following the public input to the Annual Action Plan CARES Act Amendment and Addendum to the Citizen Participation Plan, staff will return to City Council to amend the FY 2020-21 Budget.

COMMITTEE OUTCOME

The Housing and Economic Development Committee, on September 8, 2020, approved forwarding the recommended actions to the City Council with a vote of 3-0.

Prepared by: Emilio Ramirez, Housing Director

ATTACHMENTS

1. 2020 Annual Action Plan CARES Act Amendment DRAFT
2. 2020 Annual Action Plan CARES Act Funding Recommendation List
3. PRESENTATION Annual Action Plan CARES Act Amendment

City of Oxnard

2020 Annual Action Plan CARES Act Amendment (1st Amendment)

DRAFT

Prepared by:

City of Oxnard – Housing Department – Grants Management

435 South D Street, Oxnard, California, 93030



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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 209,877, according to the United States Census Bureau population estimates in 2018. 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 2020.

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 AAPs 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 2020 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 2020. The current AAP will cover the period of July 1, 2020 to June 30, 2021 (plan year 2020). 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 2020 plan year.

In recent years, the City's allocation of entitlement grant funds from HUD has either increased or remained relatively unchanged. The Plan year 2020 allocations are; Community Development Block Grant (CDBG) \$2,574,388 an increase of 2.3%, HOME Investment Partnerships (HOME), \$776,134 a increase of 6.8% and Hearth Emergency Solutions Grant (HESG), \$221,083 an increase of 4.1%. Total HUD entitlement grant funds increased by 3.3%, to \$3,571,605.

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.

2020 Annual Action Plan CARES Act Amendment

The City is amending the 2020 Annual Action Plan to allocate the CDBG-CV and ESG-CV funds under the CARES Act. The Substantial Amendment is consistent with the City of Oxnard's Citizen Participation Plan, as revised on the same date. A summary of modifications is as follows:

AP-05

- Summary of Citizen Participation Process and consultation process
- Summary of public comments

AP-12 Participation

- Citizen Participation Outreach Table; Public Hearing and Internet Outreach added

AP-15 Expected Resources

- Introduction; narrative added
- Anticipated Resources Table; CDBG-CV and ESG-CV funding added

AP-20 Annual Goals and Objectives

- Goal Summary Table; COVID-19 Pandemic Response CDBG and COVID-19 Pandemic Response CDBG goals added

AP-35 Projects

- Project Information Table; three projects added
- Narrative: Describe the reasons for allocation priorities and any obstacles to addressing underserved needs; description added

AP-38 Project Summary

- Project Summary Information Table; three projects added

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 2020-21 AAP proposed projects.

The FY 2020-21 AAP is the first year of implementing the Regional ConPlan. Accomplishments achieved during the program year (PY) 2018 (July 1, 2018 through June 30, 2019) were evaluated in detail in the PY 2018 CAPER. The CAPER was completed and submitted to HUD on September 30, 2019.

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 2020 are summarized in the attached table.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

As part of the AAP development, the City staff scheduled two public hearings: (1) March 17, 2020 and (2) June 16, 2020:

First Public Hearing-March 17, 2020 provided the opportunity for the public to comment on unmet needs and the City Council to make recommendations to staff regarding the priorities and objectives for

FY 2020-21 AAP. 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; Oxnard Wilson Senior Center-Special Population Services for persons with disabilities, Oxnard Housing Authority, Multi Service Center-Resident Services in Oxnard Colonia neighborhood, Oxnard Senior Centers and cities within Ventura County were provided a copy of the public hearing in English and Spanish. The public hearing notices in English and Spanish were included in the Neighborhood News packets which were distributed weekly for a month prior to the public meeting to approximately 231 Oxnard residents. The public hearing notice was published in the Vida newspaper in English and Spanish, posted on City website, broadcasted on the public viewing TV Channels 10/35 and posted in public buildings such as the Main Library, City Clerk's Office and Housing Department Administration building in English and Spanish. The public comment period started February 13, 2020 and ended on March 17, 2020. During the public comment period there were no written public comments submitted and no public comments were received during the public hearing.

Pursuant to Governor Newsom's Executive Order N-25-20, members of the City Council or staff may participate in this meeting via a teleconference.

Due to social distancing measures, the Oxnard Council Chambers only accommodated seating for up to 15 members of the public. Overflow areas were located at the Oxnard Human Resource Activity Room and Oxnard Public Library Meeting Room B with social distancing seating arrangements. The overflow areas were located across the street from the Oxnard Council Chambers. Oxnard residents were encouraged to participate remotely by viewing the meeting on the City's website at oxnard.org, broadcasted on Spectrum Channel 10 and Frontier Channel 35, or the city's YouTube Channel at youtube.com/oxnardnews. Oxnard residents were encouraged to submit comments via email before 3 p.m. to cityclerk@oxnard.org and the comments will be provided to the City Council.

Second public hearing –June 16, 2020 (1) to provide the opportunity to the public to comment on the projects recommended for funding as submitted by the Grant Application Review Panel for FY 2020-21 AAP; and (2) to receive recommendations and direction from City Council regarding the FY 2020-21 AAP grant funding. The notices of the public hearing were mailed to more than 70 addresses consisting of organizations, the faith community, service providers; Oxnard Senior Center-Special Population Services for persons with disabilities, Oxnard Housing Authority, Multi Service Center-Oxnard Colonia neighborhood 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 231 Oxnard residents. The public hearing notice was advertised in the Vida newspaper, posted on the City website, broadcasted on the public viewing TV channel 10/35 and posted in public buildings such as the Main Library, City Clerk's Office and Housing Department Administration building in English and Spanish. Vida published the notice of hearing in English and Spanish on Thursday, May 14, 2020. The public review and written comment period began on May 14, 2020 and concluded on June 16, 2020. During the public comment period there were no written public comments submitted and two (2) public comments were received during the public hearing.

2020 Annual Action Plan CARES Amendment is scheduled public hearing: October 6, 2020:

Public hearing will be conducted to provide the opportunity to the public to comment on CARES Act CDBG-CV and ESG-CV funds the 2020 Annual Action Plan. The public hearing notice was advertised in the Ventura County Vida newspaper, posted on City website, broadcasted on the public viewing TV channel 10/35 in English and Spanish. Vida published the notice of public hearing in English and Spanish on September 17, 2020. The public review and written comment period began on September 20, 2020 and concluded on October 6, 2020.

5. Summary of public comments

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

First Public Hearing: March 17, 2020

During the first Public Hearing, there were no oral comments submitted. In addition, no written comments were submitted during the public comment period.

Second Public Hearing: June 16, 2020

During the second Public Hearing, the oral comments were received from two (2) Oxnard Residents: (1) Resident stated workers are being paid minimum wage through CDBG and is not in line with City Policy Living Wage ordinance; (2) Resident stated emphasized affirmatively furthering fair housing law and asked for an analysis of Code Enforcement. Also stated she was involved in a code enforcement case with a client. In addition, no written comments were submitted during the public comment period.

2020 Annual Action Plan CARES Act Amendment- First Public Hearing: October 6, 2020

Public comments will be updated after public hearing.

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

All written and oral public comments have been accepted.

7. Summary

The City is committed to provide funds that serve the most disadvantaged residents while following HUD's directives. 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 70 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 231 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.

DRAFT

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	OXNARD	
CDBG Administrator	OXNARD	Housing Department
HOPWA Administrator		
HOME Administrator	OXNARD	Housing Department
ESG Administrator	OXNARD	Housing Department
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The City of Oxnard has designated the Housing Department's Grants Management Division to develop the 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
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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

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 process of preparing a Joint Assessment of Fair Housing (AFH) for the City of Oxnard and the Oxnard Housing Authority, which had been due on October 4, 2020, has been modified due to a change in the HUD regulations. The AFH has been replaced with a requirement to produce an Analysis of Impediments to Fair Housing (AI). In January of 2019, the City and the County of Ventura agreed to collaborate on the production of the AI, which will be due in May of 2020. Through 2019-20, staff will be engaged in the necessary community outreach and participation, and collaboration with the County of Ventura, in order to produce the AI for public review and comment in accordance with the HUD guidelines. The draft Regional AI was published in January 2020, and was adopted on June 16, 2020 by the Oxnard City Council, following the required public hearings and public comment period.

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 3/17/2020 and 6/16/2020, as prescribed in the Citizen Participation Plan.
A community Fair Housing workshop, free to the public, was conducted at the Oxnard Public Library in November of 2019, and a second is scheduled for May of 2020.
Frequent consultations with representatives of Oxnard's three certified CHDOs (Cabrillo Economic Development Corporation, Habitat for Humanity, and Many Mansions) were held throughout the year;
Attended the regional Continuum of Care (CoC) meetings to discuss the application, homeless needs and program directions and strategies;
The City of Oxnard Commission on Homelessness conducted 7 meetings in 2019-20, and plans to conduct two more prior to June 30, 2020. Since January of 2018, the Commission has adopted resolutions which presented a total of fifteen (15) policy recommendations to City Council. On September 10, 2018, the Commission formally approved submission of a Five-Year Homeless Plan with recommendation that it be adopted by the Oxnard City Council;
Homeless Services staff worked in partnership with the County of Ventura and the City of Ventura to establish a Shelter Committee for developing two permanent emergency shelters in West Ventura County;
The 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;
Assisted the Point-in-Time count of the homeless persons in Ventura County and especially in Oxnard on January 29, 2020 resulted in a final count of 379 unsheltered homeless individuals. This is an increase of 76 individuals counted from last year;
Homeless Services staff successfully submitted a state Homeless Emergency Aid Program grant awarding the City of Oxnard 1.5 million dollars for shelter capital and direct human services;
Requested representation for the Grants Application Review Panel from Inter Neighborhood Council 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

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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	Turning Point Foundation
	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?	The outreach for the mentally ill homeless will be handled within the City and referrals will be made to the Turning Point shelter.
3	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.
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 provided further details on the proposed project or 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 is in the process of preparing an Oxnard HOME Program funding application for two new development projects in Downtown Oxnard that will produce a total of 175 affordable housing units.
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 2019, ADA improvements through an architectural design and development contract was completed. The contract was amended for the next phase of ADA construction costs.
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?	Planning, coordination and implementation of Homeless Point in Time count; count was conducted on January 29, 2020 resulted in a final count of 567 unsheltered homeless individuals in the City of Oxnard. This is an increase of 19 individuals counted from last year. The City conferred with the Ventura county Public Health Department regarding addresses of housing units wherein children have been identified as lead-poisoned in the City of Oxnard. Prior to implementation of the 2018 Annual Action Plan, the City will receive a list of addresses if such a list exists. Any rehabilitation activities on housing units constructed prior to 1978 will have lead hazards identified and actions taken to remove the hazard. The City's Affordable Housing Division does not own or manage any housing units. All units for which HOME and CDBG assistance is provided for homebuyer assistance or homeowner rehabilitation are administered in compliance with HUD's HOME or CDBG regulations for lead-based paint, as applicable inspections requirements. With respect to units owned or assisted by the Oxnard Housing Authority, there have been no cases of Public Housing tenants and/or Section 8 participant households reporting or having been discovered to have poisoned children or any child with "Environmental Intervention Blood Lead Level"(EBLL). OHA staff provides a brochure related to lead based paint hazards to all new program participants and tenants. Maintenance staff attends training and seminars to stay current with the State of California Lead Awareness Training requirements.
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). The HRC provides fair housing counseling, discrimination complaint investigation, complaint processing, and dispute resolutions services for Oxnard tenants, home seekers, and housing providers. In addition, twice every year the HRC staff provides free fair housing training seminars for the public, along with an bi-annual training presented to the staff of the Oxnard Housing Authority and city housing staff on their fair housing obligations and responsibilities.
10	Agency/Group/Organization	City of Oxnard
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Broadband Internet
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City's Information Technology Department is planning to expand internet usage and bandwidth capacity by upgrading to high speed fiber optic network communications technology to improve the Oxnard low to moderate income community residents, by working with developers of new affordable housing developments, contractors providing improvements to City facilities, parks and recreation facilities.

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

Not Applicable

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Ventura County CEO's Office	The goals of the Strategic Plan overlap with the goals of each plan by ensuring homeless persons have access to adequate services to help reduce the incidence of homelessness.
Oxnard Housing Authority Agency Plan	Oxnard Housing Authority	OHA Plan presents the program procedures related to Public Housing and Section 8 housing units, which overlaps with the AAP for delivering and providing affordable housing units to Oxnard residents. OHA is currently administering 15 set aside homeless preference vouchers per fiscal year, and 67 VASH vouchers
City of Oxnard Housing Element	State of California Housing and Community Development (HCD)	HCD approves the City's Housing Element. The City's updated Housing Element indicates that as of March 2017, 2,497 of 4,199 affordable housing units remain to be built as indicated on the Southern California Association of Governments (SCAG) and Regional Housing Needs Allocation (RHNA)
Regional Housing Needs Allocation (RHNA)	Southern California Association of Governments (SCAG)	SCAG RHNA sets the low and moderate income housing needs allocations for the City as City is within the SCAG boundaries. The City's Housing element relies on the allocations by SCAG to develop local affordable housing needs. The 2014-2021 SCAG RHNA determined that 4,199 affordable housing units would be required in the City of Oxnard from 2014-2021. The updated Housing Element indicates that as of March 2017, 2,497 affordable housing units remain to be built

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Implementation of the 2020 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 2020 AAP was developed in conjunction with residents and organizations through a public participation process that included workshops and public hearings conducted by City staff:

- 1) Two public hearings before City of Oxnard City Council where citizen's public comments were allowed are required by the citizen participation plan;
- 2) Four community meetings were conducted to gather input from the residents on the community needs and 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 1/22/20, 2/6/20, 2/26/20 and 3/5/20 during the evening; locations were Oxnard Main Public Library, South Oxnard Center, Wilson Senior Center, and Community Room at Terraza De Las Cortes in the La Colonia neighborhood; the workshops were held on 1/22/20 and 2/20/20 during the day at the Oxnard Main Public Library;
- 3) All applications for funding were reviewed by Housing - Grants Management staff for eligibility and grants compliance and then forwarded to the Review Panel, which consisted a member from the citizen advisory group;

- 4) Meetings were conducted by Housing – Grant management staff for sub-recipients awardees;
- 5) Other workshops and meetings were handled by Affordable Housing staff and Fair Housing staff;
- 6) Meetings attended and participated by Homeless Assistance Program staff related to CoC and Emergency Solutions Grant;
- 7) Meetings with other Community Consortium groups throughout the year; Meeting dates Commission on Homelessness attended by Housing Department staff: August 5, 2019; October 7, 2019; November 4, 2019; December 2, 2019; January 6, 2020; February 3, 2020; and March 2, 2020. Meetings are scheduled for June 1, 2020.
- 8) *2020 Annual Action Plan CARES Act Amendment* Public Hearing before City of Oxnard City Council where citizen's public comments were allowed are required by the citizen participation plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Low/mod income Oxnard Residents	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 Public Hearing, 65 notices mailed out, and Notices were posted on the City of Oxnard website both in Spanish and English.	1st Public Hearing comment - no oral or written comments submitted	All comments accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Entitlement Grant Community Meetings & Workshops	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Interested parties/application for grant funds	20 people attended the Community Meeting & Workshop for CDBG, HOME and HESG	Comments were need rental assistance & affordable apartments; need homeless assistance in community; need services and programs for seniors; need recreation services for youth. Several questions were raised: What affordable housing projects in city?; What are the current income limits?; How do i find the census tract for my project?	All comments accepted	NA

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Resident Survey	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	11 people submitted Resident survey to provide need in the community. Survey provided in English & Spanish.	Comments are need affordable housing for rental and purchase, expanded resources to address homelessness and economic development; increase public service; provide homeless services/homeless liaison for high school age students; fix sidewalks; grants for homeowner yards; childcare services; homeownership assistance	All comments accepted	NA

4	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Low/mod income Oxnard residents	5/14/20 Published in English and Spanish Notice of 2nd Public Hearing 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 Public Hearing, 65 notices mailed out, and Notices were posted on the City of Oxnard website both in Spanish and English.	2nd Public Hearing comments - (2) Oxnard Residents: (1) Resident stated workers are being paid minimum wage through CDBG and is not in line with City Policy Living Wage ordinance; (2) Resident stated emphasized affirmatively furthering fair housing law and asked for an analysis of Code Enforcement. Also, stated she was involved in a code enforcement case with a client.	All comments accepted	NA
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
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 community	General meeting of community non-profits that serve various segments of the community	Round table discussion- No Comments Received	No Comments Received	NA
6	Internet Outreach	Non-targeted/broad community	Not Measured	No Comments Received	No Comments Received	https://www.oxnard.org/city-department/housing/grants-management/

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Low/mod income Oxnard Residents	10/6/20 Public Hearing will be conducted before the City Council to adopt a Substantial Amendment to the 2020-21 Annual Action Plan. 9/17/2020 Published Notice of 1st Public Hearing in VIDA in English & Spanish; English and Spanish versions of Notices were broadcasted on Public Channel 10/35; and Notices were posted on the City of Oxnard website both in Spanish and English.	Comments to be updated after public hearing	Updated will occur after the Public Hearing	NA

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
<u>8</u>	Internet Outreach	Non-targeted/broad community	A draft of the 2020 Annual Action Plan CARES Act Amendment was made available for public review on the City website from September 20, 2020 through October 6, 2020.	Comments to be updated after the Public Hearing.	Updated will occur after the Public Hearing	https://www.oxnard.org/city-department/housing/grants-management/

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

In Plan year 2020, the formula grant calculations of HUD allocations to City of Oxnard are CDBG \$2,574,388, HOME \$776,134 and HESG \$221,083, a total of \$3,571,065 in entitlement grants from HUD. In addition, estimated program income of \$100,000 for CDBG programs and \$100,000 for HOME programs. This will increase total available resources from the 2020 Plan year to \$3,771,605. 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 2020 AAP.

CDBG funds will leverage city funds and subrecipients funded with CA state grants, private foundations and contributions from individuals, corporations and private foundations that provide services and public facilities to low/moderate income residents of City of Oxnard. 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 CA, developer equity, private financing, and tax credit financing. HESG grant funds leverage subrecipients' funds from donations from individuals, corporations and private foundations, which support non-profit agencies sub-recipients and in the case of government HESG contractors, City of Oxnard funding from CA a state grant source and General Funds are two sources of matching funds.

Although not in the Priority Table below, additional resources for 2020 also include leverage and match funds by the HOME and HESG projects. Those are described in AP-10 agencies listed, AP-15 Introduction, AP-20, Narrative of Goal 7, Reduce Homelessness and AP-55 Introduction.

The Substantial Amendment of October 6, 2020, includes additional funding for the CDBG-CV and ESG-CV grant, to be used to prevent, prepare for, and respond to coronavirus. The City of Oxnard CARES Act grant allocations total \$8,343,372; Community Development Block Grants (CDBG-CV) will be \$3,088,367 and Emergency Solutions Grants (ESG-CV) will be \$5,255,005. In addition, the ESG-CV amount of \$651,589 is unallocated and will be utilized for ESG eligible activities.

For the ESG-CV remaining balance of \$651,589 the city is working in partnership with Ventura County to develop a COVID Response Coordinated

Investment Plan (CIP). The CIP is being developed throughout a 5 week intensive workshop led by external facilitators. Upon completion of the course, the city in coordination with the county will use the CIP report and begin implementation.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,574,388	100,000	0	2,674,388	0	2020 CDBG Allocation and Program income is \$2,674,388; the total available resources from CDBG Plan year 2020. Uses of the available resources will be according to the funding priorities set forth in the ConPlan. The specific Activities will be setup in IDIS. The uses of funds will be capped according to the HUD regulations for: (1) Admin and Planning - no more than 20%, or \$534,877, (2) Public Services up to 15%, or \$401,158. The 2020 balance will be distributed as Public Improvements & Other City Programs as detailed by the City during the AAP process.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	776,134	100,000	0	876,134	0	In plan year 2020, HOME allocation is \$776,134 and expected program income is \$100,000; total of \$876,134. Uses of funds are; (1) Administration - no more than 10% or \$87,613 and (2) CHDO Set Asides - at 15% or \$131,420. In addition, \$675,101 is available for housing development and homeowner loans. In addition to the CHDO set aside of \$131,420.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	221,083	0	0	221,083	0	Plan year 2020 Available resources for HESG is \$221,083. The limited availability of HESG resources is spread across the uses identified in this table. 1) HESG Administration and Planning costs is no more than 7.5% or \$16,581 those are included in HESG Project 2. (2) Emergency Shelter and Street Outreach cost is no more than 60%, or \$132,649. The 2020 balance will be distributed as Homeless Prevention, HMIS, & Rapid Re-Housing eligible activities as detailed by the City during the AAP process.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other CDBG-CV	Public-federal	Planning and Administration Public Services Economic Development	3,088,367	0	0	3,088,367	0	CDBG-CV funds to be used to prevent, prepare for and respond to coronavirus. CARES Act resources for CDBG-CV total is \$3,088,367. The resources are CDBG-CV1: \$1,514,428 and CDBG-CV3: \$1,573,939. The CDBG-CV resources is spread across the uses identified in this table, those are included in CDBG-CV Project 13 & 14. 1) CDBG Administration and Planning costs is no more than 20% or \$617,673 and (2) CDBG activities are \$2,470,694.

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: \$		
<u>Other-ESG-CV</u>	<u>Public-federal</u>	Planning and Administration Overnight shelter Rapid re-housing (rental assistance) Street Outreach	5,255,005	0		5,255,005	0	ESG-CV funds to be used to prevent, prepare for and respond to coronavirus. CARES Act resources for ESG-CV total is \$5,255,005. The resources are ESG-CV1: \$ 762,355 and ESG-CV2: \$ 4,492,650. The ESG-CV resources is spread across the uses identified in this table, those are included in ESG-CV Project 15. 1) ESG Administration and Planning costs is no more than 10% or \$525,500 and (2) Emergency Shelter, Street Outreach and Rapid Re-Housing are \$4,077,916. The ESG-CV balance of \$651,589 is unallocated and will be distributed to ESG eligible activities.

Table 5 - Expected Resources – Priority Table

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

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

a greater than 25% level by recipients of HOME funds, city, and other participants. HESG funds are matched dollar for dollar by subrecipients' providers. The city matched for Administration portion only.

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

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

Discussion

The resources for 2020 AAP will accomplish more activities but will not meet all the needs prevalent throughout the city.

DRAFT

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	2020	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: \$1,030,153 HOME: \$788,521	Rental units constructed: 5 Household Housing Unit Rental units rehabilitated: 8 Household Housing Unit Direct Financial Assistance to Homebuyers: 10 Households Assisted Housing Code Enforcement/Foreclosed Property Care: 2000 Household Housing Unit
2	Enhance Economic Stability	2020	2024	Non-Housing Community Development		Increase Job Skills Facade Improvements Local Entrepreneurship		

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Increase Social Services	2020	2024	Non-Homeless Special Needs		Housing Support and Stability Assistance for Senior Residents Social Services Youth Activities and Services Disaster Planning and Recovery	CDBG: \$401,158	Public service activities other than Low/Moderate Income Housing Benefit: 2300 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 150 Households Assisted
4	Work to End Homelessness	2020	2024	Homeless		Housing Support and Stability Homelessness	ESG: \$221,083	Tenant-based rental assistance / Rapid Rehousing: 15 Households Assisted Homeless Person Overnight Shelter: 155 Persons Assisted Homelessness Prevention: 20 Persons Assisted Other: 100 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Create Quality Neighborhoods	2020	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 Infrastructure	CDBG: \$708,200	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 125000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Effective Administration	2020	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 Infrastructure	CDBG: \$534,877 HOME: \$87,613	Other: 0 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	CDBG COVID Pandemic Response	2020	2022	COVID Pandemic Response	Citywide based on income (Low/Mod)	COVID-19 Impact	CDBG-CV: \$3,088,367	Public Services-area benefit: approx. 125,000 Persons Assisted Public Services- 400 persons assisted Economic Development: 20 Business assisted Rental Assistance: 500 assisted
8	ESG COVID Pandemic Response	2020	2022	COVID Pandemic Response	Citywide based on income (Low/Mod)	COVID-19 Impact	ESG-CV: \$5,255,005	Tenant-based rental assistance / Rapid Rehousing: 30 Households Assisted Homeless Person Overnight Shelter: 350 Persons Assisted Street Outreach/Other: 200 Other

Table 6 – 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.
7	Goal Name	CDBG COVID Pandemic Response
	Goal Description	Subject to the CARES Act and emergency policy from HUD, including program regulations and waivers. CDBG-CV funds will be used to prevent, prepare for and respond to coronavirus
8	Goal Name	ESG COVID Pandemic Response
	Goal Description	Subject to the CARES Act and emergency policy from HUD, including program regulations and waivers. ESG-CV funds will be used to prevent, prepare for and respond to coronavirus

Projects

AP-35 Projects – 91.220(d)

Introduction

These are 2020 Plan year Projects designed to accomplish the goals and objectives of the 2020 AAP. The 2020 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, Homeownership Opportunities, 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.

Substantial Amendment to 2020 Annual Action Plan includes three new Projects: CDBG-CV COVID Response, CDBG-CV Administration, and ESG-CV COVID Response

Projects

#	Project Name
1	NEW RENTAL HOUSING
2	HOUSING SUPPORT AND STABILITY
3	HOMEOWNERSHIP 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
13	CDBG-CV COVID Response
14	CDBG- CV Administration
15	ESG-CV COVID Response

Table 7 - Project Information

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

The allocation priorities are based on the annual needs identified in coordination with other city departments. Public service allocations are determined by the participation from other providers to

meet the goals of the ConPlan. HOME funds are balanced between development projects and single family housing needs. HESG allocation are targeted exclusively for the needs of the homeless population.

The October 6, 2020 Substantial Amendment adds three new Projects, all designed to prevent, prepare for, and respond to coronavirus. The specific activities are identified in AP-38 Project Summary.

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AP-38 Project Summary
Project Summary Information

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1	Project Name	NEW RENTAL HOUSING
	Target Area	
	Goals Supported	Improve Supply of Affordable Housing
	Needs Addressed	New Rental Housing
	Funding	HOME: \$788,521
	Description	PARTICIPATION IN HOUSING DEVELOPMENT FUNDING ASSISTANCE
	Target Date	6/30/2021
	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 \$131,420.
2	Project Name	HOUSING SUPPORT AND STABILITY
	Target Area	
	Goals Supported	Improve Supply of Affordable Housing
	Needs Addressed	Housing Support and Stability
	Funding	CDBG: \$200,000
	Description	HOUSING SERVICES
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	5 HOUSING UNIT, 8 HOUSEHOLDS (REHABILITATION), 10 HOUSING UNITS- HOUSING SERVICE; TOTAL OF 23 HOUSEHOLDS
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	HOUSING SERVICES FOR LOW-MODERATE INCOME HOUSING HOUSEHOLDS
	Project Name	HOMEOWNERSHIP OPPORTUNITY

3	Target Area	
	Goals Supported	Improve Supply of Affordable Housing
	Needs Addressed	Homeownership Opportunities
	Funding	CDBG: \$125,000
	Description	HOMEOWNERSHIP ASSISTANCE
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	10 HOUSEHOLDS ASSISTED
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	HOMEOWNERSHIP ASSISTANCE FOR LOW-MODERATE INCOME HOUSING HOUSEHOLDS
4	Project Name	REHABILITATION AND PRESERVATION
	Target Area	
	Goals Supported	Improve Supply of Affordable Housing
	Needs Addressed	Rehabilitation & Preservation of Existing Housing
	Funding	CDBG: \$705,153
	Description	AFFORDABLE HOUSING RENTAL UNITS; CODE ENFORCEMENT AND COMPLIANCE
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	8 HOUSEHOLDS HOUSING UNITS 2,000 HOUSEHOLD HOUSING UNITS (CODE COMPLIANCE)
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	AFFORDABLE HOUSING RENTAL 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
	Project Name	ASSISTANCE FOR SENIOR RESIDENTS

5	Target Area	
	Goals Supported	Increase Social Services
	Needs Addressed	Assistance for Senior Residents
	Funding	CDBG: \$47,500
	Description	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2020 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR SENIOR SERVICES TO INCREASE THE QUALITY OF LIFE
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	300 PERSONS WILL BE ASSISTED WITH SENIOR SERVICES
	Location Description	CITY-WIDE
	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
6	Project Name	OTHER PUBLIC SERVICES
	Target Area	
	Goals Supported	Increase Social Services
	Needs Addressed	Social Services
	Funding	CDBG: \$149,358
	Description	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2020 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR FAIR HOUSING COUNSELING, HEALTH CARE SERVICES, HOMELESS SHELTER AND SERVICES.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	125 LOW-INCOME INDIVIDUALS WILL BE ASSISTED WITH SUBSIDIZED HEALTH CARE SERVICES, FAIR HOUSING SERVICES WILL ASSIST 150 HOUSEHOLDS, AND 150 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, 3) HOMELESS SERVICES BY SHELTER CARE RESOURCES, 4) SUBSIDIZED HEALTH CARE SERVICES BY LIVINGSTON MEMORIAL VISITING NURSES ASSOCIATION
7	Project Name	YOUTH ACTIVITIES AND SERVICES
	Target Area	
	Goals Supported	Increase Social Services
	Needs Addressed	Youth Activities and Services
	Funding	CDBG: \$204,300
	Description	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2020 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR YOUTH RECREATIONAL AND EDUCATIONAL PROGRAMS; YOUTH FROM LOW- AND MODERATE-INCOME HOUSEHOLDS.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	1700 YOUTH WILL BE ASSISTED WITH YOUTH SERVICES/RECREATIONAL AND EDUCATIONAL PROGRAMS IN LOW-MOD NEIGHBORHOODS
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	CITY OF OXNARD RECREATION AT 1) COLONIA GYM, 2) COLONIA BOXING GYM, 3) COLONIA RECREATION CENTER, 4) POLICE ACTIVITIES LEAGUE, 5) RECREATION ON THE GO AND 6) COLONIA LIBRARY EDUCATIONAL PROGRAM
8	Project Name	HOMELESS ASSISTANCE
	Target Area	
	Goals Supported	Work to End Homelessness
	Needs Addressed	Homelessness
	Funding	ESG: \$221,083

	Description	ADMINISTRATION AND PLANNING COSTS SUBJECT TO 7.5% CAP, OR \$16,581. FOR HESG, HEARTH EMERGENCY SOLUTIONS GRANT FUNDS TO PROVIDE FINANCIAL ASSISTANCE TO VARIOUS SERVICE PROVIDERS FOR EMERGENCY SHELTER AND STREET OUTREACH SUBJECT TO 60% CAP; HOMELESS PREVENTION, RAPID RE-HOUSING, AND HMIS ACTIVITIES TO SERVE HOMELESS INDIVIDUALS AND FAMILIES, AND THOSE AT-RISK OF BECOMING HOMELESS. STREET OUTREACH AND EMERGENCY SHELTER ACTIVITIES WILL BE LIMITED TO 60% OF HESG ALLOCATION, OR \$132,649. ALL HESG SUBRECIPIENTS ARE REQUIRED BY CITY OF OXNARD TO PROVIDE MATCHING FUNDS ON A DOLLAR FOR DOLLAR MATCH REQUIREMENT FOR HESG PROGRAM. TOTAL HESG SUBRECIPIENT MATCHING FUNDS WILL BE \$221,083
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	KINGDOM CENTER WILL PROVIDE EMERGENCY SHELTER TO 140 INDIVIDUALS; TURNING POINT WILL PROVIDE EMERGENCY SHELTER TO 15 MENTALLY-ILL PERSONS; CITY OF OXNARD HOUSING DEPARTMENT, HOMELESS DIVISION WILL PROVIDE STREET OUTREACH TO 100 INDIVIDUALS; RAPID RE-HOUSING TO 15 HOMELESS HOUSEHOLDS and HOMELESS PREVENTION ASSISTANCE TO 20 HOMELESS PERSONS
	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) EMERGENCY SHELTER FOR MENTALLY ILL BY TURNING POINT FOUNDATION, CITY OF OXNARD HOUSING DEPARTMENT, HOMELESS DIVISION WILL PROVIDE 4) STREET OUTREACH, 5) RAPID RE-HOUSING, AND 6) HOMELESS PREVENTION
9	Project Name	PARKS AND COMMUNITY SPACE
	Target Area	
	Goals Supported	Create Quality Neighborhoods
	Needs Addressed	Parks and Community Space
	Funding	CDBG: \$118,000
	Description	PUBLIC IMPROVEMENTS OF PUBLIC PARKS AND COMMUNITY SPACE WITHIN LOW- AND MODERATE INCOME AREAS
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	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 60,000
	Location Description	LOW AND MODERATE INCOME AREAS
	Planned Activities	1) PLEASANT VALLEY PARK BALL COURT AND 2)LA COLONIA GREEN ALLEYS
10	Project Name	PUBLIC FACILITIES AND IMPROVEMENTS
	Target Area	
	Goals Supported	Create Quality Neighborhoods
	Needs Addressed	Utilities and Public Infrastructure
	Funding	CDBG: \$395,200
	Description	PUBLIC FACILITIES AND IMPROVEMENTS
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	THIS PROJECT IS CITY-WIDE AND WILL ACCOUNT FOR IMPROVEMENTS TO CITY FACILITIES. THE CITY-WIDE ACTIVITIES WILL ASSIST APPROX 209,000 PERSONS, OF WHICH OVER 60% ARE LOW/MOD INCOME RESIDENTS, ESTIMATED AT 125,000 PERSONS
	Location Description	CITY-WIDE
	Planned Activities	1) HOMELESS SHELTER PORTABLE FACILITIES, 2) MULTI SERVICE CENTER REHABILITATION, 3) ONE STOP FACILITY AND 4) POLICE ACTIVITY LEAGUE (PAL) REHABILITATION
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: \$195,000
	Description	PUBLIC FACILITIES -FIRE PROTECTION EQUIPMENT
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	THIS PROJECT IS CITY-WIDE AND WILL ACCOUNT FOR IMPROVEMENTS TO PUBLIC FACILITIES-FIRE PROTECTION EQUIPMENT. THE CITY-WIDE ACTIVITIES WILL ASSIST APPROX 209,000 PERSONS, OF WHICH OVER 60% ARE LOW/MOD INCOME RESIDENTS, ESTIMATED AT 125,000 PERSONS.
	Location Description	CITYWIDE
	Planned Activities	1) EMERGENCY OPERATIONS CENTER
12	Project Name	ADMINISTRATION
	Target Area	
	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: \$534,877 HOME: \$87,613
	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	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	ADMINISTRATION AND PLANNING ACTIVITIES WILL BENEFIT FAMILIES CITYWIDE. AN ESTIMATED 209,000 PERSONS WILL BENEFIT FROM THIS AVTIVITY 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.
13	Project Name	CDBG-CV COVID RESPONSE
	Target Area	
	Goals Supported	CDBG COVID Pandemic Response
	Needs Addressed	Social Services Youth Activities and Services Homelessness Disaster Planning and Recovery Increase Job Skills Local Entrepreneurship
	Funding	CDBG-CV1: \$1,211,543 CDBG-CV3: \$1,259,151 Total CDBG-CV Project: \$ 2,470,694
	Description	CDBG activities to prevent, prepare for and respond to coronavirus. Subject to the CARES Act and emergency policy from HUD, including program regulations and waivers. The CDBG-CV activities total \$2,470,694. The CDBG-CV1 activities are \$1,211,543 and CDBG-CV3 activities are \$1,259,151.
	Target Date	9/30/22
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 209,000 person will benefit from the Fire Paramedicine activity of which over 60% are low and moderate income residents, estimated at 125,000 persons. 21,000 persons will be assisted with Food Share activity; 14,000 persons will be assisted with Health Sanitation activity; 250 homeless individuals will be assisted with emergency shelter and services; 150 youth will be assisted with youth services and educational programs; 10 persons will be assisted by job development and training; rental assistance program will assist 500; and technical assistance activity will assist 20 businesses. These activities are in low-moderate income neighborhoods.
	Location Description	CITYWIDE & LOW AND MODERATE INCOME AREAS

	Planned Activities	City of Oxnard Fire Department will provide 1) Fire Paramedicine & PPE; City of Oxnard Cultural & Community Services will provide 2) Food Share, 3) Health-Sanitation Program, 4) Homeless Shelter Expansion, 5) Homework Center at Colonia Gym, South Oxnard Center, Durley Park Youth Center; City of Oxnard Housing Department will provide 6) Homeless Outreach, 7) Homeless Encampment Response, 8) Vocational Job Development & Training, 9) Business Improvement-South Oxnard; City of Oxnard Housing Authority will provide 10) Rental Assistance Program; and Community of Action of Ventura County will provide 11) Oxnard Homeless Services.
14	Project Name	CDBG-CV Administration
	Target Area	
	Goals Supported	CDBG COVID Pandemic Response
	Needs Addressed	Social Services Youth Activities and Services Homelessness Disaster Planning and Recovery Increase Job Skills Local Entrepreneurship
	Funding	CDBG-CV1: \$302,885 CDBG-CV3: \$314,788 Total CDBG-CV Project: \$617,673
	Description	Administrative tasks supporting activities to prevent, prepare for and respond to coronavirus. (20% cap of Allocation) Subject to the CARES Act and emergency policy from HUD, including program regulations and waivers. The CDBG-CV Administration total is \$617,673
	Target Date	9/30/22
	Estimate the number and type of families that will benefit from the proposed activities	Administration and planning activities will benefit families citywide. An estimated 209,000 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-CV Administration and planning activities.
15	Project Name	ESG-CV COVID RESPONSE
	Target Area	
	Goals Supported	ESG COVID Pandemic Response
	Needs Addressed	Homelessness
	Funding	ESG-CV1: \$ 762,355 ESG-CV2: \$ 4,492,650 Total ESG-CV Project: \$ 5,255,005
	Description	ESG-CV activities to prevent, prepare for and respond to coronavirus. Administration cost subject to 10% cap, or \$525,500. The ESG-CV activities total \$4,077,916. The ESG-CV remaining balance of \$651,589 is unallocated and will be distributed to ESG eligible activities. Subject to the CARES Act and emergency policy from HUD, including program regulations and waivers.
	Target Date	9/30/22
	Estimate the number and type of families that will benefit from the proposed activities	City of Oxnard Housing Department, Homeless Division will provide Emergency Shelter to 350 homeless persons; Rapid Rehousing to 30 individuals and Street Outreach to 200 individuals.
	Location Description	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	Planned Activities	City of Oxnard, Homeless Division will provide 1) Homeless Expansion Shelter, 2) Temporary Homeless Shelter at K Street, 3) Temporary Emergency Shelter at 2nd Street, 4) Case Management & Rapid Re-Housing, 5) Homeless Encampment Response-Outreach, 6) Street Outreach; City of Oxnard will provide 7) Administration of ESG-CV

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 2020. Also, the City will continue to assist the low-income persons citywide with HOME and HESG funds. The target areas are: (1) Citywide, with 89 percent of the total entitlement funds; and, (2) the LMA Census Tract, 11 percent. The total entitlement includes the administration and planning funding.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

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

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

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

neighborhood.

Discussion

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

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. First time Homebuyer Loan Program
2. Homeownership Assistance Program
3. Rehabilitation of Single-Family and Mobile home Housing Units
4. Rehabilitation of Housing Rental Units
5. Construction of new affordable dwelling units
6. Preservation of 520 public housing rental units and 1,840 Section 8 vouchers (including 15 set aside vouchers for homeless persons and 67 VASH vouchers for veterans)

One Year Goals for the Number of Households to be Supported	
Homeless	50
Non-Homeless	2,360
Special-Needs	250
Total	2,660

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	2,145
The Production of New Units	5
Rehab of Existing Units	6
Acquisition of Existing Units	10

One Year Goals for the Number of Households Supported Through	
Total	2,166

Table 10 - 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 rehabilitation of owner-occupied single family housing for local residents. AHRD will also continue to provide financial assistance to Community Housing Development Organizations (CHDO) to develop affordable housing units throughout the City subject to available funding and as permitted by the funding source. 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, 1,840 Section 8 rental assistance vouchers, which includes 67 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 2020/21, the following capital improvement projects for public housing units are planned:

Cal 31-2 (Felicia Court) Roofing	\$250,000
Exterior Doors	\$220,000
Cal 31-8 (Palm Vista) Boiler Replacement	\$ 10,000
Cal 31-5 (Plaza Vista) Kitchen Cabinets	\$175,000
Cal 31-7 (Scattered sites) Kitchen Cabinets	\$350,000
Building Improvements	\$ 10,000
Total Planned projects for 2020	\$1,015,000

In 2019, the Oxnard Housing Authority retired 144 public housing units, the impacted public housing residents were issued Section 8 Project Based Vouchers for the Las Cortes Project and any remaining families were given Section 8 tenant based vouchers to relocate to a unit in the private market.

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

participate in homeownership

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

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

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

Not Applicable

Discussion

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

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

Introduction

Jurisdictions that receive federal funds for homeless assistance are required to conduct a Point In Time Count (PIT) of homeless persons each year. The 2020 PIT count 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

In the previous twelve months the City of Oxnard established a year around 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. 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-four units of permanent supportive housing. We expect that this new project will be in operation within thirty-six months and will maintain the interim operation on K Street until relocation is possible.

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.

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 created a homeless preference in issuance of Housing Choice Vouchers and is actively offering permanent housing opportunities. During the 2019 – 2020 fiscal year the Oxnard Housing Authority expects to house fifty otherwise homeless families with the use of Housing Choice Vouchers.

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 67 housing vouchers for homeless veterans under the VASH program. This program targets chronically homeless veterans.

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

The CoC has documented discharge policies of all of the above mentioned services that spell out various directions to ensure persons are not discharged into homelessness. Additionally, as stated earlier, HSA works with qualifying low-income persons and families to avoid homelessness. This is done with the

utilization of HESG and Ventura County allocated general fund dollars. Under the CoC discharge policy, in fulfilling the State Mandated Policy (state law related to the discharge protocol), the following are found:

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

Discussion

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

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

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 visitability design standards), or enacted to remedy or prevent a specific local issue (such as requiring landscaping to deter graffiti). The term “barrier” should not be interpreted in the context that local development standards and development review procedures are inhibiting the provision of quality affordable housing that would otherwise be developed, but are the cumulative effect of the development requirements imposed by the layers of government regulations and laws that impact residential development.

Discussion:

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

barriers over which the City has legal authority, in accordance with applicable law.

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 2020 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 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(I)(1,2,4)

Introduction:

In addition to the 20% cap for Administration, the City of Oxnard also allocates 15% of 2020 CDBG funds for public services such as recreation programs for youth, homeless services, senior services and fair housing activities. The balance of the funds will be allocated to housing activities, code compliance and public facilities and improvements. In the event of an emergency (such as an earthquake, flooding, or hurricane ...) the City will cut the non-committed funds from other existing projects in order to fund the urgent need within the allowable range. However, the urgent need to meet the following tests: (1) the existing conditions pose a serious and immediate threat to the health and welfare of the community, (2) the existing conditions are recent or recently became urgent, generally 18 months, (3) the City cannot finance on its own, (4) and when other funding sources are not available.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

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

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(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 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 Santa Barbara 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 Review Panel included representatives from City Advisory Groups.
- e. The Review Committee reviews all proposals and provides a scores for each eligible application. The funding recommendations are derived based on the scores.
- f. The funding recommendation are adjusted to meet the available resources and cap requirements; reviewed by management and then submitted to the City Council for approval.
- g. 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.
- h. The Mayor and City Council directs the City Manager and staff to move forward with final processing.

- i. Staff prepare all contracts for execution. Additionally, all internal processes are completed in order to encumber funds to each individual agency.
 - j. Contracts are completed and services can begin on July 1.
 - k. 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 all submitted reports, review of audit or financial statements, and monitoring and site visits.

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

Homeless Assistance Division continues to fund all the activities prescribed in the HEARTH act. With the sub-recipients cooperation, the City's HESG will continue to provide substantial additional leverage funds to invest in the various programs in order to assist the homeless population toward the goal of reduction and ending homelessness. Also, HESG limits the cost categories for administration and planning to 7.5% or \$16,581 and 60% for street outreach and emergency shelter \$132,649; total \$149,230 for those cost categories. The City's 2020 action plan allows the maximum toward \$16,581 administration and planning, and a total of \$71,853 or 32.5% toward other activities such as homeless prevention and rapid re-housing support.

MID-YEAR REALLOCATION

CARES ACT EMERGENCY SOLUTIONS GRANT AND COMMUNITY DEVELOPMENT BLOCK GRANT



EMERGENCY SOLUTIONS GRANT



Emilio Ramirez, Director
Housing Department
Community Services, Public Safety, Housing & Development Committee
March 22, 2022

Purpose of Mid-Year Reallocation

1. Funds are subject to timeliness requirements and spending deadlines, therefore evaluation of projects must be considered
2. CDBG Partners have an average of 12 months to complete activities
3. ESG-CV has until September 30, 2022 to expend all funds

Purpose of Mid-Year Reallocation

1. Council Action Required for Changes to Activities or Changes in Funding
2. Slow- or no-performing projects must be identified, as projects that are able to utilize funds to meet timeliness requirements and spending deadlines
3. Higher performing projects that can use funds have been identified and are located in Attachment 1 for review and consideration

Community Development Block Grant Reallocation

Prior Activity	Award Amount	New Activity	Proposed Amount	Reason for Reallocation
Thrive Mentorship	\$20,000	Cuesta Del Mar	\$20,000	Thrive Mentorship House unable to comply with documentation requirements.
Johnson Creek Playground	\$107,951	Housing Acquisition	\$107,951	Prior activities could not progress before June 30, 2022 deadline.
Sierra Linda Park Playground	\$171,751	Housing Acquisition	\$171,751	Prior activities could not progress before June 30, 2022 deadline.
Thompson Park Playground	\$221,251	Housing Acquisition	\$221,251	Prior activities could not progress before June 30, 2022 deadline.
Rehabilitation Loan Program	\$200,000	Housing Acquisition	\$200,000	Prior activities could not progress before June 30, 2022 deadline.
Total Reallocation CDBG:			\$720,953	

Emergency Solutions Grant Reallocation

EMERGENCY SOLUTIONS GRANT



**COVID-19
EMERGENCY
RELIEF**

ESG-CV – Budget Overview

ESG-CV Categories	Proposed Amount
Administration & Planning	\$51,090
Emergency Shelter	\$3,472,569
Street Outreach	\$263,484
Tenant Based Rental Assistance	\$200,000
Total Re-Allocation ESG-CV:	\$3,987,143

ESG-CV – Administration and Planning

Identified Activity	Proposed Amount
Homeless Assistance Coordinator	\$143,321
Homeless Assistant	\$75,000
Grants Administration	\$50,000
Total Allocation ESG-CV:	\$268,321

Emergency shelter

Identified Activity	Proposed Amount
Mercy House	1,200,000
Mercy House PAL	\$641,685
Mercy House – Maintenance	\$20,000
Turning Point Foundation	\$52,549
Ventura County Health Services Agency – Emergency Shelter	\$212,447.31
Total Allocation ESG-CV:	\$2,126,681.31

Street Outreach

Identified Activity	Proposed Amount
Ventura County Health Services Agency – Outreach	\$120,000
The Salvation Army	\$143,484
Total Allocation ESG-CV:	\$263,484

Tenant Based Rental Assistance

Identified Activity	Proposed Amount
United Way – Forward Home	\$200,000
Total Allocation ESG-CV:	\$200,000

Unallocated

Identified Activity	Proposed Amount
Ventura County Health Services Agency – Emergency Shelter	\$651,589
Total Allocation ESG-CV:	\$651,589

RECOMMENDATIONS

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

1. Conduct a public hearing and receive public comments relating to the following documents to be submitted to the United States Department of Housing and Urban Development for the First Amendment to the 2021-2022 Annual Action and Funding Plan to close and reallocate slow- or no-spending activities within the Community Development Block Grant program to projects moving forward between now and the close of the fiscal year, and to further define activities within the Emergency Shelter Grant – CARES Act program with specific funding awards both described in Attachment 1;
2. Approve the updated changes in activities pertinent to this Mid-Year Reallocation as described in Attachment 1, and the 2021 Amendment to the Annual Action Plan, and the 2020 Amendment to the Annual Action Plan.

RECOMMENDATIONS

3. Authorize the City Manager and his designees, to execute the required applications, certifications, and other pertinent documents for the submission 2021 Annual Action Plan Amendment to the United States Department of Housing and Urban Development, and the Second Amendment to the 2020 Annual Action Plan relating to the Emergency Solutions Grant – CARES Act;
4. Authorize the City Manager and his designees, to execute the appropriate agreements with Community Development Block Grant and Emergency Shelter Grant-CV partners, consultants and contractors, and the ability to adjust any future funding of the Mid-Year activities not to exceed \$50,000, if the programs require more or less funding to meet their objectives;

RECOMMENDATIONS

5. Authorize the City Manager and his designees, to incorporate any recommended changes resulting from public input to the First Amendment of the 2021 Annual Action Plan, and the Second Amendment to the 2020 Annual Action Plan, as directed by the City Council, including amending any budget appropriations approved by the City Council; and
6. Authorize the Finance Department to make the necessary revenue and expenditure changes to the fiscal year 2022 budget reflecting the amended budgets for the Community Development Block Grant and the Emergency Shelter Grant-CARES Act reallocations described in the 2020 and 2021 Mid-Year budgets