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.

CITY OF OXNARD CALIFORNIA

# AGENDA
# OXNARD CITY COUNCIL
# COMMUNITY SERVICES, PUBLIC SAFETY, HOUSING & DEVELOPMENT COMMITTEE
Council Chambers, 305 West Third Street
March 12, 2024
**Regular Meeting - 6:45 to 8:15 PM**

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

1. Dial Phone Number: (888) 475-4499
2. Enter Meeting ID: 814 3463 3127
3. Passcode: 793225

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call-in steps listed above. Once the presiding officer 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. Press *6 when asked to unmute. Listen to the instructions provided virtually on the phone while on hold in the zoom waiting room. Please note that there is a slight time delay when viewing the meeting via television.

IN ACCORDANCE WITH ASSEMBLY BILL 2449, MEMBERS OF THE LEGISLATIVE BODY MAY MEET IN-PERSON OR REMOTELY. TO PARTICIPATE REMOTELY VISIT WWW.OXNARD.ORG.

To find out how you may provide public comment, please refer to the instructions below or at **www.https://www.oxnard.org/city-meetings/**.

The public may view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at 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. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE: Submit a speaker card to the City Clerk.

2. EMAIL COMMENTS OR SIGN UP TO SPEAK REMOTELY BEFORE THE MEETING

    a. Submit a request to speak remotely by 3 p.m. on the day of the meeting by using the form available at **www.oxnard.org/citymeetings**.
    b. Submit an email to **cityclerk@oxnard.org** by 3 p.m. on the day of the meeting (indicate the agenda item number in the subject line). All email correspondence will be forwarded to the legislative body prior to the start of the meeting and made part of the legislative record.
    c. Contact the City Clerk's Office at (805) 385-7803 to submit your request.

3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING

    a. Follow Zoom details listed above.

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 include: (Minutes for Presentation + Council Discussion + Public Comment)

b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public may register or otherwise be recognized for the purpose of providing public comment.

Please review the Zoom instructions on the registration page to help ensure there are no technical difficulties during your comments and help you understand public comment procedures using Zoom. 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 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.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

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 February 27, 2024 regular meeting as presented.

Contact: Rose Chaparro, (805) 385-7805

D. REPORTS

1. Community Development Department

SUBJECT: Study session to Provide Direction on Advancing Accessory Dwelling Unit (ADU) Regulations Authorized Under California Assembly Bill 1033. (10 minutes)

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

1. Receive and file the information provided in this staff report; and
2. Recommend that the City Council not implement an AB 1033 program.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/jB4vhLRdBsc

Contact: Jeff Pengilley, (805) 385-8208

2. Housing Department

SUBJECT: 2020 Annual Action Plan Amendment – Community Development Block Grant CARES

Act. (10 minutes)
RECOMMENDATION: That Community Services, Public Safety, Housing & Development Committee recommend that the City Council:

1. Conduct a United States Department of Housing and Urban Development public hearing regarding the fiscal year 2020-2021 Annual Action Plan Amendment- CARES Act;

2. Approve the fiscal year 2020-2021 Annual Action Plan Amendment CARES Act;

3. Authorize the City Manager, and his designees, to incorporate the amended grant allocations into the 2020-2021 Annual Action Plan Amendment CARES Act and authorize the budget appropriations to fund the administration and projects;

4. Authorize the City Manager, and his designees, to execute the required documents to submit the 2020-2021 Amended Annual Action Plan CARES Act to the United States Department of Housing and Urban Development; and

5. Authorize the City Manager, and his designees, to execute all of the agreements necessary for the implementation of the Annual Action Plan CARES Act amendment.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/4ytAlYpImvY
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 12, 2024

**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 February 27, 2024 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 02 27 2024 Community Services, Public Safety, Housing & Development

MINUTES
OXNARD CITY COUNCIL
COMMUNITY SERVICES, PUBLIC SAFETY,
HOUSING & DEVELOPMENT COMMITTEE
Regular Meeting
February 27, 2024

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 Bryan A. MacDonald, Member Oscar Madrigal, and Member John C. Zaragoza were present in person.

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

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 January 23, 2024 regular meeting as presented.

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

D. REPORTS

1. Fire Department
   SUBJECT: Adopt a Resolution Acknowledging receipt of a report submitted by the Fire Chief of the Oxnard Fire Department regarding the inspection of certain occupancies.
   RECOMMENDATION: The Community Services, Public Safety, Housing & Development Committee recommends that the City Council adopt a resolution acknowledging receipt of a report prepared by the Oxnard Fire Department's Fire Chief concerning the inspection of specific occupancies, as mandated by Sections 13146.2 and 13146.3 of the California Health and Safety Code.

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

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

2. Housing Department
SUBJECT: Second Amendment to Emergency Shelter and Navigation Center Operating Agreement 32400019.
RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that the City Council:

1. Approve and authorize the Mayor to execute the Second Amendment to Shelter and Navigation Center Operating Agreement 32400019 with Mercy House for the provision of shelter and navigation center operations to increase the Agreement from $3,228,297 to $3,243,102.16.

Emilio Ramirez, Housing Director was available to answer the Committee's questions. There were no public comments. Discussion ensued among the Committee and staff.

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

3. Housing Department
SUBJECT: Amendments to City Loan Agreements with Mercy House Living Centers for the development of a new navigation center at Casa de Carmen located at 241 West Second Street.
RECOMMENDATION: That the Community Services, Public Safety, Housing & Development Committee recommend that the City Council:

1. Approve and authorize the City Manager or designee to execute the First Amendment to Permanent Local Housing Allocation Affordable Housing Loan Agreement A-8461 ("PLHA Loan Agreement") between the City and Mercy House Living Centers ("Mercy House") contingent on funding approval by the California Department of Housing and Community Development (HCD);

2. Approve and authorize the City Manager or designee to execute the First Amendment to Measure O Loan Agreement 32300146 between the City and Mercy House;

3. Approve a budget appropriation of $537,567 in PLHA grant funds (Fund 220) to increase the loan amount for PLHA Loan Agreement A-8461 between the City and Mercy House from $347,528 to $885,095;

4. Approve and authorize the City Manager or designee to execute the First Amendment to

Affordable Housing Loan Agreement A-8292 between the City and 2nd and B LP;

5. Approve and authorize the City Manager or designee to execute the Second Amendment to Disposition and Development Agreement A-8310 between the City, CDP Developers LLC, and the Housing Trust Fund Ventura County;

6. Approve and authorize the City Manager to execute the Second Amendment to the Agreement to Provide Financial Support for the Construction and Operation of a Permanent, Year-Round Shelter Serving Homeless Individuals between the City and the County of Ventura, Agreement A-8462.

Emilio Ramirez, Housing Director presented and answered the Committee's questions. There were no public comments. Discussion ensued among the Committee and staff.

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

4. Housing Department
SUBJECT: 5-Year Public Housing Agency Plan, Annual Agency Plan and Capital Fund Program Five-Year Action Plan for Low Rent Public Housing.
RECOMMENDATION: That the Community Services, Public Safety, Housing & Economic Development Committee recommend that the Board of Commissioners:

1. Hold a public hearing to receive comments concerning the fifth year of the 5-Year Public Housing Agency Plan, the 2024 Capital Fund Budget, and the Capital Fund Five-Year Action Plan; and

2. Adopt a resolution:

a. Approving the 2024 Annual Agency Plan, 5-Year Public Housing Agency (PHA) Plan for the Housing Authority of the City of Oxnard;

b. Authorizing and directing the Chairman to execute the Department of Housing and Urban Development Public Housing Agency Certification Compliance Form certifying the Housing Authority's compliance with federal policies and procedures;

c. Authorizing the Housing Director to execute and submit all reports, documents and all other certifications required to comply with policies and procedures of the Department of Housing and Urban Development regarding the Annual Agency Plan and the 5-Year PHA Plan;

d. Approving the 2024 Capital Fund Budget and Capital Fund Five-Year Action Plan; and

e. Authorizing the Housing Director to accept and expend the funds as indicated in the 2024 Capital Fund Budget and Capital Fund Five-Year Action Plan.

Emilio Ramirez, Housing Director presented and answered the Committee's questions. There were no public comments. Discussion ensued among the Committee and staff.

*It was moved by Chair MacDonald, seconded by Member Madrigal,* to approve the recommended action as presented. VOTE: MacDonald, Madrigal, 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 Bryan A. MacDonald adjourned the meeting at 7:17 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 12, 2024

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

**FROM:** Jeff Pengilley, Community Development Director, (805) 385-8208, jeff.pengilley@oxnard.org

**SUBJECT:** Study session to Provide Direction on Advancing Accessory Dwelling Unit (ADU) Regulations Authorized Under California Assembly Bill 1033. (10 minutes)

## RECOMMENDATION

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

1. Receive and file the information provided in this staff report; and
2. Recommend that the City Council not implement an AB 1033 program.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/jB4vhLRdBsc

## BACKGROUND

## EXECUTIVE SUMMARY

At the November 7, 2023 City Council meeting, a request was made that staff provide information regarding the implications associated with implementing Assembly Bill (AB) 1033 ("bill"). The intent of the legislation is to create opportunities for homeownership by allowing property owners to create an accessory dwelling unit (ADU) as condominiums. This would allow an ADU to be sold, along with the land upon which the ADU is located.

In summary, AB 1033 authorizes a local agency to adopt a local ordinance to allow the separate conveyance of the primary dwelling unit and ADU(s) as condominiums. This is a change from the prior law (AB587) in that the separate conveyance of an ADU was prohibited except in limited instances. Under the new bill, local governments need to "opt in" to the ADU-as-condominium approach for it to be an option in their cities.

There are advantages, disadvantages, as well as unknowns that should be considered in evaluating this matter. The main concern being that "opting in" would result in potential delays to the work plans and priorities established by the adopted Housing Element, without evidence that AB1033 will increase housing production. At this time, there is no compelling need for this option as a means of incentivizing ADU development given the significant increase in the number of ADUs constructed and under construction in Oxnard. Further, Housing Element compliance with affordability projections could be negatively compromised; therefore, staff recommends that the potential downsides outweigh the potentially minor benefits of implementing this bill. Based on staff's analysis, staff's recommendation is to not opt in or implement an AB 1033 program.

## BACKGROUND

Under AB 1033, local governments need to opt in to the ADU-as-condominium approach for it to be an option in their city. If a city opts in and creates an AB 1033 program, an ADU (along with the land upon which the ADU is located) can be sold if the owner follows the same rules that apply to condominiums. As already established, through a subdivision of land, the principal residence and the new lot/ADU would both be considered condominiums.

Since January of 2017, Oxnard has been subject to State Laws establishing the ADU as an allowed "by right" use, which generally apply to residentially-zoned parcels with one existing "primary" dwelling unit. Since 2017, the State Legislature has adopted approximately thirteen additional bills providing further clarification or expanding upon ADU laws in California. In 2023, the State Legislature passed three additional bills: AB 1033 permitting condo sales; AB 976 permanently banning owner occupancy requirements; and AB 434 which requires ministerial approvals for two unit residential projects. Of the three bills, only AB 1033 is voluntary; the other two new requirements must be followed by the local jurisdiction.

The City of Oxnard has processed a series of Zone Text Amendments ("Amendments") in 2016, 2019, 2020, and 2023 to facilitate construction of ADU's consistent with State law. As a result of these changes, permitting activity for ADUs has significantly increased due to a streamlined process, reduced fees and parking requirements, allowing Junior ADU's (JADU) and ADUs on a residential parcel/lot and converting existing permitted space (e.g., in a garage or detached accessory structure) into an ADU. The number of ADUs permitted by Oxnard in 2020 was 129, which is more than double the number of permits issued in 2019, which was only 50. In 2023, 167 were submitted for construction plan review, 191 were issued a building permit and 73 units were constructed and occupied.

## ANALYSIS

Prior to adoption of an ordinance implementing AB 1033, the City should consider the implications of implementing AB 1033, which are further discussed below.

**Potential Advantages-The potential advantages, in no particular order, are:**

**a. Increase in more moderate income units.** Whether an ADU is rented out or independently sold, does not change how it is counted under Regional Housing Needs Allocation (RHNA). Therefore, allowing the subdivision of ADUs for separate conveyance would not alter the City's compliance under RHNA from an overall housing unit production standpoint. The ADU converted to ownership through a subdivision could be reassigned as a moderate income unit and counted towards meeting the City's moderate income housing requirement. This deficiency in income type is typically referred to as "missing-middle" -referring to middle-income housing units (see Attachment 1).

ADU's can also be less expensive to develop than new standalone housing types, such as new single family dwellings or condominiums, as they often rely upon existing development such as a garage or division of the main house, or infrastructure such as heating, ventilation, water service and sewer delivery. These savings in initial property development can be reflected in a lower sales cost to the eventual buyer. Certainly, the availability of smaller homes at less cost could provide an attractive opportunity for homebuyers who are either currently priced out of the housing market, or other buyers such as seniors, who are seeking to downsize from larger properties. These smaller homes could address a housing need which has been challenging to meet. *However, this provision will potentially result in a loss of existing low income units. (see "Potential Disadvantages" section of this report).*

**b. Increase in the availability of homeownership opportunities for smaller homes.** This is because the subdivision of property would generate two condominium opportunities for each residential site. This would

result in more moderate income units, addressing a housing need which has been challenging for the City to meet.

**c. Increase in availability of medium or larger sized homes.** There is the potential for an increased availability of medium and larger sized homes, as the small homes created through the subdivision of the ADUs, would provide options for those hoping to downsize their residence (as opposed to aging in place) into smaller units where they could still enjoy the benefits of homeownership. This may be particularly attractive for seniors downsizing, young households and lower income households. Demographers anticipate a “silver wave” as baby boomers downsize into smaller homes, with retirees' preference to move funds into equity rather than renting.

**d. Incentivize property owners to build an ADU.** AB 1033 requires that the ADU be completed prior to the recordation of the final map associated with the condoization. AB 1033 allows existing ADUs to be sold separately from the primary residence as a condominium pursuant to legislative requirements. This is very similar to converting existing apartments into condominiums. This does not increase the housing stock, it just changes the type of housing. AB1033 will convert rental units to ownership units. That said, AB 1033 could incentivize some property owners that were previously not interested in building an ADU for rent to develop an ADU with the intent of selling it.

**e. Increase property tax revenue in the City.** The primary residence and new ownership ADU would have separate property tax assessments. It is expected that the remaining single family converted property would likely be reassessed to reflect a smaller lot size and therefore, property tax assessment associated with that property would likely be less. However, the newly created ADU property would have a separate property tax assessment, which may result in an increase in assessed value and thus an increase in property tax revenue. However, it is unknown if this would result in a nominal increase in municipal property taxes.

**Potential Disadvantages-The potential disadvantages, in no particular order, are:**

**a. Workload Impacts.** The 2021-2029 Housing Element establishes a series of Housing Programs to be implemented by staff through the end of the 2021-2029 housing cycle. These programs were adopted with the Housing Element as they implement the established goals and policies of the 2030 General Plan. As this law was not contemplated in the Housing Element or General Plan, there would be a need for the reshuffling of workloads to prioritize this effort. This would result in potential delays to the work plans and priorities established by the adopted Housing Element, without proof that AB1033 will increase housing units. This is similar to SB9, where the intent was to increase housing units, yet to date Oxnard has not received an application under the SB 9 provisions (see further discussion below). As such, staff recommends that based on this alone, Council should not opt-in now. However, in the future if other cities are seeing success and an increase in ADU production due to this bill staff will bring this item back to City Council for reconsideration.

**b. Parking.** Under existing ADU requirements, parking is often not required for the construction of new ADUs. It can be reasonably anticipated that, due to the potential sales price of an ADU being above the low income range associated with a rental ADU, a higher number of occupants would be associated with the purchase of an ADU as opposed to the same ADU being rented. Therefore, additional parking demands could reasonably be associated with a for sale ADU. Even with the potential subdivision and separate conveyance of the ADU, no additional parking can be required; therefore, AB 1033 has the potential to further exacerbate parking issues in some Oxnard neighborhoods where someone would be allowed to purchase an ADU dwelling unit that does not include any off-street parking.

**c. Loss of housing to investors.** Under current state law (AB 976), cities are prohibited from requiring the owner of the primary residence to reside in either the primary residence or any ADUs; meaning investment ownership is allowed now. However, AB1033 is a potentially more profitable option to investors. This potential is based on the assumption that a subdivided property is more valuable than an undivided property so the return

on investment would be higher. This investment-driven competition could further drive up existing home prices.

**d. Lack of Affordability Restrictions.** HCD considers ADUs to be affordable by design, however AB 1033 doesn't include an affordability restriction. This law effectively skirts around another existing bill (AB 587 Friedman, 2019) that prohibited conveyance of ADUs separately from the primary residence, but included a narrow exception if the ADUs are built by a nonprofit, held in a tenancy in common agreement and are restricted as affordable to lower income households for 45 years.

**e. Impacts to Inclusionary Housing Ordinance.** ADUs added to residential projects are not subject to the City's inclusionary housing requirement, therefore opting-in to AB 1033 creates a means for market rate developers to circumvent the City's inclusionary housing program. For example, a 9-unit detached housing development would not be subject to inclusionary housing and could include a second unit in the yard of each home. Under AB 1033, the developer could sell the development as 18 condominium units, with none of the units restricted as affordable housing.

**f. Loss of Units Typically Affordable to Lower Income Households.** AB 1033 could impact the affordability projections in the Housing Element. The City's Housing Element identifies that the City should construct lower-income housing units (comprising very low (1,840 units) and low income (1,071 units)) during the upcoming RHNA cycle. The Housing Element projects the development of 283 ADUs during the 2021-2029 Housing Element Cycle. According to the State of California, Department of Housing and Community Development (HCD), rental ADUs are affordable to lower-income households by design, and based on this, the Housing Element projected approximately 90% of the new ADUs (254 units) to be affordable to lower-income households. The construction of ADU's over and above what is stipulated in our Housing Element in the lower-income category helps the City fulfill the lower income housing category which is typically a difficult income level to satisfy. Opting into AB1033 would be at the expense of construction of rental housing for persons of lower-income.

**Other Considerations/Unknowns/Complexities that may deter applications for AB 1033:**

These complexities are likely to stall interest in an AB 1033 program, resulting in very few properties utilizing the program.

**a. Mortgage lenders.** Mortgage lenders typically lend differently for single family residences than condominiums. Condominium mortgages tend to have a slightly higher interest rate compared to a loan for a single-family home because lenders need to compensate for the additional risk of financing property in an association. Typically, a higher down payment is also required due to the homeowner's fees for the condominium collaborative. It is unclear how this bill would impact lending and mortgage practices as many residences are not owned outright, are financed through a mortgage company and therefore, may not be able to secure approval from their lender to subdivide to create a new for sale ADU and thereby create two condominium units. Converting an existing single family home to a condominium development for the purpose of selling a portion of the property would likely trigger mortgage lenders to request a full payoff and reconveyance of the loan. This requirement alone could stall the potential use of an AB 1033 process as the financing costs, availability of condominium property lenders, and the current high mortgage interest rates all present financial hurdles.

**b. Complexities of the Subdivision Map Act Process.** These complexities include the need to hire a licensed surveyor to prepare the subdivision documents as well as a real estate attorney or consultant to assist in the preparation of documents necessary to form a homeowners association and associated CC&Rs. CC&Rs are necessary to assess dues to cover the cost of maintenance of the property's common spaces. There is also the potential complexity of managing shared utilities between the subdivided units through the CC&Rs, or the alternative construction costs to separate any shared utilities.

**c. Homeowners Association.** Pursuant to the bill, a Homeowners Association will be required for each of the new condominium units. If the property is within an existing condominium development with an existing association, then prior to the creation of a new condominium subdivision, the owner must obtain express written authorization from the existing association.

**d. Consent of Lien Holders.** No subdivision shall be recorded without the consent of any lien holders. If the lien holder refuses consent, then the ADU may not be subdivided and separately conveyed. Given these financial hurdles, staff believes it is unlikely that the average homeowner will take advantage of an ordinance implementing AB 1033. As noted above, these inherent hurdles mean that it is more likely that developers and/or investors would take advantage of these new regulations.

SB9 Compared to AB 1033

On September 16, 2021, Governor Newsom signed into law Senate Bill No. 9 (SB 9), which was referred to as the "California Home Act." Essentially, SB 9 facilitates the creation of up to four housing units in the lot area typically used for one single-family home. Many saw this as the end of single family zoning, as the law required all local agencies to ministerially approve either:

1. A one-time, two-lot subdivision and subsequent development of up to two (2) units per resulting lot; or
2. The development of up to four (4) units on a lot that is not subdivided. However, the proposed subdivision or development project is required to meet certain qualifying location and development criteria.

While there are some differences in the specific standards, similar to AB1033, SB 9 allows for the subdivision of existing single family residential lots. Some of these differences include that SB 9 is not applicable to parcels located in multifamily residential, commercial, agricultural, mixed-use zones, etc., even if they allow single-family residential uses as a permitted use. Also, while SB 9 applications must be ministerially processed, the law includes development requirements that address some of the concerns identified as a result of AB 1033 (summarized above). Some of these requirements include:

1. Parking: A requirement of off-street parking of up to one space per unit, except that a local agency shall not impose parking requirements in either of the following instances:

a. The parcel is located within one-half mile walking distance of either a high-quality transit corridor, or a major transit stop.
b. There is a car-shared vehicle located within one block of the parcel.

2. Owner Occupied: A requirement that an applicant for an urban lot split to sign an affidavit stating that the applicant intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of the approval of the urban lot split.

3. Rental Terms: A requirement that the rental of any unit created pursuant to this law be for a term longer than 30 days.

With the SB9 requirements in place, many of the potential concerns associated with AB 1033 are addressed. While there are still some exceptions to the parking requirement, the threshold for not providing any parking is higher and therefore, will minimize the possibility of further parking impacts on existing neighborhoods from the additional units. Also, by requiring owner occupancy of one of the two properties created by an urban lot split and by prohibiting short-term rentals, developers are prevented from taking advantage of SB 9. Without

owner occupancy requirements, investors could be incentivized to buy up and subdivide larger lots. As SB 9 is intended to create opportunities for homeowners rather than real estate investors, the owner occupancy requirement helps reinforce this goal. While the City has not processed any SB9 applications to date, due to the technical complexities associated with the subdivision process, the option is available for residents looking to process a small lot subdivision. Based on the City's experience with SB9 and the lack of interest in it, it can be reasonably assumed that there would be a similar lack of interest in AB1033, due to the same technical difficulties.

Conclusion

In conclusion, for the reasons articulated in this staff report, staff recommends that the City not opt into implementing AB1033. At this time, there is no compelling need for this option as a means of incentivizing ADU development given the significant increase in the number of ADUs constructed and under construction in Oxnard. Further, Housing Element compliance with affordability projections could be negatively compromised; therefore, staff recommends that the potential downsides outweigh the potentially minor benefits of implementing this bill.

Staff will continue to evaluate housing unit production, inclusive of ADUs, at all income levels with the intent of achieving production in all income groups. This information is reported to HCD annually, as well as monitor how and if this bill is being implemented in other communities. Given the current ever-changing environment of housing policy, there may be a time that voluntarily opting into AB 1033 may be beneficial for Oxnard, and staff would return to City Council with additional information and recommendations.

## STRATEGIC PRIORITIES

This agenda item supports the Organizational Effectiveness strategy. The purpose of the Organizational Effectiveness strategy is to reinforce, stabilize, improve, and strengthen the organizational foundation of the City in order to build a modern, high-functioning City government that effectively and efficiently supports the operating departments in providing high-quality services and programs for our residents and businesses.

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

There is no financial impact associated with this item as recommended. However, should the City "opt-in," a significant amount of staff time and resources will be necessary, including analysis and development of a comprehensive ordinance to address the implications of the bill implementation. Opting in, may lead to an increase in property tax revenue if the City chooses to implement the bill.

*Prepared by: Kathleen Mallory, Planning & Sustainability Manager, Joe Pearson II, AICP, Planning & Environmental Services Manager*

## ATTACHMENTS

1. 6th Cycle Housing Element Unit Production requirements
2. Provide Direction on Advancing Accessory Dwelling Unit Presentation

# Attachment 1

## City of Oxnard Certified Housing Element (2021-2029)

## RHNA Allocation by Income Cateogry

| Income Category | Oxnard RHNA/ Number of Units |
|---|---|
| Extremely Low | 920 |
| Very Low | 920 |
| Low | 1,071 |
| Moderate | 1,538 |
| Above Moderate | 4,100 |
| Totals | 8,549 |

# Study session to Provide Direction on Advancing Accessory Dwelling Unit (ADU) Regulations Authorized Under California Assembly Bills 1033

Jeff Pengilley, Community Development Director
Kathleen Mallory, Planning & Sustainability Manager
Joe Pearson II, Planning & Environmental Services Manager
Community Development Department

Community Services, Public Safety, Housing & Development Committee
February 27, 2024

CITY OF OXNARD CALIFORNIA

# Background



- Government Code Section 65852.2 effective on January 1, 2017 established an ADU as an allowed by right use generally on residentially-zoned parcels.
- Under AB 1033, property owners in participating cities will be able to construct an ADU on their land and sell it separately; following the same rules that apply to condominiums.
- This changed prior law in that, the separate conveyance of an ADU was prohibited except in certain cases as allowed under AB 587.
- The intent of the new bill would create more homeownership opportunities for lower-income and first-time homebuyers.

# Analysis



Prior to adoption of an ordinance implementing AB 1033, the City should consider the implications of implementing AB 1033.

There are advantages, disadvantages, as well as unknowns that should be considered in evaluating this matter.

Lastly, for homeowners looking to potentially subdivide their property there is a existing option under another mandatory state law (SB 9).

# Potential Advantages



1. Increase in more moderate income units.

2. Increase in the availability of homeownership opportunities for smaller homes.

3. Increase in availability of medium or larger sized homes.

4. Incentivize property owners to build an ADU.

5. Increase property tax revenue in the City.

# Potential Disadvantages



1. Workload Impacts.
2. Parking.
3. Loss of housing to investors.
4. Lack of Affordability Restrictions.
5. Impacts to Inclusionary Housing Ordinance.
6. Loss of Units Typically Affordable to Lower Income Households.

# Other Considerations/Unknowns/Complexities



1. Mortgage lenders.

2. Complexities of the Subdivision Map Act Process.

3. Homeowners Association.

4. Consent of Lien Holders.

# SB9



SB9 Law required all local agencies to ministerially approve either:

- A one-time, two-lot subdivision and subsequent development of up to two (2) units per resulting lot; or
- The development of up to four (4) units on a lot that is not subdivided. However, the proposed subdivision or development project is required to meet certain qualifying location and development criteria.

While SB 9 applications must be ministerially processed, the law includes development requirements which address some of the concerns identified under AB 1033

- A requirement of off-street parking of up to one space per unit.
- Three year owner occupancy requirement.
- A requirement that the rental of any unit created pursuant to this law be for a term longer than 30 days.

# Financial Impact



- There is no financial impact associated with this item at this time.
- Should the City opt to implement the bill, implementation will result in a significant amount of staff time and resources, including analysis and development of a comprehensive ordinance to address the implication of bill execution.
- Potential for an increase in property tax revenue.

# Conclusion



- For the reasons articulated in this staff report, it is recommended that the City not opt into implementing AB1033, at this time.

- At this time there is no compelling need for this option, as a means of incentivizing housing development given the significant number of ADUs constructed and under construction.

- Given the current ever changing environment of housing policy, there may be a time that voluntarily opting into AB 1033 may make sense.

# Recommendation



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

1. Receive and file the information provided in this staff report; and
2. Recommend that the City Council not implement an AB 1033 program.

CITY OF OXNARD CALIFORNIA

# End of Presentation

CITY OF OXNARD CALIFORNIA

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

**REPORTS**
**AGENDA ITEM NO. D.2**

**DATE:** March 12, 2024

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

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

**SUBJECT:** 2020 Annual Action Plan Amendment – Community Development Block Grant CARES Act. (10 minutes)

## RECOMMENDATION

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

1. Conduct a United States Department of Housing and Urban Development public hearing regarding the fiscal year 2020-2021 Annual Action Plan Amendment- CARES Act;

2. Approve the fiscal year 2020-2021 Annual Action Plan Amendment CARES Act;

3. Authorize the City Manager, and his designees, to incorporate the amended grant allocations into the 2020-2021 Annual Action Plan Amendment CARES Act and authorize the budget appropriations to fund the administration and projects;

4. Authorize the City Manager, and his designees, to execute the required documents to submit the 2020-2021 Amended Annual Action Plan CARES Act to the United States Department of Housing and Urban Development; and

5. Authorize the City Manager, and his designees, to execute all of the agreements necessary for the implementation of the Annual Action Plan CARES Act amendment.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/4ytAlYplmvY

## BACKGROUND

The U.S. Department of Housing and Urban Development Department requires that cities generate a document called a Citizen Participation Plan that requires outreach to residents for resident (citizen) input through public comment periods and public hearings. The City's most recent version was updated and approved by Council on May 17, 2023. One specific requirement for Community Development Block Grant is that when a substantial amendment occurs, a United States Department of Housing and Urban Development (HUD) public hearing is required. This Council action includes reviewing and approving a change of funds over $200,000 that triggers a substantial amendment.

On October 6, 2020, the City Council approved the initial 2020 Annual Action Plan amendment that added the Community Development Block Grant and Emergency Shelter Grant Coronavirus Aid, Relief, and Economic Security Act of 2020 funds, and included an initial fourteen projects totaling $3,088,367 in support of preventing, preparing and responding to the impacts related to the Coronavirus pandemic. At the end of fiscal year 2022, $1,050,559.97 was expended with $2,037,807.03 as a year-end balance, and a total of 820 served, outside of programs that provided services, citywide.

A more recent amendment was made for the CARES Act funds on February 21, 2023, where $1,417,135.38 was allocated either to new projects or increased existing projects due to an increase in need. This left a new balance of $620,671.65 after the February 21, 2023 commitments were completed. Projects are still in operation through fiscal year 2023-2024 with the exception of the PAL Rehabilitation project that the City could not get approval from HUD to proceed with. This increases the fund balance to $1,070,671.65. Prior amendment listed in Attachment 1.

**DISCUSSION**

The pandemic continues to delay restoration of economic stability for residents, with impacts such as the recent storms and floods further exacerbating low-income and homeless resident situations. From the unallocated balance, staff is requesting approval to reallocate $300,000 of the unexpended funds to projects that support a housing services program ran by United Way of Ventura County. The program will support services to residents who have been impacted by the pandemic providing services such as rental assistance, rental and utility deposits, moving expenditures, and utility assistance.

The public hearing to be held at Council Chambers is scheduled for April 2, 2024. This HUD public hearing will provide further opportunity for the City Council and the public to consider the funding recommendation and to receive public comments for the 2020-2021 Annual Action Plan Amendment CARES Act draft. The 2020-21 Annual Action Plan Amendment CARES Act draft will be made available to the public for a 30-day review period beginning February 15, 2024, and ending on April 2, 2024. Notice of the HUD Public Hearing date was published in the VIDA Newspaper on February 8, 2024, and Addendum Public Notice was published on February 22, 2024, in Spanish and English.

A draft 2020-2021 Annual Action Plan Amendment CARES Act has been drafted for public review and is available on the Grants Management website and below in Attachment 2. The full reports are accessible at: 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 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 sufficient funds available through the existing Community Development Block Grant CARES Act funding allocation for this project.

*For Finance Use Only: CDBG-CV Fund (Org. 2018101-53200, Project #G2015).*

*Prepared by: Emilio Ramirez, Housing Director*

**ATTACHMENTS**

1. 2022-2023 Mid-year Reallocation Budget
2. 2020 Annual Action Plan Amendment CARES Act Draft
3. City of Oxnard Citizen's Participation Plan
4. PowerPoint Presentation

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

| PROGRAM | PRIOR/CURRENT ACTIVITY | AWARD AMOUNT | NEW ACTIVITY | ADDITIONAL/ REVISED FUNDS | NEW TOTAL | REASON FOR REALLOCATION |
|---|---|---|---|---|---|---|
| CDBG | 2022-23 Committed Activities | $2,465,280 | | ($294,523) | $2,170,757 | Residential Rehabilitation has been postponed and Caregivers Programs has been canceled |
| | 1450 S. Rose Ave Rehabilitation (FY 2019-20) | $352,000 | 1450 S. Rose Ave Rehabilitation | $600,000 | $952,000 | Construction costs have increased – funds to complete rehabilitation project |
| | | | 1450 S. Rose Ave Rehabilitation Activity-Consulting Services | $18,000 | $18,000 | Additional Funds for Prevailing Wage and Labor Services |
| | | | Cypress Place – Site and Off-Site Improvements | $1,500,000 | $1,500,000 | Site Preparation and Off-Site Improvements |
| | | | Cypress Place Activities – Activity Delivery Costs for Consulting Services | $27,500 | $27,500 | Additional Funds for Prevailing Wage and Labor Services |
| | | | Economic Development - Commercial Rehabilitation | $350,000 | $350,000 | Support Downtown and South Oxnard small business site improvements |
| | | | Transitional Age Youth – Housing/Acquisition/ Development | $900,000 | $900,000 | Special population housing for transitional aged youth |
| | | | Activity-Delivery Costs | $54,500 | $54,500 | Staff, consultant, and other project-related expenses for CDBG-specific projects. |
| | | **NEW TOTAL:** | | **$3,155,477** | **$5,972,757** | |
| | Prior Years' Unallocated Funds | $3,554,923 | | | | Uncommitted Funding/Carryover |
| | **TOTAL:** | **$6,372,203** | | | **$399,446** | New CDBG Uncommitted Balance |

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

| PROGRAM | PRIOR/CURRENT ACTIVITY | FY20-21 EXPENDITURES | NEW ACTIVITY | FUNDS NEEDED | NEW NTE TOTALS | REASON FOR REALLOCATION |
|---|---|---|---|---|---|---|
| CDBG-CV | GRANTS ADMINISTRATION | $175,977.68 | | $36,829.32 | $212,807 | Continue administering program |
| | ENCAMPMENT RESPONSE | $147,256.70 | | $352,743.30 | $500,000 | Continue Services |
| | OHA – RENTAL ASSISTANCE | $141,410.36 | | $58,589.64 | $200,000 | Project Closed |
| | EDC – BUSINESS ASSISTANCE PROGRAM | $81,026.88 | | $268,973.12 | $300,000 | Continue Services |
| | | | OHA PREVENTION SVCS | $300,000 | $300,000 | New Services for Housing Stabilization Through COVID |
| | | | PAL REHABILITATION | $500,000 | $500,000 | Rehabilitation of PAL – Convert PAL back from temporary shelter to youth center |
| | | | | | | |
| | FIRE PARAMEDICINE/PPE | $229,103.85 | | $0 | $0 | Project Closed |
| | FOOD SHARE | $136,930.00 | | $0 | $0 | Project Closed |
| | COMMUNITY SVCS – SANITATION PROGRAM | $27,589.63 | | $0 | $0 | Project Closed |
| | COMMUNITY SVCS – HMLSS SHELTER PAL | $0 | | $0 | $0 | Project Closed |
| | REC – HOMEWORK SITES | $54,656.45 | | $0 | $0 | Project Closed |
| | HOMELESS OUTREACH | $0 | | $0 | $0 | Project Closed |
| | VOCATIONAL JOB DEV | $0 | | $0 | $0 | Project Closed |
| | BUSINESS IMPROVEMENT-S.OXNARD | $0 | | $0 | $0 | Project Closed |
| | CAVC HMLSS SERVICES | $0 | | $0 | $0 | Project Closed |
| | **Totals:** | **$1,050,559.97** | | **$1,467,135.38** | **$1,962,807** | |
| | **CDBG-CV Available Funds:** | **$2,037,807.03** | | | | |
| | | **$3,088,367.00** | | | **$75,000.03** | New CDBG-CV Uncommitted Balance |

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

| PROGRAM | PRIOR/CURRENT ACTIVITY | AWARD AMOUNT | NEW ACTIVITY | ADDITIONAL/ REVISED FUNDS | NEW TOTAL | REASON FOR REALLOCATION |
|---|---|---|---|---|---|---|
| HOME | | | Consulting Services – Etting Rd | $71,000 | $71,000 | Additional Funds for Prevailing Wage and Labor Services |
| | | | Etting Road – New Construction | $1,854,000 | $1,854,000 | Funding for Etting Road Affordable Housing Development. |
| | | | Cypress Place – New Construction | $1,600,000 | $1,600,000 | Funding for Cypress Place Affordable Housing Development. |
| | | | Consulting Services – Cypress Place | $41,400 | $41,400 | Additional Funds for Prevailing Wage and Labor Services |
| | | | Activity-Delivery Costs | $35,000 | $35,000 | Staff and other project-related expenses |
| **Total:** | | | | **$3,601,400** | **$3,601,400** | |
| **HOME Available Funds (Carryover+PI):** | | **$4,135,142** | | | | |
| **Balance After Funding Commitments:** | | | | | **$533,742** | New HOME Uncommitted Balance |

# City of Oxnard

# 2020 Annual Action Plan
# CARES Act 7th Amendment

# DRAFT

Prepared by:

City of Oxnard – Housing Department – Grants Management

435 South D Street, Oxnard, California, 93030

# Expected Resources

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

### Introduction

**ANNUAL ACTION PLAN CARES ACT AMENDMENT UPDATE-**

City of Oxnard amendment to reflect additional resources to a new activity to further the CARES Act mission of preventing, preparing and responding to the impacts related to COVID-19 to the Community Development Block Grant (CARES ACT) (CDBG-CV) of the first year 2020 Annual Action Plan in the 2020-2024 Ventura County Regional Consolidated Plan, per City of Oxnard Council Action on October 6, 2020. This is a substantial amendment and requires the seventh amendment to this document. The amendment is exclusively for the CDBG-CV funds as changes to specific projects have been identified in the AP-38 of this report. City of Oxnard City Council action is scheduled on March 19, 2024.

Housing and community development resources are currently available in Ventura Urban County and Entitlement Jurisdictions include:

- Community Development Block Grant (CDBG) funds
- HOME Investment Partnerships Program (HOME) funds
- Emergency Solutions Grant (ESG) funds
- General funds (tax levy)
- Housing Successor Funds (formerly low-moderate Redevelopment Agency Funds)
- HUD Section 108 Loan funds
- HUD Housing Choice Voucher Program (through the Area Housing Authority of Ventura County, Oxnard Housing Authority, Housing Authority of the City of San Buenaventura, Santa Paula Housing Authority, and the Housing Authority of the City of Port Hueneme)
- California Housing Finance Agency funds (CalHFA)
- State Housing and Community Development (HCD) housing funds
- State transportation funds
- Ventura County Housing Trust Fund
- CARES Act Community Development Block Grant (CDBG-CV) funds
- CARES Act Emergency Solutions Grant (ESG-CV) fund

## 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<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | 2,573,996 | 100,000 | 352,000 | 3,025,996 | 10,406,067 | Block grant from HUD to address housing, community development, and economic development needs. |
| HOME | public - federal | Acquisition<br>Homebuyer assistance<br>Homeowner rehab<br>Multifamily rental new construction<br>Multifamily rental rehab<br>New construction for ownership<br>TBRA | 775,947 | 100,000 | 0 | 875,947 | 3,256,502 | Grant from HUD to address affordable housing needs. |

| 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<br>Financial Assistance<br>Overnight shelter<br>Rapid re-housing (rental assistance)<br>Rental Assistance Services<br>Transitional housing | 221,083 | 0 | 0 | 221,083 | 840,722 | Grant from HUD to address needs and services for homeless persons or persons at risk of becoming homeless. |

| 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 | public - federal | Other | 8,343,372 | 0 | 0 | 8,343,372 | 0 | $5,255,055 in ESG-CV funding to prevent, prepare for, and respond to the coronavirus pandemic among individuals and families who are homeless or receiving homeless prevention activities to mitigate impacts of COVID-19 |

**Table 1 - Expected Resources – Priority Table**

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

The jurisdictions leverage federal resources against other sources of federal, state, local, and private funding to maximize the impact of CDBG, HOME, and ESG funds. Leveraging varies from activity to activity depending on the project scope. For instance, the Federal Low-Income Housing Tax Credit (LIHTC), historic tax credits, and various affordable housing loan and grant products from the CA Department of Housing and Community Development and the Federal Home Loan Bank can be leveraged with HOME funding to develop affordable housing.

Although the CDBG program does not require a match, the HOME program and the ESG program require funding match. The HOME program requires a 25 percent non-federal cash or non-cash match of the annual grant amount or entitlement, less 10 percent for administration and five percent for Community Housing Development Organization (CHDO) operating support.

ESG match is required on a one-to-one basis (100 percent match). ESG grantees report required match detail to the Ventura County Continuum of Care (CoC) on a monthly or semi-annual basis. Matching contributions from ESG grantees (cash or non-cash) may be obtained from any source, including any federal source other than the ESG program, as well as state, local, and private sources, per 24 CFR 576.201.

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

Most County-owned property is used to house County operations or is deed-restricted, limiting its feasibility for new uses. The County has been evaluating land it owns, as it becomes available, for the purpose of providing affordable housing and will continue to consider land that is deemed as surplus for the needs identified in the Regional Consolidated Plan. The County has initiated the use of a surplus building in San Buenaventura for a year-round emergency shelter for homeless persons. The building is currently being renovated and is expected to begin serving clients early in 2020. Additionally, late in 2019 the County released a Request for Qualifications and Concept Proposals for a County-owned property located in the unincorporated area for an affordable housing development, with a permanent supportive housing component.

### Discussion

Anticipated CARES Act funding is included in "Other" section in table above, $3,088,367 in CDBG-CV funds to be used to prevent, prepare for and respond to the coronavirus and $5,255,055 in ESG-CV funding 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.

# 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<br>Housing Support and Stability<br>Homeownership Opportunities<br>Rehabilitation & Preservation of Existing Housing<br>Assistance for Senior Residents<br>Disaster Planning and Recovery | CDBG: $1,030,153<br>HOME: $788,353<br>CDBG-CV: $200,000 | Public service activities other than Low/Moderate Income Housing Benefit: 104 Persons Assisted<br>Rental units constructed: 5 Household Housing Unit<br>Rental units rehabilitated: 8 Household Housing Unit<br>Homeowner Housing Added: 6 Household Housing Unit<br>Housing Code Enforcement/Foreclosed Property Care: 2000 Household Housing Unit |
| **2** | Enhance Economic Stability | 2020 | 2024 | Non-Housing Community Development | | Increase Job Skills<br>Facade Improvements<br>Local Entrepreneurship | CDBG-CV: $300,000 | Jobs created/retained: 20 Jobs<br>Businesses assisted: 0 Businesses Assisted |

| 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<br>Assistance for Senior Residents<br>Social Services<br>Youth Activities and Services<br>Disaster Planning and Recovery | CDBG: $401,099<br>CDBG-CV: $1,304,889 | Public service activities other than Low/Moderate Income Housing Benefit: 28300 Persons Assisted<br>Public service activities for Low/Moderate Income Housing Benefit: 150 Households Assisted |
| **4** | Work to End Homelessness | 2020 | 2024 | Homeless | | Housing Support and Stability<br>Homelessness | ESG: $221,083<br>CDBG-CV: $0<br>ESG-CV: $4,732,505 | Tenant-based rental assistance / Rapid Rehousing: 45 Households Assisted<br>Homeless Person Overnight Shelter: 600 Persons Assisted<br>Homelessness Prevention: 20 Persons Assisted<br>Other: 300 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<br>Assistance for Senior Residents<br>Streets and Streetscapes<br>Parks and Community Space<br>Disaster Planning and Recovery<br>Utilities and Public Infrastructure | CDBG: $707,945<br>CDBG-CV: $450,000 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 125,000 Persons Assisted |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **6** | Effective Administration | 2020 | 2024 | Planning and Administration | | New Rental Housing<br>Housing Support and Stability<br>Homeownership Opportunities<br>Rehabilitation & Preservation of Existing Housing<br>Assistance for Senior Residents<br>Increase Job Skills<br>Facade Improvements<br>Local Entrepreneurship<br>Social Services<br>Youth Activities and Services<br>Homelessness<br>Streets and Streetscapes<br>Parks and Community Space<br>Disaster Planning and Recovery<br>Utilities and Public Infrastructure | CDBG: $534,799<br>HOME: $87,594<br>CDBG-CV: $833,478<br>ESG-CV: $522,500 | Other: 0 Other |

**Table 2 – Goals Summary**

## Goal Descriptions

| | | |
|---|---|---|
| **1** | **Goal Name** | Improve Supply of Affordable Housing |
| | **Goal Description** | Create and preserve stable, safe, and resilient affordable housing opportunities for homeowners and renters including special needs groups such as farmworkers, persons with disabilities, and the elderly throughout Ventura County.<br>Provide housing support to households impacted by COVID-19. CDBG-CV funds will be used to prevent, prepare for and respond to coronavirus.<br>AMENDMENT UPDATE:<br>Reduced and reallocated CARES ACT CDBG- CV funding due to activity closed and added new activity. |
| **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.<br>Provide economic development support to businesses impacted by COVID-19. CDBG-CV funds will be used to prevent, prepare for and respond to coronavirus.<br>AMENDMENT UPDATE:<br>Reduced and reallocated CARES ACT CDBG- CV funding due to activity closed and added funding to existing activity. |

| | | |
|---|---|---|
| **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.<br><br>Public service activities supporting response to COVID-19. CDBG-CV funds will be used to prevent, prepare for and respond to coronavirus.<br><br>AMENDMENT UPDATE:<br>Increased and reallocated CARES ACT CDBG- CV funding due to activities closed and added funds to existing activity. |
| **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.<br><br>Provide homeless service activities for persons experiencing homelessness impacted by COVID-19. ESG-CV funds will be used to prevent, prepare for and respond to coronavirus pandemic among individuals and families who are homeless or receiving homeless prevention activities to mitigate impacts of COVID-19. CDBG-CV funds will be used to prevent, prepare for and respond to coronavirus.<br><br>AMENDMENT UPDATE:<br>Reduced and reallocated CARES ACT CDBG- CV funding due to no activity. |
| **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.<br><br>AMENDMENT UPDATE:<br>Increased and reallocated CARES ACT CDBG- CV funding due to added new activity. |

| | | |
|---|---|---|
| 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.<br><br>Administrative tasks supporting activities to prevent, prepare for and respond to coronavirus. (CDBG-CV 20% cap of Allocation and ESG-CV 10% cap of Allocation). Subject to the CARES Act and emergency policy from HUD, including program regulations and waivers.<br><br>AMENDMENT (5th):<br>Reduced and reallocated CARES ACT CDBG- CV funding. Total includes unallocated funds of $620,671. |

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

***SEVENTH ANNUAL ACTION PLAN AMENDMENT UPDATE –

CDBG-CV funds as changes to specific projects have been identified in the AP-38 of this report; Project 13: CV-COVID RESPONSE

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.

Additionally, three new projects will be used to track activities as a result of CARES Act Amendment, CV-COVID RESPONSE, CV-ADMINISTRATION AND ESG20-OXNARD.

**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 |

| # | Project Name |
|---|---|
| 11 | PUBLIC FACILITIES-FIRE PROTECTION EQUIPMENT |
| 12 | ADMINISTRATION |
| 13 | CV-COVID RESPONSE |
| 14 | CV-ADMINISTRATION |
| 15 | ESG20-OXNARD |

**Table 3 - Project Information**

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

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

## AP-38 Project Summary

### Project Summary Information

| | | |
|---|---|---|
| **1** | **Project Name** | NEW RENTAL HOUSING |
| | **Target Area** | NA |
| | **Goals Supported** | Improve Supply of Affordable Housing |
| | **Needs Addressed** | New Rental Housing |
| | **Funding** | HOME: $788,353 |
| | **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 $131,392. |
| **2** | **Project Name** | HOUSING SUPPORT AND STABILITY |
| | **Target Area** | NA |
| | **Goals Supported** | Improve Supply of Affordable Housing |
| | **Needs Addressed** | Housing Support and Stability |
| | **Funding** | CDBG: $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 ), 6 HOUSING UNITS- HOUSING SERVICE; TOTAL OF 19 HOUSEHOLDS |

| | | |
|---|---|---|
| | **Location Description** | VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD |
| | **Planned Activities** | HOUSING SERVICES FOR LOW - MODERATE INCOME HOUSING HOUSEHOLDS |
| **3** | **Project Name** | HOMEOWNERSHIP OPPORTUNITY |
| | **Target Area** | NA |
| | **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** | 6 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** | NA |
| | **Goals Supported** | Improve Supply of Affordable Housing |
| | **Needs Addressed** | Rehabilitation & Preservation of Existing Housing |
| | **Funding** | CDBG: $705,153 |
| | **Description** | REHABILITATION OF HOUSING 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<br>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 |
| **5** | **Project Name** | ASSISTANCE FOR SENIOR RESIDENTS |
| | **Target Area** | NA |
| | **Goals Supported** | Increase Social Services |
| | **Needs Addressed** | Assistance for Senior Residents |
| | **Funding** | CDBG: $47,500 |
| | **Description** | PUBLIC SERVICES SUBJECT TO 15% CAP OF 2021 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR SENIOR SERVICES TO INCREASE THE QUALITY OF LIFE |
| | **Target Date** | 6/30/2021 |
| | **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** | NA |
| | **Goals Supported** | Increase Social Services |
| | **Needs Addressed** | Social Services |
| | **Funding** | CDBG: $149,299 |
| | **Description** | PUBLIC SERVICES SUBJECT TO 15% CAP OF 2021 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR SENIOR SERVICES TO INCREASE THE QUALITY OF LIFE |
| | **Target Date** | 6/30/2021 |

| | | |
|---|---|---|
| | **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 FAMILIES, AND 150 HOMELESS INDIVIDUALS WILL BE ASSISTED WITH EMERGENCY SHELTER AND SERVICES. |
| | **Location Description** | VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD |
| | **Planned Activities** | ***ACTION PLAN UPDATE - The City initially awarded $20,000 to Thrive Mentorship House where addiction and rehabilitation services for adult men were made available. This activity's funds have been reallocated to a park project. Thrive Mentorship House was unable to complete the initial documentation prior to developing a Subrecipient Agreement, therefore the project was closed. Additionally, the Fair Housing Program has been moved from Public Services to Administration, as the City of Oxnard serves all income levels with this program.<br><br>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** | NA |
| | **Goals Supported** | Increase Social Services |
| | **Needs Addressed** | Youth Activities and Services |
| | **Funding** | CDBG: $204,300 |
| | **Description** | PUBLIC SERVICES SUBJECT TO 15% CAP OF 2021 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR YOUTH RECREATIONAL AND EDUCATIONAL PROGRAMS; YOUTH FROM LOW- AND MODERATE-INCOME HOUSEHOLDS. |
| | **Target Date** | 6/30/2021 |

| | | |
|---|---|---|
| | **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** | NA |
| | **Goals Supported** | Work to End Homelessness |
| | **Needs Addressed** | Homelessness |
| | **Funding** | ESG: $221,083 |
| | **Description** | MERGED EXPECTED RESOURCES, PROJECT FUNDING AND NARRATIVES WITH PROJECT ESG20-OXNARD. THIS PROJECT IS NOT AVAILABLE FOR ACTIVITIES. |
| | **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, 4) CITY OF OXNARD HOUSING DEPARTMENT, HOMELESS DIVISION WILL PROVIDE STREET OUTREACH, 4) RAPID RE-HOUSING, AND 5) HOMELESS PREVENTION |
| **9** | **Project Name** | PARKS AND COMMUNITY SPACE |
| | **Target Area** | NA |

| | | |
|---|---|---|
| | **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 PERSONS. |
| | **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** | NA |
| | **Goals Supported** | Create Quality Neighborhoods |
| | **Needs Addressed** | Utilities and Public Infrastructure |
| | **Funding** | CDBG: $746,945 |
| | **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 5)HOMELESS SHELTER IMPROVEMENTS AT 1450 SOUTH ROSE AVE |

| | | |
|---|---|---|
| **11** | **Project Name** | PUBLIC FACILITIES-FIRE PROTECTION EQUIPMENT |
| | **Target Area** | NA |
| | **Goals Supported** | Create Quality Neighborhoods |
| | **Needs Addressed** | Disaster Planning and Recovery<br>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** | NA |
| | **Goals Supported** | Effective Administration |
| | **Needs Addressed** | New Rental Housing<br>Housing Support and Stability<br>Homeownership Opportunities<br>Rehabilitation & Preservation of Existing Housing<br>Assistance for Senior Residents<br>Increase Job Skills<br>Facade Improvements<br>Local Entrepreneurship<br>Social Services<br>Youth Activities and Services<br>Homelessness<br>Streets and Streetscapes<br>Parks and Community Space<br>Disaster Planning and Recovery<br>Utilities and Public Infrastructure |
| | **Funding** | CDBG: $534,799<br>HOME: $87,594 |

| | | |
|---|---|---|
| | **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 ACTIVITY OF WHICH OVER 60% ARE LOW- AND MODERATE- INCOME RESIDENTS. |
| | **Location Description** | CITYWIDE |
| | **Planned Activities** | COORDINATION OF ALL CDBG AND HOME ADMINISTRATION AND PLANNING ACTIVITIES |
| **13** | **Project Name** | CV-COVID RESPONSE |
| | **Target Area** | NA |
| | **Goals Supported** | Enhance Economic Stability<br>Increase Social Services<br>Work to End Homelessness |
| | **Needs Addressed** | Housing Support and Stability<br>Increase Job Skills<br>Facade Improvements<br>Local Entrepreneurship<br>Social Services<br>Youth Activities and Services<br>Homelessness |
| | **Funding** | CDBG-CV: $2,875,560 |
| | **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 CV-COVID RESPONSE activities total $2,470,694.AMENDMENT (5th): Reallocated and increase funds for CDBG-CV projects for COVID response existing and new activities. Total includes unallocated funds of $620,671<br>*****AMENDMENT (7th) Update The City will reallocate CDBG-CV funds of $300,000 to new activity will provide rental assistance to assist with preventing homelessness (United Way of Ventura County).** |
| | **Target Date** | 6/30/2022 |

| | | |
|---|---|---|
| | **Estimate the number and type of families that will benefit from the proposed activities** | An estimated 21,000 person will benefit from the Fire Paramedicine activity for low and moderate income residents. 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.<br><br>AMENDMENT (5th): Estimated 20 persons assist with job retention/creation; housing prevention services to assist 150 persons; 100 encampment response individuals will be assisted; Post-PAL Shelter rehabilitation for 1 public facility- 11,500 low/mod persons in area.<br><br>*****AMENDMENT (7th)UPDATE Oxnard CDBG-CV estimate to assist 40 persons with rental assistance.** |
| | **Location Description** | Citywide and 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; 12) Business Assistance Program.<br><br>AMENDMENT (5th): The following activities were cancelled due to not carrying out the program during COVID-19: City of Oxnard: 4) Homeless Shelter Expansion, 8) Vocational Job Development & Training, 9) Business Improvement-South Oxnard, and Community of Action of Ventura County: 11) Oxnard Homeless Services. The following activities closed and fund balance were reallocated: 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, 5) Homework Center at Colonia Gym, South Oxnard Center, Durley Park Youth Center. The City of Oxnard Housing Authority will provide 10) Rental Assistance Program will be closed with reduced funds. The following activities needs increased during COVID-19 therefore increased funding: City of Oxnard Housing Department and Ventura County Health Care Agency: 7) Homeless Encampment Response; Economic Development Collaborative of Ventura County: 12) Business Assistance Program. The following are new activities due to COVID-19 are Oxnard Housing Authority 13) Prevention Services and City of Oxnard 14) PAL Rehabilitation. Total includes unallocated funds of $620,671<br><br>*****AMENDMENT (7th) UPDATE- OXNARD CDBG-CV funds will provide rental assistance to assist with preventing homelessness (United Way of Ventura County).** |
| **14** | **Project Name** | CV-ADMINISTRATION |
| | **Target Area** | NA |
| | **Goals Supported** | Effective Administration |

| | | |
|---|---|---|
| | **Needs Addressed** | Housing Support and Stability<br>Increase Job Skills<br>Facade Improvements<br>Local Entrepreneurship<br>Social Services<br>Youth Activities and Services<br>Homelessness |
| | **Funding** | CDBG-CV: $212,807 |
| | **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 CV-ADMINISTRATION Project total is $617,673.AMENDMENT (5th): Reduce CDBG-CV Administration project and reallocated to CDBG-CV projects. |
| | **Target Date** | 6/30/2022 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | Administration and planning activities will benefit families citywide. An estimated 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.<br>AMENDMENT (5th): Continue Administering the CDBG-CV funds. |
| **15** | **Project Name** | ESG20-OXNARD |
| | **Target Area** | NA |
| | **Goals Supported** | Work to End Homelessness |
| | **Needs Addressed** | Homelessness |
| | **Funding** | ESG: $221,083<br>ESG-CV: $5,255,005 |

| | | |
|---|---|---|
| | **Description** | ***AMENDMENT 6TH - Mercy House will utilize $233,022 for emergency shelter services provided prior to 9/30/2023; Ventura County Health Care Agency will utilize $291,000 for emergency shelter services provided prior to 9/30/2023, and the City of Oxnard will utilize the balance of the ESG-CV funds serving one household placing them in non-congregate shelter in the amount of $859.24. These activities are expected to zero out the ESG-CV fund balance. ***AMENDMENT (4th)Updated activities 4) Turning Point Foundation will provide Emergency Shelter, 5) Mercy House will provide Rapid Re-Housing. Both activities are regular ESG funds. ***AMENDMENT(3rd) Updated activities Oxnard ESG-CV funds will provide 1) Homeless Expansion Shelter (Mercy House Emergency Shelter) at K Street (2) Temporary Homeless Shelter at PAL (Mercy House Emergency Shelter), Emergency Shelter Maintenance (at K Street and PAL) 3) Temporary Emergency Shelter at 2nd Street (terminated), and Emergency Shelter (Turning Point Foundation), and Emergency Shelter Services (Ventura County Healthcare Services) 4) Case Management & Rapid Re-Housing, 5) Homeless Encampment Response-Outreach, 6) Street Outreach (Ventura County Health Care Services Agency and the Salvation Army) and 7) Tenant-Based Rental Assistance (United Way-Forward Home) and 8) Administration of ESG-CV***Annual Action Plan Amendment Update (2nd) - The City reallocated ESG-CV funds to activities that needed additional funding within the calendar year. ESG-CV Administration was reduced to $51,090, and Emergency Shelter was increased to $4,083,495 - dedicated to Mercy House Shelter Services and Operations, Turning Point Foundation, and Ventura County Health Care Services Agency. Street Outreach was reduced by $136,516 with those funds moving to Emergency Shelter Services. The original Annual Action Plan had an unallocated amount of $651,589, that is now moving to Emergency Shelter Services. HESG ANNUAL $221,083 - Administration and Planning costs subject to 7.5% Cap, or $16,581. 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 of a dollar for every dollar HESG grant dollar received. (First AAP Amendment) ESG-CV ANTICIPATED RESOURCES ALLOW |

| | | |
|---|---|---|
| | | $5,476,088 OF ESG-CV ACTIVITIES TO PREVENT, PREPARE FOR AND RESPOND TO CORONAVIRUS. |
| | **Target Date** | 6/30/2022 |
| | **Estimate the number and type of families that will benefit from the proposed activities** | HESG PY 2020 Annual grant will assist Kingdom Center with Emergency Shelter activity funds for 140 individuals; assist Turning Point with Emergency Shelter funds for 15 mentally ill persons; City of Oxnard Housing Department, Homeless Division with funds to contract for a provider to assist with Street Outreach to 100 individuals; Rapid Re-Housing to 15 Homeless households and Homeless Prevention assistance to 20 homeless persons.<br><br>With CARES Act, ESG-CV funds - Homeless activities planned are Emergency Shelter to 350 homeless persons; Rapid Re-Housing to 30 individuals; Street Outreach to 200 individuals.<br><br>***AMENDMENT ESG-CV - an additional 95 individuals have been identified for services within the last fiscal year of the ESG-CV period to add to the final total number served. |
| | **Location Description** | Various locations throughout the City of Oxnard. |
| | **Planned Activities** | PY 2020 HESG Annual activities will be; 1) Administration of HESG activities, 2) Kingdom Center will provide Emergency Shelter for families, 3) Emergency Shelter for mentally ill by Turning Point Foundation, 4) City of Oxnard Housing Department, Homeless Division, will provide Street Outreach, 4) Rapid Re-Housing, and 5) Homeless Prevention.<br><br>Oxnard ESG-CV funds 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 and 7) Administration of ESG-CV.<br><br>***AMENDMENT - Mercy House assisted a total of 50 individuals with emergency shelter services through ESG-CV funding during the pandemic period. The Ventura County Health Care Agency assisted an extra 44 individuals with non-congregate shelter services with the proposed $291,000 provided through ESG-CV. The City served 1 individual through non-congregate shelter services with the balance of the ESG-CV funding. A total of 95 additional individuals have been served with the final balance of the ESG-CV funding, therefore the proposed overnight shelter number increased from 505 to 600. |

## 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 |
|---|---|
| NA | NA |

**Table 4 - 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 6 - 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 |
| Total | 2,166 |

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

## Discussion

City of Oxnard's Affordable Housing Division (AHRD) offers HOME grant funds to finance homebuyer assistance and 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. Marking flyers for the residential rehabilitation program and the home buyer program are also available in the City's Housing Department lobby.

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

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

# Program Specific Requirements

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

**Introduction:**

In addition to the 20% cap for Administration, the City of Oxnard also allocates 15% of 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(l)(1)**

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

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

**Other CDBG Requirements**

| | |
|---|---|
| 1. The amount of urgent need activities | 0 |

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:
(Amount of Loan / Amount of Loan + Borrower's Investment) = % of Net Proceeds that City is entitled to.
Should the net proceeds not discharge the full amount of the Loan, City shall forgive the remaining balance.

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

Refer to Question #2 for Recapture provisions and procedures.

Resale
Provisions

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

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

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

Procedures
The City utilizes a Resale Restriction Agreement (RRA) secured by a deed of trust which is recorded with the Ventura County Recorder's Office.
Staff monitors and requires certification annually by the homeowner that the property is owner-occupied to determine if resale provisions shall be invoked upon discovery of violations for owner-occupancy or unauthorized transfers.
If the homeowner defaults or fails to satisfy requirements during the term, the City will exercise the rights stipulated in the Resale Restriction Agreement.
Property must be sold to an eligible low-income homebuyer which shall acquire the unit subject to the continuation of restrictions provided in the RRA through an assumption agreement.
The purchase price must be affordable for a low-income household who earns up to 80% of the area median income, provided by HUD. The monthly cost for principal, interest, taxes, insurance, HOA fees, utilities, and maintenance should not be more than 30% of the monthly income for the household or otherwise stated in the RRA. There is no preference to a particular segment of the low-income population.
The resale price is calculated using one of two ways methods described below. The method used is identified in the RRA:
Determined as the affordable housing cost for a family at 80% of AMI paying no more than 30% of the monthly income for the household or in accordance of California Health And Safety Code 50025.5, whichever is lesser, but not less than the original price paid by homebuyer, or
Determination using a CPI method to calculate the increase (or decrease) in value of the property. The U.S. Bureau of Labor Statistics Consumer Price Index – All Urban Consumers for the Los Angeles-Riverside- Orange Counties Area (all items based 1982-1984=100) provides the CPI on the date of the calculation and the CPI on the purchase date. The calculation is the CPI on the date of the calculation minus the CPI on the purchase date, plus the cost of improvements to property evidenced with receipts, less 7% depreciation, plus the costs of bringing the housing unit up to current building codes and in a salable condition.

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

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

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with

special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

## 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.

**Discussion:**

Homeless Assistance Division continues to fund all the activities prescribed in the HEARTH act. With the sub-recipients cooperation, the City's HESG will continue to provide substantial additional leverage funds to invest in the various programs in order to assist the homeless population toward the goal of reduction and ending homelessness. Also, HESG limits the cost categories for administration and planning to 7.5% or $16,581 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.

# City of Oxnard
# Citizen Participation Plan

Amended May 16, 2023
CARES Act Addendum October 6, 2020

Prepared by:

City of Oxnard
Housing Department, Grants Management Division

435 South D Street, Oxnard, California, 93030
E-mail Address: grantsmanagement@oxnard.org

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## I. Introduction

Pursuant to Title 24, Code of Federal Regulations, Part 91.105, HUD entitlement cities are required to adopt a citizen participation plan. Subsection (a) requires that citizen participation plans adopted prior to August 17, 2015 need to incorporate newer provisions of the 24 CFR 91.105. The City of Oxnard originally adopted its Citizen Participation Plan on October 18, 1994. On July 25, 2000 the original document was amended. This amended Citizen Participation Plan will incorporate provisions to comply with 24 CFR 91.105.

## II. Purpose of the Citizen Participation Plan (CPP)

A. The Citizen Participation Plan sets forth the policies and procedures for citizen participation in the development of the City of Oxnard (City) Consolidated Plan and Annual Action Plan, any substantial amendments to these plans, the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER), and the Assessment of Fair Housing (AFH), in coordination with the Oxnard Housing Authority (OHA).

B. The City shall provide the public with a reasonable opportunity to comment on the original Citizen Participation Plan and any amendments thereto. Amendments to the Citizen Participation Plan may be considered substantial or less than substantial as determined by the City based on the nature of the amendment and applicable HUD regulations. The 2018 amendment to the Citizen Participation Plan is substantial.

## III. Encouragement of Citizen Participation

A. A key component of the Citizen Participation Plan is that it must provide for and encourage citizen participation, especially by low- and moderate-income persons, and in particular those persons living in areas designated by the City as a revitalization area or in a slum or blighted areas and residents of predominantly low- and moderate-income neighborhoods, and where CDBG funds are proposed to be used.

B. The City shall explore alternative public involvement techniques and quantitative ways to measure efforts that encourage citizen participation in a shared vision for change in communities and neighborhoods. Efforts must be taken to encourage the participation of all its citizens, including minorities and non-English speaking persons, and persons with disabilities.

## IV. Consolidated Plan and Annual Action Plan Preparation

The U.S. Department of Housing and Urban Development (HUD) requires communities receiving funds under the Community Planning and Development formula grant programs to submit a multi-year consolidated plan and annual action plan. The City of Oxnard, in partnership with the County of Ventura, Cities of Camarillo, Simi Valley, Thousand Oaks and Ventura, to create a 5-year regional consolidated plan.

The consolidated plan establishes the City of Oxnard's goals and objectives for housing and community planning and development. A community must have a consolidated plan and action plan both approved by HUD before expending funds under the grant programs Community Development Block Grant (CDBG), including activities under the Section 108 loan program, HEARTH Emergency Shelter Grants (HESG), and HOME Investment Partnerships (HOME).

The consolidated plan is created to address the unmet public service and housing needs of low-income persons and families within the City. For each consolidated plan period, an annual action plan is developed each year to identify specific activities, goals and funding allocations addressing the priorities established within the consolidated plan.

## V. Environmental Reviews

The City maintains a written record of the environmental review undertaken for every project or program receiving federal funds from HUD. This environmental review record is available for public inspection. Certain projects require publication of specific actions or findings, which include a description of the activity, its location, and identification of any measures required to mitigate potentially significant adverse effects. Public comment periods are included in the review process as prescribed by NEPA and 24 CFR Part 58.

## VI. Citizen Participation for Section 108 Loan Guarantee Program

A. In accordance with Section 108 regulations, Subpart M-Loan Guarantees, 24 CFR 570.704, the City will comply with the following pre-submission and citizen participation requirements before submitting an application for Section 108 loan guarantee assistance to HUD. These requirements will also apply to the submission of an Economic Development Initiative (EDI), and Brownfield Economic Development Initiative (BEDI) application.

1. The City will develop a proposed application to include the community development objectives and activities the City proposes to pursue and carry out with the Section 108 funds. Each activity will be described in sufficient detail, including the provision under which the project is eligible, the national objective it meets, the amount of funds expected to be used, and the activity's location to allow citizens to determine the degree to which they will be affected. The proposed application will also indicate which activities will generate program income and where citizens may obtain additional information

about proposed activities. The proposed application will also include a description of the pledge of grants required under 24 CFR 570.705(b)(2).

2. The City will also publish a public notice which will include its proposed application providing citizens an opportunity to examine the application's contents and to make comments. The public notice will also advise citizens on how and where to submit comments as well as notify citizens of when and where a public hearing will be held at which they can provide further input on the proposed application. The public notice will be published at least 30 calendar days in advance of the public hearing.

3. A minimum of two (2) public hearings, held at different stages of the Consolidated Plan citizen participation process, will be held for the purpose of obtaining the views of citizens and formulating or responding to proposals and questions. At least one of these hearings will be held before submission of a Section 108 application to HUD to obtain the views of citizens on community development and housing needs. At the hearing, each activity will be described in sufficient detail including: the provision under which the project is eligible, the national objective to be met, the amount of funds expected to be used, and the activity's location so that citizens can determine the degree to which they will be affected.

4. Citizens will have up to 30 calendar days, plus the day of the public hearing, to comment.
   Once the City has published the public notice and held the public hearing, the City will determine if the proposed application needs to be modified, based on comments and views received, before submitting the application to HUD. Upon completion, the final application will be made available to the public at the City Clerk's office.

## VII. Assessment of Fair Housing Plan/Analysis of Impediments Revisions and Administrative Updates (AFH/AI)

A. The City shall provide community residents with reasonable notice and an opportunity to comment on revisions to the AFH/AI, as specified under 24 CFR 5.164.

B. The City has determined that an AFH/AI revision is necessary when:

1. The material change in circumstances affects the information on which the AFH/AI is based;

2. The analysis, fair housing contributing factors, or the priorities and goals of the AFH/AI no longer reflect actual circumstances.

C. The City will provide affected citizens a period of not less than 30 calendar days to make comments on a significant AFH/AI revision before it is implemented. Acceptable methods of meeting the citizen participation requirements include:

1. Publication of the availability of the substantial change(s) in a local newspaper. The publication will provide a link to a City Housing Department web page which will provide more detailed information on the significant revision(s) and how to provide comments.

2. Publication of any proposed change shall appear in a local newspaper whose primary circulation is within the area serving the community of affected citizens;

3. Advertisement of the availability of the proposed change on the City's website;

4. Posting notices in public buildings within the City, which include, but are not limited to, public libraries; or,

5. Holding meetings with citizens' advisory groups within the area affected by the significant revision.

D. Notification to the public shall advise citizens of how and where to submit comments on the proposed changes. A summary of these comments, and a summary of comments not accepted and the reasons therefore, shall be attached to the significant revision that is submitted to HUD.

## VIII. Access to Meetings for Persons with Disabilities and Non-English Speaking Persons

A. The Citizen Participation Plan shall provide for and encourage participation by all citizens, including minorities, non-English speaking persons, and persons with mobility, visual, or hearing impairments. Persons with disabilities needing special assistance to participate in the meetings shall contact the City Clerk's Office at least 72 hours prior to the meeting to ensure that mobility, visual or hearing impairments shall be accommodated.

B. To accommodate non-English speaking persons, a translator shall be provided at each hearing and other translators may be made available upon request with at least three business days' notice. Requests can be made by email or telephone to the City Clerk's Office.

## IX. Public Outreach and Access

A. The consolidated plan and annual action plan development processes shall include consultation with organizations that provide community services, public and private

organizations, community based organizations, faith based organizations, philanthropic organizations, businesses and developers.

B. Commencing with consolidated plans submitted on or after January 1, 2018, consultations must occur with broadband internet service providers, organizations engaged in narrowing the digital divide, agencies that manage flood prone areas, public land or water resources, and emergency management agencies.

C. Citizens are encouraged to participate in an advisory role in the planning, implementation, and assessment of the projects recommended under the plan(s).

D. Notices of public hearings meetings will be sent to members of the Inter-Neighborhood Council Committee (INCC), the presidents of the public housing tenant advisory councils.

## X. Funding Recommendations

A. Prior to the adoption of the Consolidated Plan and/or Annual Action Plan by the City Council, the following information shall be made available to citizens, public agencies and other interested parties:

1. Grant funds that will be available or anticipated to be available for the proposed plan (including program income).

2. Range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income.

B. A summary of the proposed Consolidated Plan and/or Annual Action Plan shall be published in at least one newspaper of countywide circulation and the announcement may also appear in at least one Spanish language newspaper of general circulation. Public service announcements may also be provided for local radio stations or on social media. The summary shall describe the plans and purpose of the plan(s) and include a list of the locations where copies of the entire plan(s) may be examined. As a minimum, digital or hard copies of the proposed plan(s) shall be available for public review at the main Oxnard Public Library, City Clerk's Office and the City's Housing Department offices on 435 South D St., Oxnard, CA.

C. The Consolidated Plan and/or Annual Action Plan and the activities to be funded shall be made available on the City's Housing Department, Grants Management web page.

D. The Consolidated Plan and/or Annual Action Plan shall be made available for public comments for a minimum of 30 days prior to submission to HUD. Written comments can be mailed to the Grants Manager, City of Oxnard Housing Department, 435 South D Street, Oxnard, CA 93030 or emailed to grantsmanagement@oxnard.org.

## XI. Displacement of Persons

The Citizen Participation Plan must, as required by 24 CFR Part 91, Section 91.105, "set forth the jurisdiction's plans to minimize displacement of persons and to assist any persons displaced...."

The City will pursue projects which promote affordable housing, i.e., new construction and rehabilitation, which will not dislocate persons or families. (Some temporary relocation may be required for rehabilitation projects). If permanent relocation is necessary (due to the acquisition of an occupied residence planned for major reconstruction or demolition, etc.), the City will comply with the Uniform Relocation and Real Property Acquisition Policies Act of 1970 as amended, which establishes types and levels of assistance required depending upon the circumstances. Certification of compliance is included in the City of Oxnard Consolidated Plan.

The City has on file its Residential Anti-displacement and Relocation Assistance Plan as required under Section 104(d) of the Housing and Community Development Act of 1974, as amended, which pertains to any activity assisted with funding under the CDBG, ESG or HOME programs.

## XII. Public Hearings

A. The public hearings will be held at City of Oxnard Council Chambers and/or in facilities in or adjacent to low and moderate-income neighborhoods. Public hearings may be scheduled during the evening to ensure the maximum attendance by residents.

B. The City shall hold a minimum of two public hearings per plan year (fiscal year). The purpose of the hearings is to obtain public comments, to address housing and community development needs, and to outline the development of proposed activities, to address the unmet needs of low-and moderate-income persons regarding housing, community and economic development and public services.

C. The first hearing may be held in facilities in or adjacent to low-moderate-income neighborhoods or City Council Chambers. The purpose of the initial hearing is to obtain the public comments on housing and community development needs, including priority non-housing community development needs.

D. An optional public hearing may be held to solicit public comment on activities which could be implemented to address the unmet needs identified at the first public hearing but prior to the adoption of the proposed plan by the City Council. The purpose of this hearing is to obtain citizens' comments on proposed activities and funding allocations.

E. The final public hearing will be held to obtain citizens' comments on proposed activities and to present the Consolidated Plan and/or the Annual Action Plan to the City Council for

adoption. The final hearing shall be held in the City Council Chambers. Should an in-person meeting be infeasible, the City's meeting guidelines will be followed.

F. The hearings shall be announced in at least one newspaper of general circulation in English. The announcement will also appear in at least one Spanish language newspaper of general circulation. The hearings may also be announced as a public announcement on radio stations and/or social media, as appropriate, and announced through an informational flyer distributed/posted by Housing Authorities, public service and other organizations. At least one Spanish language radio station may be informed and the flyer may be prepared in Spanish. The announcement for the public hearings will also be e-mailed, or mailed upon request to the current list of HUD partners, subrecipients and other interested parties in the City of Oxnard.

## XIII. Technical Assistance

The City shall provide, upon request, technical assistance to organizations and individuals representative of low- and moderate-income residents wishing to develop proposals for funding assistance under any of the programs covered by the Consolidated Plan. The City shall determine the level and type of assistance consistent with HUD policies and questions.

## XIV. Amendments to the Plan

A. The City shall amend its approved Consolidated Plan and/or Annual Action Plan if:

1. A change in its allocation priorities;

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.

B. Amendments will be considered <u>substantial changes</u> 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 by 10 percent, or $200,000 or more in CDBG or HOME funding, whichever is greater, and $50,000 in ESG funding or more;

3. A change of more than 10 percent of an annual grant amount.

C. Changes that are less than substantial represent less than the amounts listed in section XIV(B), and do not have a significant impact on the project's purpose, scope, location, or beneficiaries. If an activity is not funded in the current year, but is the same or similar to an activity funded in another program year, and the addition is less than amounts above, and there is no significant change in the project (purpose, scope, location, or beneficiaries), it is not considered a substantial change. The authorized City official with the corresponding approval amounts may approve changes that are less than substantial. Funds that are changed by ten percent must be presented in the Annual Action Plan (or Annual Action Plan amendment) staff agenda report and pre-approved by City Council.

D. Reallocation of funding among program years is not considered a substantial change, if considered less than substantial as described in the amounts above.

E. Program income will be allocated with the Annual Action Plan and with HUD requirements. If program income received is greater or less than the projected amount, it will be adjusted and used accordingly, and reported in both the year's CAPER and the subsequent Annual Action Plan as to how it was used or the planned use for the following year.

F. The City must submit a copy of each amendment to HUD. HUD allows amendments as they occur or at the end of the program year. Letters transmitting copies of amendments must be signed by the official representative of the City authorized to take such action.

G. Substantial amendments of the Consolidated Plan or Annual Action Plan will require a Public Hearing and City Council approval. Notice of public hearing will be posted on the City's Housing Department, Grants Management Division webpage and noticed in a newspaper of general circulation a minimum of 30 days prior to implementation. A public hearing will be held to obtain citizens' comments on the proposed substantial amendment and to present the substantial amendment to the City Council for adoption. Less than substantial amendments will be adjusted by city management according to their funding approval levels and may not be presented to City Council, as they are considered administrative adjustments that do not meet the fiscal threshold that requires Council approval.

## XV. Consolidated Annual Performance and Evaluation Report (CAPER)

A. The City will prepare the CAPER as required at the close of the grant year which shall be made available for public comment for a minimum of 15 days prior to submission to HUD.

B. Public comments will be accepted and responded to, as appropriate, with a summary of the comments attached to the CAPER for submittal to HUD.

## XVI. Availability of Documents

A. The Consolidated Plan, Annual Action Plans, substantial amendments, CAPER and the Citizen Participation Plan will be available to the public, including the availability of materials in a form accessible to persons with disabilities, upon request.

B. The Consolidated Plan, Annual Action Plans, CAPER, the Citizen Participation Plan and the Uniform Relocation and Real Property Acquisition Policies Act of 1970 as amended, will be available for review at the City of Oxnard Housing Department, 435 South D Street, Oxnard, CA during working hours.

## XVII. Citizen Participation Coordinator

A. The Citizen Participation Coordinator shall be a member of Grants Management Division staff in the Housing Department of the City of Oxnard.

B. The Citizen Participation Coordinator shall make past and present programmatic and funding information available to citizens during all phases of the HUD Community Planning and Development Program cycle, upon request.

## XVIII. Comments and Complaints

A. The City shall consider all verbal or written comments or views of citizens received at the public hearings in preparing the final Consolidated Plan, Annual Action Plans, amendments to these plans, Section 108 Loan applications, CAPER or the Citizen Participation Plan.

B. A summary of these comments or views shall be attached to the final Consolidated Plan, amendment to the Plan, CAPER or Citizen Participation Plan and submitted to HUD as appropriate.

C. The City shall respond in a timely manner, within 15 days where practical, to all written complaints, grievances and requests for information about the Consolidated Plan.

D. Written comments, complaints and/or grievances can be submitted to the Housing Director, City of Oxnard Housing Department, 435 South D Street, Oxnard, CA 93030.

## XIX. Contingency Plan in the Event of an Emergency/Disaster

A. In the event of an emergency or disaster that presents a serious and immediate threat to the health and welfare of the citizens of the City, the noticing requirements for public hearings shall be reduced to the number of calendar days provided by the most stringent requirement within the local, state or federal statute provided during the time of the event.

B. Reprogramming of funds in the event of such an emergency will require approval by the highest official, per City policies as described in the Code of Ordinances, Section 6, Emergency Organization and Functions, and Unfair Pricing. When emergency decisions require Council approval, the proposed reprogram of funds will be presented when Council is in session, or ratification of the reallocation when the City of Council is in recess. If an accelerated emergency occurs, the most stringent approval requirement within the local, state, or federal statute will be followed.

CITY OF OXNARD
CITIZEN PARTICIPATION PLAN – Addendum
FOR THE 2020 CARES ACT FUNDS, FLEXIBILITIES AND WAIVERS

## A. POLICY STATEMENT

1. This Citizen Participation Plan Addendum specifically addresses the special policies and guidelines in support of addressing the impacts of COVID-19 through the use of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships Act (HOME) programs, and the 2020 CARES Act Funds, termed CDBG-CV and ESG-CV.

2. All policies and processes described in the City of Oxnard (hereinafter referred to as "City") Citizen Participation Plan, amended on July 10, 2018, is applicable to all CDBG, ESG and HOME funding sources unless specified in this Addendum.

3. All policies and processes specified in this Addendum are applicable through the adoption date of this Addendum and will expire upon the date specified for the CARES Act of 2020 funding and waivers, by the United States Department of Housing and Urban Development (HUD) department.

## B. DEFINITIONS

1. CARES Act Flexibilities and Waivers – HUD Secretary issued statutory and regulatory waivers/alternative requirements for CDBG-CV, ESG-CV and some CDBG, HOME and ESG funds when necessary to expedite or facilitate the use of grant funds to prevent, prepare for, and respond to coronavirus. Prohibits waivers/alternative requirements related to fair housing, nondiscrimination, labor standards, and the environment. (see Appendix A: CARES ACT HUD Waivers Applicable to Citizen Participation Plan)

2. CDBG-CV – Community Development Block Grant funding specifically allocated for the impacts related to COVID-19

3. ESG-CV – Emergency Solutions Grant funding specifically allocated for the impacts related to COVID-19

## C. PLANNING PROCESS FOR CONSOLIDATED PLAN DOCUMENTS

1. Public Review and Comment – Documents (Plans) created for the CARES Act of 2020 funds and waivers will be made available to the public for no less than 5 calendar days. Written comments will be accepted during the public comment period. Summaries of comments will be attached to documents requiring public reviews and input.

## D. MEETINGS AND HEARINGS

1. During locally, state, or federally declared Stay-At-Home orders, public meetings may occur virtually and will publicly post meeting dates, times, and instructions in advance of the meetings.

## Citizen Participation Plan (CPP) Procedural History

1. Originally adopted CPP by City Council on October 18, 1994
2. Modifications to CPP adopted by City Council on July 25, 2000
3. Amended CPP adopted by City Council on July 10, 2018
4. CARES Act Addendum approved by City Council on October 6, 2020
5. Amended CPP adopted by City Council on May 16, 2023

# Appendix A

CARES ACT

HUD Waivers

Applicable to Citizen Participation Plan

# CARES ACT HUD Waivers Applicable to Citizen Participation Plan

## CONSOLIDATED PLAN REQUIREMENTS

### 1. Citizen Participation Public Comment Period for Consolidated Plan

**Amendment Requirement**: 30-day Public Comment Period.

**Citations**: 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401

**Explanation**: A CPD grantee may amend an approved consolidated plan in accordance with 24 CFR 91.505. Substantial amendments to the consolidated plan are subject to the citizen participation process in the grantee's citizen participation plan. The citizen participation plan must provide citizens with 30 days to comment on substantial amendments.

**Justification**: Given the need to expedite actions to respond to COVID-19, HUD waives 24 CFR 91.105(c)(2) and (k), 91.115(c)(2) and (i) as specified below, in order to balance the need to respond quickly to the growing spread and effects of COVID-19 with the statutory requirement to provide reasonable notice and opportunity for citizens to comment on substantial amendments concerning the proposed uses of CDBG, HOME, HTF, HOPWA or ESG funds.

**Applicability**: This 30-day minimum for the required public comment period is waived for substantial amendments, provided that no less than 5 days are provided for public comments on each substantial amendment. The waiver is available through the end of the recipient's 2020 program year. Any recipient wishing to undertake further amendments to prior year plans following the 2020 program year can do so during the development of its FY 2021 Annual Action Plan.

### 2. Citizen Participation Reasonable Notice and Opportunity to

**Comment Requirement**: Reasonable Notice and Opportunity to

Comment.

**Citations**: 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401

**Explanation**: As noted above, the regulations at 24 CFR 91.105 (for local governments) and 91.115 (for States) set forth the citizen participation plan requirements for recipients. For substantial

amendments to the consolidated plan, the regulations require the recipient to follow its citizen participation plan to provide citizens with reasonable notice and opportunity to comment. The citizen participation plan must state how reasonable notice and opportunity to comment will be given.

**Justification**: HUD recognizes the efforts to contain COVID-19 require limiting public gatherings, such as those often used to obtain citizen participation, and that there is a need to respond quickly to the growing spread and effects of COVID-19. Therefore, HUD waives 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401 as specified below to allow these grantees to determine what constitutes reasonable notice and opportunity to comment given their circumstances.

**Applicability**: This authority is in effect through the end of the 2020 program year.

# 2020 Annual Action Plan Amendment Community Development Block Grant CARES Act

Emilio Ramirez, Director
Housing Department

Community Services, Public Safety,
Housing & Development Committee
March 12, 2024

CITY OF OXNARD CALIFORNIA

# DISCUSSION



1. In October of 2020, the City Council accepted Community Development Block Grant-CARES Act (CDBG-CV) funds to prevent, prepare for, and respond to coronavirus in the amount of $3,088,367.
2. The City currently has an unallocated balance of $1,070,671.65 remaining.
3. Activities identified for CDBG-CV Funding:
    - $300,000 - United Way of Ventura County – for rental assistance, rental and utility deposits, and moving expenses for low-income residents

# RECOMMENDATIONS



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

1. Conduct a public hearing regarding the fiscal year 2020-2021 Annual Action Plan Amendment- CARES Act;
2. Approve the fiscal year 2020-2021 Annual Action Plan Amendment CARES Act;
3. Authorize the City Manager, and his designees, to incorporate the amended grant allocations into the 2020-2021 Annual Action Plan Amendment CARES Act and authorize the budget appropriations to fund the administration and projects;
4. Authorize the City Manager and his designees, to execute the required documents to submit the 2020-2021 Amended Annual Action Plan CARES Act to the United States Department of Housing and Urban Development; and
5. Authorize the City Manager, and his designees, to execute all the agreements necessary for the implementation of the Annual Action Plan Amendment CARES Act.

CITY OF
OXNARD
CALIFORNIA