



Meeting Date: 09/23/08

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input checked="" type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Juliette Dang, Grants Coordinator *JA* Agenda Item No. K-3

Reviewed By: City Manager *[Signature]* City Attorney *[Signature]* Finance *[Signature]* Other (Specify)

**DATE:** September 4, 2008

**TO:** City Council

**FROM:** Norma J. Owens, Grant Manager  
Finance Department

*Norma J. Owens*

**SUBJECT:** City of Oxnard Consolidated Annual Performance and Evaluation Report (CAPER) for the Fiscal Year 2007-2008

**RECOMMENDATION**

That City Council accepts the City of Oxnard's CAPER for FY 2007-2008.

**DISCUSSION**

Background

On an annual basis, jurisdictions receiving Community Planning and Development (CPD) formula grant programs from the U.S. Department of Housing and Urban Development (HUD) are required to prepare a CAPER. The CAPER is an annual report that provides a complete accounting of the use of certain grant funding and an assessment of the accomplishments of the goals established in the Consolidated Plan.

The City Council of the City of Oxnard approved the five-year Consolidated Plan for FY 2003-2008 and the annual Action Plan for FY 2003-2004 on May 13, 2003. For the fiscal year, which ended on June 30, 2008, the City received a grant award in the amount of \$2,810,804 in Community Development Block Grants (CDBG) funds, \$1,068,452 in HOME Investment Partnerships Act (HOME) grant funds, \$14,975 in American Dream Downpayment Initiative (ADDI) grant funds, and \$121,660 in Emergency Shelter Grant (ESG) funds.

Assessment

The FY 2007-2008 CAPER is organized in the format prescribed by HUD. The document contains narratives of performance results, reports on expenditures generated by the Integrated Disbursement and Information System (IDIS) system, which documents program accomplishments and beneficiaries related to the goals and objectives identified in the Consolidated Plan for FY 2003-2008.

The CAPER provides information as follows:

1. Part I of the Report presents general narratives related to the accomplishments of the three entitlement grant programs (CDBG, HOME, and ESG), the Affirmatively Furthering Fair Housing issues, others actions to overcome obstacles to meeting underserved needs as well as public policies and efforts to foster and maintain affordable housing, the leveraging of resources and a comparison of the established goals, priorities and objectives versus the accomplishments.
2. Parts II, III and IV address detailed programmatic narratives for the three grant programs.
3. Part V discusses the public participation requirements.
4. Part VI includes the various reports required by HUD.

In general, the City has been successful in the implementation of the grants in compliance with the national objectives as well as the three program requirements. Tables 1, 2, 6 and 7 provide useful summaries of the expenditures and accomplishments realized during FY 2007-2008.

The availability of the CAPER document for public review was published in the Ventura County Star Newspaper on September 8, 2008 and was made available for fifteen days in the Main Public Library, the City Clerk's Office and the Finance Department, as required by the City's Citizen Participation Plan.

## **FINANCIAL IMPACT**

There is no financial impact.

Attachment #1 – The CAPER

Note: Attachment #1 has been provided to City Council under separate cover. Copies for review are available at the Circulation Desk in the Library after 6:00 p.m. on Thursday prior to the Council Meeting and in the City Clerk's Office after 8:00 a.m. on Monday prior to the Council Meeting.