



Meeting Date:

<input type="checkbox"/> ACTION	<input type="checkbox"/> 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 type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Other: Public Hearing

Prepared By: Juliette Dang, Grants Coordinator *JD* Agenda Item No. L-1

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

**DATE:** September 29, 2008

**TO:** City Council

**FROM:** Norma Owens, Grants Manager  
Finance Department *[Signature]*

**SUBJECT:** Amendment to the 2008-2013 Consolidated Plan and the 2008-2009 Annual Action Plan (Plan) of the City of Oxnard

**RECOMMENDATION**

That City Council:

1. Conduct a public hearing to approve the proposed amendment to the Consolidated Plan for the fiscal years 2008-2013 and the Annual Action Plan for the fiscal year 2008-2009 by adding a Homebuyers Assistance activity to both the HOME Investment Partnerships Grant (HOME) Program with a budgeted amount of \$313,000, and the Community Development Block Grant (CDBG) Program with a budgeted amount of \$47,000. (Attachment 1)
2. Authorize the City Manager to submit the Plan Amendment (Attachment 2) to the U. S. Department of Housing and Urban Development for approval.

**DISCUSSION**

The City Council approved the five-year Consolidated Plan for FY 2008-2013 and the Annual Action Plan for FY 2008-2009 on June 24, 2008. The City's funding of the three entitlement grants are as follows:

	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>TOTAL</b>
Program Entitlement	\$2,708,769	\$1,039,262	\$121,107	\$3,869,138
Program Income	53,870	89,272	0	143,142
Reprogrammed Funds	<u>173,294</u>	<u>300,000</u>	<u>0</u>	<u>473,294</u>
<b>Total</b>	<b>\$2,935,933</b>	<b>\$1,428,534</b>	<b>\$121,107</b>	<b>\$4,485,574</b>

The detailed funding for special projects for all three entitlement grants is summarized and included in the Attachment 2, which includes pages from the submitted Plan that must be revised to reflect the changes proposed in the Amendment.

At the time of budget preparation in June of 2008, no request for funding for Homebuyers Assistance activity was established in the Annual Action Plan because the prior year HOME budget had \$300,000 of uncommitted first-time homebuyer funds available to be spent. Subsequent to the approval of the Plan, however, low-income first-time homebuyers began coming into the housing market to purchase bank repossessed housing units which had fallen to within their income purchasing range of approximately \$250,000.

Housing staff has made commitments for the \$300,000 balance of HOME funds and now has applications of \$90,000 pending with more applicants waiting to apply. A hold has been placed on accepting new applications until additional funding could be appropriated. Housing staff now recommends that an activity for Homebuyer Assistance be added to both the CDBG and HOME budgets in the 2008-2009 Annual Action Plan and funded by program income and reprogrammable dollars.

Grants Management staff has identified approximately \$47,000 and \$215,000 of program income collected in CDBG and HOME respectively, since July 2008, and \$98,000 of reprogrammed funds from HOME completed projects. Therefore, the additional total allocated amount of \$360,000 to First-Time Homebuyers projects in CDBG and HOME has changed the City's funding of the three entitlement grants as follows:

	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>TOTAL</b>
Program Entitlement	\$2,708,769	\$1,039,262	\$121,107	\$3,869,138
Program Income	100,870	304,272	0	405,142
Reprogrammed Funds	<u>173,294</u>	<u>398,000</u>	<u>0</u>	<u>571,294</u>
<b>Total</b>	<b>\$2,982,933</b>	<b>\$1,741,534</b>	<b>\$121,107</b>	<b>\$4,845,574</b>

The revised detailed funding projects for all three entitlement grants are included in attachment 2.

### **FINANCIAL IMPACT**

The Special Budget Appropriation (Attachment 3) will appropriate funds in the amount of \$47,000 from CDBG Grant Revenue to the Resale Downpayment Assistance (Project #025101, Account #285-5160) and \$313,000 from HOME Grant Revenue to the Homebuyer Assistance Resale 08 (Project #775166, Account #295-5163).

- Attachment 1 - Notice of 30-day Public Review
- Attachment 2 - Amendment packet to HUD
- Attachment 3 - Special Budget Appropriation

Amendment to 2008-2013 Consolidated Plan and 2008-2009 Annual Action Plan  
September 29, 2008  
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Note: Attachment #2 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.



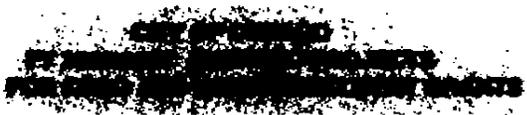
**CITY OF OXNARD  
NOTICE OF 30-DAY PUBLIC REVIEW  
AMENDMENT OF THE CONSOLIDATED PLAN FY 2008-2013  
AND THE ANNUAL ACTION PLAN FY 2008-2009**

NOTICE IS HEREBY GIVEN that the City of Oxnard has prepared the Amendment of the Consolidated Plan for Fiscal Years 2008-2013 and the Annual Action Plan for Fiscal Year 2008-2009. The publication of this notice is the beginning of the 30-day public review period required under Federal Regulation 24 CFR 91.505. The public review and written comment period begins September 8, 2008, and concludes on October 7, 2008.

NOTICE IS HEREBY GIVEN that the amendment will be presented to the City Council for approval on the following date:

DATE: October 7, 2008  
LOCATION: 305 West Third Street, Oxnard, California 93030  
City Council Chambers  
TIME: 7:30 PM

At this meeting, the City Council will receive public comments on the additional projects, First-Time Homebuyer in Community Development Block Grant (CDBG), with a budgeted amount of \$47,000 and First-Time Homebuyer in HOME Investment Partnership Grant (HOME), with a budgeted amount of \$313,000 listed below:



DESCRIPTION	Previously Approved Amount	Proposed Amount
<b>COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM</b>		
Grants Administration and Support	\$270,000	\$270,000
Fair Housing Program & Administration	43,410	43,410
Environmental Reviews	18,060	18,060
Homeless Program Administration	148,670	148,670
Community Affairs Administration	72,388	72,388
<i>Administrative Subtotal</i>	<b>\$552,528</b>	<b>\$552,528</b>
Homeless Employment Program – Family Investment Center	\$30,000	\$30,000
Youth Enrichment Program	403,405	403,405
<i>Public Services Subtotal</i>	<b>\$433,405</b>	<b>\$433,405</b>
Neighborhood Street Improvements	\$500,000	\$500,000
Housing Rehabilitation Program Administration	465,000	465,000
Code Compliance	245,000	245,000
EDCO- Business Technical Assistance	75,000	75,000
Campus Park Rehabilitation	415,000	415,000
Colonia Park Playground	250,000	250,000
First-Time Homebuyer	0	47,000
<i>Direct Benefit Projects Subtotal</i>	<b>\$1,950,000</b>	<b>\$1,997,000</b>
<b>CDBG Total</b>	<b>\$ 2,935,933</b>	<b>\$2,982,933</b>
<b>HOME INVESTMENT PARTNERSHIPS ACT PROGRAM</b>		
Program Administration	\$103,321	\$103,321
Community Housing Development Organization-Set Aside	155,000	155,000
Community Housing Development Organization – Operating Costs	50,000	50,000
Housing Rehabilitation – Single-Family	300,000	300,000
Housing Rehabilitation – Mobilehomes	414,162	414,162
Mobilehome Replacement	400,000	400,000
First-Time Homebuyer	0	313,000
American Dream Downpayment Initiative (ADDI)	6,051	6,051

**HOME Total**

**\$1,428,534**

**\$1,741,534**

**000044**

ATTACHMENT NO. 1

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**BACKGROUND**

At the time of the preparation of the proposed projects for CDBG and HOME grants in June 2008, there was \$300,000 of uncommitted First-Time Homebuyer funds available to be spent for the Fiscal Year 2008-2009. Therefore, no request of proposed funding for First-Time Homebuyer project was established in the Annual Action Plan FY2008-2009. Subsequently, Oxnard's low-income First-Time Homebuyers began to purchase bank repossessed housing units for prices that had fallen within their income purchasing range of approximately \$250,000. Therefore, as of now, staff has proposed \$300,000 as grant funding to First-Time Homebuyers and has pending applications amounting to \$90,000, with additional applicants on the waiting list. A hold has been placed on accepting new applications until additional funding is authorized for this project.

Staff has identified approximately \$47,000 and \$215,000 of program income collected in CDBG and HOME respectively, since July 2008, and \$98,000 of reprogrammed funds from HOME completed projects. Therefore, the allocated amount of \$360,000 to First-Time Homebuyer projects in CDBG and HOME are funded as follows:

<b>CDBG</b>		
First-Time Homebuyer	\$47,000	Program Income
<b>Total</b>	<b>\$47,000</b>	
<b>HOME</b>		
First-Time Homebuyer	\$215,000	Program Income
	<u>98,000</u>	Reprogrammed Funds
<b>Total</b>	<b>\$313,000</b>	

**PUBLIC COMMENTS**

Copies of the amended pages of the Consolidated Plan and the Annual Action Plan will be available for public review at the following locations:

**City of Oxnard Main Library**  
251 South "A" Street

**City of Oxnard City Clerk's Office**  
305 West Third Street, First Floor

**City of Oxnard Finance Department**  
300 West Third Street, Suite 302

The public is invited to submit written comments on the additional projects. All comments related to this Amended Consolidated Plan and Annual Action Plan are to be submitted to the Grants Management Division of the Finance Department, **no later than 5:00 p.m., on October 7, 2008.**

Questions and written comments may be addressed to the following:

Norma Owens, Grants Manager  
City of Oxnard, Finance Department  
300 West Third Street, Suite 302  
Oxnard, CA 93030  
(805) 385-7477

**CITY OF OXNARD**  
**REQUEST FOR SPECIAL BUDGET APPROPRIATION**

To the City Manager:

October 7, 2008

Request is hereby made for an appropriation of total . . . . .

\$ 360,000

Reason for appropriation:

Amendment of 2008-2009 Annual Action Plan to add First-Time Homebuyer Project.

<u>FUND</u>	<u>DESCRIPTION/ACCOUNT</u>	<u>AMOUNT</u>
CDBG Entitlement (285)	285-1605-531-7206 - CDBG Grant Revenue	(47,000)
	<b>Resale Downpayment Assistance</b>	
	285-5160- (025101)	
	804-8605 - Improvements - Other	<u>47,000</u>
	<b>Net Estimated Change to CDBG Entitlement Fund Balance</b>	<u><u>-0-</u></u>

Home Grant (295)	Homebuyer Assist. Resale 08 295-5163- (775166)	
	531-7205 - Home Grant Revenue	(313,000)
	804-8605 - Improvements - Other	<u>313,000</u>
	<b>Net Estimated Change to Home Grant Fund Balance</b>	<u><u>-0-</u></u>

Manager

REQUIRES CITY COUNCIL APPROVAL

CHIEF FINANCIAL OFFICER

Disposition

Approved \_\_\_\_\_

Rejected \_\_\_\_\_

Transfer by Journal Voucher \_\_\_\_\_

City Manager

ATTACHMENT NO. 3

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