



Meeting Date: 04/05/11

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

Prepared By: Rick Shear, Asset and Capital Fund Manager Agenda Item No. L-1

Reviewed By: City Manager [Signature] General Counsel [Signature] Finance [Signature] Other (Specify) _____

DATE: March 24, 2011

TO: Housing Authority Commission

FROM: William E. Wilkins, Housing Director [Signature]

SUBJECT: **Five-Year/Annual Agency Plan and Five-Year Capital Fund for Low Rent Public Housing**

RECOMMENDATION

That the Board of Commissioners of the Housing Authority of the City of Oxnard:

- (1) Hold a public hearing to receive comments concerning the proposed Five-Year Agency Plan and the 2011 Capital Fund Annual Statement and Five-year Capital Fund Plan;
- (2) Adopt a resolution:
 - (a) Approving the Five-Year/Annual Agency Plan for the Housing Authority;
 - (b) Authorizing and directing the Chairman to execute the Department of Housing and Urban Development (HUD) Public Housing Agency Certification Compliance Form certifying the Housing Authority's compliance with HUD's policies and procedures;
 - (c) Authorizing the Housing Director to execute and submit all reports, documents, and all other certifications required to comply with HUD's policies and procedures regarding the Five-Year Agency Plan.
 - (d) Approving the 2011 Capital Fund Annual Statement and Five-Year Capital Fund Plan; and
 - (e) Authorizing the Housing Director to accept and expend the funds as indicated in the revised 2011 Capital Fund Annual Statement and Five-Year Capital Fund Plan.

SUMMARY

The Oxnard Housing Authority (OHA) Agency Plan consists of a Five-Year Plan and an Annual Plan. The Five-Year Plan describes the mission of the Housing Authority and the long-range goals and

objectives for achieving the mission over the course of the five-year period. The Annual Plan coincides with the fiscal year, and provides details about the OHA's immediate operations, program participants, programs, and services, as well as OHA strategies for handling operational and resident concerns in the upcoming fiscal year. The two planning mechanisms (the Five-Year Plan and the Annual Plan) require the OHA to examine existing operations and needs, and to design long- and short-range strategies to address those needs. The proposed amendments for the 2011-2016 Five-Year Plan and the 2011-2012 Annual Plan are focused on policy changes, including proposed changes which affect Low-Income Public Housing and Section 8 Housing Choice Voucher program.

In addition to the Five-Year and Annual Plans, the OHA is required to adopt an annual budget for Capital and Management Activities for Low Rent Public Housing ("Capital Fund") as part of the Annual and Five-year Plans.

DISCUSSION

The requirement to develop a Five-Year/Annual Agency Plan is set forth in the Quality Housing and Work Responsibility Act of 1998 (the Act). The Five-Year/Annual Agency Plan must be consistent with the City's Consolidated Plan, and its development involves consultation with affected groups.

The purpose of the Five-Year/Annual Agency Plan along with the Admissions and continued Occupancy Policy and Administrative Plan is to provide a framework for local accountability, along with an easily-identifiable source document where public housing residents, participants in the Section 8 program, and members of the public may locate basic information regarding a Housing Authority's policies, rules and regulations, and services provided by the agency.

Five-Year/Annual Agency Plan updates must be submitted to HUD at least seventy-five days prior to the beginning of each fiscal year, and must include certifications that the OHA Plan is consistent with the City's Consolidated Plan, and in accordance with HUD requirements.

The proposed changes included in the OHA 2011-2012 Annual Agency Plan were made available for public review on February 15, 2011, and submitted to the Resident Advisory Board (RAB) for its review and input. The RAB, consisting of two Tenant Commissioners, twelve other public housing residents, and one Section 8 tenant, conducted public meetings to discuss the Plan on February 22 and March 14, 2011. OHA staff made presentations to the RAB at those meetings and responded to inquiries and suggestions from RAB members and others. A forty-five day period, running through April 05, 2011, was established for submission of written comments on the proposed changes to the Five-Year/Annual Agency Plan.

The recommended amendments to the Five-Year/Annual Plan include three changes proposed for the Low-Income Public Housing Program, and two changes to the Section 8 Housing Choice Voucher Program, as specified in the following sections.

A. PROPOSED AMENDMENTS TO LOW-INCOME PUBLIC HOUSING POLICIES

The first proposed change relates to pet deposits. The current pet deposit policy requires a \$50 deposit for pet owners. The proposed policy shall read:

“Pet owners will be required to pay a pet deposit of \$150. The deposit may be paid in three equal monthly payments prior to the pet being brought onto the premises.”

Staff proposes to implement late rent fees. The current policy does not contain any provision for late charges for the late payment of rent. The proposed policy shall read as follows:

“If the resident fails to make payment by end of office hours on the fifth day of the month, a late fee of \$25 will be charged. Notices of late fees will be in accordance with requirements regarding notices of adverse action. Charges are due and payable 14 calendar days after billing. If the family requests a grievance hearing within the required timeframe, the PHA may not take action for non-payment of the late fee until the conclusion of the grievance process. If the resident can document financial hardship, the late fee may be waived on a case-by-case basis.”

B. PROPOSED CORRECTION TO AND DESIGNATION OF ANNUAL PLAN

Staff proposes to remove the current method for defining Involuntary Displacement under the Section 8/Housing Choice Voucher program. The following language is proposed to be eliminated:

“Involuntary Displacement: Applicant Families who are displaced through no fault of their known, i.e. natural disasters, displaced by Code Enforcement, action by an existing/current owner, family member(s) with a catastrophic illness, and actual or threatened physical violence.”

Removal of this preference will mean that the preferences for the Housing Choice Voucher/Section 8 Program will be identical to the Public Housing Program.

Staff proposes modifying the tenant selection policy for local preferences in both Public Housing and Section 8/Housing Choice Voucher programs to read as follows:

“Involuntary Displacement (20 points)

“Families are considered to be involuntarily displaced if they are required to vacate their unit located within the municipality of Oxnard as a result of an improvement or development project to which the Oxnard Housing Authority has an ownership interest.

“Applications will be accepted for families qualified under this category and the displacement preference will be applied.”

C. CAPITAL FUND PLAN

The primary purpose of the Capital Fund Program is to preserve and maintain the integrity of the OHA's public housing stock and to fund necessary management improvements. For the coming fiscal year, the OHA is presenting a budget of \$1,998,173.75 for the Capital Fund Program activities. Those are set forth in Attachments #1 and #2 hereto. The final funding amount is yet to be determined and is based upon congressional appropriation.

FINANCIAL IMPACT

The approval of the recommended action will enable the OHA to obtain various HUD funds, including approximately \$2.0 million under the Capital Fund. Adoption of an Agency Annual Plan is required for the OHA to receive the funds set forth in the Annual and Five-Year Plan of the Capital Fund Program.

ATTACHMENTS

Attachment #1 - Proposed Capital Fund Annual Statement for 2011-2012

#2 - Proposed Capital Fund Program Five-Year Action Plan

#3 - Resolution Approving the Five-Year/Annual Agency Plan and the 2011 Capital Fund Annual Statement/Five-Year Capital Fund Plan and Authorizing the Housing Director to Execute and Submit the Revised Plan and Budget.

Note: The Five-Year/Annual Agency Plan has been provided to the Housing Authority Board of Commissioners. Copies are available for review at the Circulation Desk in the Library after 6:00 p.m. on the Wednesday prior to the Commissioner meeting and at the City Clerk's Office after 8:00 a.m. on the Monday prior to the Commissioner meeting.

RMS/kl

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

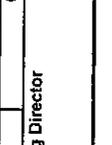
US Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		Grant Type and Number		FFY of Grant:	
PHA Name:		Capital Fund Program Grant No.:		2011	
Oxnard Housing Authority		CA16-P031-501-11		FFY of Grant Approval:	
Date of CFFP: 2/7/2011		Replacement Housing Factor Grant No.:			
Type of Grant:		[] Reserve for Disasters/Emergencies		[] Revised Annual Statement (Revision no:)	
[X] Original annual Statement		[] Performance and Evaluation Report for Period Ending:		[] Final Performance and Evaluation Report	
Line	Summary by Development Account	Original	Total Estimated Cost	Obligated	Total Actual Cost *
1	Total non-CFP Funds				Expended
2	1406 Operations (may not exceed 20% of line 20) *	\$ 399,634.00			
3	1408 Management Improvements	\$ 206,900.00			
4	1410 Management Fees (may not exceed 10% of line 20)	\$ 155,800.00			
5	1411 Audt				
6	1415 Liquidated Damages				
7	1430 A & E Fees	\$ 40,000.00			
	1430 Advertising	\$ 5,000.00			
	1430 Planning Salaries/ Benefits	\$ 80,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$ 91,666.00			
11	1465.1 Dwelling Equipment - Nonexpendable	\$ 454,000.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment (Computer Hardware)	\$ 40,000.00			
14	1485 Demolition	\$ 35,000.00			
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by PHA				
18ba	8000 Collateralization or Debt Service paid Via System of Direct Payment	\$ 440,173.75			
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$ 50,000.00			
21	Amount of line 20 Related to LBP Activities	\$ 1,998,173.75			
22	Amount of line 20 Related to Section 504 compliance				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

* To be completed for the Performance and Evaluation Report.
 * To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
 * PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 4 RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

US Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2011	
PHA Name: Oxnard Housing Authority	Grant Type and Number Capital Fund Program Grant No: CA16-P031-501-11 Date of CFFP: 2/7/2011	Replacement Housing Factor Grant No: FFY of Grant Approval:	
Type of Grant: <input checked="" type="checkbox"/> Original annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Revised Annual Statement (Revision no:) <input type="checkbox"/> Final Performance and Evaluation Report		
Line Summary by Development Account	Total Estimated Cost	Revised	Total Actual Cost
Signature of Executive Director 	Original Date: 2/11/2011	Obligated	Expended
Signature of Public Housing Director		Date	

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

US Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant:					
PHA Name: Oxnard Housing Authority		Capital Fund Program Grant No: CA16-P031-501-11		2011					
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Replacement Housing Factor Grant No:	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
OHA Wide	Security System		1460		\$ 100,000.00				
CAL 31-2	Vinyl Fencing		1450		\$ 91,666.00				
	Feilcia Cl								
	Total 31-2:				\$ 91,666.00				
CAL 31-3	Gutters		1460		\$ 30,000.00				
	Colonia Road								
	Total 31-3:				\$ 30,000.00				
CAL 31-4	Laundry Drains		1460		\$ 84,000.00				
	Pleasant Valley								
	Total 31-4:				\$ 84,000.00				
CAL 31-5	Kitchen Faucets		1460		\$ 10,000.00				
	Plaza Vista		1460		\$ 106,000.00				
	Exhaust Fans		1460		\$ 24,000.00				
	Total 31-5:				\$ 142,000.00				
CAL 31-7	Scattered Sites		1460		\$ 50,000.00				
	Closet Doors								
	Total 31-7:				\$ 50,000.00				
CAL 31-8	Exhaust Fans		1460		\$ 48,000.00				
	Palm Vista								
	Total 31-8:				\$ 48,000.00				
	CA16-P031-501-09 Total:				\$ 1,998,173.75				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

US Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant:	
PHA Name:		Oxnard Housing Authority		2011	
Development Number Name/PHA-Wide Activities		Capital Fund Program Grant No: CA16-P031-501-11		CFFP (YES/No): Yes	
General Description of Major Work Categories		Replacement Housing Factor Grant No:		Total Estimated Cost	
		Development Account No.		Total Actual Cost	
		Quantity		Status of Work	
				Funds Obligated ²	
				Funds Expended ²	
				Revised ¹	
				Original	
	CFFP Bond			5,745,000	5,745,000
	Total CFFP Bond:			5,745,000	5,745,000
	Usage				
	CFFP Underwriters Discount			86,175	86,175
	CFFP Issuance Cost			52,428	52,428
	CFFP Debt Service Reserve			456,138	456,138
	CFFP Capitalization Interest			130,693	130,693
	CFFP Project Construction			5,016,663	5,016,663
	CFFP Rounding Amount			2,903	2,903
	Total CFFP Usage:			5,745,000	5,745,000
	CFFP Project Construction Usage				
	Details				
	CFFP Administration 31-0			362,743	362,743
	CFFP Vacancy Cost 31-0			68,014	68,014
	CFFP Maintenance Cost 31-0			27,205	27,205
	CFFP Contingency 31-0			158,701	158,701
	Total 31-0:			616,663	616,663
	CFFP Construction Cost 31-3			3,000,000	3,000,000
	Total 31-3:			3,000,000	3,000,000
	CFFP Construction Cost 31-4			1,400,000	1,400,000
	Total 31-4:			1,400,000	1,400,000
	CFFP Total Project Construction Cost			5,016,663	5,016,663

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

ATTACHMENT # 1
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Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

US Department of Housing and Urban Development
 Office of Public and Indian Housing
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 Expires 4/30/2011

Part III: Implementation Schedule for Capital Fund Financing Program

Development Number Name/HA-Wide Activities	Oxnard Housing Authority				Federal FY of Grant: 2011
	All Funds Obligated (Quarter Ending Date)				
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	Reason for Revised target Dates *
CAL 31-0 PHA-Wide	6/30/2013		6/30/2015		
CAL 31-1 The Courts	6/30/2013		6/30/2015		
CAL 31-2 Felicia Court	6/30/2013		6/30/2015		
CAL 31-3 Colonia Road	6/30/2013		6/30/2015		
CAL 31-4 Pleasant Valley	6/30/2013		6/30/2015		
CAL 31-5 Plaza Vista	6/30/2013		6/30/2015		
CAL 31-7 Scattered Sites	6/30/2013		6/30/2015		
CAL 31-8 Palm Vista	6/30/2013		6/30/2015		

* Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary		Locality (City/County & State)	Oxnard/ Ventura / California	Original 5-Year Plan	Revision No:	
PHA Name/Number	Oxnard Housing Authority	Work Statement for Year 1 FFY 2011	Work Statement for Year 2 FFY 2012	Work Statement for Year 3 FFY 2013	Work Statement for Year 4 FFY 2014	Work Statement for Year 5 FFY 2015
A.	Development Number and Name					
B.	Physical Improvements Subtotal		\$679,500.00	\$706,000.00	\$633,000.00	\$710,000.00
C.	Management Improvements		\$174,500.00	\$174,500.00	\$174,500.00	\$174,500.00
D.	PHA-Wide Non-dwelling Structures and Equipment		\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
E.	Administration		\$155,000.00	\$155,000.00	\$155,000.00	\$155,000.00
F.	Other		\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00
G.	Operations		\$380,000.00	\$380,000.00	\$380,000.00	\$380,000.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing -- Debt Service		\$440,676.25	\$440,208.75	\$438,798.75	\$441,513.75
K.	Total CFP Funds		\$2,044,676.25	\$2,070,708.75	\$1,996,298.75	\$2,076,013.75
L.	Total Non-CFP Funds					
M.	Grand Total		\$2,044,676.25	\$2,070,708.75	\$1,996,298.75	\$2,076,013.75

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary (Continuation)

PHA Name/Number Oxnard Housing Authority Development Number and Name	Work Statement for Year 1 FFY 2011	Locality (City/county & State) Oxnard/ Ventura / California			<input checked="" type="checkbox"/> Original 5-Year Plan		Revision No: Work Statement for Year 5 FFY 2015
		Work Statement for Year 2 FFY 2012	Work Statement for Year 3 FFY 2013	Work Statement for Year 4 FFY 2014	Work Statement for Year 5 FFY 2015		
	Annual Statement						
CAL 31-0 OHA-Wide		\$1,365,176.25	\$1,364,708.75	\$1,363,298.75	\$1,366,013.75		
OHA Wide Security Sys.		\$75,000.00	\$50,000.00	\$75,000.00	\$100,000.00		
CAL 31-1 The Courts		\$0.00	\$0.00	\$0.00	\$0.00		
CAL 31-2 Felicia Court		\$50,000.00	\$220,000.00	\$217,000.00	\$600,000.00		
CAL 31-3 Colonia Road		\$150,000.00	\$2,000.00	\$154,000.00	\$2,000.00		
CAL 31-4 Pleasant Valley		\$2,000.00	\$250,000.00	\$2,000.00	\$2,000.00		
CAL 31-5 Plaza Vista		\$72,500.00	\$2,000.00	\$108,000.00	\$2,000.00		
CAL 31-7 Scattered Sites		\$90,000.00	\$2,000.00	\$2,000.00	\$2,000.00		
CAL 31-8 Palm Vista		\$240,000.00	\$180,000.00	\$75,000.00	\$2,000.00		
Total CFP Funds		\$2,044,676.25	\$2,070,708.75	\$1,996,298.75	\$2,076,013.75		

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/20011

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2011	Work Statement for Year 2 FFY 2012			Work Statement for Year 3 FFY 2013		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	OHA WIDE ----- Security System		\$75,000.00	OHA WIDE ----- Security System		\$50,000.00
	CAL 31-2 ----- Concrete Repairs	100	\$48,000.00	CAL 31-2 ----- Kitchen Cabinets	100	\$218,000.00
			\$2,000.00	Occupancy Rehab		\$2,000.00
	CAL 31-3 ----- Vinyl Fencing	70	\$80,000.00	CAL 31-3 ----- Occupancy Rehab		\$2,000.00
			\$68,000.00			
	Occupancy Rehab	70	\$2,000.00			
	CAL 31-4 ----- Occupancy Rehab		\$2,000.00	CAL 31-4 ----- Roofs & Fascia Boards	100	\$248,000.00
				Occupancy Rehab		\$2,000.00
	CAL 31-5 ----- Plumbing/Angle Stops	50	\$15,000.00	CAL 31-5 ----- Occupancy Rehab		\$2,000.00
			\$27,500.00			
	Shower Mixer Valves	50	\$28,000.00	CAL 31-7 ----- Occupancy Rehab		\$2,000.00
	Tub Surrounds	50	\$2,000.00			
	Occupancy Rehab	200	\$88,000.00			
	CAL 31-7 ----- Entry & Storage Doors		\$2,000.00			
	Occupancy Rehab					
	CAL 31-8 ----- Kitchen Cabinets	100	\$218,000.00	CAL 31-8 ----- Re-roofing	100	\$90,000.00
				Roof Re-piping	100	\$88,000.00
	Wrought Iron Fence	100	\$20,000.00	Occupancy Rehab		\$2,000.00
	Occupancy Rehab		\$2,000.00			
	Subtotal of Estimated Cost		\$ 679,500.00	Subtotal of Estimated Cost		\$ 706,000.00

ATTACHMENT # 2
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Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/20011

Work Statement for Year 1 FFY 2011	Work Statement for Year 4 FFY 2014			Work Statement for Year 5 FFY 2015		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	OHA WIDE - Security System		\$75,000.00	OHA WIDE - Security System		\$100,000.00
	CAL 31-2 - 504 Compliance A & E Fees Relocation	7	\$184,000.00	CAL 31-2 - Bathrooms	100	\$598,000.00
			\$10,000.00			\$2,000.00
			\$21,000.00			
	CAL 31-3 - Occupancy Rehab		\$2,000.00			
	CAL 31-3 - 504 Compliance A & E Fees Relocation	5	\$127,000.00	CAL 31-3 - Occupancy Rehab		\$2,000.00
			\$10,000.00			
			\$15,000.00			
			\$2,000.00			
	CAL 31-4 - Occupancy Rehab		\$2,000.00	CAL 31-4 - Occupancy Rehab		\$2,000.00
	CAL 31-5 - 504 Compliance A & E Fees Relocation	2	\$40,000.00	CAL 31-5 - Occupancy Rehab		\$2,000.00
			\$10,000.00			
			\$6,000.00			
	Parking Concrete	50	\$50,000.00			
	Occupancy Rehab		\$2,000.00			
	CAL 31-7 - Occupancy Rehab		\$2,000.00	CAL 31-7 - Occupancy Rehab		\$2,000.00
	CAL 31-8 - Parking Concrete	100	\$73,000.00	CAL 31-8 - Occupancy Rehab		\$2,000.00
	Occupancy Rehab		\$2,000.00			
	Subtotal of Estimated Cost		\$ 633,000.00	Subtotal of Estimated Cost		\$ 710,000.00

ATTACHMENT #2
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Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
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Part III: Supporting Pages – Management Needs Work Statement(s)

Work Statement for Year 1 FFY 2011	Work Statement for Year 2 FFY 2012	Work Statement for Year 3 FFY 2013
Development Number/Name General Description of Major Work Categories	Development Number/Name General Description of Major Work Categories	Development Number/Name General Description of Major Work Categories
Estimated Cost	Estimated Cost	Estimated Cost
PHA- WIDE CAL 31-0 Operations	PHA- WIDE CAL 31-0 Operations	PHA- WIDE CAL 31-0 Operations
\$380,000.00	\$380,000.00	\$380,000.00
Management Improvement	Management Improvement	Management Improvement
\$174,500.00	\$174,500.00	\$174,500.00
Management Fees A & E Fees Advertising	Management Fees A & E Fees Advertising	Management Fees A & E Fees Advertising
\$155,000.00 \$40,000.00 \$5000.00	\$155,000.00 \$40,000.00 \$5000.00	\$155,000.00 \$40,000.00 \$5000.00
Planning Salaries/ Benefits Computer Hardware CFFP Bond Payment	Planning Salaries/ Benefits Computer Hardware CFFP Bond Payment	Planning Salaries/ Benefits Computer Hardware CFFP Bond Payment
\$80,000.00 \$40,000.00 \$440,676.25	\$80,000.00 \$40,000.00 \$440,676.25	\$80,000.00 \$40,000.00 \$440,208.75
Contingency	Contingency	Contingency
\$50,000.00	\$50,000.00	\$50,000.00
Subtotal of Estimated Cost	Subtotal of Estimated Cost	Subtotal of Estimated Cost
\$ 1,365,176.25	\$ 1,365,176.25	\$ 1,364,708.75

ATTACHMENT #2
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HOUSING AUTHORITY OF THE CITY OF OXNARD

RESOLUTION NO. _____

RESOLUTION APPROVING THE FIVE-YEAR AND ANNUAL AGENCY PLANS
AND THE 2011 CAPITAL FUND ANNUAL STATEMENT AND FIVE-YEAR
CAPITAL FUND PLAN AND AUTHORIZING THE HOUSING DIRECTOR TO
EXECUTE AND SUBMIT THE PLANS AND CAPITAL FUND STATEMENT

WHEREAS, the Housing Authority of the City of Oxnard ("OHA") is required by the U. S. Department of Housing and Urban Development ("HUD") to develop and adopt a Five Year Agency Plan, update same with an Annual Plan ("the Plan"), and submit the Five-Year and Annual Plans for HUD's review and approval in order to be eligible to receive HUD funding utilized for the OHA's operation; and

WHEREAS, the Housing Authority of the City of Oxnard adopted a Five-Year Plan in 2005; and

WHEREAS, on April 5, 2011, the OHA conducted a public hearing on the proposed 2011-2016 Five-Year Plan and the 2011-2012 Annual Plan update and on the proposed 2010-2011 Capital Fund Annual Statement and Five-Year Capital Fund Plan;

WHEREAS, the OHA wishes to update its Plan by adoption of the 2011-2016 Five-Year Plan, the 2011-2012 Annual Plan and the 2010-2011 Capital Fund Annual Statement and Five-Year Capital Fund Plan;

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

1. The Commission hereby approves and adopts the 2011-2016 Five-Year Plan, the 2011-2012 Annual Agency Plan and the 2010-2011 Capital Fund Annual Statement and Five-Year Capital Fund Plan, as presented to the Commission on April 5, 2011; and
2. The Commission authorizes and directs the Chairman to execute the Department of Housing and Urban Development (HUD) Public Housing Agency Certification Compliance Form certifying the Housing Authority's compliance with HUD's policies and procedures; and
3. The Commission authorizes the Housing Director to execute and submit all reports and documents required to comply with HUD's policies and procedures regarding the Agency Plan; and
4. The Commission authorizes the Housing Director to accept and expend the funds as indicated in the revised 2011-2012 Capital Fund Annual Statement and Five-Year Capital Fund Plan.

