



Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. It includes the objectives and outcomes identified in the plan and an evaluation of past performance.

Action Plan Executive Summary

I. EXECUTIVE SUMMARY OF ACTION PLAN

The City of Oxnard's (City) Fiscal Year (FY) 2008-2013 Consolidated Plan (ConPlan) represents the culmination of a lengthy process that included the consultation, collaboration, and involvement of residents and other public and private agencies. This ConPlan is also the result of a dedicated and coordinated effort of a team of City employees representative of several City Programs, and is a part of an ongoing process that includes development of the Annual Action Plan. The ConPlan constitutes a strategic vision and establishes goals for affordable and supportive housing, community development, social services and economic development opportunities serving the very low- to moderate-income (LMI) residents, as well as, the homeless population. Included in the ConPlan are broad five-year objectives, strategies and actions to accomplish these goals.

Specific identifiable activities for carrying out the City's strategies are proposed in the FY 2011-2012 Annual Action Plan (Plan), which is the fourth year component of the ConPlan. This Plan covers the period from July 1, 2011 through June 30, 2012 and also serves as an application for three federal awards under the U.S. Department of Housing and Urban Development's (HUD's) formula grant programs:

- Community Development Block Grant (CDBG);
- HOME Investment Partnerships (HOME); and,
- Emergency Shelter Grant (ESG).

Next year's estimated entitlements combined with reallocations or reprogrammed funds from completed projects from prior years bring the total funding available for FY 2011-2012 to \$ 5,091,659. As of the time of the publication of the Annual Action Plan draft for public review, because the city has not received the 2011 entitlement award from HUD, the entitlement numbers were only estimates.

A. PROPOSED OBJECTIVES AND OUTCOMES

The City proposes to use FY 2011-2012 CDBG, HOME and ESG grants to fund the proposed activities noted in Table 1 to accomplish the following objectives and outcomes:

- Twelve activities will provide accessibility for the purpose of creating suitable living environments;
- Two activities will provide affordability for the purpose of providing decent affordable housing;
- One activity will provide sustainability for the purpose of creating suitable living environments;
- One activity will provide accessibility for the purpose of creating economic opportunities;
- Four activities will provide sustainability for the purpose of providing decent affordable housing; and,
- Seven activities will provide administrative and planning projects.

B. EVALUATION OF PAST PERFORMANCE

The City was successful in addressing the majority of the goals and objectives in the FY 2009-2010 Annual Action Plan, the last full fiscal year for which accomplishments are available. As in the past, needs continued to exceed the resources available. However, major goals were on target, except for two areas: economic development and suitable living environment. And, the City also continued, during the current fiscal year, to improve the delivery of the Citizen Participation and Evaluation process.

1. Community Development Block Grant Program (CDBG)

All CDBG funds were used to carry out activities that benefited LMI persons. Funds were used to fulfill identified housing, economic development, public service and neighborhood improvement needs. Some of the programs that were assisted during the FY2009-2010 included fair housing, employment and job training, code compliance, youth activities, after school activities, neighborhood street improvements, building and park improvements, playground replacement, mobilehome replacements, and others. These activities and strategies were consistent with the services, target populations and needs, as identified by the community. They have made a positive impact on the identified needs and provided services that might have gone unmet.

a. Public Facilities

The City expended \$116,737 to complete the installation of the sidewalk around the playground and \$199,810 to replace playground equipment with ADA compliance at the Colonia Park; \$234,977 to complete the rehabilitation of the Campus Park Phase 1 project, and \$50,039 to complete the design of the phase 2 of the Campus Park Rehabilitation project.

b. Infrastructure

The City's five-year goals for infrastructure improvements were to improve or install infrastructure in areas where there is a need due to health or safety concerns or due to the development of affordable housing. Activities are determined on an annual basis. During FY 2009-2010, the City expended \$8,188 for streets improvements design of the phase 2 of the Bartolo Square North Neighborhood.

c. Public Services

(i). Homeless Employment Program

The City's Family Investment Center assisted 38 individuals, including 8 female head of households, with job counseling and employment placement, utilizing \$30,000 in CDBG funds. Of this number, 18 were able to find permanent employment opportunities.

(ii). Youth Development Program

The focus of the Public Services-Youth Development Program is to respond to the community's growing concerns with issues affecting youth and their families, as well as, the need to break down resource barriers to allow a successful implementation of activities to meet the needs of the youth through the long-term investment of community resources with \$380,767 in CDBG funds, the Program assisted 7,221 at risk youth with educational enhancements, youth employment/vocational education and training; health and safety; and parent/family intervention and support. Specifically, young people were served through their participation in the Colonia gym, Police activities League, City Corps, Colonia Boxing, and Fun For All-After School Program at seven school sites. In addition, as part of the Youth Enrichment Program bid process, several local non-profits received CDBG funding to assist an additional 542 youth as part of the long term goal to reach as many at-risk youth as possible in the community.

d. Economic Development

Within the CDBG (LMI) areas, nine businesses were assisted to either: start, expand or relocate within the city. The job accomplishments were: creation of three new positions and retention of five full-time and one part-time job. The Economic Development Corporation of Oxnard (EDCO) received \$75,000 from the City's CDBG funds, under the Economic Development Technical Assistance matrix.

e. Housing Programs

With \$536,761 in CDBG funds, the Affordable Housing Division assisted six first-time homebuyers with closing costs and down payments, and replaced ten mobilehome units under the Direct Homeownership Assistance matrix. The City also expended \$481,376 under the Housing Rehabilitation Administration matrix.

f. Code Compliance

During FY 2009-2010, Code Compliance Division staff investigated 667 substandard housing violations and an additional 101 complaints involving unpermitted construction issues. Code Compliance staff also handled approximately 1,335 property maintenance complaints including weed abatement, graffiti, and other private property code violations. 199 reports of abandoned or inoperative vehicles upon private property were investigated, and nine court ordered warrants for inspections and/or abatement were obtained and conducted. Within the CDBG low and moderate areas, Code Compliance Unit spent \$222,689 in CDBG funds to handle a total of 2,322 housing units receiving violations.

g. Fair Housing

Most of the 257 fair housing service contacts involved landlord-tenant or other general housing inquiries. Among all contacts, 18 inquiries and five fair housing complaints of alleged unlawful housing discrimination were processed. Of the five alleged unlawful discrimination cases, two were withdrawn by the complainants; one was successfully conciliated; and, two was referred to the Department of Fair Employment and Housing for possible litigation. All complainants were provided with legal counsel, and two of those cases are still in the investigation or conciliation stage. The City's Fair Housing Program and the Oxnard Housing Authority (OHA) continued to work jointly to achieve Section 504 compliance, ensuring equal access to all housing programs and services for disabled residents.

2. Emergency Shelter Grant Program (ESG)

ESG funded activities, supported by match funding supplied on a dollar for dollar basis by sub recipients, provided essential services, homeless prevention and operating funding for homeless shelters such as the Winter Warming Shelter Program. Listed below are brief overviews of the accomplishments of each organization that have received funds from the City through the ESG grant during the FY 2009-2010:

a. Society of St. Vincent de Paul

The Society of St. Vincent de Paul operated the West Ventura County Emergency Winter Warming Shelter (Shelter) for homeless individuals and families. The Shelter was located at the Oxnard National Guard Armory and operated from December 07, 2009 – March 31, 2010. During the season, 528 unduplicated clients visited the Shelter.

b. Turning Point Foundation

Turning Point Foundation provided Emergency Shelter Facilities, Outreach and a Drop-In Center, throughout the course of the year, for 457 unduplicated mentally ill adults. The services included the provision of a residential shelter and a daily drop-in center, for persons who did not request shelter. Additional services included job training and placement, substance abuse services, permanent income assistance, health and mental health care and referrals, and permanent housing referrals.

c. Catholic Charities

Catholic Charities provided essential services to more than 576 people by offering sack lunches throughout the year to men, women, and children, assisted families with rent and utility payment assistance, and move-in deposits. Other services included: bus tokens for individuals to access work and medical appointments; assistance to obtain official identification that allowed clients to pursue employment opportunities and other necessary assistance; and, assistance with minor car repairs and critical medical attention.

3. HOME Investment Partnerships Program (HOME)

HOME funds were used to assist first-time homebuyers with closing costs, as well as, down payments. The funds also assisted homeowners to replace dilapidated mobilehome units within the City limits and provided grants and loans to rehabilitate the unsafe and unhealthy living environments of single-family or mobilehome units.

The City received \$1,147,134 in HOME funds during FY2009-2010 as grant entitlement. A total of \$1,181,883 was expended from various grant program years. HUD requires the participating jurisdiction to obligate the 15% set-aside allocation for Community Housing Development Organization(s), within 24 months after the yearly HOME funds have been approved. The Snapshot Worksheet-Red Flag Indicators, prepared by HUD and posted to the HUD website as of 6/30/2010, has indicated that the City has met the prescribed thresholds and exceeds all four factors in terms of results and performance.

a. Rehabilitation

The City assisted three owner-occupied units and 12 mobilehome units by using \$291,469 in HOME funds. No rehabilitated housing unit was built before the year 1978.

b. New Housing Units

The City obligated \$323,840 of CHDO set asides funds to CEDC and spent \$206,300 to construct and develop 18 farm worker and 25 special needs housing units at Camino Gonzales project, located at "C" Street and Gonzales Road. This project is still in the pre-development stage.

c. Homebuyer Assistance

The annual goal was to assist ten first-time homebuyers with HOME funds. The total actual assistance was 21 homebuyers by expending \$192,051 in HOME funds: 19 single-family homes, and two mobilehomes.

d. Mobilehome Replacement

The annual goal was to replace three manufactured housing units with HOME funds. The actual total assistance was four units by expending \$353,125 in HOME funds

C. FISCAL YEAR 2011-2012 GRANT FUNDS AND PROPOSED USES

The City expects to receive funds under three formula grant programs, with an allocation as follows:

FY2011-2012 CDBG Program Entitlement	\$ 2,472,304
FY2011-2012 HOME Program Entitlement	\$ 1,012,712
FY2011-2012 ESG Program Entitlement	<u>\$ 166,716</u>
Total Entitlement Funding	\$ 3,651,732
FY2011-2012 CDBG Reprogrammed Funds	\$ 1,095,442
FY2011-2012 CDBG Program Income	\$ 55,000
FY2011-2012 HOME Reprogrammed Funds	<u>\$ 190,000</u>
Total Expected Funding	\$ 4,992,174

**TABLE 1 – CITY OF OXNARD
FY 2011-2012 ENTITLEMENT GRANTS,
PROPOSED PROJECTS FUNDING SUMMARY**

DESCRIPTION	OBJECTIVE OUTCOME		PROPOSED AMOUNT
COMMUNITY DEVELOPMENT BLOCK GRANT			
Grants Administration and Support	N/A		\$366,920
Fair Housing Program Admin	N/A		48,000
Homeless Program Administration	N/A		90,540
		Administration Subtotal	\$505,460
After School Program	1/1		\$105,000
PAL	1/1		141,130
Colonia Boxing Center	1/1		17,020
Youth Enrichment Program	1/1		35,019
Colonia Memorial Park Gym	1/1		50,740
City Corps	1/1		20,920
		Public Services Subtotal	\$369,829
Code Compliance	1/1		\$220,000
Street Improvements	1/1		1,156,857
		FY 11-12 Grant 6,415	
		Reprogrammed Funds 1,095,442	
		Program Income 55,000	
Business Technical Assistance	3/1		50,000
Housing Rehabilitation Administration	2/3		465,000
Campus Park Rehabilitation	1/1		480,600
Lemonwood Park Rehabilitation	1/1		375,000
		Direct Benefits Subtotal	\$2,747,457
		CDBG TOTAL	\$3,622,746
EMERGENCY SHELTER GRANT			
Program Administration	N/A		\$ 8,335
Essential Services			15,000
Homeless Prevention	1/1		40,000
Homeless Shelter			103,381
		ESG TOTAL	\$166,716
HOME INVESTMENT PARTNERSHIP GRANT766			
Program Administration	N/A		\$101,270
CHDO Development	2/2		151,900
First-Time Homebuyer	N/A		300,000
Mobilehome Replacement	2/2		289,542
Housing Rehabilitation – MH	2/3		210,000
		FY 11-12 Grant 20,000	
		Reprogrammed Funds 190,000	
Housing Rehabilitation – SF	2/3		150,000
		HOME TOTAL	\$1,202,712
		GRAND TOTAL	<u>\$4,992,174</u>

OBJECTIVES AND OUTCOME LEGEND:
1/1 = Enhance suitable living through improved accessibility
1/2 = Enhance suitable living through improved affordability
1/3 = Enhance suitable living through improved sustainability
2/1 = Create decent housing with improved accessibility
2/2 = Create decent housing with improved affordability
2/3 = Create decent housing with improved sustainability
3/1 = Provide economic opportunity through improved accessibility
3/2 = Provide economic opportunity through improved affordability
3/3 = Provide economic opportunity through improved sustainability

D. PLANNED ACTIONS TO ADDRESS IDENTIFIED NEEDS AND PRIORITIES

The ConPlan identifies a number of priorities to address the City's needs for housing and community development. This Annual Action Plan for the period from July 1, 2011 through June 30, 2012, describes the City's plan of action for the fourth year covered by the five-year ConPlan for the period from July 1, 2008 through June 30, 2013. The goals of this Plan are consistent with the Five-Year Strategy and reflect the goals established by the City Council. The Plan brings needs and resources together in a coordinated housing and community development strategy and develops goals to achieve the three national statutory objectives, principally for residents of LMI areas:

- Offer decent housing by providing and maintaining the supply of affordable supportive housing to the LMI and special needs populations, including the homeless population;
- Create suitable living environments through neighborhood revitalization and improvements in public services and facilities; and,
- Expand economic opportunities for LMI households, including homeless individuals and families.

The proposed strategies are summarized as follows:

1. Housing

- Construct new housing for senior citizens, farm workers, multi-families, and single families;
- Rehabilitate owner-occupied single-family and mobilehome units through the City's rehabilitation program;
- Assist developers, non-profit corporations, and public housing tenants with financing through City's First-Time Homebuyers Program; and,
- Assist the City's families with affordable rental housing through public housing assistance, and Section 8 voucher rental subsidy assistance programs.

2. Homelessness

- Support non-profit agencies that provide assisted housing (transitional or permanent) services;
- Prevent individuals and families from becoming homeless through the homeless prevention program;
- Provide emergency shelter for homeless persons through the Winter Warming Shelter; and,
- Provide supportive services to homeless or non-homeless with special needs.

3. Economic Development

a. Economic Development Opportunities for LMIs, Including Homeless Persons

The City's strategies are to retain and expand the City's economic development opportunities for LMI persons through job creation and retention. The Family Investment Center (FIC) provides services primarily to families and individuals living in public housing and in units funded by the Section 8 Program. It is located adjacent to the largest public housing site in the City and has been providing services to the Oxnard community for the past 12 years. The FIC's Homeless Employment Program receives \$30,000 yearly from CDBG funds and is providing services to homeless families, including intensive case management, job placement services, job retention and housing referrals to the Section 8 Program.

Furthermore, in order to provide first consideration to LMI persons the Economic Development Corporation of Oxnard (EDCO) has adopted the following procedure when a job becomes available:

- Posting at the Job and Career Centers in Oxnard;
- Posting on the website of the Employment Development Department;
- Posting at the community colleges and trade schools; and,
- Posting by any other means such as newspaper, online, etc.

b. Stabilization and Expansion of Small Businesses

The economic opportunity goals of the EDCO are to assist small businesses to be relocated within the City's limits and to help in their expansion, including

4. Public Services and Infrastructure

- Provide support services, including housing, for persons with special needs including youth, and persons and families with HIV/AIDS.
- Enhance suitable living environment through new and improved public facilities and infrastructure.

E. MAJOR CHANGES TO THE FIVE-YEAR OBJECTIVES

The current economic recession has affected the housing programs:

- Due to budget restraints, Section 8 vouchers will not be issued for emergency placement of homeless families or individuals.
- The demolition of 260 public housing units to be replaced with new tax-credit funded apartment units assisted with Section 8 vouchers has been postponed, due to a mutual recession agreement made between the developer and the Oxnard Housing Authority (OHA). The recession impacted the developer financially and they could not continue with the project. Thus, the OHA is actively searching for a new developer.
- Due to the budget reduction, the Youth Enrichment Program in Public Services will have a very limited amount of funds available to outside agencies to perform the activity and will affect the numbers of youth that will be assisted by the program.
- The 2011-2012 budget reduction will also eliminate the Homeless Employment Program.

The Table 2, on the following page, describes the City's revised five-year priority needs, as submitted to HUD.

ATTACHMENT NO. 1
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**TABLE 2 - CITY OF OXNARD
REVISED FIVE-YEAR PRIORITY NEEDS**

PRIORITY	FIVE-YEAR OBJECTIVES	BENEFIT
Construct new housing units for senior citizens, farm workers, multi-families, and single-families.	Construct 593 new affordable units, including 228 senior apartments, 263 family apartments and 102 affordable single-family units. Provide 6 mobilehome replacements.	Very low- and low-income persons
Rehabilitate owner-occupied and mobilehome units through City's rehabilitation program.	Rehabilitate 62 mobilehomes, and 55 single-family units. Provide 12 mobilehome replacements.	Very low- and low-income persons
Assist developers, non-profit agencies, and public housing tenants with financing thru a First-Time Homebuyers program.	Provide assistance to 128 first-time homebuyers.	Very low- and low-income persons
Support non-profit agencies that provide assisted housing, service and/or shelter to homeless persons/families or those at-risk of becoming homeless.	Assist 75 homeless persons to find employment. However, the Homeless Employment activity will be eliminated in the 4 th and 5 th year of the Consolidated Plan Assist service providers to support 3,000 persons with essential services and 175 households with homeless prevention. Provide transitional housing for an additional 250 persons. Assist service providers with emergency shelter for approximately 400 persons and 260 mentally ill persons per year. Provide 500 Section 8 vouchers for emergency placements of homeless families or individuals.	Homeless and those at-risk of becoming homeless
Assist the City's families with affordable rental housing through public housing assistance, and rental subsidy assistance programs.	Administer and preserve 780 units of Public Housing per year. Demolish 260 units of public housing and replace with new tax-credit funded apartment units assisted with section 8 vouchers. Provide rental subsidy assistance to 1,659 families per year.	Very low- and low-income persons
Provide support needs including housing and services for persons with special needs including youth and persons and families with HIV/AIDS.	Provide allocation of public housing and Section 8 rental assistance to 80 special needs persons. Provide support services for 500 frail elderly persons. Provide services to 10,000 youth per year. The number of assisted youth per year will be lowered to 4,000 in the 4 th and 5 th year of the five-year plan. Provide support services for 50 disabled persons. Provide services for 35 persons with HIV/AIDS.	Very low- and low-income frail elderly, youth, disabled persons, and persons with HIV/AIDS
Retain and expand the City's economic development opportunities for low-income persons through job creation and retention, stabilization and expansion of small businesses.	Provide assistance to 10 start-up small businesses resulting in the creation of 10 new jobs each year.	Very low- and low-income persons
Enhance suitable living environment through new and improved public facilities and infrastructure.	Reconstruct streets to include, but not limit to, the following neighborhoods: Bartolo Square North and South, Sierra Linda, Five Points Northeast Terrace and Blackstock South. Rehabilitate Campus Park Bannister Gym. Install a new playground at various parks: Colonia Park, Del Sol Park and Beck Park.	Very low- to low-income areas

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Action Plan General Questions response.

II. GENERAL QUESTIONS**A. GEOGRAPHIC AREAS OF THE JURISDICTION**

CDBG, HOME and ESG funds for projects/activities will be implemented throughout the City. However, the majority of the projects will concentrate in the "most in need" neighborhoods with census tracts representing 51% or more of LMI residents (see Tab 11 of the Appendix: Census 2000 Very Low/Moderate Income Neighborhoods map).

The proposed projects within this Plan, and noted in Table 4, provide information on the geographic areas that will receive direct assistance during the program year. Some of the City's programs will have a citywide emphasis, in addressing the needs of LMI households. Other projects such as streets, parks and public facility improvements, will be targeted to specific locations where needs have been assessed and identified.

B. BASIS FOR ALLOCATING INVESTMENTS AND ASSIGNING PRIORITY TO NEEDS

Generally, the City applies grant funds to areas of the City that have needs, reflective of the established goals and objectives in the ConPlan. However, community needs far exceed the available revenue sources. Therefore, the City intends grant-funded projects to stimulate and encourage the partnership with the private sector to improve the community. The City's goal in using the CDBG, HOME and ESG funds is to maximize grant dollar investments and service returns. The projects and programs being implemented in this Plan strive to provide and match the greatest benefit to the neediest residents.

The funding priorities for the three grants are:

- Facilitate housing for LMI persons;
- Maintain quality neighborhoods and housing to avoid blight, prevent crime and eliminate unsafe and unhealthy living conditions;

- Strengthen the partnership between the public and private sector, including non-profit or for-profit organizations, with the overall goals of providing decent housing, expanding public services, maintaining a suitable living environment and providing economic opportunities to Oxnard residents, especially for LMI persons;
- Increase the number and quality of emergency shelter beds and transitional housing units to meet the needs of homeless individuals and families; and,
- Implement a community outreach and education campaign to reinforce the homeless prevention program through strong support from the community, as well as, an elevated awareness of the number of households at-risk and the high cost to help the households after they become homeless.

1. Five-Year Entitlement Summary

The following table summarizes the entitlement funds received or allocated for a five-year period. Please note that these amounts do not include any program income or reprogrammed funds from prior years.

TABLE 3 - CITY OF OXNARD FIVE-YEAR ENTITLEMENT SUMMARY					
Program Year	2007	2008	2009	2010	2011
CDBG	\$2,810,804	\$2,708,769	\$2,738,283	\$2,961,698	\$2,472,304
HOME	\$1,068,452	\$1,033,211	\$1,155,701	\$1,147,134	\$1,012,712
ADDI	\$14,975	\$6,051	0	0	0
ESG	\$121,660	\$121,107	\$120,604	\$120,297	\$166,716
TOTAL	\$4,015,891	\$3,869,138	\$4,014,588	\$4,229,129	\$3,651,732

2. Community Development Goals

The City has established community development goals that are consistent with the HUD formula programs and continuously strives to create a viable urban community for its residents. Programs are selected that will maintain quality neighborhoods and housing to: prevent blight and decay; eliminate conditions detrimental to health, safety, and welfare; and, plan for growth and economic expansion in a way that balances economic interests with a quality living environment.

3. Community Development Block Grant Programs (CDBG)

3. Community Development Block Grant Programs (CDBG)

The primary objective of the CDBG Program is the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities for LMI persons. CDBG funds may be used for the following activities:

- Public facilities;
- Public improvements;
- Code Compliance;
- Housing;
- Economic development;
- Public services;
- Program planning; and,
- Administrative activities.

The City utilizes CDBG program funds, in conjunction with other resources, to achieve its varied community development goals, which fall into four main categories:

a. Neighborhood Development

The City's objective is to improve the quality of life for all residents by providing programs and facilities that help maintain neighborhood stability, eliminate undesirable and unhealthy conditions, enhance safety, and generally increase the quality of life within the neighborhoods. The CDBG program is an important part of the City's overall neighborhood improvement effort to enhance a suitable living environment through new or improved public facilities, infrastructure and Code Compliance.

b. Housing

The City's objectives are to: facilitate the production of needed housing for LMI households; maintain its housing stock; provide a diverse housing environment; increase the quality of housing citywide; and, provide a broad range of homeownership and rental opportunities. Based on the Year 2000 U.S. Census, the City has over 45,000 housing units and provides a balanced housing assistance program to ensure access for all income levels and household types. The City's goal for future housing development anticipates strengthening the diversity of housing types, as well as, increasing housing stock preservation through rehabilitation activities. The City will provide \$465,000 in CDBG funding to support a staff of six who manage the citywide affordable housing program.

c. Economic Development

The City's Economic Development objective is to attract capital investment, which results in the creation of new job opportunities for residents of Oxnard,

without sacrificing the quality of the City's environment. Also included in this objective is a strengthened economic and social base by supporting small business development and retention. The use of the CDBG funds to accomplish this objective is essential.

(i). Family Investment Center (FIC)

The FIC continues to provide job placement, counseling and supportive services at the Multi-Service Center, a public building owned by the City, and to lease space to seven non-profit agencies. In addition to the FIC, supportive services are provided to public housing residents, LMI families and the community. These agencies include: Child Development Incorporated (La Escuelita); Child Development Resources (Head Start); La Colonia Library; Residence Services Program; Self-Help Legal Access Center; Promotoras and Promotores Foundation; and, PAL Soccer League. The FIC also maintains the Multi-Service Center and its grounds. The Resident Initiatives Program contracts the FIC to provide job placement services to public housing residents enrolled in the Resident Opportunities for Self-Sufficiency (ROSS) grant. No CDBG funds was allocated to homeless employment program.

(ii). Economic Development Corporation of Oxnard (EDCO)

The mission of the EDCO is to create job opportunities, additional tax revenue, new investment opportunities and overall community improvement for Oxnard residents, by supporting existing businesses and bringing additional economic forces to the City. The EDCO sponsors several programs that both directly and indirectly produce additional job growth. These programs include:

- Assisting local businesses in preventing or eliminating problems that might threaten their existence or expansion;
- Sponsoring an aggressive program of industrial/commercial attraction to offset job losses and promote a full mix of employment opportunities along with new retail service jobs;
- Supporting the revitalization of the City's tourism industry by creating an effective tourist attraction program; and,
- Administering the City's revolving Loan Program, which provides loans Every \$10,000 loaned creates one new job, and 51% of new jobs created through this program must be made available to LMI persons.

d. Public Services

The Youth Development Program supports the growth and development of young people by strengthening the quality and increasing the availability of experiences offered by the many programs that serve them. We partner with community organizations, schools, colleges, funders, and others to create

programs, train staff, and develop strategies that encourage and enable young people to transition successfully to adulthood.

(i). Police Activities League (PAL)

PAL will continue to provide a forum where police officers and community members can volunteer their time, talents and energy to work together with young people in our community. PAL provides crime prevention and intervention programs by providing youth enriching activities (educational, athletic and recreational) and creating a safe environment for positive change. Activities include Youth Council, All City Band, Mid-City Boxing, Jr. High/High School Dances, and athletic leagues. PAL partners with the Ventura County Probation Agency to provide opportunities for youth to complete probation hours. PAL also partners with the Ventura Unified School District to provide the free summer lunch program. Participants come from LMI households.

(ii). After School Program

The City, through its partnership with the Oxnard Elementary School District, will continue to provide CDBG funding to seven eligible After School Program sites. In addition to the seven schools, the City provides services at 12 additional school sites: three junior high and nine elementary schools. All 19 sites in the Oxnard School District receive After School Education and Safety Program (ASES) grant funding, under proposition 49 from the Department of Education of the State of California. The City currently provides the Fun for All Program, which offers structured recreation, skill building and health promoting activities, to approximately 85-90 children daily. Participants come from LMI households at the seven school sites.

(iii). Colonia Boxing Center

The Colonia Boxing Center will continue to develop young people's capacity to engage in positive behaviors that nurture their own well being and set personal goals to live successfully as adults. The Center is home to World, National and Olympic Champions. The Center is well known throughout the United States and Mexico. The Center is open five days a week, serving approximately 60 youth daily. Trainers in the Center are former professional boxers who serve as positive role models for youth. Participants come from LMI households.

(iv). Colonia Gymnasium

The Colonia Gymnasium will continue to provide youth development programs that target at-risk youth. These programs help youth gain confidence and develop a positive self-image. The Colonia Gymnasium will continue to provide youth basketball and volleyball leagues throughout the year. In addition, clinics in basketball, soccer, and t-ball will be held for youth. The facility also holds Special Olympics basketball training and open play for mentally disabled adults. Open play is also

held for youth and adults daily. Participants come from LMI households.

(v). City Corps

The City Corps Program will continue to work with the local school districts and community based youth organizations to address the needs of at-risk youth by providing a variety of social services, recreation and service learning opportunities. City Corps also works closely with Neighborhood Councils in the distribution of information and neighborhood cleanups. Participants in this program logged over 39,000 volunteer hours at work service projects in the community last year. The majority of the participating youth come from LMI households.

(vi). Youth Enrichment Program

The Youth Enrichment Program will continue to use a bid process to allocate CDBG public services funds to community based organizations to provide a variety of services and programs including educational enhancement; youth employment/vocational education and training; health and safety; and parent/family intervention and support.

4. HOME Investment Partnerships Program

The HOME Program further supports the City's efforts to improve and increase housing opportunities, and prevent and reduce the incidences of homelessness in the City. Specifically, HOME funds are used to expand the supply of decent, safe, and sanitary affordable housing, and strengthen the ability of the City to provide affordable rental housing for LMI residents, through the partnership with various Community Housing Development Organizations (CHDO) such as Cabrillo Economic Development Corporation (CEDC), the HOME Corporation and Manny Mansions, as well as with the assistance of the City's Redevelopment Agency.

The City's housing activities include the following programs:

- A first-time homebuyers program for newly constructed and existing housing;
- A mobilehome replacement program;
- Loans and grants for homeowner property rehabilitation program; and,
- New construction and rehabilitation of rental housing programs.

The City Housing Department's efforts are to ensure decent, safe, attractive, sanitary and well-maintained housing for eligible LMI individuals and families. The Department also provides the following services to Oxnard residents:

- Public Housing Assistance;
- Section 8 Rental Assistance;
- Affordable Housing Assistance;
- Homeless Assistance;

- Grants Management Support;
- Resident Services and Support; and,
- Fair Housing Support and Mobilehome Rent Stabilization Assistance.

5. Emergency Shelter Grant Program (ESG)

The ESG Program further supports the City's efforts to achieve its community development goals. Specifically, ESG funds are used to assist homeless individuals through services provided by non-profit organizations.

The City uses the following criteria to select organization(s) to receive ESG program funds:

- Consistency of proposal with the purpose and intent of the ESG Program;
- Extent to which proposed activities address and fill gaps in the service delivery system assisting homeless in Oxnard;
- Extent to which proposed activities meet these needs;
- Ability to provide matching funds from non-federal sources in an amount equal to the grant amount requested ;
- Capability of organization to carry out the proposed activities efficiently and effectively;
- Past experience with HUD or other federal grants and regulations;
- Evidence of linkage and networking with other homeless service providers;
- Degree to which proposals expand or enhance services to homeless individuals and avoid duplication of other community efforts;
- Clarity of proposal; and,
- Extent to which a project promotes a regional approach to homelessness.

The ESG Program funds the Ventura County Emergency Winter Warming Shelter annually from December 1 through March 31, and also supports other non-profit service providers to provide assistance with:

- Rent and deposit payments;
- Medical and dental needs;
- Food pantries;
- Employment counseling; and,
- Obtaining proper State identification.

6. Redevelopment Funds

The Redevelopment Agency of the City was established in 1960, pursuant to the California Community Redevelopment Law. In January 1995, the agency

became the Oxnard Community Development Commission (CDC). Under the requirements of the State of California Health and Safety Code, CDC has set-aside 20% of tax increment revenues for use in housing projects benefiting the LMI households.

In addition, to promoting and stimulating quality development that invigorates the City economically, aesthetically and socially, CDC ensures through team efforts, the successful completion of the following projects:

- Central Business District;
- Southwinds;
- Ormond Beach;
- Historic Enhancement and Revitalization of Oxnard (HERO) Project Area;
- Special Projects;
- Economic Development; and,
- Convention and Visitors Bureau.

C. ACTIONS TO ADDRESS OBSTACLES TO MEETING UNDERSERVED NEEDS

The City has identified long-range strategies to promote growth and opportunity for Oxnard's businesses and residents. These strategies have included "reinventing" the local government structure and streamlining bureaucratic processes, thereby providing quality service to Oxnard's residents and businesses. These efforts have begun to:

- Address obstacles to meeting underserved needs;
- Better coordinate existing programs to meet those needs to avoid duplication;
- Identify clear gaps in services; and,
- Address program areas previously overlooked.

In addition, the City's annual strategies, are designed to both address underserved needs such as affordable housing, economic opportunities and Continuum of Care (CoC) issues, and be consistent with available resources. This effort is achieved through a multi-year strategy that maximizes federal resources through the leveraging of private and public resources.

The public housing agency plan strategy accurately reflects the identified housing needs and priorities, including barrier removal, fair housing, and lead based paint reduction strategies. The City has adopted a citywide homelessness prevention program, which includes the implementation of a community outreach and education campaign, as well as, other strategies such as creation of additional transitional housing and shelter beds.

The City will continue its ongoing efforts to streamline its processes for the issuance of zoning and building permits, including development of new automated and internet-based information and application systems.

D. SUMMARY OF ACTION PLAN 2011-2012 PROPOSED PROJECTS FUNDING

The Table 4 summarizes all the FY2011-2012 proposed projects, funded by the three entitlement grants (CDBG, HOME and ESG), and includes the:

- Local identification by the project number;
- Description of the location, or census tract;
- Title of the project;
- Matching the objectives and outcomes;
- Projected accomplishment numbers;
- Federal matrix code;
- Federal regulations;
- Environmental review status; and,
- Level of funding

**TABLE 4 - CITY OF OXNARD
FY 2011-2012 ENTITLEMENT GRANTS
PROPOSED ACCOMPLISHMENTS AND PROJECTS FUNDING SUMMARY**

PROJ #	LOCATION	TITLE	OBJECTIVE OUTCOMES	PROJECTED ACCOMPLISHMENTS	MATRIX	REGULATIONS/CITATIONS	ENVIRONMENTAL REVIEW	AMOUNTS
COMMUNITY DEVELOPMENT BLOCK GRANT								
11-100	Citywide	Grants Administration and Support	N/A	N/A	21A	570.206	Exempt	366,920
11-101	Citywide	Fair Housing Program Admin	N/A	N/A	21D	570.208(a)(2)	Exempt	48,000
11-103	Citywide	Homeless Program Administration	N/A	N/A	21A	570.206	Exempt	90,540
11-201A	CT & BG	After School Program	1/1	Youth	05L	570.208(a)(2)	Exempt	105,000
11-201B	3401.02	PAL	1/1	Youth	05D	570.208	Exempt	141,130
11-201C	3201.01	Colonia Boxing Center	1/1	Youth	05D	570.208(a)(2)	Exempt	17,020
11-201D	Citywide	Youth Enrichment Program	1/1	Youth	05D	570.208(a)(2)	Exempt	35,019
11-201E	3202.01	Colonia Memorial Park Gym	1/1	Youth	05D	570.208(a)(2)	Exempt	50,740
11-201F	3500.01	City Corps	1/1	Youth	05D	570.208(a)(2)	Exempt	20,920
11-300	Citywide	Code Compliance	1/1	1,000 Housing units	15	570.202(c)	Exempt	220,000
11-301	4000.03 and .04	Blackstock South Neighborhood Street Improvements	1/1	2,719 Persons served	03K/3L	570.201(C)	Categorically Excluded	1,156,857
11-302	Citywide	Business Technical Assistance	3/1	5 New & 4 retained jobs/4 businesses	18B	570.203(b)	Exempt	50,000
11-303	Citywide	Housing Rehabilitation Admin	2/3	25 Housing units	14H	570.202(a)(3)	Exempt	465,000
11-304	3401.02	Campus Park Rehabilitation III	1/1	1,601 Persons served	03F	570.208(a)(1)	Categorically Excluded	480,600
11-305	4705.03	Lemonwood Park Rehabilitation II	1/1	3,519 Persons served	03F	570.201(a)(1)	Categorically Excluded	375,000
CDBG TOTAL								\$3,622,746

**TABLE 4 - CITY OF OXNARD (CONTINUED)
FY 2011-2012 ENTITLEMENT GRANTS
PROPOSED PROJECTS FUNDING SUMMARY WITH OBJECTIVES/OUTCOMES**

PROJ. #	LOCATION	TITLE	OBJECTIVES/OUTCOMES	PROJECTED ACCOMPLISHMENTS	MATRIX	REGULATIONS/CITATIONS	ENVIRONMENTAL REVIEW	AMOUNTS
EMERGENCY SHELTER GRANT								
11-400	Citywide	Program Administration	N/A	N/A	21A	576.21(a)(5)	Exempt	\$8,335
11-401	Citywide	Essential Services	1/3	Homeless people	05	576.3	Categorically Excluded	15,000
11-402	Citywide	Homeless Prevention	1/3	Households	05Q	576.3	Categorically Excluded	40,000
11-403	Citywide	Homeless Shelter	1/1	Homeless people	03T	576.21(a)(3)	Categorically Excluded	103,381
ESG TOTAL								\$166,716
HOME INVESTMENT PARTNERSHIP ACT								
11-500	Citywide	Program Administration	N/A	N/A	21A	92.207	Exempt	\$101,270
11-501	Citywide	CHDO Development	2/2	One organization	12	92.300	No environmental review is done	151,900
11-503	Citywide	First-Time Homebuyer	2/2	30 Housing units	13	92.205(a)(1)	Categorically Excluded	300,000
11-504	Citywide	Mobilehome Replacement	2/3	2 Mobilehome units	12	92.205(a)(4)	Categorically Excluded	289,542
11-505	Citywide	Housing Rehabilitation - MH	2/3	10 Mobilehome units	14A	92.205(a)(4)	Categorically Excluded	210,000
11-506	Citywide	Housing Rehabilitation - SF	2/3	15 Housing units	14A	92.205(a)(1)	Categorically Excluded	150,000
HOME TOTAL								\$1,202,712
GRAND TOTAL								\$4,992,174

E. RESOURCES

The City expects the following federal, non-federal, public and private resources to be available to assist in the support of the identified priority needs and activities:

TABLE 5 - CITY OF OXNARD FY 2011-2012 EXPECTED RESOURCES			
PROGRAM	TERM		AMOUNT
Federal Resources:			
Community Development Block Grant Program – B11MC060534	07/01/11-06/30/12	\$	2,472,304
CDBG American Recovery and Reinvestment Act 2009 – B09MY060534	07/01/09-09/30/12	\$	735,791
CDBG Reprogrammed Funds	07/01/11-06/30/12	\$	1,095,442
CDBG Program Income	07/01/11-06/30/12	\$	55,000
HOME Investment Partnerships Act Program – M11MC060526	07/01/11-06/30/12	\$	1,012,712
HOME Reprogrammed Funds	07/01/11-06/30/12	\$	190,000
Emergency Shelter Grant Program – S11MC060534	07/01/11-06/30/12	\$	166,716
Homelessness Prevention – ARRA 2009 – S09M060534	08/24/09-08/23/12	\$	1,124,994
COC–Khepera House Transitional Housing – CA0717B9D110803	07/01/11-06/30/12	\$	52,747
COC–One Stop Service Center – CA0716B9D110802	04/01/12-03/30/13	\$	123,348
COC – Lighthouse Women & Children’s Mission – CA	04/01/11-03/31/12	\$	13,490
Public Housing Capital Fund – CA16P031501-09	09/14/09-09/14/13	\$	1,954,884
Public Housing Capital Fund – CA16P031501-10	07/15/10-07/15/14	\$	1,936,567
Public Housing Capital Fund – CA16P031501-11 estimate	06/30/11-06/30/15	\$	1,998,173
Section 8 Rental Assistance Program – Choice Voucher CA031VO0XXX	07/01/11-06/30/12	\$	16,859,708
Housing Choice Voucher VASH – CA031VA0001 renewal estimate	06/01/11-05/31/12	\$	247,335
Low Rent Public Housing—CA03100000111D TO 511D, 711D & 811D	07/01/11-06/30/12	\$	949,260
ROSS–Family and Homeownership–CA031REF086A007	06/20/08-06/19/12	\$	250,000
ROSS-Resident Services Coordinator Grant-CA031RPS064A009	06/16/10-06/11/13		240,000
Other Resources:			
Redevelopment Housing Set-Aside-Rehabilitation & Homeownership	07/01/11-06/30/12	\$	4,349,000
Redevelopment Agency Operating Subsidy	07/10/11-06/30/1	\$	43,700
Neighborhood Stabilization Program /CA-NSP1-6115	11/25/09-09/20/11	\$	2,015,277
CalHome Project Development 08-CALHOME-4808	05/11/09-08/11/11	\$	960,000
Matching funds from ESG providers	07/01/11-06/30/12	\$	102,854
Building Equity and Growth In Neighborhoods – 08—BEGIN-5074	02/23/09-06/30/11	\$	3,000,000
Low Rent Public Housing – Rental Income and Miscellaneous Revenue	07/01/11-06/30/12	\$	4,422,864

1. Federal Resources – American Recovery and Reinvestment Act of 2009

The American Recovery and Reinvestment Act of 2009 (ARRA), signed into law by President Obama on February 17, 2009, included 75% of formula based funding and allowed the allocation of the funds to the recipients in a speedy manner. As of March 2009, HUD has provided the following grant awards directly to the City from the Recovery Act of 2009 as a result of an amendment to the FY 2008-2009 General Fund budget or through the submittal of grant applications to specific grantor agencies:

a. Community Development Block Grant-R Program (CDBG-R) \$735,792

Under the Recovery Act, the City was required to prepare a substantial amendment to the FY2008-2009, Plan and give priority to projects that could award contracts within 120 days of the grant agreement. The third amendment was approved by the City Council on June 2, 2009 to accept the award and apply for the allocation of \$735,792 in CDBG-R funding. On October, 27, 2009, the fourth amendment was approved by the City Council, to allocate \$662,213 to the Bartolo Square North Neighborhood water service improvement project and \$73,579 for general administration and planning activities in CDBG-R funding.

The Bartolo Square North Neighborhood Water Utility Pipe Project Phase I, involved the construction and installment of new polyvinyl chloride (PVC) water main pipe lines and removal of existing corroded cast iron pipelines on Hill Street from Ventura Road to "I" Street and "J" street from Wooley Road to Hemlock Street. The construction project was completed in January, 2010.

On March 27, 2011, a 7-day notice of public hearing was advertised in the *Ventura County Star Newspaper*. The notice announced that the purpose of the hearing was to receive public comments on the use of the \$93, 619 in CDBG-R funds for the Reconstruction of Gloria Court and Colonia Back Alley. The City's website has posted the notice of public hearing for the Seventh Amendment of the FY 2008-2009 Annual Action Plan, first year action plan of the FY 2008-2013 Consolidated Plan, and the draft of the HUD Substantial Amendment form for the public review. As of January 2011, the Water Main Pipeline activity was completed using \$619,908 from the CDBG-R funds, leaving a balance of \$42,305; and the General Administration and Planning activity has a balance of \$51,314. A combined total of \$93,619 is available to be reprogrammed for a new activity, namely Reconstruction of Gloria Court and Colonia Road Back Alleyway, located in the Colonia neighborhood. Both Gloria Court street and the Colonia Road back alley are worn out substantially through their entire lengths, making the traffic difficult for the commuters and dangerous to the general public. The reconstruction consists of removal and replacement of concrete gutter and curbsides, and replacement of new asphalt in order to improve and ease the access for the neighborhood residents and to increase the life expectancy of the streets by 15 years. The public hearing of the Seventh Amendment was hold on April 5, 2011, and continued to April 12, 2011.

b. Homelessness Prevention and Rapid Re-Housing Program (HPRP)

\$1,124,994

According to the notice of the HPRP funding allocations and requirements issued by HUD, the City is required to, "...provide financial assistance and services to either prevent individuals and families from becoming homeless or help those who are experiencing homelessness to be quickly re-housed and stabilized". On April 21, 2009, the City Council accepted and applied for a \$1,124,994 allocation in HPRP funding and submitted a substantial amendment to the FY 2008-2013 ConPlan and FY 2008-2009 Annual Action Plan to HUD for approval.

The Fifth Amendment to the FY2008-2009 Annual Action Plan was approved by the Council on January 26, 2010; to match the categorical amounts budgeted to eligible activities based on the award of the contract to Ventura County-Human Services Agency (VCHSA), as follows:

- Financial Assistance in Homeless Prevention \$456,828
- Financial Assistance in Rapid Re-housing \$456,827
- Housing Relocation and Stabilization Services in Homeless Prevention \$47,500
- Housing Relocation and Stabilization Services in Rapid Re-housing \$47,500
- Data Collection and Evaluation \$60,090
- Administration \$56,249

However, HUD has informed the City to follow and comply with the public outreach and access guidelines of the City of Oxnard's Citizen Participation Plan. Therefore, the re-publication of the public hearing notice in the newspaper and the re-submittal of the Fifth Amendment to Council for approval on June 8, 2010, were to adhere to the City of Oxnard Citizen's Participation Plan, which requires a 30-day period of review and comment from the Oxnard residents for any substantial amendment to the Plan.

On February 19, 2011, a 30-day public review and comments notice, asking for the approval of the budget revisions and the scope of work of the VCHSA agreement was advertised in the Star. The Sixth Amendment public hearing scheduled for March 22, 2011 was continued to April 5, 2011. The Sixth Amendment to the FY 2008-2009 Annual Action Plan was approved by the Council on April 5, 2011 with no comments. The purpose of the Sixth Amendment was to reallocate the categorical amounts to better service the clients. This decision was made after thorough evaluation of the program and assessing the overall determined needs of households that have requested assistance during the first eighteen months of the program's operation. The revised categorical amounts budgeted for eligible activities

based on the award of the contract to Ventura County Human Services Agency, are as follows:

- Financial Assistance in Homeless Prevention \$368,546
- Financial Assistance in Rapid Re-housing \$245,698
- Housing Relocation and Stabilization Services in Homeless Prevention \$236,647
- Housing Relocation and Stabilization in Rapid Re-housing \$157,764
- Data Collection and Evaluation \$60,090
- Administration \$28,124

c. Public Housing Capital Fund ARRA Program \$2,302,736

HUD requires the local public housing agencies to use the allocated funds for "energy-efficient modernization and to make large scale improvements to public housing developments."

On March 24, 2009, the City Council adopted a resolution to approve the 2009 Capital Fund Budget and 5-year Capital Fund Plan Revision, to authorize the Executive Director to accept the Public Housing Capital funds allocated by the Recovery Act and expend the funds for already underway projects or identified projects included in the 5-year Capital fund, which will produce energy savings to the Housing Authority.

The Public Housing Capital Fund under ARRA was obligated 100% in March 2010. The OHA was required to spend 60% of the funds by March 2011 and 100% by March 2012. In February 2011 the OHA spent 100% of the funds 13 months ahead of the required deadline.

Accomplished projects for the FY2011-2012 include:

- Plaza Vista & Palm Vista (CAL 31-5 & 31-8)
Elevator Rehabilitations Estimated Cost \$392,945
- Scattered Sites (CAL 31-7)
Bathroom Rehabilitations Estimated Cost \$1,004,971
Carport Covers Estimated Cost \$99,092

2. State Resources

a. Neighborhood Stabilization Program (NSP) \$2,015,277

Per the Housing and Economic Recovery Act of 2008 (HERA), HUD allocated \$145,071,506 directly to the State of California. This funding, known as NSP, is administered by the California Department of Housing and Community Development (HCD). On August 27, 2009, the City was notified that it had been awarded \$2,015,277 through an allocation from the HCD. In November 2009, the City signed an agreement with HCD to administer the NSP funds as a sub-recipient. The rehabilitated units will be sold to LMI

that it had been awarded \$2,015,277 through an allocation from the HCD. In November 2009, the City signed an agreement with HCD to administer the NSP funds as a sub-recipient. The rehabilitated units will be sold to LMI families. It is anticipated that four additional single-family properties will be acquired and rehabilitated with the proceeds received from the sale of the initial six properties."

b. Building Equity and Growth in Neighborhoods (BEGIN) \$3,000,000

The City applied for and received a State grant in the amount of \$3,000,000 to assist 100 LMI first time buyers with down payment assistance, in the form of loans, for newly constructed homes in the River Park subdivisions.

Managing the Process	
1.	Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2.	Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3.	Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.
Action Plan Managing the Process response:	

III. MANAGING THE PROCESS

A. IDENTIFY LEAD AGENCY

The fourth Annual Action Plan, component of the five-year ConPlan for the FY 2008-2013, was prepared and coordinated by staff in the City's Housing Department, Grants Management Division. Staff members from the Affordable Housing Division, Fair Housing, Homeless Assistance, Code Compliance, Public Works, Community Development, Recreation and Community Services, Planning and Building, Geographical Information Systems (GIS) and the OHA participated substantially in the development of the Plan. In order to facilitate the preparation of the fourth Annual Action Plan, the Grants Management Division has offered two training sessions to the City staff, with questions and answers on January 27, 2011 and on February 8, 2011. The content of the training is included under the Appendix section. Grants Management staff has met with and presented the proposed activities to the City Budget team and the City Manager's Office staff, the Executive Board and other Departmental staff.

B. IDENTIFY THE PROCESS BY WHICH THE PLAN WAS DEVELOPED

In creating the Annual Plan, City staff developed a mailing list of more than 120 addresses consisting of organizations, the faith community, service providers, cities within Ventura County, Neighborhood Councils and other interested parties. Copies of the notice for each public hearing were distributed through the Neighborhood Services Program and City Corp and posted on the City's website (www.ci.oxnard.ca.us). Neighborhood Services Program annually produces over 8,500 informational packets known as the "Weekly Packet" mailed to the Chairperson of each of the 47 Neighborhood Councils, City Council members and key City staff involved in neighborhood issues. The packet contains agenda's for City Council, Community Development Commission, Housing Authority, Planning Commission, Parks & Recreation Commission, Community Relations Commission, Homelessness Commission and Inter-Neighborhood Council Forum (INCF) meetings, as well as, neighborhood meeting and cleanup flyers, and any other items that may be of special interest to our neighborhoods.

In addition, notices publicized in the newspaper highlighted the purpose of each public hearing and invited comments and presentations from concerned citizens, local agencies and organizations. Also, information regarding the Plan appeared on

cable television's Citywatch (Channel 17) throughout the month before each of the scheduled public hearings. Beginning at 7:00 p.m., the City's Channel 10/17 broadcasted the City Council meeting at which the public hearings were conducted.

Persons with disabilities needing special assistance to participate in the hearing, and non-English speaking persons requiring a translator, were advised to contact the City Clerk's Office at least 72 hours prior to the meeting.

In order to submit a comprehensive annual action plan to HUD, two additional public hearing sessions were scheduled for the Sixth (HPRP grant) and Seventh (CDBG-R grant) amendments of the FY 2008-2009 Annual Action Plan and FY 2008-2013 Consolidated Plan. The Sixth Amendment was formally approved by the Council respectfully on April 5, 2011 and the Seventh Amendment was formally adopted on April 12, 2011.

Two public hearings for the Fourth Annual Action Plan (FY2011-2012) of the five year Consolidated Plan (FY 2008-2013) were scheduled for public review and comments:

1. First Public Hearing January 25, 2011

On December 26, 2010, a notice of public hearing was advertised in the *Ventura County Star Newspaper*. The notice announced that the purpose of the hearing was to obtain public input and/or comments on the unmet needs of LMI persons related to housing, public facilities and improvements, public services or economic development, which are not currently being addressed by the City of Oxnard, local agencies and organizations. The first public hearing was conducted on January 25, 2011. A summary of the public testimony received and other pertinent documentation are included in this Plan. No written comments were received.

2. Second Public Hearing May 3, 2011

On April 3, 2011, a notice of public hearing was advertised in the *Ventura County Star Newspaper* announcing the availability of the draft Annual Action Plan for FY 2011-2012. This notice officially opened the 30-day public comment period before the scheduled public hearing of May 3, 2011. The purpose of the public hearing was to receive comments from Oxnard's residents, and obtain direction from the City Council regarding any changes to the Plan and for Council to approve the proposed uses of the three entitlement grants. The public hearing will be held on May 3, 2011

C. ACTIONS TO ENHANCE COORDINATION BETWEEN PUBLIC AND PRIVATE HOUSING, HEALTH AND SOCIAL SERVICE AGENCIES.

Coordination between public agencies providing housing resources, assisted housing providers, private and government health and social service agencies are critical to the delivery of viable services or products.

The City is represented on the Ventura County Housing Trust Fund (VCHTF). This is consortium of cities and private agencies working to establish an affordable housing trust fund and to be able to apply for State of California Local Housing Trust

County of Ventura, City of Thousand Oaks, Ventura County Area Housing Authority, Cabrillo Economic Development Corporation, Habitat for Humanity, NAI Capital, Ventura County Homeless and Housing Coalition, and several other service agencies.

The Homeless Assistance program will continue to meet monthly with the City appointed Commission on Homelessness, to discuss the program requirements. These monthly meetings have allowed for the vetting of issues, the overview of projects and an in-depth review of the 10-Year Plan to End Chronic Homelessness.

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English-speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Action Plan Citizen Participation response:

IV. CITIZEN PARTICIPATION

A. SUMMARY OF CITIZEN PARTICIPATION PROCESS

The elements of the Plan were developed with citizen input and comments regarding the unmet needs of LMI persons related to housing, public facilities, and economic development, as well as, a need assessments of the homeless. In addition, comments received during the first public hearing held on January 25, 2011, were considered. The draft Annual Plan was made available for public review for a 30-day period beginning on April 4, 2011, and a notice to that effect was published in the *Ventura County Star Newspaper* and on the City Web Page. A hearing for public input and Council review of the draft was held on May 3, 2011. A 30-day notice for a second public hearing was advertised on April 3, 2011. During this meeting, the council will approve the application of the 2011 entitlement grants and the adoption of the proposed projects to be funded by HUD starting July 1, 2011.

B. SUMMARY OF CITIZEN COMMENTS

There were no written comments for the first public hearing, dedicated to the community need assessment. During the January 25, 2011 public hearing, several residents presented their comments orally:

- To support the Homeless Outreach Program in order to provide more transitional housing with more beds for homeless parolees;
- To support the need of a year-round homeless shelter within the City of Oxnard;
- To support the needs for repairs of a building, which is used to provide assistance to low-income families;
- To establish a homeless preference waiting list for Section 8 program;
- To create more adequate transitional housing and beds for women and children;
- To provide a comparison of provided services to the low-income persons, in order to determine the performance of Oxnard versus the other vicinity cities within the Ventura County; and
- To support the PAL programs for providing a safe environment to Oxnard

youth, and offering a solid partnership between the Police team and Oxnard community.

C. SUMMARY OF EFFORTS TO BROADEN PUBLIC PARTICIPATION IN THE DEVELOPMENT OF THE CONSOLIDATED PLAN

In order to broaden the public participation in the development of the Plan, Grants Management Division staff mailed over 120 notices to various agencies and key leaders from various organizations such as County and health agencies. The Neighborhood Services Program also added the notice of Unmet Needs Assessment to their packet for distribution at the neighborhood meeting. The notice for public hearing was broadcasted on a local television

Upon request, the City has and will have a translator to help the non-English speaking citizens to deliver their comments to the Council during public hearings.

D. EXPLANATION OF COMMENTS NOT ACCEPTED

No comments were rejected.

Institutional Structure
1. Describe actions that will take place during the next year to develop institutional structure.
Action Plan Institutional Structure response:

V. INSTITUTIONAL STRUCTURE

The following actions describe and assess the existing strengths and gaps of the City's institutional structure:

A. CITY MANAGER'S OFFICE

The City Manager continues to coordinate City programs with the various departments through weekly Executive Board and Economic Development Committee meetings. There are also weekly or bi-weekly meetings with individual department directors as a further way of managing City operations.

1. Neighborhood Services Program

The Neighborhood Services Program of the City Manager's Office continues to provide support specifically to the 47 Neighborhood Councils to assist in carrying out the priorities identified by each neighborhood. The Councils are predominantly located in LMI areas. The Neighborhood Council Program provides an opportunity for residents and property owners to come together to identify priority needs and implement solutions to improve the appearance, safety and quality of life in each neighborhood throughout the City. The Program also affords the opportunity for residents in each neighborhood to address issues in an organized manner thereby enhancing and refining their interaction with the City.

The Neighborhood Services Program also serves as a clearinghouse to make sure that neighborhood concerns and problems are matched with the City programs best able to respond to and resolve problems. Staff support is provided to the Inter-Neighborhood Council Forum (INCF), which consists of members from each active neighborhood, providing a citywide forum to address issues. Staff support also includes:

- Flyer and newsletter preparation and printing;
- Scheduling meetings and speakers;
- Securing site reservations;
- Publishing a weekly information packet of Neighborhood Council activities;
- Providing public information regarding City programs and projects; and,

Annual Neighborhood Cleanups, perhaps the most popular neighborhood program, have also improved the appearance and cleanliness of neighborhoods. Many neighborhoods also sponsor activities such as holiday parties, barbeques,

block parties and award programs to bring neighbors closer together and develop an improved sense of neighborhood pride.

Neighborhoods also have the opportunity to present comments to the City on prospective developments, zone changes, Alcohol Beverage Control permits, and new City programs, such as the Solid Waste Division Split Container Program, and the Graffiti Removal Task Force. Neighborhood representatives are very effective in reporting unfavorable conditions such as graffiti, potholes, illegal dumping and properties in disrepair.

2. Community Relations Program

The Community Relations Program builds goodwill in the City through planned community outreach activities and provides local officials and citizens with information that affects their quality of life. The Community Relations Program continues to:

- Communicate to the residents the upcoming local community development plans, studies and public services that will have an impact on City residents and businesses, including CDBG related activities;
- Coordinate the Commission on Community Relations (CCR) monthly meetings, schedule speakers and presenters, and provide assistance in organizing outreach activities for the Commissioners. The CCR is also responsible for the annual Multicultural Festival, the annual Recognition Awards Program, and also co-sponsors the annual Dia del Niño/Children's Day event;
- Broadcast Oxnard Citywatch Television Channel 10, which is a government access station and is responsible for live coverage of all the City Council meetings, as well as, all Citizen Advisory Groups (CAG) meetings, such as Planning Commission, CCR, Parks and Recreation Commission, Mobile Home Rent Review Board, and more. The channel also rebroadcasts the City Council meetings each morning at 10 AM, and at 10 PM on the weekends;
- Produce Spotlight on Oxnard which is a monthly half-hour television program covering some of the most compelling people and places in the City. This show gives viewers a taste of Oxnard in an informative and entertaining way, with stories and segments culled from all over the City. The program reports the latest news and information regarding City business such as: Downtown happenings; street maintenance; and, special events. The program also informs the public on community activities including: Tall Ship visits at the Channel Island Harbor, La Colonia Boxing Gym, art exhibits, and the Martin Luther King celebration; Work closely with all City departments to provide various multimedia videos and presentations to highlight individual department's services and events. Such collaborations include projects with Recreation and Community Services Department, City Corps, the Police Department, PAL, Oxnard Public Library, Public Works Department, and many more.

The CCR works closely with the Information Services Division to create alternative electronic information access opportunities;

- Oversee City youth video projects such as Barrio Productions (Oxnard Resident Initiatives Program), Keep In' It Reel (Recreation's PAL); and,
- Collaborate with community video production organizations including: Oxnard College (O.C.) Advisory Board, Internship Program (with Oxnard College), Oxnard Independent Film Festival Show (TV program with O.C. students), and Oxnard High School – Video Program Advisory Board.

B. HOUSING DEPARTMENT

The Housing Department is making better utilization of its management staff by developing special teams combining staff from the Housing Authority Director's Office, Fair Housing, Affordable Housing and the Homeless division to implement special projects, especially those evolving from the various programs funded by the ARRA. Several staff realignments are planned within the OHA to improve the delivery of services. The Department, in coordination with the OHA related programs, performs services funded by the City.

1. Oxnard Housing Authority

The OHA is a part of the Housing department of the City. The City's five council members also serve as Housing Authority Commission (HAC) members with the addition of two tenant commissioners for a total of seven HAC members. All personnel hiring, contracting and procurement is performed according to both local and federal standards. The OHA's Comprehensive Grant Program, the review of any proposed development site, and any proposed disposition or demolition of public housing units are be considered at a regularly scheduled City Council meeting, which is open to the public.

a. Resident Services Program

The Oxnard Housing Resident Services Program provides opportunities for residents of public housing to live in a secure environment and increase their skills using education, economic, social recreation and community development activities. These programs have been funded through HUD grants, leveraged resources from partners and non-HUD funding sources. The program is integral to a comprehensive strategy to bring self-sufficiency resources and opportunities to residents in public housing.

b. Capital Fund and Asset Management

The Capital Fund and Asset Management (CFAM) program of the OHA is in charge of planning, budgeting, implementing, managing and administrating all the physical improvements and modernization projects within its 780 public housing units throughout Oxnard. CFAM's objective is to provide safe and sanitary housing and living environment for its public housing residents.

2. Fair Housing

Another important institutional structure involves updating the City's Analysis of Impediments (AI) to Fair Housing. The City produced the first AI in 1992-93, and updated the AI in 1996 and 2003. In 2009, the City joined with the County of Ventura to create a consortium with several local municipalities for the purpose of producing a regional AI. That AI was adopted by the City of Oxnard in May of 2010, and provides an in-depth look at possible impediments to fair housing choice. The City's current fair housing program is a product of the recommendations set forth in the previous AI studies, and the City is currently in the process of following up on the current set of analyses and recommendations."

By providing Oxnard home seekers, residents, and housing providers with a professional fair housing organization, the City has had a broad impact on increasing public awareness of and compliance with, fair housing rights and obligations. Most importantly, Oxnard home seekers and residents who allege violations of fair housing statutes have a place to turn to for redress and resolution of complaints, via the Housing Rights Center (HRC), at no cost to the complainants.

3. Affordable Housing

The City continued to promote the development of affordable housing through the Affordable Housing Team. The Team is comprised of employees from Housing, Community Development, Code Compliance, Homeless Assistance, City Attorney, Public Works, Grants Management, Development Services and Planning Programs. The Team reviews development proposals and provides feedback on how to proceed, or if the proposal has run into difficulties, on strategies for addressing particular issues in the proposal. The City also works cooperatively with non-profit housing developers, such as HOME Corporation, Habitat for Humanity, Cabrillo Economic Development Corporation, Mercy Charities Housing, and Many Mansions in securing local redevelopment funds, multi-family revenue bonds, and State tax credits to help finance affordable housing projects.

4. Homeless Assistance

In terms of program administration, Homeless Assistance staff conducts site visits and monitoring of the CDBG funded homeless employment program, all ESG funded sub-recipients, HPRP grant, and is responsible for overseeing the billing, accounting and reporting functions of the grants, in coordination with the City's Grants Management Division of the Housing Department. Additionally, Homeless Assistance staff also conducts the grant review and award process for HPRP, ESG and CoC funds when needed, and provides ongoing technical assistance when warranted.

The Homeless Program Coordinator also serves as the City's liaison to the Commission on Homelessness (Commission). This is a Citizens Advisory Group appointed by the Mayor and City Council and its members serve for two

year terms. The purpose of the Commission is to review local, state and federal legislation and recommend policies regarding impending legislation to the City regarding homelessness. Also, it serves as the driving force for the implementation of the City's Ten Year Strategy to End Chronic Homelessness.

5. Grants Management

The Grants Management Division of the Housing Department, with the assistance of staff from other City programs continues to be the lead division for the development of the ConPlan, Annual Plans and the Consolidated Annual Performance and Evaluation submitted to HUD. On January 27, 2011 and February 8, 2011, the Grants Management Division Staff conducted trainings offered to all City staff. The training covered a wide range of subjects such as regulations related to CDBG, HOME and ESG grants; the Annual Action Plan preparation process; the budget process; the record keeping requirements; the monitoring process... The training sessions were followed up by technical assistance sessions to several project managers to strengthening the compliance of HUD regulations and to smooth the monitoring function.

In addition to the planning and administrative functions, monitoring of programs and projects are conducted by the Grants Management staff, or the Project Manager, to review the adherence to and compliance with grant regulations and requirements from all sub-recipients. Sub-recipients visits are prioritized by determining if an organization is considered high risk because they are new to the CDBG program and experiencing their first year as a sub-recipient.

C. COMMUNITY DEVELOPMENT

The City facilitates the involvement of local business and community leaders through the incorporation of the City's Economic Development Department into the Greater Oxnard Economic Development Corporation. Non-profit housing development corporations, such as Cabrillo Economic Development Corporation, and Many Mansions, and Mercy Charities Housing, play key roles in the development of affordable housing and by leveraging limited City resources.

Monitoring

11. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Action Plan Monitoring response:

VI. MONITORING

The Grants Management Division will continue to monitor housing and community development projects, through site visits, to ensure long-term compliance requirements and comprehensive planning requirements are met. Throughout the current year, the Grants Management Division continues to provide technical assistance to various city programs in terms of administrative as well as financial compliance with all HUD regulations.

For any construction related projects, the City works closely with a business partner, Labor Compliance Providers, Inc to provide contract administration services including monitoring of the Davis Bacon Labor Law compliance, as well as, adherence to the federal procurement requirements are met.

In the efforts to effectively enhance the coordination with various service providers, a bi-annual monitoring process has been implemented for the Homeless Program. The process calls for each service provider receiving City funds to provide homeless services, to receive an on-site monitoring visit from the City staff. Homeless Program Staff will review client information, financial records and internal operating policies to ensure continued program success, as well as, meeting HUD and State guidelines as required by each individual grant.

While monitoring activities for the HOME program, monitoring will focus on such compliance issues as the preparation of accurate files, maintenance of adequate internal controls and conducting projects that conform to program regulations. Areas of monitoring include, but are not limited to: affordability, project and participant eligibility; housing quality standards; match contributions; affirmative marketing; fair housing; property management administration; subordination and payoff of loan process; environmental standards; minority business enterprise; prevailing wage requirements; and fiscal administration and procurement standards. Physical inspections of units assisted with HOME funds are performed as required by the Housing Staff

Lead-based Paint

1. Describe the actions that will take place during the next year to reevaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Action Plan Lead-based Paint response:

VII. LEAD-BASED PAINT

All units participating in the City's home owner rehabilitation and first-time homebuyer programs that were built prior to 1978 are examined by the Housing Department inspector for lead-based paint issues. The appropriate corrective action is taken before each unit is designated as completed. The reduction of lead-based hazards in each vulnerable unit will reduce the extent of lead poisoning and hazards for young children.

Procedures for lead-based paint assessments are considered as a three step process:

- 1) Inspection for the existence of lead-based paint;
- 2) Notification of lead-based paint results and information;
- 3) If lead-based paint exists, abatement is implemented.

Effective April 22, 2010, the U. S. Environmental Protection Agency issued a new lead-based rule impacting contractors, property managers, maintenance workers, painters, and other specialty trades. The new federal rule requires training and certification for any person(s), including City staffs, that perform renovation, repairs, or engage in painting projects that disturb lead-based paint in homes, child care facilities, or schools built before 1978. All Housing Department's maintenance and painting workers in the Public Housing Program as well as the Section 8 Housing Inspectors received the training and certification required under the new rule in 2010. This training was aimed at preventing lead poisoning and ensuring the use of lead safe practices.

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