CDBG-R SUBMISSION TEMPLATE & CHECKLIST

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards $1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which $10 million has been reserved by HUD for its administrative costs and $10 million of which will be awarded to Indian tribes. Recipients of the remaining $980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

(1) The CDBG-R Substantial Amendment (template attached below)
(2) Spreadsheet for Reporting Proposed CDBG-R Activities (see http://www.hud.gov/recovery)
(3) Signed and Dated Certifications (see http://www.hud.gov/recovery)

Grantees should also attach a completed CDBG-R Substantial Amendment Checklist to ensure completeness and efficiency of review (attached below).

THE CDBG-R SUBSTANTIAL AMENDMENT

Jurisdiction(s): City of Oxnard Jurisdiction Web Address: http://www.ci.oxnard.ca.us	CDBG-R Contact Person: Norma J. Owens Address: 300 W. Third Street, Ste. 302 Oxnard, CA 93030 Telephone: (805) 385-7477 Fax: (805) 385-7466 Email: norma.owens@ci.oxnard.ca.us

ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation's infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD's recovery website at http://www.hud.gov/recovery.

B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)

(1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

ACTIVITY NAME

GENERAL ADMINISTRATION AND PLANNING

(2) Activity Narrative:
In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

- Preserving and creating jobs and promoting economic recovery;
- Assisting those most impacted by the recession;
- Providing investment needed to increase economic efficiency;
- Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;
- Minimizing or avoiding reductions in essential services; or
- Fostering energy independence.

ACTIVITY NARRATIVE

Section XII:
The requirements of Title XII of the ARRA, Transportation and Housing and Urban Development and related agencies, include:

(1) A recipient's ability to give priority to projects that can award contracts based on bids within 120 days from the date the funds are made available; (2) and, that at least 50 percent of allocated funds shall be expended within two years of the date funds become available for obligation and 100 percent within three years of such date.

Funds will be used to meet the administrative and planning costs of the grant such as: Plan Amendments; Citizen Participation; and reporting requirements.

Section 1602
Section 1602 of the ARRA, Grants to States for Low-Income Housing Projects in lieu of Low-Income Housing Credit Allocations for 2009, does not appear to directly relate to or impact the City of Oxnard.

PROJECT NARRATIVE

Ten percent of CDBG-R funding will be used to pay for costs associated with overall CDBG-R program administration and planning, including: preparation and submission of required contracts with HUD, submission of all reporting requirements and fiscal management and oversight of the program.

(3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

Permanent Jobs Full-Time

0 Retained
0 Created

Permanent Jobs Part-Time

0 Retained
0 Created

Construction Jobs Full-Time/Part-Time

0 Retained
0 Created

Temporary Jobs Full-Time

0 Retained
0 Created

Temporary Jobs Part-Time

0 Retained
0 Created

(4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

Not applicable

(5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

City of Oxnard
Finance, Grants Management
300 West Third Street, Suite 302
Oxnard, CA 93030
Norma J. Owens
(805) 385-7747
Email: norma.owens@ci.oxnard.ca.us

C. PUBLIC COMMENT

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

Note: A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction's website for no less than 7 calendar days for public comment.

Response

On October 18, 2009, a notice of public hearing was advertised in the *Ventura County Star Newspaper* announcing the availability of the draft of the fourth amendment of the FY 2008-2013 Consolidated Plan and the FY 2008-2009 Annual Action Plan for a 7-day public review and comment period which began on Monday, October 19, 2009 and concluded on Monday, October 26, 2009, which reprogrammed $735,792 in CDBG-R Funds for Bartolo Square North Neighborhood-Water Service Improvement in the amount of $662,213 and general administration and planning activities in the amount of $73,579.

The 7-day public notice and the second substantial amendment were also posted on the City's website on October, 13, 2009.

CDBG-R Substantial Amendment
Grantee Checklist

For the purposes of expediting review, HUD asks that applicants submit the following checklist along with the CDBG-R Substantial Amendment, Spreadsheet for Reporting Proposed CDBG-R Activities, and SF-424.

Contents of a CDBG-R Action Plan Substantial Amendment

Jurisdiction(s): City of Oxnard Lead Agency Jurisdiction Web Address: http://www.ci.oxnard.ca.us	CDBG-R Contact Person: Norma J. Owens Address: 300 W. Third Street, Ste. 302 Oxnard, CA 93030 Telephone: (805) 385-7477 Fax: (805) 385-7466 Email: norma.owens@ci.oxnard.ca.us

The elements in the substantial amendment required for the CDBG recovery funds are:

A. Spreadsheet for Reporting Proposed CDBG-R Activities

Does the submission contain a paper copy of the Spreadsheet for Reporting Proposed CDBG-R Activities?

Yes☒ No☐ Verification found on page **3**

Does the submission include an electronic version of the Spreadsheet for Reporting Proposed CDBG-R Activities sent to the email box CDBG-R@hud.gov?

Yes☒ No☐ Date Spreadsheet was emailed: **10/29/09**
Revised Spreadsheet was emailed:

Does the Spreadsheet for Reporting Proposed CDBG-R Activities include, for each activity:

- amount of funds budgeted for each activity, including CDBG-R funds, any additional Recovery Funds used and total activity budget,
  Yes☒ No☐ Verification found on page(s) **3**
- the Eligibility citation (eligibility regulatory cite or HCDA cite),
  Yes☒ No☐ Verification found on page(s) **3**
- the CDBG national objective citation,
  Yes☒ No☐ Verification found on page(s) **3**

ATTACHMENT NO. 2
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B. CDBG-R Information by Activity

Does the submission contain information by activity describing how the grantee will use the funds, including:

- a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,
  Yes☒ No☐ Verification found on page(s) **9**

- projected number of jobs created for each activity,
  Yes☒ No☐ Verification found on page(s) **9**

- whether an activity will promote energy efficiency and conservation,
  Yes☒ No☐ Verification found on page(s) **9**

- the name, location, and contact information for the entity that will carry out the activity,
  Yes☒ No☐ Verification found on page(s) **10**

- evidence that no more than 10% of the grant amount will be spent on administration and planning,
  Yes☒ No☐ Verification found on page (s) **9**

- evidence that no more than 15% of the grant amount will be spent on public services,
  Yes☒ No☐ Verification found on page (s) **9**

- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,
  Yes☒ No☐ Verification found on page (s) **9**

C. Public Comment Period

Was the proposed action plan amendment published via the jurisdiction's usual methods and on the Internet for no less than 7 calendar days of public comment?

Yes☒ No☐. Verification found on page(s) **16 & 17**

Is there a summary of citizen comments included in the final amendment?

Yes☒ No☐ Verification found on page(s) **11**

D. Certifications

The following certifications are complete and accurate:

(1)	Affirmatively furthering fair housing	Yes☒	No☐
(2)	Anti-displacement and relocation plan	Yes☒	No☐
(3)	Drug-free Workplace	Yes☒	No☐
(4)	Anti-lobbying	Yes☒	No☐
(5)	Authority of jurisdiction	Yes☒	No☐
(6)	Consistency with plan	Yes☒	No☐
(7)	Section 3	Yes☒	No☐
(8)	Community development plan	Yes☒	No☐

ATTACHMENT NO. 2

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(9) Following a plan	Yes☒	No☐
(10) Use of Funds	Yes☒	No☐
(11) Excessive Force	Yes☒	No☐
(12) Compliance with anti-discrimination laws	Yes☒	No☐
(13) Lead-based paint procedures	Yes☒	No☐
(14) Compliance with laws	Yes☒	No☐
(15) Compliance with ARRA	Yes☒	No☐
(16) Project selection	Yes☒	No☐
(17) Timeliness of infrastructure investments	Yes☒	No☐
(18) Buy American provision	Yes☒	No☐
(19) Appropriate use of funds for infrastructure investments	Yes☒	No☐
(20) 70% of CDBG-R for LMI	Yes☒	No☐

Optional Certification

(21) Urgent Need	Not Applicable	Yes☐	No☒

D. STATE CERTIFICATIONS

The following certifications are complete and accurate:

(1) Affirmatively furthering fair housing	Yes☐	No☒
(2) Anti-displacement and relocation plan	Yes☐	No☒
(3) Drug-free Workplace	Yes☐	No☒
(4) Anti-lobbying	Yes☐	No☒
(5) Authority of State	Yes☐	No☒
(6) Consistency with plan	Yes☐	No☒
(7) Section 3	Yes☐	No☒
(8) Community development plan	Yes☐	No☒
(9) Consultation with Local Governments	Yes☐	No☒
(10) Use of Funds	Yes☐	No☒
(11) Excessive Force	Yes☐	No☒
(12) Compliance with anti-discrimination laws	Yes☐	No☒
(13) Compliance with laws	Yes☐	No☒
(14) Compliance with ARRA	Yes☐	No☒
(15) Project selection	Yes☐	No☒
(16) Timeliness of infrastructure investments	Yes☐	No☒
(17) Buy American provision	Yes☐	No☒
(18) Appropriate use of funds for infrastructure investments	Yes☐	No☒
(19) 70% of CDBG-R for LMI	Yes☐	No☒

Optional Certification

(20) Urgent Need	Yes☐	No☒

CDBG-R
Activity Data Spreadsheet

Jurisdiction/Grantee Name: City of Oxnard | CDBG-R Formula Grant Amount: $735,792 | Revised Date: October 27, 2009

Activity Name	Activity Description	Eligibility (Regulatory or HCDA Citation)	National Objective Citation	CDBG-R Project Budget ($)	Additional Recovery Funds ($)	Other Leveraged Funding ($)	Total Activity Budget
Water Service Improvement Project: Bartolo Square North Neighborhood Water Utility Pipe Project Phase I	This project involves the construction and installment of a new polyvinyl chloride (PVC) water main pipe lines and remove an existing corroded cast iron pipes. The new PVC water main pipe line is an industrial standard that prevents corrosion and has a greater useful life as compared to the cast iron pipe. PVC water pipe lines will provide residents with improved quality of potable water, improved water distribution and improved fire line service. The estimated project cost for the new water main lines is $1,400,000. The new water main pipe lines will be constructed and installed on Hill Street from Ventura Road to "I" Street and "J" Street from Wooley Road to Hemlock Street. The project is located within the Census Tract 3700 which is a low and moderate income tract as defined by the U.S. Department of Housing and Urban Development (HUD), thereby eligible for Community Development Block Grant (CDBG) funds.	24 CFR 570.201(c)	570.208(a)(1)(i)	$662,213	$0	$664,210	$1,400,002
General Administration and Planning	Ten percent of CDBG-R funding will be used to pay for costs associated with overall CDBG-R program administration and planning, including: preparation and submission of required contracts with HUD, submission of all reporting requirements and fiscal management and oversight of the program.	24CFR 570.205 & 206	570.208(d)(4)	$73,579	$0	$0	$73,579

CERTIFICATIONS

(1) **Affirmatively furthering fair housing.** The jurisdiction will affirmatively further fair housing, which means that it will conduct an analysis to identify impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting the analysis and actions in this regard.

(2) **Anti-displacement and relocation plan.** The jurisdiction will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under CDBG-R.

(3) **Drug Free Workplace.** The jurisdiction will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

2. Establishing an ongoing drug-free awareness program to inform employees about –
   (a) The dangers of drug abuse in the workplace;
   (b) The grantee's policy of maintaining a drug-free workplace;
   (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
   (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;

4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
   (a) Abide by the terms of the statement; and
   (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:

   (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

(4) **Anti-lobbying**. To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

(5) **Authority of Jurisdiction**. The jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.

(6) **Consistency with Plan**. The housing activities to be undertaken with CDBG-R funds are consistent with its consolidated plan.

(7) **Section 3**. The jurisdiction will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.

(8) **Community development plan.** The jurisdiction certifies that the consolidated housing and community development plan identifies housing and community development needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the statute authorizing the CDBG program.

(9) **Following a plan**. The jurisdiction is following a current consolidated plan that has been approved by HUD.

(10) **Use of funds**. The jurisdiction has developed activities so as to give the maximum feasible priority to activities that will benefit low- and moderate-income families or aid in the prevention of slums or blight. Additional activities may be included that are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs It has complied with the following criteria:

1. **Maximum Feasible Priority**. With respect to activities expected to be assisted with CDBG-R funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

2. **Special Assessments.** The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG-R funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with CDBG-R funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds, unless CDBG-R funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds if the jurisdiction certifies that it lacks CDBG-R or CDBG funds to cover the assessment.

(11) **Excessive Force**. The jurisdiction certifies that it has adopted and is enforcing: (1) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and (2) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.

(12) **Compliance with anti-discrimination laws**. The CDBG-R grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

(13) **Compliance with lead-based paint procedures.** The activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.

(14) **Compliance with laws**. The jurisdiction will comply with applicable laws.

(15) **Compliance with ARRA.** The jurisdiction will comply with Title XII of Division A of the American Recovery and Reinvestment Act of 2009.

(16) **Project selection.** The jurisdiction will select projects to be funded, by giving priority to projects that can award contracts based on bids within 120 days from the date the funds are made available to the recipient, and that will ensure maximum job creation and economic benefit.

(17) **Timeliness of infrastructure investments.** When the jurisdiction uses CDBG-R funds for infrastructure investments, the grantee will give preference to quick-start and finish activities, including a goal to use at least 50 percent of the funds for activities within 120 days of enactment of the Recovery Act.

(18) **Buy American provision.** The jurisdiction will ensure that all iron, steel and manufactured goods used in construction, alteration, repair, or maintenance of a public building or public work project assisted with CDBG-R funds under the Recovery Act must be produced in the United States unless the Secretary finds that: (1) the requirement is inconsistent with public interest; (2) those goods are not reasonably available or produced in sufficient quantity in the U.S.; (3) or the use of the goods will increase the project cost by more than 25 percent.

(19) **Appropriate use of funds for infrastructure investments.** The Governor, mayor, or other chief executive, as appropriate certifies, that any infrastructure investments have received the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars. Alternatively, a grantee's chief elected official certifies that infrastructure investments will receive the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars.

(20) **70% of CDBG-R for LMI.** The aggregate use of CDBG-R funds shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the grant is expended for activities that benefit such persons over the life of the CDBG-R grant.

_____	October 28, 2009
EDMUND F. SOTELO	Date
Signature/Authorized Official	

CITY MANAGER
Title

FOURTH AMENDMENT

City of Oxnard
Consolidated Plan for Fiscal Years 2008-2013
Annual Action Plan for Fiscal Year 2008-2009

JUNE 2009

Prepared By:

Comprehensive Housing Services and
City of Oxnard Finance Department – Grants Management Division
300 West Third Street, Suite 302
Oxnard, CA 93030

INTRODUCTION

This Consolidated Plan (Plan) provides a basis and strategy for the use of Federal funds granted to the City of Oxnard by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), and Emergency Shelter Grant (ESG) programs. This Plan covers the period beginning July 1, 2008 through June 30, 2013, representing five program years. In order to receive these funds, HUD requires, as of 1995, the submission of a multi-year planning document and an annual application and expenditure plan.

Programs and activities described in this Plan are intended to primarily benefit very low- to moderate-income residents of the City of Oxnard, including both neighborhoods with high concentrations of very low- to moderate-income residents, and the City as a whole. The City of Oxnard will also use this Plan to coordinate with other Federal and State grant programs and local initiatives.

This Consolidated Plan is the product of extensive public outreach, multiple public hearings, and consultation with over 100 agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for very low- to moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, and homeless persons. A complete draft of this Plan was available for public review and comment, in print form, at the City of Oxnard's Main Library, City Clerk's Office and Finance Department, for a 30-day period beginning May 11, 2008. The availability of the draft Plan was advertised in the local newspaper.

On April 21, 2009, City Council conducted a public hearing to accept the award of $1,124,994 in Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds from HUD, under the American Recovery and Reinvestment Act of 2009 (ARRA). No verbal or written public comments were received.

On June 2, 2009, City Council conducted a public hearing to accept the award of $735,792 in Community Development Block Grant Funds (CDBG-R) awarded under the ARRA. No verbal or written comments were received.

On October 27, 2007, City Council conducted a public hearing to reprogram CDBG-R funds for Bartolo Square North Neighborhood-Water Service Improvement and general administration and planning activities.

The Fiscal Years 2008-2013 Consolidated Plan is the fourth multi-year document prepared for HUD approval and includes the FY 2008-2009 Action Plan, which details how the City will expend the CDBG, CDBG-R, HOME, ESG and HPRP funds during this one-year period. The Consolidated Plan is comprised of several sections:

1. **The Executive Summary** includes a description of the development of the Plan, general description of the City and demographics of the area, including the composition of the population and economy;

CITY OF OXNARD
FY 2008-2009 ENTITLEMENT GRANTS
PROPOSED PROJECTS FUNDING SUMMARY

Description				Proposed Amoun.
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM				
Grants Administration and Support				$ 270,000
Fair Housing Program & Administration				43,410
Environmental Reviews				18,060
Homeless Program Administration				148,670
Community Affairs Administration				72,388
		Administrative Subtotal		***$ 552,528***
Homeless Employment Program – Family Investment Center				$ 30,000
Youth Enrichment Program	After-School Program	$	105,000	403,405
	Police Activities League		141,132	
	Colonia Boxing Program		17,020	
	Youth Enrichment Program		68,597	
	Colonia Gymnasium		50,736	
	City Corps		20,920	
		Public Services Subtotal		***$ 433,405***
Neighborhood Street Improvements	FY 08-09 Grant	$	326,706	$ 500,000
	Reprogrammed Funds		173,294	
Housing Rehabilitation Program Administration	FY 08-09 Grant	$	411,130	465,000
	Program Income		53,870	
Code Compliance				245,000
EDC-Business Technical Assistance				75,000
Campus Park Rehabilitation				415,000
Colonia Park Playground				250,000
First-Time Homebuyer	Program Income	$	47,000	47,000
		Direct Benefit Projects Subtotal		***$ 1,997,000***
	CDBG Total			**$ 2,982,933**
COMMUNITY DEVELOPMENT BLOCK GRANT-R				
Grants Administration and Support				$ 73,579
Bartolo Square North Neighborhood Water Utility Pipe Line				662,213
	CDBG-R Total			**$ 735,792**
EMERGENCY SHELTER PROGRAM				
Program Administration				$ 6,055
Catholic Charities				27,700
	Essential Services	$	11,000	
	Homeless Prevention		16,700	
St. Vincent de Paul				72,200
Turning Point Foundation				15,152
	ESG Total			**$ 121,107**
HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM				
Program Administration				$ 56,249
Financial Assistance				613,745
Housing Relocation				425,000
Data Collection and Evaluation				30,000
	HPRP Total			**$ 1,124,994**
HOME INVESTMENT PARTNERSHIPS ACT PROGRAM				
Program Administration				$ 103,321
Community Housing Development Organization – Set-Aside				155,000
Community Housing Development Organization – Operating Costs				50,000
First-Time Homebuyer	Program Income	$	215,000	313,000
	Reprogrammed Fund		98,000	
Housing Rehabilitation – Single-Family				300,000
Housing Rehabilitation – Mobilehome	Reprogrammed Fund	$	300,000	414,162
	FY 08-09 Grant		24,890	
	Program Income		89,272	
Mobilehome Replacement				400,000
American Dream Downpayment Initiative (ADDI)				6,051
	HOME Total			**$ 1,741,534**
		GRAND TOTAL		**$ 6,706,360**

public comment period required before the scheduled public hearing of June 17, 2008. Due to technical reasons, the public hearing on June 17, 2008 was continued to June 24, 2008. The Consolidated Plan and the Annual Plan were formally adopted, with public comments, during the June 24, 2008 public hearing.

5. Public Hearing October 7, 2008

On September 8, 2008, a notice of public hearing was advertised in the *Ventura County Star Newspaper* announcing the availability of the amended draft of the 2008-2013 Consolidated Plan and the 2008-2009 Annual Action Plan for 30-day public review and comments period which began on September 08, 2008 and concluded on October 7, 2008, by adding a First-Time Homebuyer Assistance activity to both CDBG and HOME budgets. The meeting was continued to October 14, 2008 and the amended 2008-2013 Consolidated Plan and the amended 2008-2009 Annual Action Plan were formally adopted with no written or oral public comments.

City staff reviewed and updated a mailing list of approximately 100 addresses consisting of organizations, the faith community, service providers, the Oxnard Housing Authority, cities within Ventura County, neighborhood councils and other interested parties.

6. Public Hearing April 21, 2009

City staff reviewed and updated a mailing list of approximately 100 addresses consisting of organizations, the faith community, service providers, the Oxnard Housing Authority, cities within Ventura County, neighborhood councils and other interested parties. This list receives a copy of all public hearing notices.

On April 5, 2009, a notice of public hearing was advertised in the *Ventura County Star Newspaper* announcing the availability of the draft of the second amendment draft of the FY 2008-2013 Consolidated Plan and the FY 2008-2009 Annual Action Plan for 15-day public review and comments period which began on Monday, April 6, 2009 and concluded on Tuesday, April 7, 2009, by adding the award of $1,124,994 in HPRP funds from HUD, and the proposed uses of the funds over the three-year period. The amended FY 2008-2013 Consolidated Plan and the amended FY 2008-2009 Annual Action Plan, were formally adopted with no written comments received. One oral public comment was presented by Cathy Bernicky, in support of the proposed uses of activities outlined in the Plan.

7. Public Hearing June 2, 2009

HUD provided an abbreviated public review process for the CDBG-R funding. Grantees were required to post a 7-day public notice and to include information on the substantial amendment on the City of Oxnard's website. On May 24, 2009 a notice of public hearing was advertised in the *Ventura County Star Newspaper* announcing the availability of the draft of the third amendment of the FY 2008-2013 Consolidated Plan and the FY 2008-2009 Annual Action Plan for a 7-day public review and comment period which began on Monday, May 25, 2009 and concluded on Monday, June 1, 2009, which added the award of $735,792 in CDBG-R funds, and the proposed use of the funds in FY 2008-2009. The 7-day public notice and the substantial amendment were also posted on the City of

Oxnard's website. .The amended Plan was formally adopted with no written or oral public comments.

However, HUD rejected the submission of the third amendment based on the non-eligibility park rehabilitation. Therefore, the City needed to resubmit a new and eligible proposed activity, namely Water Service Improvement Project. Since the new proposed activity was the result of HUD discussions for replacing the Campus Park Gymnasium Rehabilitation Project, the City is not required to publish the new activity for citizen comment, per HUD headquarters guidance. On June 23, 2009, the City posted the substitution of the new activity in the City's website. No written or oral public comments were received.

8. Public Hearing, October 27, 2009

On October 18, 2009, a notice of public hearing was advertised in the *Ventura County Star Newspaper* announcing the availability of the draft of the fourth amendment of the FY 2008-2013 Consolidated Plan and the FY 2008-2009 Annual Action Plan for a 7-day public review and comment period which began on Monday, October 19, 2009 and concluded on Monday, October 26, 2009, which reprogrammed $735,792 in CDBG-R Funds for Bartolo Square North Neighborhood-Water Service Improvement and general administration and planning activities.

9. Consultations with Outside Agencies

The City of Oxnard maintains an open dialogue with local and countywide housing and social service agencies to ensure that all needs of lower income persons are identified and addressed by the City. The coordinated team effort of City employees is an ongoing process, as well as the Countywide "Plan Coordinators" group representing the County and the other cities.

The City will continue its coordination efforts between public agencies, nonprofits, and representatives of housing providers. These efforts include the Ventura County Organization of Governments, the Ventura County Homeless Coalition, and the Affordable Housing Development Parameters Committee.

Furthermore, City staff met with the Commission on Homelessness to receive input relative to the homeless needs assessment. As future projects are initiated, these efforts will be expanded to ensure community input in tailoring City programs to meet housing needs of the homeless.

TABLE IV
CITY OF OXNARD
PROPOSED PROJECTS FOR FISCAL YEAR 2008-2009

Project Number	Title	Location	Funding source	Projected Accomplishments	Amounts	Objective	Outcome
08-100	Grants Administration and Support	N/A	CDBG	N/A	270,000	N/A	N/A
08-101	Fair Housing Program Administration	N/A	CDBG	400 Households	43,410	N/A	N/A
08-102	Environmental Reviews	N/A	CDBG	N/A	18,060	N/A	N/A
08-103	Homeless Program Administration	N/A	CDBG	N/A	148,670	N/A	N/A
08-104	Community Affairs Administration	N/A	CDBG	N/A	72,388	3	3
08-200	Homeless Employment Programs	N/A	CDBG	20 homeless persons	30,000	1	1
08-201A	After School Program	CT & BG	CDBG	630 youth	105,000	1	1
08-201B	PAL	CT & BG	CDBG	6,500 youth	141,132	1	1
08-201C	Colonia Boxing Center	CT & BG	CDBG	240 youth	17,020	1	1
08-201D	Youth Enrichment Program	CT & BG	CDBG	3,000 youth	68,597	1	1
08-201E	Colonia Memorial Park Veteran's Gym	CT & BG	CDBG	3,600 youth	50,736	1	1
08-201F	City Corps	Citywide	CDBG	475 youth	20,920	1	1
08-300	Code Compliance	CT & BG	CDBG	2,040 housing units	245,000	1	1
08-301	Neighborhood Street Improvements	CT & BG	CDBG	3,342 persons served	500,000	3	3
08-302	Business Technical Assistance	Citywide	CDBG	10 new jobs	75,000	1	1
08-303	Housing Rehabilitation Admin	Citywide	CDBG	N/A	465,000	2	2
08-304	Campus Park Rehabilitation	CT & BG	CDBG	1 public facility	415,000	1	1
08-305	Colonia Park Playground	CT & BG	CDBG	1 public facility	250,000	1	1
08-306	First-Time Homebuyer	Citywide	CDBG	4 housing units	47,000	2	2
				CDBG TOTAL	**2,982,99**		
08-307A	Grants Administration and Planning	N/A	CDBG-R	N/A	73,579	N/A	N/A
08-307B	Bartolo Square North Neighborhood Water Utility Pipe Line	CT & BG	CDBG-R	3,342 persons served	662,213	1	3
				CDBG-R TOTAL	**735,792**		
08-400	Program Administration	N/A	ESG	N/A	6,055	N/A	N/A
08-401	Catholic Charities	Citywide	ESG	670 persons & 35 households	27,700	1	3
08-402	Turning Point	Citywide	ESG	260 mentally ill	15,152	1	1
08-403	St. Vincent de Paul	Citywide	ESG	430 homeless people	72,200	1	1
				ESG TOTAL	**121,107**		
	Program Administration	N/A	HPRP	N/A	56,249	N/A	N/A
	Financial Assistance				613,745		
	Housing Relocation and Stabilization				425,000		
	Data Collection and Evaluation				30,000		
				HPRP TOTAL	**1,124,994**		
08-500	Program Administration	N/A	HOME	N/A	103,321	N/A	N/A
08-501	CHDO Development	Citywide	HOME	1 organization	155,000	2	2
08502	CHDO Operations	N/A	HOME	1 organization	50,000	N/A	N/A
08-503	Mobilehome Replacement	Citywide	HOME	6 mobilehome units	400,000	2	2
08-504	Housing Rehabilitation - Mobilehome	Citywide	HOME	20 mobilehome units	414,162	1	1
08-505	Housing Rehabilitation – Single Family	Citywide	HOME	13 housing units	300,000	1	1
08-506	American Dream Downpayment Assistance	Citywide	HOME	1 housing unit	6,051	2	2
08-507	First-Time Homebuyer	Citywide	HOME	31 housing units	313,000	2	2
				HOME TOTAL	**1,741,534**		
				GRAND TOTAL	**6,706,360**		

ATTACHMENT NO. 2

Public Hearing April 21, 2009

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Public Hearing June 2, 2009

City staff reviewed and updated a mailing list of approximately 100 addresses consisting of organizations, such as, the faith-based community service providers, the Oxnard Housing Authority, cities within Ventura County, neighborhood councils and other interested parties. This list receives a copy of all public hearing notices.

HUD provided an abbreviated public review process for the CDBG-R funding. Grantees were required to post a 7-day public notice and to include information on the substantial amendment on the City of Oxnard's website. On May 24, 2009 a notice of public hearing was advertised in the *Ventura County Star Newspaper* announcing the availability of the draft of the third amendment of the FY 2008-2013 Consolidated Plan and the FY 2008-2009 Annual Action Plan for a 7-day public review and comment period which began on Monday, May 25, 2009 and concluded on Monday, June 1, 2009, which added the award of $735,792 in CDBG-R funds, and the proposed use of the funds in FY 2008-2009. The amended Plan was formally adopted with no written or oral public comments.

Public Hearing, October 27, 2009

City staff reviewed and updated a mailing list of approximately 125 addresses consisting of organizations, such as, the faith-based community service providers, the Oxnard Housing Authority, cities within Ventura County, neighborhood councils and other interested parties. This list receives a copy of all public hearing notices.

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CITY OF OXNARD

REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager: October 27, 2009

Request is hereby made for an appropriation of total . . . . . . $ 735,792

Reason for appropriation: Appropriation of CDBG-R funding for Bartolo Square North Neighborhood

FUND	DESCRIPTION/ACCOUNT	AMOUNT
CDBG-R	Project #033115 - Bartolo Square North Neighborhood	
286	286-3147-531.72-01- Federal Grant Revenue	(735,792)
	286-3147-826-8604 - Capital Outlay/Improvement, not building	662,213
	286-3147-803-8001 - Personnel Services/Direct Labor	73,579
	Net Estimated Change to CDBG-R Fund Balance	0

Manager

CHIEF FINANCIAL OFFICER

REQUIRES CITY COUNCIL APPROVAL

Disposition

Approved _____

Rejected _____

Transfer by Journal Voucher _____

City Manager

ATTACHMENT NO. 3

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