DATE: December 22, 2014

TO: City Council

FROM: Carrie Sabatini, Interim Housing Director


RECOMMENDATION

That the City Council conduct a first public hearing to receive comments and provide direction to staff concerning unmet needs of extremely-low to low-income persons, residing in the City of Oxnard, for affordable housing, community development and homelessness.

DISCUSSION

Background

On June 11, 2013, the City Council adopted the 2013-2018 Consolidated Plan (Plan), as required by the U.S. Department of Housing and Urban Development (HUD), for submission of goals for HUD’s community planning and development, as well as housing and homelessness programs. The Plan, approved by HUD in August 2013, serves as: (1) a planning document for comprehensive housing affordability strategies, ending homelessness strategies, and community development planning for the City; and (2) an application for funding under the Community Planning and Development formula grant programs, which consist of Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME) and Emergency Solutions Grant (HESG).

In addition, for each year of the Plan’s existence, the City must submit an Annual Action Plan (Annual Plan), which is also the annual application for the three entitlement grants. The City is required to submit the FY 2015-2016 Annual Plan to HUD 45 days (or May 15, 2015), before the new fiscal year which will begin on July 1, 2015 and end on June 30, 2016.

HUD’s Formula Grant Programs

The City had been receiving community and development CDBG funding for approximately 40 years, since 1975; HOME funding for approximately 23 years, since 1992; and Emergency Solutions Grant (HESG which replaced Emergency Shelter Grant) funding for approximately 25 years, since 1990. HUD Formula Grant Programs (Attachment 2) is a five-year grant allocations summary.
The City has used the CDBG funds for neighborhood street improvements, park improvements, code enforcement, public facility improvements, homeownership assistance, mobilehome replacements, housing rehabilitation, and public service activities targeted to low-income persons. HOME funding has assisted low and moderate-income families with first-time home buyer down-payment assistance, with the rehabilitation of single-family homes and mobilehomes, and with the construction of new housing units for sale or for rent through the partnerships with several Community Housing Development Organizations (CHDO’s).

HESG funding has provided funding for homeless prevention, rapid re-housing, and the operation of emergency shelters.

Citizen Participation Process

On October 1994, the City adopted a Citizen Participation Plan (CPP), which was updated in July 2000 (Attachment 3). The CPP encourages citizens to participate in the development of both the Consolidated and the Annual Action Plan. The City will conduct two public hearings and one mandatory pre-application workshop as mentioned in the Notice of Public Hearing (Attachment 1):

- January 13, 2015: The purpose of first public hearing is to receive inputs from individuals, organizations on unmet housing, homelessness and community development needs.
- January 20, 2015: Mandatory pre-application workshop for potential applicants.
- April 7, 2015: The purpose of the second public hearing is to obtain Council directions on priorities for the use of funds related to CDBG, HOME and ESG grants.

FINANCIAL IMPACT

There is no financial impact to conducting the public hearing.

Attachment 1 - Notice of Public Hearing
Attachment 2 - HUD Formula Grant Programs
Attachment 3 - Citizen Participation Plan
Notice is hereby given that the Oxnard City Council will conduct a public hearing on Tuesday, January 13, 2015 at 6:00 p.m., or as soon thereafter as the matter may be heard, in the Council Chambers, 305 West Third Street, Oxnard, California.

Notice is hereby further given that the purpose of the public hearing is to receive input on the housing, homelessness, public facilities and improvements, public services and/or economic development unmet needs of extremely low- to low-income persons residing in the City of Oxnard, which are not currently being addressed by the City or local agencies and organizations. Presentations may be made by local agencies, organizations and individuals on proposed or current projects to satisfy those needs. Topics which may be addressed include: affordable housing; homelessness; transitional and permanent housing for homeless persons/households or those who are at risk of becoming homeless; public facilities; infrastructure improvements; public services; disabled accessibility; economic development; or other community development needs.

Comments about these and other related issues will be used in the preparation of the City’s Fiscal Year 2015-2016 Annual Action Plan, as required by the U.S. Department of Housing and Urban Development (HUD). This Annual Action Plan is the third annual plan component of the Consolidated Plan for FYs 2013-2018. HUD requires the submission of an Annual Action Plan prior to the release of Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), and Emergency Solutions Grant (HESG) grant monies to fund local projects starting on July 1, 2015.

The City applied for and received $2,145,231 in CDBG, $638,502 in HOME and $177,570 in HESG funds for the fiscal year 2014-2015, but has anticipated a reduction in allocation of the three entitlement grants for the next cycle. CDBG funds may be utilized for affordable housing, economic development, public facilities and improvements, public services (limited to 15% of the grant amount), planning and general administration (limited to 20%). HOME funds may be utilized to increase the supply of affordable housing for low-income persons, or to assist low-income families to purchase housing. Eligible projects for administration (limited to 10% of the grant amount), acquisition, new construction, first-time homebuyer assistance, rehabilitation of housing units, and tenant-based rental assistance. HESG funds may be utilized for street outreach, emergency shelter, homelessness prevention, rapid rehousing assistance, homeless management information system (HMIS) and administrative costs (limited to 7.5% of the grant amount).

Please note the following important dates for the preparation of FY 2015-2016 Annual Action Plan as follows:

January 20, 2015: Mandatory pre-application meeting for all potential applicants at Oxnard Main Library, Room B. Detailed information will be posted to the website, when available.
February 23, 2015: Projects funding applications are due to Grants Management Division
April 7, 2015: Second public hearing related to priorities and needs determination and funding recommendation of CDBG, HOME and HESG projects at City Council Chambers
May 5, 2015: Third public hearing if needed.

If you plan to attend the hearing, staff suggests that you contact the City Clerk’s Office at (805) 385-7803 the Thursday prior to the scheduled date to confirm that the hearing has not been rescheduled. Persons with disabilities needing special assistance to participate in the hearing, or persons requiring a translator, should also contact the City Clerk’s Office at least 72 hours prior to the meeting.

For further information, contact Juliette Dang, Grants Coordinator, at (805) 385-7493. Written comments may be addressed to the following:

City of Oxnard Housing Department
Grants Management Division
435 South “D” Street
Oxnard, CA 93030
Con el presente se da aviso que el consejo de la Ciudad de Oxnard llevará a cabo una audiencia pública el martes, 13 de enero de 2015 a las 6:00 p.m. y posteriormente, tan pronto como el asunto se pueda escuchar en la sala del Concejo, en 305 West Third Street, Oxnard, California.

Se hace saber, además, que el propósito principal de la audiencia pública es el de recibir la aportación del público sobre el tema de necesidades insatisfechas de personas de bajos ingresos y servicios públicos de la Ciudad de Oxnard, los cuales actualmente no están siendo atendidos por la Ciudad ni por agencias y organizaciones locales. Podrá haber presentaciones por agencias, organizaciones o individuos locales acerca de proyectos actuales o propuestos para satisfacer esas necesidades. Los temas que se pueden tratar incluyen: vivienda asequible; la indigencia; vivienda transitoria y permanente para los desamparados o aquellos que corren el riesgo de quedar sin hogar; instalaciones públicas; mejoramiento a la infraestructura; servicios públicos; accesibilidad para los discapacitados; desarrollo económico; u otras necesidades de desarrollo comunitario.

Los comentarios sobre éstas y otras cuestiones relacionadas se usarán en la preparación del Plan de Acción Anual de la Ciudad de Oxnard, Año Fiscal 2015-2016, como lo requiere el Departamento (Ministerio) estadounidense de Vivienda y Desarrollo Urbano (HUD por sus siglas en inglés). Este Plan de Acción Anual es el tercer componente del Plan Consolidado para el año fiscal 2013-2018. HUD exige la presentación de un Plan de Acción Anual antes de liberar los fondos del Programa de Subvenciones en Bloque para el Desarrollo Comunitario (CDBG), la ley de Colaboración en la Inversión HOME, y el Programa de Subvenciones para Soluciones de Emergencias (HESG) para financiar proyectos locales a partir del 13 de julio de 2015.

La Ciudad solicitó y recibió $2,145,231 en fondos de CDBG, $638,502 de HOME y $177,570 en fondos de HESG para el año fiscal 2014-2015, pero se prevé una reducción en la asignación para las tres subvenciones para el próximo ciclo. Los fondos de CDBG pueden ser utilizados para vivienda asequible, desarrollo económico, instalaciones públicas y su mejoramiento, y servicios públicos (limite de 15% del monto de la subvención), planificación y administración general (limite de 20%). Los fondos de HOME pueden ser utilizados para aumentar el suministro de vivienda asequible para las personas de bajos ingresos y para ayudar a familias de bajos ingresos a comprar vivienda. Proyectos elegibles administración (limite de 10% del monto de la subvención), adquisición, construcción nueva, ayuda para el comprador de vivienda primerizo, rehabilitación de viviendas, y asistencia con la renta tomando en cuenta a los inquilinos. Los fondos de HESG pueden ser utilizados para acercamiento a personas viviendo en las calles, refugio de emergencia, prevención de indigencia, asistencia rápida de realojamiento y sistema de información para el manejo de Indigentes (HMIS) y costos administrativos (limite de 7.5% del monto de la subvención).

Por favor, tome nota de fechas importantes para la preparación del Plan de Acción Anual Año Fiscal 2015-2016:


20 de enero de 2015: Reunión obligatoria previa a la solicitud para todos los solicitantes potenciales que se llevará a cabo en la biblioteca principal de Oxnard. Información detallada se publicará en el sitio web en cuanto esté disponible.

23 de febrero de 2015: Fecha límite para presentar solicitudes de financiación de proyectos en la Gerencia de Subvenciones.

7 de abril de 2015: Segunda audiencia pública relacionada con la Evaluación de Necesidades y de las Recomendaciones de Financiamiento para Proyectos de CDBG, HOME y HESG en la Sala del Concejo de la Ciudad.

05 de mayo de 2015: Tercera audiencia pública relacionada con las Recomendaciones de Financiamiento para Proyectos de CDBG, HOME y HESG.

Si planea asistir a esta audiencia, le sugerimos que llame a la Oficina de la Secretaría Municipal al (805) 385-7803 el jueves anterior a la audiencia para confirmar que no ha habido cambio a la fecha de la audiencia. Las personas con discapacidad que requieran ayuda especial para participar en la audiencia o quien necesite servicios de intérprete, deben comunicarse con la Oficina de Secretaría Municipal por lo menos 72 horas antes de la junta. Para más información comuníquese con Juliette Dang al (805) 385-7493

Comentarios por escrito deben presentarse ante:
City of Oxnard Housing Department
Grants Management Division
435 South "D" Street
Oxnard, CA 93030
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<tr>
<th>Program</th>
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Note: *Estimated Amounts Only*
CITY OF OXNARD
CITIZEN PARTICIPATION PLAN
CONSOLIDATED PLAN

Introduction

The U.S. Department of Housing and Urban Development (HUD) required a community receiving funding under Community Planning and Development formula grant programs to submit to HUD a multi-year Consolidated Plan and Annual Action Plan component. The Consolidated Plan is a program and funding implementation plan combined in one document, and states the City's objectives for housing and community planning and development. The formula grant programs include Community Development Block Grant (CDBG), including activities under Section 108, such as guaranteed loan funds, Emergency Shelter Grants (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons With Aids (HOPWA). In addition, a community must have a Consolidated Plan approved by HUD before receiving funds under a variety of other programs including, but not limited to, the following: the HOPE Public Housing programs; Supportive Housing for the Elderly (Section 202); Single-Room Occupancy Housing (SRO); Shelter Plus Care; John Heinz Neighborhood Development; and, Lead-Based Paint Hazard Reduction.

An important component in the preparation of the Consolidated Plan is a Citizen Participation Plan (CP Plan), which must be adopted by City Council. The CP Plan must assure participation by all citizens will be encouraged including minorities, non-English speaking persons, and persons with mobility, visual, or hearing impairments. The CP Plan is also designed to specifically encourage participation in the development of the Consolidated Plan by low- and very-low income persons, especially in blighted areas, and by persons in areas proposed to receive CDBG funded programs.

The Oxnard CP Plan consists of the following elements:

Public Outreach and Access

- Prior to the adoption of the Consolidated Plan by City Council the following information shall be made available to citizens, public agencies and other interested parties.
  - Amount of funds available for the proposed plan
  - Range of activities that may be undertaken
  - Activities and funds that will benefit person of low- and very-low income
  - Plans to minimize displacement of persons and to assist any persons displaced.
A summary of the proposed Consolidated Plan shall be published in one or more newspapers of general, local circulation. The summary shall describe the contents and purpose of the plan and include a list of the locations where copies of the entire plan may be examined. At a minimum, copies of the plan shall be available for public review at the Oxnard Public Library and City Clerk's Office.

The Consolidated Plan and amendments to the plan shall be made available for public comment for a minimum of 30 days prior to submission to HUD.

The Consolidated Annual Performance and Evaluation Report (CAPER) shall be made available for public comment for a minimum of 15 days prior to submission to HUD.

Citizens shall be notified of the availability and given a reasonable opportunity to examine the adopted Consolidated Plan, any amendments, and its CAPER.

The Housing Director shall be notified about housing and community development plan activities relating to the Oxnard Housing Authority development and surrounding communities.

The City shall provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to the City's Consolidated Plan and the City's use of assistance under the programs covered by the plan during the preceding multi-year or single year planning process.

Public Hearings

The City shall hold a minimum of two public hearings per program (Fiscal) year. The purpose of the hearings is to obtain public comments, to address housing and community development needs, and to outline the development of proposed activities.

One of these hearings must be held prior to the time that a public notice is published inviting comments on the proposed Consolidated Plan. The purpose of this initial hearing is to obtain the public comments on housing and community development needs, including priority non-housing community development needs. The second hearing shall be help prior to adoption of the Consolidated Plan and/or Annual Action Plan by the City Council.

The first hearing may be held in facilities in or adjacent to low/moderate income neighborhoods or City Council Chambers. The second hearing presenting the Consolidated Plan shall be held in the City Council Chambers.

The hearings shall be scheduled at times to ensure the maximum attendance by residents. Persons with disabilities needing special assistance to participate in the meetings shall contact the City Clerk's Office at least 72 hours prior to the meeting to mobility, visual or hearing impairments shall be accommodated. A Spanish language translator shall be provided at each hearing and other translators may be made available upon request.
• Notices of the hearings shall be sent to members of the Inter-Neighborhood Council Committee (INCC) and the presidents of the public housing tenant advisory councils.

Technical Assistance

The City shall provide, upon request, technical assistance to organizations and individuals representative of low- and moderate-income residents wishing to develop proposals for funding assistance under any of the programs covered by the Consolidated Plan. The City shall determine the level and type of assistance consistent with HUD policies and questions.

Comments and Complaints

• The City shall consider any comments or views of citizens received in writing or orally at the public hearings in preparing the final Consolidated Plan, amendment to the Plan, or CAPER.

A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final Consolidated Plan, amendment to the Plan, or CAPER.

• The City shall respond in a timely manner, within 15 days where practical, to all written complaints, grievances and requests for information about the Consolidated Plan.

• The City shall amend the Consolidated Plan when there is a substantial change, defined as follows:
  - A change of 25 percent of an annual grant amount; or
  - A change in an activity's address, where activity is defined as any program or project identified in the Annual Action Plan with an allocated dollar amount.

Adoption of the CP Plan

The City shall provide the public with a reasonable opportunity to comment on the original CP Plan and any amendments thereto, and shall make the CP Plan available. The CP Plan will be made available in other formats for persons with disabilities upon request.