

# **City of Oxnard**

## **2025 Annual Action Plan**

### **DRAFT**

April 2025

Prepared by:

City of Oxnard – Housing Department – Grants Management

435 South D Street, Oxnard, California, 93030



## AP-15 Expected Resources – 91.220(c)(1,2)

### Introduction

In Plan year 2025, the formula grant of HUD allocations to City of Oxnard are estimates CDBG \$1,888,317, HOME \$535,916 and ESG \$175,122, a total of \$2,599,355 in entitlement grants from HUD. In addition, estimated program income of \$100,000 for CDBG programs and \$150,000 for HOME programs. This will increase total available resources from the 2025 Plan year to \$2,849,355. The source of program income comes principally from repayment of loans and recaptures from defaults. Those funds will be used towards meeting the goals and objectives of the 2025 Annual Action Plan.

## AP-15 Expected Resources - 91.220(c)(1,2)

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$1,888,317	\$100,000		\$1,988,317	\$9,011,683	Community Development Block grant from HUD to address housing, community development, and economic development needs. 2025 CDBG Allocation and

							<p>Program income is \$1,988,317 available resources from CDBG Plan year 2025. Uses of the available resources will be according to the funding priorities set forth in the Regional Consolidated Plan. The specific Activities will be set up in IDIS (HUD's database). The uses of funds will be capped according to the HUD regulations for: (1) Admin and Planning - no more than 20%, or \$397,663 and (2) Public Services up to 15%, or \$298,247. The 2025 balance will be distributed as Public Improvements &amp; Other Programs as detailed by the</p>
--	--	--	--	--	--	--	--

								City during the AAP process.
HOME	public federal	- Acquisition Homebuyer Assistance  Homeowner Rehabilitation Multifamily Rental New Construction Multifamily Rental Rehabilitation New Construction for Homeownership TBRA	\$535,916	\$150,000		\$685,916	\$3,064,084	HOME grant from HUD to address affordable housing needs. In plan year 2025, HOME Allocation is \$535,916, and expected program income is \$150,000; total of \$685,916. Uses of funds are; (1) Administration - no more than 10% or \$68,591 and (2) CHDO Set Asides - at 15% (of allocation, not including program income) or \$80,387. In addition, \$536,938 is available for housing development. In addition to the CHDO set-aside

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public federal -	Conversion and Rehabilitation for transitional housing Financial Assistance Overnight Shelter Rapid Re-housing (rental assistance) Rental Assistance Services Transitional housing	\$175,122			\$175,122	\$824,878	HEGS grant from HUD to address needs and services for homeless persons or persons at risk of becoming homeless. Plan year 2025 available resources Estimate for ESG is \$175,122. The limited availability of ESG resources is spread across the uses identified in this table. 1) ESG Administration and Planning costs are no more than 7.5% or \$13,143 and (2) Emergency Shelter and Street Outreach cost is

								no more than 60%, or \$105,073. The 2025 balance will be distributed as Homeless Prevention, HMIS, & Rapid Re-Housing eligible activities as detailed by the City during the AAP process
--	--	--	--	--	--	--	--	--

**Table AP-1: Expected Resources**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

CDBG funds are leveraged, although not required, by city and subrecipients providers with government agency, in-kind, private foundations and contributions monies who provide services to low/moderate income persons. Affordable housing developments utilizing HOME funds typically use HOME monies to leverage millions of dollars in state, federal, and private financing. ESG funds are matched dollar for dollar by non-profit agencies providers with government agency, in-kind, private foundations, Ventura County Continuum of Care monies who provide critical services such as assisted housing, services and shelter to vulnerable populations who are at-risk of becoming homelessness or homeless persons and families. ESG funds are matched dollar for dollar by Subrecipients. The city matches for the Administration portion only. Per HOME requirements, the HOME funds are matched at a greater than 25% level by recipients of HOME funds, city, and other participants.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The city property leased for homeless shelter at 1450 S. Rose Ave, Oxnard, CA  
Temporary Emergency Shelter at 351 South K Street, Oxnard, CA  
Oxnard Housing Authority Public Housing Sites  
131 Seventh Street  
Meta Street Properties (recently acquired)

## AP-20 Annual Goals and Objectives - 91.220(c)(3)&(e)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Supply of Affordable Housing	2025	2029	Affordable Housing	NA	Development of New Affordable Housing  Housing Rehabilitation Housing Services Housing Stability Disaster Planning and Recovery	HOME: \$617,325 CDBG: \$292,407	Rental Units Constructed: 5 Household Housing Units Rental units rehabilitated: 10
2	Increase and Improve Social Services	2025	2029	Non-Housing Community Development	NA	Supportive Services Fair Housing Services Disaster Planning and Recovery	CDBG: \$235,505	Public Service for low/moderate-income other than housing benefit: 600 235 Persons Assisted
3	Work to End Homelessness	2025	2029	Homelessness	NA	Supportive Services  Homelessness	CDBG: \$62,742 ESG: \$175,122	Public Service for low/moderate-income other than housing benefit: 1,000 persons assisted



								Rapid Rehousing: 13 Households assisted Emergency Shelter: 15 Persons Assisted
4	Create and Maintain Quality Neighborhood	2025	2029	Non-Housing Community Development	NA	Public Facility Maintenance Street Improvements and Infrastructure Disaster Planning and Recovery	CDBG: \$1,000,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5,000 persons assisted
5	Promote Economic Development	2025	2029	Non-Housing Community Development		Economic Support for Small Businesses and Job Training	0	0
6	Effective Administration	2025	2029	n/a		n/a	CDBG: \$397,663 HOME: \$68,591	

**Table AP-2: Goal Summary**

### Goal Descriptions

1	<b>Goal Name</b>	Improve Supply of Affordable Housing
	<b>Goal Description</b>	Increase and improve access to public service programs targeting low- and moderate-income residents.
2	<b>Goal Name</b>	Increase and Improve Social Services
	<b>Goal Description</b>	Increase the availability of affordable ownership and rental housing through affordable housing construction.
3	<b>Goal Name</b>	Work to End Homelessness
	<b>Goal Description</b>	In partnership with the Ventura County Continuum of Care, work to end homelessness within Ventura County by providing housing, emergency shelter and social services to homeless persons or those at risk of homelessness.
4	<b>Goal Name</b>	Create and Maintain Quality Neighborhoods
	<b>Goal Description</b>	Enhance and maintain access to livable neighborhoods by improving and maintaining public facilities and infrastructure.
5	<b>Goal Name</b>	Promote Economic Development
	<b>Goal Description</b>	Promote economic growth and resilience in small businesses and within the workforce in targeted areas.
6	<b>Goal Name</b>	Effective Administration
	<b>Goal Description</b>	Maintain effective housing and community development programs to carry out HUD CPD funded programs and activities.

---

## AP-35 Projects - 91.220(d)

### Introduction

The County of Ventura is continuing to focus on addressing basic needs, directing funds primarily towards food, shelter, and jobs. In this challenging economic environment, and with ever decreasing resources, the County is committed to providing these basic services to our most vulnerable citizens.

In an effort to increase the efficiency of grant management, we are consolidating our grant awards to larger projects. This ultimately has resulted in no grant award below \$10,000, and a significant reduction in the number of grants administered by staff, making the most efficient use of taxpayer dollars.

#	Project Name
1	Development of New Affordable Housing
2	Housing Rehabilitation
3	Homelessness
4	Supportive Services
5	Street Improvements and Infrastructure
6	Administration

**Table AP-1: Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priorities outlined above reflect this year's emphasis on the development of new affordable rental housing for persons of very low and extremely low income, outreach and engagement to persons who are homeless, and the retention of existing housing stock affordable to our low-income residents. Other priorities include infrastructure and public facilities in low-income neighborhoods to support them in their communities. Key obstacles include lack of sufficient funding to satisfy unmet need, very low vacancy rates and lack of affordable rental housing.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	DEVELOPMENT OF NEW AFFORDABLE HOUSING
	<b>Target Area</b>	NA
	<b>Goals Supported</b>	IMPROVE SUPPLY OF AFFORDABLE HOUSING
	<b>Needs Addressed</b>	DEVELOPMENT OF NEW AFFORDABLE HOUSING
	<b>Funding</b>	HOME: \$617,325
	<b>Description</b>	PARTICIPATION IN HOUSING DEVELOPMENT FUNDING ASSISTANCE
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 RENTAL UNITS CONSTRUCTED FOR LOW- AND MODERATE-INCOME HOUSEHOLD
	<b>Location Description</b>	CITY OF OXNARD, CALIFORNIA
	<b>Planned Activities</b>	FINANCIAL ASSISTANCE TO A COMMUNITY HOUSING DEVELOPMENT ORGANIZATION FOR THE DEVELOPMENT OF AT LEAST 5 HOUSING UNITS FOR LOW- AND MODERATE-INCOME HOUSEHOLDS IN OXNARD. THIS PROJECT INCLUDES 15% OF HOME ALLOCATION SET ASIDE FOR CHDO'S, OR \$80,387
2	<b>Project Name</b>	HOUSING REHABILITATION
	<b>Target Area</b>	NA
	<b>Goals Supported</b>	IMPROVE SUPPLY OF AFFORDABLE HOUSING
	<b>Needs Addressed</b>	HOUSING REHABILITATION
	<b>Funding</b>	CDBG: \$292,407
	<b>Description</b>	REHABILITATION OF UNITS TO INCREASE THE QUALITY OF AFFORDABLE RENTAL HOUSING UNITS AND/OR PRESERVE HOUSING AFFORDABILITY.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 LOW- AND MODERATE-INCOME HOUSEHOLDS HOUSING UNITS
	<b>Location Description</b>	VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	<b>Planned Activities</b>	OXNARD HOUSING AUTHORITY WILL PROVIDE REHABILITATION OF RENTAL UNITS FOR LOW- AND MODERATE-INCOME HOUSING HOUSEHOLDS IN OXNARD.
3	<b>Project Name</b>	HOMELESSNESS

	<b>Target Area</b>	NA
	<b>Goals Supported</b>	WORK TO END HOMELESSNESS INCREASE SOCIAL SERVICES
	<b>Needs Addressed</b>	HOMELESSNESS
	<b>Funding</b>	CDBG: \$62,742 ESG: \$175,122
	<b>Description</b>	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2025 CDBG ALLOCATION AND PROGRAM INCOME. HEARTH EMERGENCY SOLUTIONS GRANT FUNDS TO PROVIDE FINANCIAL ASSISTANCE TO VARIOUS SERVICE PROVIDERS FOR EMERGENCY SHELTER AND STREET OUTREACH SUBJECT TO 60% CAP; HOMELESS PREVENTION, RAPID RE-HOUSING, AND HMIS ACTIVITIES TO SERVE HOMELESS INDIVIDUALS AND FAMILIES, AND THOSE AT-RISK OF BECOMING HOMELESS. STREET OUTREACH AND EMERGENCY SHELTER ACTIVITIES WILL BE LIMITED TO 60% OF ESG ALLOCATION ESTIMATED, OR \$105,073. ADMINISTRATION AND PLANNING COST SUBJECT TO CAPS (7.5% OF ALLOCATION), ESTIMATED \$13,134. ALL ESG SUBRECIPIENTS ARE REQUIRED BY THE CITY OF OXNARD TO PROVIDE MATCHING FUNDS OF A DOLLAR FOR EVERY DOLLAR ESG GRANT DOLLARS RECEIVED.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1,000 HOMELESS INDIVIDUALS WILL BE ASSISTED WITH EMERGENCY SHELTER AND SERVICES EMERGENCY SHELTER WILL BE PROVIDED TO 15 INDIVIDUALS AND RAPID REHOUSING WILL BE PROVIDED TO 13 HOUSEHOLDS
	<b>Location Description</b>	CITY-WIDE; VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	<b>Planned Activities</b>	CDBG FUNDING FOR 1) ASSISTING WITH HOMELESS SERVICES NEEDS BY SHELTER CARE RESOURCES AND 2) EMERGENCY SHELTER SERVICES FOR HOMELESS BY TURNING POINT FOUNDATION ESG FUNDING FOR 1)TURNING POINT FOUNDATION WILL PROVIDE EMERGENCY SHELTER, 2) MERCY HOUSE WILL PROVIDE RAPID REHOUSING, 3) UNITED WAY OF VENTURA COUNTY WILL PROVIDE RAPID REHOUSING AND 4) ADMINISTRATION AND PLANNING
4	<b>Project Name</b>	SUPPORTIVE SERVICES
	<b>Target Area</b>	NA
	<b>Goals Supported</b>	INCREASE SOCIAL SERVICES
	<b>Needs Addressed</b>	SUPPORTIVE SERVICES
	<b>Funding</b>	CDBG: \$235,505
	<b>Description</b>	PUBLIC SERVICES SUBJECT TO 15% CAP OF 2025 CDBG ALLOCATION AND PROGRAM INCOME. FUNDING FOR YOUTH RECREATIONAL AND EDUCATIONAL PROGRAMS; YOUTH FROM LOW-AND MODERATE-INCOME HOUSEHOLDS; HOMELESS SERVICES AND COUNSELING SERVICES
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	270 YOUTH WILL BE ASSISTED WITH YOUTH SERVICES/RECREATIONAL AND EDUCATIONAL PROGRAMS IN LOW- AND MODERATE-INCOME NEIGHBORHOODS, 80 INDIVIDUALS WILL BE ASSISTED WITH SENIOR SERVICES, 100 LOW- AND MODERATE-INCOME INDIVIDUALS WILL BE ASSISTED WITH COUNSELING SERVICES FOR VICTIMS.
	<b>Location Description</b>	CITY-WIDE; VARIOUS LOCATIONS THROUGHOUT CITY OF OXNARD
	<b>Planned Activities</b>	CITY OF OXNARD RECREATION AT 1) POLICE ACTIVITIES LEAGUE, 2) SOUTHWINDS YOUTH CENTER, AND 3) COLOMIA MEMORIAL PARK VETERANS GYM , SENIOR SERVICES PROVIDED BY 4) PALM VISTA SENIOR CENTER BY THE CITY OF OXNARD AND 5) OXNARD HOUSING AUTHORITY, 6) COUNSELING SERVICES FOR VICTIMS WILL BE PROVIDED BY THE COALITION FOR FAMILY HARMONY
<b>5</b>	<b>Project Name</b>	STREET IMPROVEMENTS AND INFRASTRUCTURE
	<b>Target Area</b>	NA
	<b>Goals Supported</b>	CREATE AND MAINTAIN QUALITY NEIGHBORHOODS
	<b>Needs Addressed</b>	STREET IMPROVEMENTS AND INFRASTRUCTURE
	<b>Funding</b>	CDBG: \$1,000,000
	<b>Description</b>	STREET IMPROVEMENT AND SIDEWALKS WITH ADA ACCESS RAMPS WITHIN LOW- AND MODERATE INCOME AREAS
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	THIS PROJECT WILL ACCOUNT FOR A NEIGHBORHOOD IMPROVEMENT IN LOW- AND MODERATE-INCOME CENSUS TRACT NEIGHBORHOOD, ESTIMATED AT 5,000 PERSONS
	<b>Location Description</b>	LOW- AND MODERATE-INCOME AREAS
	<b>Planned Activities</b>	CAL-GISLER NEIGHBORHOOD STREET IMPROVEMENT AND SIDEWALKS WITH ADA ACCESS RAMPS IN LOW- AND MODERATE-INCOME AREA IN OXNARD
<b>6</b>	<b>Project Name</b>	ADMINISTRATION
	<b>Target Area</b>	NA
	<b>Goals Supported</b>	EFFECTIVE ADMINISTRATION
	<b>Needs Addressed</b>	DEVELOPMENT OF NEW AFFORDABLE HOUSINGg HOUSING REHABILITATION HOUSING SERVICES HOUSING STABILITY HOMELESSNESS SUPPORTIVE SERVICES FAIR HOUSING SERVICES PUBLIC FACILITIES MAINTENANCE

		STREET IMPROVEMENTS AND INFRASTRUCTURE ECONOMIC SUPPORT FOR SMALL BUSINESSES & JOB TRAINING DISASTER PLANNING AND RECOVERY
	<b>Funding</b>	CDBG: \$397,663 HOME: \$68,591
	<b>Description</b>	ADMINISTRATION AND PLANNING COSTS SUBJECT TO CAPS FOR EACH FUNDING SOURCE; CDBG (20% of Allocation & PI) AND HOME (10% of Allocation & PI)
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	ADMINISTRATION AND PLANNING ACTIVITIES WILL BENEFIT FAMILIES CITYWIDE. AN ESTIMATED 202,000 PERSONS WILL BENEFIT FROM THIS ACTIVITY OF WHICH OVER 60% ARE LOW- AND MODERATE- INCOME RESIDENTS.
	<b>Location Description</b>	CITYWIDE
	<b>Planned Activities</b>	COORDINATION OF ALL CDBG AND HOME ADMINISTRATION AND PLANNING ACTIVITIES

## AP-50 Geographic Distribution - 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The primary national objectives of the ConPlan programs are to benefit LMI residents, therefore, the City's CDBG funds will be targeted to extremely low-, low-, and moderate-income persons. CDBG funds will be used to serve the LMI persons Citywide and in Low-Moderate Areas (LMA). Also, the City will continue to assist the low- and moderate-income persons citywide with HOME and ESG funds. The City will also be concentrating resources, including the CDBG, HOME and ESG funds within the South Oxnard and La Colonia neighborhoods.

#### Geographic Distribution

Target Area	Percentage of Funds
NA	NA

Table AP-2: Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The need for affordable housing (funded from CDBG and HOME) is present throughout the City. CDBG funds for public improvements are based on LMI persons within LMA Neighborhoods. Regarding the Public Services category of the CDBG funds, the proposed projects will focus on the basic needs of the residents such as mental health, essential and supportive services. The special population such as seniors, homeless and youth will continue to receive their funding for the education needs, shelter support and recreational needs.

Ventura County invests community development resources to address needs of low- and moderate-income persons living throughout the jurisdiction. Each entitlement jurisdiction additionally allocates resources that geographically target specific neighborhoods in which the majority of residents are low- and moderate-income. With limited resources, each community identifies opportunities to target resources at areas that have the greatest need or that would maximize the impact of the investment.

Individual activities funded by the Community Development Block Grant (CDBG) program are designed to benefit low- and moderate-income (LMI) persons or, in the case of activities like parks and streets, areas where at least 51 percent of the residents are low- and moderate-income persons.

ESG allocations are based on the limited clientele distributed citywide. HOME funds are distributed based on the income eligibility of the clients and citywide basis.

Supporting efforts in South Oxnard and La Colonia will support two of the most vulnerable and older communities with housing, services and economic stability through up and coming programs.

#### Discussion

As always, the City of Oxnard will continue to look for available public and private resources and creative ways to fund the needy programs.



## AP-55 Affordable Housing - 91.220(g)

### Introduction

HOME funds will be used to provide gap-financing assistance for new construction of multi-family rental units for lower income households. The first phase of Cypress Place, a 90-unit 100% affordable rental development, has been awarded a gap-financing loan of \$1,600,000 in HOME funds for the construction of the 90 unit development and \$1,500,000 CDBG funds for construction of off-site improvements. Cypress Place will include 15 HOME assisted units and is estimated to be completed in fall 2025.

The Etting Road (Dolores Huerta Garden) Apartments, a 58-unit 100% affordable rental development, has been awarded a gap-financing loan of \$1,854,000 in HOME funds for construction of the 58 unit development. Eleven of the units developed in the Etting Road Apartments will be HOME assisted units and are estimated to be completed in Spring 2025. Given that only Dolores Huerta Gardens is expected to be completed in Spring 2025 and Cypress Place is not expected to be completed until fall 2025 then there are only 11 HOME assisted units expected to be completed in FY 2024-2025. A total of 26 HOME assisted units are expected to be completed in calendar year 2025. The City will review new HOME funding applications submitted in FY 2024-2025 and estimates providing gap-financing for the construction of new housing that will result in at least five (5) HOME assisted units. CDBG funds will be used to provide seven residential rehabilitation assistance to eligible households.

Habitat for Humanity of Ventura County will continue to utilize previous years CDBG funds for residential rehabilitation assistance to eligible households. The Ventura County Community Development Corporation (VCCDC) will continue to utilize previous years CDBG grants funds for affordable housing loans for homeownership assistance for income eligible families in Oxnard. HOME development financing assistance will leverage development funds from the State of California, developer equity, private financing, and tax credit financing.

Lower-income households continue to pay a high percentage of their income for housing, compared to other income groups. A large percentage of lower-income renters tend to experience overcrowding and inadequate housing conditions as housing problems. In order to help provide decent and affordable housing, and improve the social and economic status for LMI households in Oxnard, the following programs will be available during the next program year:

1. Homeowner Rehabilitation Assistance Program
2. Homeownership Assistance Programs
3. Construction of new affordable dwelling units

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homelessness	15
Special Needs	0
Total	15

**Table AP-5: One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	15
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	15

**Table AP-6: One Year Goals for Affordable Housing by Support Type**

### **Discussion**

Habitat for Humanity of Ventura County will continue to utilize CDBG grant funds from the previous year for the homeowner rehabilitation assistance program. Ventura County Development Corporation (VCCDC) will continue to utilize CDBG grant funds from the previous years for Oxnard residents to provide a homeownership assistance program. The City of Oxnard's Affordable Housing and Rehabilitation Department will also continue to provide financial assistance to Community Housing Development Organizations (CHDO) and affordable housing developers to develop affordable housing units throughout the City subject to available funding and as permitted by the funding source. Loan information is provided to interested residents at homeownership fairs, workshops, and from City referrals to VCCDC.

---

## AP-60 Public Housing - 91.220(h)

### Introduction

Oxnard Housing Authority (OHA) currently administers 520 public housing units, 1,904 Section 8 rental assistance vouchers, which includes 77 VASH vouchers, 40 Mainstream vouchers, 10 Family Unification vouchers, 46 Emergency Housing vouchers, and provides support services through its Resident Services program and Family Self-Sufficiency (FSS) program. The needs of public housing residents are supported with a Resident Services program which offers a variety of services to families and youth on-site. The FSS program supports and promotes public housing and Section 8 families with homeownership opportunities and economic self-sufficiency. The FSS Program provides one-on-one counseling and individual assistance to families that participate in this program.

### Actions planned during the next year to address the needs to public housing

Modernization projects for the public housing units, where most needed, are funded through its Capital Fund program. Each year, in its Annual Plan and Statement, the Capital Fund Program re-prioritizes those projects identified in the 5 year plan.

For Fiscal year 2025-2026, the following capital improvement projects for public housing units are planned:

- CAL 31-3 Colonia Village 504 Conversion      \$260,000
- CAL 31-3 Colonia Village Alley Repair      \$140,000
- CAL 31-7 Althea Ct Rebuild 8 units      \$400,000

Total Planned projects for 2025-2026      \$800,000

### Actions to encourage public housing residents to become more involved in management and participate in homeownership

Homeownership opportunities are promoted by offering public housing families homeownership counseling services by Ventura County Community Development Corporation (VCCDC). In addition, families are informed of these services through its Family Self-Sufficiency Program and distribution of flyers to all households.

Public housing residents are encouraged to participate in public housing tenant associations that advocate on behalf of tenants to support efforts to improve public housing stock and living conditions.

### If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not Applicable.

### Discussion

In order to respond to the increasing need for affordable housing units within the community, OHA and the Housing Department will continue to seek new resources of financing new housing development projects and partnering with developers, owners, and CHDO's.

---

## AP-65 Homeless and Other Special Needs Activities - 91.220(i)

### Introduction

Jurisdictions that receive federal funds for homeless assistance are typically required to conduct a Point In Time Count (PIT) of homeless persons each year. The PIT count was completed on January 22, 2025, with more than 100 volunteers signing up to participate in Oxnard's count. The results of this count are still being tabulated by the Ventura County Continuum of Care. The results will be published in their annual Homeless Count and Survey report, expected in Spring 2025.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of Oxnard continued the operation of a year round homeless shelter and navigation center located on K Street in Oxnard. The City of Oxnard contracted Mercy House to operate the navigation center. The navigation center will continue its operation for the next twelve-month period and beyond. Oxnard has launched an effort to develop a new construction mixed-use development that will include a new, replacement navigation center and 110-bed homeless shelter plus other support services and fifty-six units of permanent supportive housing. We expect that this new project will be in operation by August 2025. The shelter will continue operating at the K Street location until that time.

The City continued working with The Salvation Army to provide street outreach services that include practical assistance, housing navigation, employment assistance, health navigation and crisis intervention with the ultimate goal of transitioning chronically-homeless individuals towards stable housing. The Street Outreach Team coordinates with Mercy House and the Oxnard Navigation Center as well as the Homeless Liaison Officers with the Oxnard Police Department. The City also began a partnership with Mercy House for street outreach services.

This year, the City continued its partnership with Ventura County Health Care Agency to operate an encampment response program as part of the State's Encampment Resolution Funding program. The program consists of a street outreach and case management team, along with non-congregate emergency shelter by using motel rooms. This project involves proactive engagement with people living in encampments throughout the city, and relocation to non-congregate emergency shelter where clients are connected with a case manager to work towards a housing plan, with the goal of moving into permanent supportive housing.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The emergency shelter and transitional housing needs of homeless persons are currently being addressed by several service providers throughout Ventura County. The emergency shelter needs in the area are met by the following providers: Mercy Housing in operation of the Oxnard Navigation Center, Ventura County Rescue Mission - single men over the age of 18 with rotating stay schedule, 10 nights in/5 nights out; Kingdom Center - emergency shelter for single women and women with children; Lighthouse Mission for Women and Children - single women and women with children; and Turning Point Foundation - mentally ill individuals.

Transitional housing needs are currently being met by the following providers: Kingdom Center - single women and women with children; Many Mansions - transition aged youth, single women and women with children;

Turning Point Foundation - single mentally ill persons; Salvation Army - families, single parents and single persons; Ventura County Human Services Agency - families, single parents and children, and single persons.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

There are many providers that are working diligently to assist homeless persons from not only finding housing, but also to prevent further incidents of homelessness. The Oxnard Housing Authority designates Homeless Set Aside vouchers in issuance of Housing Choice Vouchers and is actively offering permanent housing opportunities, including through the construction of the Central Terrace, Casa Aliento, and Casa de Carmen permanent supportive housing projects. Specific vouchers that the Oxnard Housing Authority uses to address homelessness include Homeless Set Aside Vouchers, Mainstream Housing Vouchers that are prioritized for non-elderly adults with disabilities who are currently homeless or leaving an institution, and Emergency Housing Vouchers through the American Rescue Plan Act.

The Ventura County Human Services Agency (HSA) utilizes County General Funds to provide eviction prevention and rapid re-housing services to all of these populations; they will continue to do this in the forthcoming operating year. Additionally, Ventura County Veterans Services, Health Care for the Homeless, and Ventura County Behavioral Health all work closely with service providers to provide supportive services to assist in reducing the incidence of homelessness as they have also done in the recent past.

The Oxnard Housing Authority works in conjunction with Veterans Affairs to administer housing vouchers for homeless veterans under the VASH program. This program targets chronically homeless veterans.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The Ventura County Continuum of Care has documented discharge policies of all of the above-mentioned services that spell out various directions to ensure persons are not discharged into homelessness. Additionally, as stated earlier, HSA works with qualifying low-income persons and families to avoid homelessness. This is done with the utilization of ESG and Ventura County allocated general fund dollars. Under the CoC discharge policy, in fulfilling the State Mandated Policy (state law related to the discharge protocol), the following are found:

1. Health Care Facilities: the County health care system describes the discharge policy as interdisciplinary responsibility. For the persons who require ongoing medical and nursing care and who have no identifiable address they may be discharged to a respite program at the RAIN project, a County operated transitional housing project. Others, upon discharge routinely go to group homes, board and care facilities, or reunite with families and friends.
2. Mental Health Facilities: the Ventura County Medical Center Psychiatric Inpatient Unit with the collaboration of Ventura County Behavioral Health and various community agencies provides discharge

planning and placement assistance to patients, when leaving the mental health facilities.

3. Foster care and other youth facilities: the goal is to provide assisted services to eligible youth and young adults between the ages of 16 and 21 in making a successful transition from foster care to independent living and achieve self-sufficiency. In addition to the County Children and Family Services, a Transitional Age Youth (TAY) center, operated by Pacific Clinics is also available.
4. Corrections programs and institutions: upon release, inmates are able to obtain housing in transitional and permanent housing programs, group homes, and sober living homes as well as with family and friends.

---

## AP-75 Action Plan Barriers to Affordable Housing - 91.220(j)

### Introduction

A barrier to affordable housing is a public policy or nongovernmental condition that constrains the development or rehabilitation of affordable housing, such as land use controls, property taxes, state prevailing wage requirements, environmental protection, cost of land and availability of monetary resources. Barriers to affordable housing are distinguished from impediments to fair housing choice in that barriers are lawful and impediments to fair housing choice are usually unlawful.

Barriers or constraints to the affordability of housing exist in many forms. A particular building code that to one sector might be interpreted as a “negative” public policy that acts as a barrier to affordable housing may to another sector be seen as a life-saving necessity – for example, seismic safety construction requirements. The same can be said for zoning and land use regulations. It should be noted that in Ventura County, local growth limitations have been adopted by direct ballot measures. Some of these measures entail costs which can affect housing supply and the cost of housing that is produced.

Barriers to exit homelessness include the lack of a permanent, year round shelter and the lack of housing units for those at the very low- and low- income spectrum. Because of the high cost to develop housing for these populations and limited public funding to subsidize the development of new affordable housing units, developers often do not have the resources to develop the number of units necessary to house this population. When this occurs, badly needed units go undeveloped, thus further limiting housing opportunities for those hardest to house.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The state of California mandates that jurisdictions include seven elements in their General Plans: land use, transportation, conservation, noise, open space, safety, and housing. Two of these elements – the Housing and Land Use Elements – can directly impact local housing markets because they define key parameters for housing development such as permitted density, required fees, and allowable zoning uses.

The Housing Element details a local government’s strategy to address their jurisdiction’s housing needs and regulate existing and future housing development. In California, the state outlines statutory requirements for each community’s Housing Element which are then subject to review by the Department of Housing and Community Development (HCD) for compliance with state law. Enacted in 1969, the Housing Element law requires that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The law acknowledges that for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems that provide opportunities for and do not unduly constrain housing development.

Environmental review, general planning, zoning, and related local land use regulations and development standards are all extensions of local government police powers to protect life and property, minimize nuisances, and achieve a desired quality of life as expressed through a participatory democratic process. Certain barriers

to affordability are imposed by the mandates created by State Law (such as preparing and adopting a General Plan and conducting environmental reviews), are adopted for safety or civil rights reasons (such as the imposition of seismic construction standards in quake-prone areas, or requiring compliance with accessibility or visibility design standards), or enacted to remedy or prevent a specific local issue (such as requiring landscaping to deter graffiti). The term “barrier” should not be interpreted in the context that local development standards and development review procedures are inhibiting the provision of quality affordable housing that would otherwise be developed, but are the cumulative effect of the development requirements imposed by the layers of government regulations and laws that impact residential development.

**Discussion:**

The City strives to consistently implement all policies and procedures, to review local development standards and development review procedures in such a way as to avoid and ensure that such do not have unintended negative consequences, and to improve policies and procedures so as to increase the opportunities and feasibility of developing affordable housing, especially for special needs and very low- and low-income units). The City will continue to engage in these efforts to identify and minimize any barriers over which the City has legal authority, in accordance with applicable law.



---

## AP-85 Other Actions - 91.220(k)

### **Introduction**

The City will implement the goals and strategies of the Regional Consolidated Plan to achieve the other actions listed in the next section.

### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to utilize available resources to fund administrative support activities to meet the underserved needs in the community. The City will continue to work with the appropriate state agencies to administer the assets of the former redevelopment agency in the appropriate manner, and to the benefit of the LMI community whenever possible and feasible. Other obstacles include the following:

Limited availability of funding from federal, state and other sources;

High cost of housing and provisions in the area which increases the difficulty of meeting affordable housing needs;

Reduced or frozen funding from state and other sources due to inadequate state revenue; the housing and credit crisis causing a negative effect;

A tight job market has produced an increased demand for production of new housing which is not being met, increasing home prices. Salaries are not commensurate with the high cost of housing in this market. These two factors combine to exacerbate the affordability crisis; and,

The Credit Crisis. Credit crisis has limited the availability of capital to develop housing for low-and moderate-income households and special needs groups. City staff will address the challenges of existing and new obstacles in PY 2025 by focusing on the following programmatic and administrative areas: Staff will continue to research the availability of future funding resources that leverage the development of affordable housing units, inclusive of grants, bond financing, Section 108 funding and partnering with other affordable housing developers. CDBG and other funds will be used to fund administrative support for programs that serve the needs of LMI citizens citywide. This is especially critical now that no redevelopment agency funding is available, given that redevelopment agencies no longer exist in California. Staff will continue to collaborate with private-sector partners when appropriate in the development and construction of affordable housing. Staff will continue to collaboratively work with the service provider community, non-profit organizations, and neighboring cities and local governmental agencies within the County of Ventura to identify projects that also meet federal community development program eligibility and which can comply with timely draw-down requirements.

Per the regulation CFR 92.251 (a)(2)(vi), broadband infrastructure, the City incorporates this regulation into each HOME agreement to ensure federal compliance with this statute

### **Actions planned to foster and maintain affordable housing**

The City utilizes its Inclusionary Housing Program to provide significant numbers of affordable housing units. The City's Inclusionary Housing Program is one of forty-four programs identified in the City's 2021-2029 Housing Element identified to facilitate the construction of new affordable housing and to conserve and rehabilitate existing housing. To ensure that Oxnard has enough opportunity sites suitable for residential development and to meet the 2021-2029 Regional Housing Needs Assessment (RHNA) affordable allocation of 2,911 lower income units, the City is relying on the following:

- The Affordable Housing (AH) additive zones (see Supplement 1) with an inventory of 2,466 units on sites
- 44 Vacant and Underutilized Sites (see Supplement 1)
- 224 units on Pending Specific Plans
- 165 units on Pending Annexations
- 490 Project Accessory Dwelling Units (ADUs)

The City of Oxnard has adopted several ordinances that establish inclusionary affordable housing requirements for new developments. Relevant ordinances are City Council Ordinances 2980 and 2999. The Inclusionary Housing Program, pursuant to Ordinance 2980, provides for in-lieu fee payments that can replace the on-site units within a development subject to approval by the City Council. The City adopted updated In-Lieu fees on June 2, 2020. In-lieu fees for development project are as follows:

**For-Sale Units:** If the in-lieu request is granted, the developer is required to make a payment of \$39,416 for each single-family home and \$38,321 for each multi-family for sale unit in the development. Thereafter, every July 1st these fees will be adjusted by the percentage increase or decrease for the prior twelve months as determined by the Engineering News Record Building Cost Index for the Los Angeles Region.

**Rental Units:** If the in-lieu request is granted, the developer is required to make a payment of \$30,656.83 for each multi-family rental unit in the development. Thereafter, every July 1st this fee will be adjusted by the percentage increase or decrease for the prior twelve months as determined by the Engineering News Record Building Cost Index for the Los Angeles Region.

In-lieu payments are made when the developer applies for building permits for the approved units. The in-lieu fees collected provide funding support in the form of developer loans to new affordable housing projects and are almost always leveraged with other funding sources. The current in-lieu fund balance is approximately \$1.9 million.

Possible incentives to be offered by the City's Community Development Department may include, but are not limited to, the following:

- Expedited/streamlined application processing and development review
- Modification of development requirements, such as reduced setbacks and parking standards on a case-by-case basis

Existing incentives include the State Density Bonus Program and Down payment Assistance to low-income residents looking to buy a new home via the City's agreement with the Ventura County Community

Development Commission to administer a Down payment Assistance Program with the use of City CDBG funds. The City's Affordable Housing Additive Zone offers developers the ability to build 30 units to the acre in designated parcels throughout the City in exchange for making 20% of the units affordable.

### **Actions planned to reduce lead-based paint hazards**

Any rehabilitation activities on housing units constructed prior to 1978 will have lead hazards identified and actions taken to remove the hazard. The City's Affordable Housing Division does not own or manage any housing units. All units for which HOME and CDBG assistance is provided for homebuyer assistance or homeowner rehabilitation are administered in compliance with HUD's HOME or CDBG regulations for lead-based paint, as applicable. With respect to units owned or assisted by the Oxnard Housing Authority, there have been no cases of Public Housing tenants and/or Section 8 participant households reporting or having been discovered to have poisoned children or any child with "Elevated Blood Lead Level". OHA staff provides a brochure related to lead based paint hazards to all new tenants and program participants. Maintenance staff attends training and seminars to stay current with the State of California Lead Awareness Training requirements.

### **Actions planned to reduce the number of poverty-level families**

Eliminating poverty is a clear concern in Oxnard and Ventura County in general. Efforts are constantly underway to improve the quality of life and economic well-being of the residents through collaborative efforts of the following agencies and their programs to provide needed skills for individuals seeking jobs and thereby getting them out of poverty:

- City Corp
- Oxnard Housing Authority
- County of Ventura-Human Services Agency
- City's youth programs such Police Activities League programs and Southwinds Youth Center programs

### **Actions planned to develop institutional structure**

Extensive public and private partnerships have been established and organized to address the City's housing, homeless, and community development needs: Entitlement Grants workshops and training, Affordable Housing workshops for homeowners, Fair Housing training and other scheduled meetings (such as Pre-construction meetings, Commission on Homelessness meetings, and meetings with County Continuum of Care Council, Housing Committee meetings).

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City will continue to collaborate with public and private housing and social service agencies to meet the goals and objectives of the Consolidated Plan. This could be from ongoing meetings, special meetings and task force.

**Discussion:**

The City anticipates new inclusionary affordable housing to be developed within several proposed specific plans and other new projects, including the Central Terrace Apartments, which will include 9 City inclusionary units as well as 77 other 100% affordable units. The Casa de Carmen project (formally known as 2nd and B and the Homeless Solutions Center) will provide 6 City inclusionary units as well as 49 other 100% affordable units. Based on a thorough review, the City does not believe that the current inclusionary housing program is a constraint to the development of housing in addition to the incentives and concessions currently being offered and conversations with local developers who have been able to work within the requirement of the inclusionary housing program and produce housing. To further ensure the program does not pose a constraint, the City has included a monitoring process.

Other actions that the City of Oxnard will continue to improve compliance assessment for all its HUD funded programs and projects by 1) monitoring program and financial performance; 2) compliance with Environmental review: each project is reviewed for compliance with the National Environmental Protection Act. The City will utilize a consulting agreement to assist and perform the environmental reviews for housing developments and facility improvement projects, more complicated, and time consuming projects; 3) Labor Compliance Act; 4) Section 3 Compliance; 5) Procurement and Purchasing: The City has its own procurement and purchasing policies managed by staff in the Finance Department; 6) Partnerships with Citizen Advisory Groups: Inter-Neighborhood Council Forum, Commission on Homelessness, Parks and Recreation and Community Services Commission, Mobile home Park Rent Review Board, and Senior Services Commission.

Continued Actions planned to foster and maintain affordable housing:

The affordable housing additive zones, adopted on October 19, 2021 via Ordinance 2999, are zoning designations that provide opportunities and incentives for the development of affordable residential housing to help the City reach its regional housing needs allocation (RHNA).

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.220(l)(1,2,4)

#### Introduction

The information in this section pertains to requirements set forth in HUD regulations that are specific to the CDBG, HOME, and ESG programs.

#### Community Development Block Grant

##### Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- |  |   |
|--|---|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  |   |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements  | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan   | 0 |
| 5. The amount of income from float-funded activities   | 0 |

#### Total Program Income:

#### Other CDBG Requirements

- |   |         |
|---|---------|
| 1. The amount of urgent need activities   | 0       |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

**HOME Investment Partnership Program (HOME) Reference 24**  
**CFR 91.220(l)(2)**

**1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

Other forms of local investments for housing that may be available to projects include financing from the City's in-lieu fees, CDBG, Housing Successor Agency Funds, and Permanent Local Housing Allocation (PLHA) funding. The City also applies for competitive grants in support of affordable housing initiatives and partners with other housing organizations to assist in housing low-income and the unhoused with permanent housing options.

CDBG funds are currently being used for home ownership assistance through a subrecipient.

**2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

The City does not have a resale provision, therefore the City's policy is to recapture the funds for future HOME-eligible activities. Below describes the City's recapture provisions and procedures.

Recapture Provisions

In the event that the homebuyer fails to satisfy the requirements during the term of the loan, or otherwise defaults, the City shall exercise its legal rights, as set forth in the promissory note and deed of trust, in order to recover the monetary assistance previously provided to the maximum extent permitted by law.

If the recapture provisions are triggered by a sale of the housing unit, (whether voluntary or involuntary – such as foreclosure) or other default, the City shall take all necessary steps to recover the full amount of HOME funds from the net proceeds. The phrase 'net proceeds' is defined as the sales price, minus the loan repayment of the first trust deed (other than HOME funds) and any closing costs.

The HOME Program regulations allow the City to recapture the entire HOME Subsidy, in the event the loan recipient violates the affordability and or term period requirements. However, should the 'net proceeds' not cover the entire HOME Subsidy or not cover any of the HOME Subsidy, the City is required to forgive the remaining balance of the direct HOME Subsidy.

During the term of the loan, the homeowner must repay the loan if it is sold, transferred or refinanced without the City's permission and/or with cash out to the homeowner or the homeowner does not occupy the residence as a primary residence.

Procedures

The City utilizes an agreement which includes restrictions, and a promissory note secured by a deed of trust which is recorded with the Ventura County Recorder's Office.

Staff monitors and requires certification annually by the homeowner that the property is owner-occupied

to determine if recapture provisions shall be invoked upon discovery of violations for owner-occupancy or unauthorized transfers.

The City will exercise the rights stipulated in the promissory note, secured by the deed of trust that was recorded with the County Recorder's Office.

Should Borrower transfer (as that term is defined in the Note) the Property during the occupancy period, City shall require that Borrower pay from the net proceeds the full amount of the Loan. For purposes of this Loan Agreement, "net proceeds" shall mean the sales price minus loan repayment (other than CDBG funds) and closing costs.

In the event net proceeds are not sufficient to discharge the full amount of the Loan during the occupancy period plus enable the Borrower to recover his or her initial investment in the Property and documented costs of any capital improvements, Borrower shall share the net proceeds with City. The City's share of the net proceeds shall be calculated as follows:

$$(\text{Amount of Loan} / \text{Amount of Loan} + \text{Borrower's Investment}) = \% \text{ of Net Proceeds that City is entitled to.}$$

Should the net proceeds not discharge the full amount of the Loan, City shall forgive the remaining balance.

**3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:**

During the affordability period, the homeowner must resell to another low-income homebuyer if the property is refinanced without the City's permission and/or with cash out to the homeowner or the homeowner does not occupy the residence as a primary residence.

The original homebuyer receives a fair return on investment, (i.e., the homebuyer's down payment plus capital improvements made to the house. It is important to note that in certain circumstances, such as a declining housing market where home values are depreciating, the original homebuyer may not receive a return on his or her investment because the home sold for less or the same price as the original purchase price); and

In the event that the homebuyer fails to satisfy the requirements during the term, or otherwise defaults, the City shall exercise its legal rights, as set forth in the Resale Restriction Agreement.

Procedures

The City utilizes a Resale Restriction Agreement (RRA) secured by a deed of trust which is recorded with the Ventura County Recorder's Office.

Staff monitors and requires certification annually by the homeowner that the property is owner-occupied to determine if resale provisions shall be invoked upon discovery of violations for owner-occupancy or unauthorized transfers.

If the homeowner defaults or fails to satisfy requirements during the term, the City will exercise the rights stipulated in the Resale Restriction Agreement.

Property must be sold to an eligible low-income homebuyer which shall acquire the unit subject to the continuation of restrictions provided in the RRA through an assumption agreement.

The purchase price must be affordable for a low-income household who earns up to 80% of the area median income, provided by HUD. The monthly cost for principal, interest, taxes, insurance, HOA fees, utilities, and maintenance should not be more than 30% of the monthly income for the household or otherwise stated in the RRA. There is no preference to a particular segment of the low-income population.

The resale price is calculated using one of two methods described below. The method used is identified in the RRA:

Determined as the affordable housing cost for a family at 80% of AMI paying no more than 30% of the monthly income for the household or in accordance of California Health And Safety Code 50025.5, whichever is lesser, but not less than the original price paid by homebuyer, or

Determination using a CPI method to calculate the increase (or decrease) in value of the property. The U.S. Bureau of Labor Statistics Consumer Price Index – All Urban Consumers for the Los Angeles-Riverside-Orange Counties Area (all items based 1982-1984=100) provides the CPI on the date of the calculation and the CPI on the purchase date. The calculation is the CPI on the date of the calculation minus the CPI on the purchase date, plus the cost of improvements to property evidenced with receipts, less 7% depreciation, plus the costs of bringing the housing unit up to current building codes and in a salable condition.

**4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

The City currently does not have any plans to invest HOME funds in this type of activity.

**Emergency Solutions Grant (ESG)  
Reference 91.220(I)(4)**

**1. Include written standards for providing ESG assistance (may include as attachment)**

The City does not provide any direct client assistance under the ESG program. All written standards vary by service providers and assistance type. However, all providers must ensure recipients meet the minimum qualifications established by HUD for each eligible funded activity. The Ventura County Continuum of Care maintains a Written Standards for HUD CoC and ESG document for subrecipients of ESG funds.

**2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.**

The Regional Ventura County Continuum of Care Alliance has established a centralized or coordinated assessment system, Pathways to Home, that provides coordination intake as well as systems to avoid duplication of effort and redundancies.



Pathways to Home is centralized to provide identical information and system-wide tracking through HMIS, of all homeless individuals who seek and /or receive assistance at any one of the various service providers, or through the County directly.

**3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).**

The process for making all sub-awards for ESG recipients are as follows:

- a. The City formally posts the Notice of Available Funds (NOFA) in the regional newspaper, on the City's website, and emails and paper mail are sent to all existing and potential service providers from Ventura to Los Angeles.
- b. All interested agencies attend information workshop/application training on the process, which includes all deadline dates and times.
- c. Interested agencies then submit their application, project overview and qualifications
- d. The funding recommendations are adjusted to meet the available resources and cap requirements; reviewed by management and then submitted to the City Council for approval.
- e. All applicants are contacted and urged to attend the City Council meeting in which the items fall on the agenda. All supporting comments and grievances are done at this time.
- f. The Mayor and City Council directs the City Manager and staff to move forward with final processing.
- g. Staff prepare all contracts for execution. Additionally, all internal processes are completed in order to encumber funds to each individual agency.
- h. Contracts are completed and services can begin on July 1.
- i. All ESG contracts are awarded for two years

**4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.**

The City meets the homeless participation requirement by having formerly homeless City staff involved in the consideration of policies and funding decisions regarding facilities and services funded under ESG. Formerly homeless City staff also serve on the Ventura County Continuum of Care Governance Board. In addition, each entity receiving City ESG funding is also asked to provide information as to how they involve the homeless

**5. Describe performance standards for evaluating ESG.**

PERFORMANCE MEASURES

Performance measures are in place to ensure the efficient administration of all ESG funded activities. Additionally, along with the utilization of the HMIS, these measures will hopefully help to reduce the length of time of family and individuals remain homelessness, reduce the overall incidence of homelessness, and monitor the overall use of emergency shelters. Some of the activity measures are as follows:

- Emergency Shelters: Excluding winter shelters, must be able to document placement of a minimum of

10 percent of the homeless persons or households served in the Program Year into transitional or permanent housing.

- **Transitional Housing:** must be able to document placement of a minimum of 50 percent of the households who completed the transitional housing program in the Program Year into permanent housing. "Household" is defined as all clients including single individuals and families.
- **Rapid Re-housing:** must show continued housing of clients receiving assistance for at least three months after receiving assistance. This should be done via case management of clients, documentation and HMIS entry and exit dates.
- **Eviction Prevention:** must show continued housing of clients receiving assistance for at least three months. This should be done via case management of clients, documentation and HMIS entry and exit dates.
- **All clients,** with the exception of victims of domestic violence, must be entered into the Regional HMIS within 15 days of receiving service(s), and must be exited from the system within 30 days of program completion or termination.
- **MINIMUM STANDARDS:** Sub-grantees are expected to have taken steps to meet the Minimum Standards for Homeless Programs within thirty days of executing the Program Year contract.
- **BUILDING AND HABITABILITY STANDARDS:** Any building for which ESG funding is used for renovation, major rehabilitation or conversion must meet local government safety and sanitation standards. In addition, the Sub-Grantee must meet a number of basic standards to ensure that shelter and housing facilities funded through the ESG program are safe, sanitary and adequately maintained.
- **MONITORING:** City staff will monitor the use of grant funds through a combination of a thorough review of submitted reports, review of audit or financial statements, and monitoring and site visits.

The City will continue to develop and implement eligible activities using the grant funds and through the monitoring and review processes and techniques in order to comply with the federal specific requirements.

#### **Discussion:**

The Homeless Services Division continues to fund all the activities prescribed in the HEARTH act. With the subrecipients' partnership, the City's ESG will continue to provide substantial additional leverage funds to invest in the various programs in order to assist the homeless population toward the goal of reduction and ending homelessness. Also, ESG limits the cost categories for administration and planning to 7.5%, and no more than 60% for street outreach and emergency shelter. The remaining balance supports rapid re-housing programs and Homeless Management Information System (HMIS) licensing.