

# City of Camarillo

## FY 2021-2022 Action Plan



May 2021

Community Development Department  
601 Carmen Drive  
Camarillo, CA 93010

# **Action Plan**

## **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

### **Introduction**

Camarillo lies in the center of Ventura County, midway between Santa Barbara and Los Angeles. The City is economically diverse and provides a range of employment, lifestyle, and housing opportunities. Camarillo is nearly 20 square miles in area and is surrounded by agricultural greenbelts and hillside open space. This Fiscal Year (FY) 2021-2022 Action Plan was prepared using the eCon Planning Suite system developed by HUD and covers the planning period of July 1, 2021, through June 30, 2022 and the second year of the Regional Consolidated Plan. The system prescribes the structure and contents of this document, following the Federal Consolidated Planning regulations.

The City conducted a public hearing on March 24, 2021 to consider applications for CDBG funding. A 30-day public review of the Draft Action Plan and proposed funding allocation was provided from April 12, 2021 through May 11, 2021. The City Council conducted a second Public Hearing for the adoption of the Action Plan on May 12, 2021.

### **Summarize the objectives and outcomes identified in the Plan**

Priority Needs established in the FY 2020-2024 Regional Consolidated Plan, which form the basis for establishing objectives and outcomes in the Camarillo FY 2021-2022 One-Year Action Plan, are as follows:

#### **High Priority**

- New Rental Housing
- Housing Support and Stability
- Homeownership Opportunities
- Rehabilitation and Preservation of Existing Housing Units
- Assistance for Senior Residents
- Social Services
- Homelessness

### **Evaluation of past performance**

The evaluation of the first year of the FY 2020-2024 Regional Consolidated Plan and accomplishments will be available in July 2021.

### **Summary of citizen participation process and consultation process**

For the FY 2021-2022 program year, the City of Camarillo held the first public workshop on January 6, 2021, where an overview of the CDBG program and potential eligible activities were presented. Applications and procedure guides for CDBG funds were provided at the workshop. Representatives from different agencies attended the meeting.

The City's Department of Community Development advertised the availability of funds and invited interested and qualified non-profit organizations to submit proposals for funding. The deadline for funding applications was February 12, 2021. These applications were then reviewed by the City Council, which is responsible for determining the allocation of funds.

The City Council conducted a Public Hearing on March 24, 2021 for the preliminary allocation of funds. A 30-day public review of the Draft Action Plan and proposed funding allocation was provided from April 12, 2021 through May 11, 2021. The City Council conducted a second Public Hearing for the adoption of the Action Plan on May 12, 2021.

### **Summary of public comments**

A summary of the public comments received is provided in Appendix A.

### **Summary of comments or views not accepted and the reasons for not accepting them**

All comments were received.

### **Summary**

The City of Camarillo has undertaken diligent and good faith efforts in outreaching to all segments of the community that may benefit from the City's CDBG program.

## **PR-05 Lead & Responsible Agencies - 91.200(b)**

### **1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	Camarillo	Department of Community Development

**Table 1 – Responsible Agencies**

### **Narrative**

The City's CDBG program is administered by the City of Camarillo Department of Community Development.

### **Consolidated Plan public contact information**

For matters concerning the City of Camarillo's CDBG program, please contact:

Oksana Buck, Associate Planner,  
Community Development Department  
601 Carmen Drive, Camarillo, CA 93010, (805) 388-5367

## AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

### 1. Introduction

As part of the development of this Action Plan, the City conducted an outreach program to consult and coordinate nonprofit agencies, affordable housing providers, and government agencies regarding the needs of the low- and moderate-income community. The outreach program has been summarized in the Executive Summary and Citizen Participation sections of the Action Plan.

*Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).*

During FY 2021-2022, Camarillo will continue to participate in housing and community development forums, discussions and one-on-one contact with citizens, public groups and surrounding communities.

*Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.*

The Ventura County Continuum of Care Alliance consists of a Board of Directors that was established to be consistent with 24 CFR 578.5(b), with broad representation from government, homeless service providers, emergency response, health care, housing providers, business community, faith community and homeless/formerly homeless persons. The Continuum of Care Alliance, a collaborative group dedicated to promoting a safe, desirable and thriving community, works to garner community-wide commitment to preventing and ending homelessness in all parts of the region. The Continuum of Care Alliance holds quarterly meetings and is open to all interested stakeholders and the public. The forum is used as a platform for promoting their mission and the Continuum of Care Alliance has seen growing interest and participation over the past year as agencies, organizations, and interested parties see the benefits of improved coordination and communication.

The Continuum of Care Alliance is the oversight committee for the CoC subcommittees: Data & System Performance, Housing & Services, HMIS, and Public Information & Outreach. The entire system is following the Continuum of Care Alliance's lead in pursuing projects that serve persons with the longest time homeless and that are determined most vulnerable among all subpopulations (chronically homeless individuals and families, families with children, veterans, and unaccompanied youth). All funded programs are focused on placing persons in permanent housing as quickly as possible.

The Continuum of Care Alliance coordinates with all systems of care that may discharge persons into homelessness including local hospitals, mental health facilities, foster care programs and correctional facilities. Stakeholders from these groups are participating in the Continuum of Care Alliance's meetings and discussion and partnering with providers to reduce the number of discharges into homelessness. Successful partnerships have resulted in a new Recuperative Care program being established in Ventura County for homeless persons needing a safe place to recuperate after hospitalization.

With the implementation of Pathways to Home, the local coordinated entry system, the Continuum of Care Alliance has created pathways to resources for populations who may not have connected to the service system. The Continuum of Care Alliance has engaged healthcare and behavioral health partners to serve as points of entry to the larger service system linking the most vulnerable populations to shelter and housing resources.

The City is committed to funding programs with CDBG funds that have a strong emphasis on addressing housing needs citywide and the ongoing “continuum of care” for the homeless. For FY 2021-2022, Camarillo’s CDBG funds will be used to address a continuum of care that supports:

- Turning Point Foundation - addresses the needs of the chronic homeless mentally ill.
- County of Ventura Human Services Agency - RAIN – provides transitional housing that addresses the needs of homeless families.
- Livingston Memorial Visiting Nurse Association (LVMNA) – provides home health, hospice and support to Camarillo residents.
- Lutheran Social Services - Community Care Center – provides assistance to people facing poverty.

*Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS*

The City of Camarillo does not receive ESG funds.

### **Agencies, groups, organizations and others who participated in the process and consultations**

<b>1</b>	<b>Agency/Group/Organization</b>	<b>RAIN Transitional Living Center</b>
	Agency/Group/Organization Type	Services – Housing Services – homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended the workshop and submitted an application for funding.
<b>2</b>	<b>Agency/Group/Organization</b>	<b>Livingston Memorial Visiting Nurse Association</b>
	Agency/Group/Organization Type	Services – Elderly Persons Services - Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended the workshop and submitted an application for funding.
<b>3</b>	<b>Agency/Group/Organization</b>	<b>Habitat for Humanity</b>
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended the workshop and submitted an application for funding.

<b>4</b>	<b>Agency/Group/Organization</b>	<b>Turning Point Foundation</b>
	Agency/Group/Organization Type	Services- Education Services- Homeless Services- Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Homeless Needs – Chronically Homeless Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended the workshop and submitted an application for funding.

**Table 2 – Agencies, Groups, Organizations Who Participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

All applicable agencies and agency types were consulted.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Continuum of Care Alliance	Potential funding allocations to address homeless needs will complement the CoC Strategy.
Ten-Year Plan to End Homelessness	Continuum of Care Alliance	Potential funding allocations to address homeless needs will be consistent with the Ten-Year Plan to End Homelessness

**Table 3 – Other local / regional / federal planning efforts**

**Narrative**

Refer to Appendix A for proof of publication and summary of public comments received.

## AP-12 Participation - 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation

*Summarize citizen participation process and how it impacted goal-setting*

The City of Camarillo held a workshop on January 6, 2021, where an overview of the CDBG program as well as potential eligible activities was presented. Applications and procedure guides for CDBG funds were provided at the workshop.

The City's Department of Community Development advertised the availability of funds and invited interested and qualified non-profit organizations to submit proposals for funding. The deadline for funding applications was February 12, 2021. These applications were then reviewed by the City Council, which is responsible for determining the allocation of funds.

The City Council conducted a public hearing on March 24, 2021 for the allocation of funds. A 30-day public review of the Draft Action Plan and proposed funding allocation was provided from April 12, 2021 through May 11, 2021. The City Council also held a second public hearing for the adoption of the Action Plan on May 12, 2021.

#### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Response/ Attendance	Comments Received	Comments Not Accepted
1	CDBG Workshop	Service Providers	The City held its public workshop on January 6, 2021.	A summary of comments received can be found in Appendix A.	All comments were accepted.
2	Public Hearing	Non-Targeted/ Broad Community	City Council conducted a public hearing on March 24, 2021 for the preliminary allocation of funds and a public hearing on May 12, 2021 for the adoption of the Action Plan.	No comments were received to date.	All comments were accepted.
3	Newspaper Ad	Non-Targeted/ Broad Community	Public notices were published announcing the public review period and public hearings.	Not applicable.	Not applicable.
4	Public Review	Non-Targeted/ Broad Community	A 30-day public review period was provided from April 12, 2021 through May 11, 2021.	No written comments were received to date.	All comments were accepted.



#### **Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

A number of housing and community development resources are currently available in the City. They include:

- Community Development Block Grant (CDBG) funds
- HOME Funds (through Ventura County HOME Consortium)
- HUD Housing Choice Voucher Program (through the Area Housing Authority of the County of Ventura)
- State Housing and Community Development (HCD) housing funds
- State transportation funds

#### Anticipated Resources

For the FY 2021-2022, the City received an allocation of \$343,071 in CDBG funds. Also, the City's estimates a balance of \$27,798 in program income from FY 2020-2021. Overall, available funding is \$370,869 as follows:

1. FY 2020-2021 allocation - \$343,071
2. Available Program Income from FY 2020-2021 - \$27,798

In addition, the City anticipates receiving additional funding under the CDBG CARES Act for addressing the impacts and needs associated with the Coronavirus. Specifically, the City anticipates CDBG-CV3 funds in the amount of \$384,106 would be available. The City plans to fund the following with this CDBG-CV3 funds:

- Older Adult Services and Intervention Program (Catholic Charities)
- Senior Nutrition Program – Home Delivered Meals (Camarillo Health Care District)
- Program Administration (City of Camarillo)

The City will need to substantially amend the FY 2020-2021 Action Plan (the plan year which received the CDBG-CV1 funding) in order to receive the CDBG-CV3 funds, as all CDBG-CV funds are treated as one continuous funding source.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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 Service	\$343,071	\$27,798	\$0	\$370,869	\$980,916	Remainder estimate is based on an annual allocation of \$326,972.

**Table 5 - Expected Resources – Priority Table**

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

The City utilizes CDBG funds for its housing and community development activities. The City's goal is to leverage federal, state, and local funds to maximize the number of households that can be assisted. It is expected that the City of Camarillo and a variety of human service and housing agencies will pursue funding from private, local, state, and federal resources to assist with their delivery of services for those with special needs. The resources that can reasonably be expected to be available to assist persons with special needs include federal (CDBG), state grants, and local public and private sector resources. It is anticipated that these resources will be used to support the provision of housing and services to those in need.

**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 established an Affordable Housing Property Acquisition Program. The program is intended to identify vacant or developed properties for the purpose of providing affordable housing units. The City has been allocating funding to this program and has completed several units under this program.

## Annual Goals and Objectives

**AP-20 Annual Goals and Objectives - 91.420, 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 the Supply of Affordable Housing	2020	2021	Affordable Housing		Homeownership Opportunities Rehabilitation and Preservation of Existing Housing Units	CDBG: \$247,377	Homeowner Housing Rehabilitated: 5 Household Housing Unit  Direct Financial Assistance to Homebuyers: 1 Households Assisted  Homeowner housing added: 1 Household Housing Units
2	Increase Social Services	2020	2021	Non-Homeless Special Needs		Housing Support and Stability  Assistance for Senior Residents  Social Services	CDBG: \$27,408	Public service activities other than Low/Moderate Income Housing Benefit: 24 Persons Assisted
3	Work to End Homelessness	2020	2021	Homeless		Housing Support and Stability  Homelessness	CDBG: \$27,470	Public service activities other than Low/Moderate Income Housing Benefit: 32 Persons Assisted

4	Effective Administration	2020	2021	Planning and Administration		Housing Support and Stability Homeownership Opportunities Rehabilitation and Preservation of Existing Housing Units Assistance for Senior Residents Social Services Homelessness	CDBG: \$68,614	Other: Program Administration Years
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**Table 6 – Goals Summary**

### Goal Descriptions

1	Goal Name	Improve the Supply of Affordable Housing
	Goal Description	Create and preserve stable, safe, and resilient affordable housing opportunities for homeowners and renters including special needs groups such as farmworkers, persons with disabilities, and the elderly throughout Ventura County.
2	Goal Name	Increase Social Services
	Goal Description	Increase access to health and wellness services, youth activities, senior activities, and social service activities for residents.
3	Goal Name	Work to End Homelessness
	Goal Description	Work alongside the Ventura County Continuum of Care to end homelessness within Ventura County by providing housing, emergency shelter, and social services to homeless persons or those at risk of homelessness.
4	Goal Name	Effective Administration
	Goal Description	Create and maintain effective housing and community development programs that address the priority needs listed within the Consolidated Plan, comply with all U.S. Housing and Urban Development (HUD) requirements, and achieve the goals and objectives set out by each Ventura County jurisdiction

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

Per CDBG program regulations, the City may use 15 percent of its regular CDBG allocation to fund public service programs, 20 percent to fund program administration and fair housing, and the remaining 65 percent to fund other eligible housing activities. In addition, the regulations allow the City to allocate up to 15 percent of one prior year's program income to fund public service programs. The remaining 85 percent of the prior year's program income must be reprogrammed into other existing eligible programs.

#	Project Name
1	Habitat Home Repair (Habitat for Humanity)
2	Affordable Housing Property Acquisition Program (City of Camarillo)
3	First-Time Homebuyer Downpayment Assistance Loan Program (City of Camarillo)
4	Emergency Assistance (Lutheran Social Services of Southern California)
5	RAIN Transitional Living Center (County of Ventura Human Services Agency)
6	Our Place Safe Haven (OPSH) (Turning Point Foundation)
7	Subsidized Care for Low-Income Patients (Livingston Memorial Visiting Nurse Association)
8	Fair Housing Program (Housing Rights Center)
9	Administration

**Table 7 – Project Information**

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

During the preparation of the FY 2020-2024 Regional Consolidated Plan, six regional goals were identified to meet high-priority needs in the region: (1) Improve the supply of affordable housing, (2) Enhance economic stability, (3) Increase social services, (4) Work to end homelessness, (5) Create quality neighborhoods, and (6) Effective administration. While Ventura County and the cities of Camarillo, Oxnard, San Buenaventura (Ventura), Simi Valley, and Thousand Oaks engaged in a coordinated planning process, each jurisdiction is responsible for allocating its own resources across these goals.

The City of Camarillo has a wide range of public and non-profit agencies supporting the Consolidated Plan goals. Activities were selected for funding based on priority need level. In some cases an underserved need may not be addressed due to a lack of a funding request or a lack of sufficient funding to make a project/program feasible. However, the major obstacle to overcoming local challenges is diminishing funding sources.

## AP-38 Project Summary

### Project Summary Information

1	Project Name	<b>Habitat Home Repair (Habitat for Humanity of Ventura County)</b>
	Target Area	Citywide
	Goals Supported	Improve the Supply of Affordable Housing
	Needs Addressed	Rehabilitation and Preservation of Existing Housing Units
	Funding	CDBG: \$75,000
	Description	Habitat Home Repair Program helps keep low-income families, including seniors, veterans, and disabled individuals in their own safe and decent housing by providing the much-needed home rehabilitation and/or critical repairs at reduced rates by using their construction partners, donors, and sponsors, as well as a huge volunteer work force.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 5 low- and moderate-income households may be assisted.
	Location Description	This program is available to income-eligible households citywide.
2	Planned Activities	The funding would be used to purchase the necessary materials such as lumber, plumbing, roofing, or flooring materials to complete home rehabilitation work and repair assistance to very low- and low-income homeowners in the City of Camarillo.
	Project Name	<b>First Time Homebuyer Downpayment Assistance Loan Program (City of Camarillo)</b>
	Target Area	Citywide
	Goals Supported	Improve the Supply of Affordable Housing
	Needs Addressed	Homeownership Opportunities
	Funding	CDBG: 15,000
	Description	The First Time Homebuyer Downpayment Assistance Loan Program is a companion program to the City's Affordable Housing Preservation Program. As the City implements the Affordable Housing Preservation Program, it has an opportunity to provide income-eligible, first time homebuyers with downpayment assistance loans.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Assist one homebuyer.
	Location Description	This program is available to income-eligible, first time homebuyers citywide.
	Planned Activities	As the City implements the Affordable Housing Preservation Program, it has an opportunity to provide income-eligible, first time homebuyers with downpayment assistance loans. The assistance would be limited to eligible buyers that have been selected to purchase a unit under the Affordable Housing Preservation Program.



3	Project Name	<b>Affordable Housing Property Acquisition Program (City of Camarillo)</b>
	Target Area	Citywide
	Goals Supported	Improve the Supply of Affordable Housing
	Needs Addressed	Rehabilitation and Preservation of Existing Housing Units
	Funding	CDBG: \$157,377
	Description	The City's Affordable Housing Property Acquisition Program allows the City to purchase, or assist another agency in purchasing, a developed or vacant property for the purpose of providing affordable housing. The terms of financial assistance would be negotiated in exchange for a commitment to maintain at least 51% of the development's units affordable to low- or moderate-income households as defined by HUD's CDBG regulations. This funding may also be used to implement the City's Affordable Housing Preservation Program. The Affordable Housing Preservation Program is a tool that the City may use to preserve some of the existing affordable units from converting to market-rate. The units are restricted by Affordable Housing Agreement covenants recorded on the property title of each unit. The covenants for many of the units will begin to expire in 12 years, thereby potentially reducing the availability of City-controlled affordable housing units in Camarillo. The program allows the City to exercise its first right of refusal and purchase an affordable unit as it becomes available, update the Affordable Housing Agreement covenants, and resell the unit to an eligible buyer. The updated covenants will extend the term to 55 years, resetting with each future transfer so that the unit will likely remain affordable in perpetuity. The updated covenants will also include the resale price calculation to be consistent with the State housing law and City's housing policies.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Assist one low-income family.
	Location Description	The City will consider available and appropriate properties throughout the City.
4	Planned Activities	The City's Affordable Housing Property Acquisition Program allows the City to purchase, or assist another agency in purchasing, a developed or vacant property for the purpose of providing affordable housing. The terms of financial assistance would be negotiated in exchange for a commitment to maintain at least 51% of the development's units affordable to low- or moderate-income households as defined by HUD's CDBG regulations. This funding may also be used to implement the City's Affordable Housing Preservation Program.
	Project Name	<b>Emergency Assistance Program (Lutheran Social Services of Southern California)</b>
	Target Area	Citywide
	Goals Supported	Increase Social Services
	Needs Addressed	Housing Support and Stability Social Services
	Funding	CDBG: \$17,408
	Description	LSS anticipates serving residents identified as being homeless or at risk of becoming homeless. CDBG funding will provide payments related to transportation (gas vouchers,

		car maintenance, car repairs, bus tickets, etc.), healthcare (vision, dental, eye care, prescription, etc.), food security (grocery cards), housing assistance (rental assistance, utility assistance, rental application fees or deposits), bridge housing (hotel vouchers) for clients awaiting housing placements, and case management.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Lutheran Social Services estimates that 18 low- to extremely-low income households will be served in FY 2021-2022.
	Location Description	Citywide
	Planned Activities	Grant money will be used to provide utility payment assistance, critical needs such as gas vouchers or bus passes, case management and supportive services for residents of Camarillo.
5	Project Name	<b>RAIN Transitional Living Center (County of Ventura Human Services Agency)</b>
	Target Area	Citywide
	Goals Supported	Work to End Homelessness
	Needs Addressed	Housing Support and Stability Homelessness
	Funding	CDBG: \$8,000
	Description	RAIN is a countywide transitional housing center that has provided transitional housing, intensive case management, and supportive services to help homeless individuals and families with the transition from homelessness to permanent housing in Ventura County, including the City of Camarillo since 1997. RAIN has two primary goals: employment and permanent housing. RAIN's first priority is to provide food and shelter to individuals and families who are living on the streets.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	RAIN estimates that eight homeless persons from Camarillo will be served in FY 2021-2022.
	Location Description	The CDBG funds would assist the operation of the transitional housing facility, which is located in the unincorporated area on South Lewis Road, approximately 2.5 miles south of Pleasant Valley Road.
	Planned Activities	Grant money will be used to pay for fleet services (i.e., gas, maintenance) in order to provide safe and reliable transportation.
6	Project Name	<b>Our Place Safe Haven - OPSH (Turning Point Foundation)</b>
	Target Area	Citywide
	Goals Supported	Work to End Homelessness
	Needs Addressed	Housing Support and Stability Homelessness
	Funding	CDBG: \$19,470
	Description	OPSH provides year-round emergency shelter, essential services, case management and supportive services for homeless, mentally ill adults from Camarillo and countywide,

		and other homeless services such as street outreach, drop-in services, rapid re-housing, housing navigation, connection to healthcare, benefits and employment. Essential services that are provided include food, clothing, showers, laundry facilities, phone/mail access, mental health counseling, assistance in obtaining benefits and permanent housing.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Turning Point Foundation estimates that eight Camarillo residents will be served in FY 2021-2022.
	Location Description	Turning Point Foundation assists the homeless mentally ill at its homeless shelter in Ventura, as well as at the 23-unit Villa Calleguas Apartments that are located on Lewis Road, south of Camarillo.
	Planned Activities	Grant money will be used to help maintain current staff positions to provide case management, mental health services, substance abuse treatment, transportation, education, employment assistance, referrals to services, etc.
7	Project Name	<b>Subsidized Care for Low-Income Patients(Livingston Memorial Visiting Nurse Association)</b>
	Target Area	Citywide
	Goals Supported	Increase Social Services
	Needs Addressed	Housing Support and Stability Social Services
	Funding	CDBG: \$10,000
	Description	LMVNA is Ventura County's only nonprofit home health agency, providing quality home health care, compassionate hospice, and vital personal assistance to under-insured or indigent residents of Camarillo. Livingston anticipates providing Camarillo residents with services, including nursing, social work, occupational and physical therapy, nutrition, palliative care, bathing, and in-home support as patients heal from surgery or wounds and learn to better manage their own chronic conditions.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Livingston anticipates providing 24 low income Camarillo residents with services
	Location Description	This program provides home health care for eligible Camarillo residents citywide.
	Planned Activities	Grant money will be used to subsidize the cost of medical staff positions for under-insured and uninsured Camarillo residents.
8	Project Name	<b>Fair Housing Program</b>
	Target Area	Citywide
	Goals Supported	Effective Administration
	Needs Addressed	Housing Support and Stability Social Services
	Funding	CDBG: \$7,165

	Description	The CDBG regulations require the City to provide a fair housing program to ensure that those seeking housing services are not the subject of discrimination, nor the victim of fraudulent, or otherwise, misinformed landlord activity. Camarillo is a part of the Ventura County Fair Housing Consortium, which contracts with the Housing Rights Center (HRC). HRC offers fair housing counseling and educational seminars to tenants and landlords.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable; funded under the General Program Administration gap.
	Location Description	This program is available to all residents, housing providers, and housing professionals citywide.
	Planned Activities	Camarillo will continue to be part of the Ventura County Fair Housing Consortium and CDBG funds will be used to provide fair housing counseling and educational seminars to tenants and landlords.
9	Project Name	<b>Administration (City of Camarillo)</b>
	Target Area	Citywide
	Goals Supported	Effective Administration
	Needs Addressed	Housing Support and Stability Homeownership Opportunities Rehabilitation and Preservation of Existing Housing Units Assistance for Senior Residents Social Services Homelessness
	Funding	CDBG: \$61,449
	Description	To ensure the effective use of CDBG funds, the City must allocate money towards planning and monitoring.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
	Location Description	This CDBG program is administered at City Hall.
	Planned Activities	Funds are used to maintain compliance with HUD requirements, and to oversee the day-to-day program administration such as program monitoring, preparation of the Action Plans and as-needed amendments, holding an annual informational meeting, processing funding agreements, processing reimbursements, completing progress reports and annual reports, as well as the cost of consulting services to assist with the preparation of the Consolidated Annual Performance Evaluation Report (CAPER), Annual Action Plans, and providing technical assistance.

## **AP-50 Geographic Distribution - 91.420, 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 City is committed to funding programs with CDBG funds that have a strong emphasis on addressing housing needs citywide and the ongoing “continuum of care” for the homeless. The programs, particularly its housing programs, provide opportunities to help improve the quality of life of the low-income residents citywide with no geographic emphasis. Additionally, potential lead-based paint hazards are being addressed through the residential rehabilitation process citywide.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Not applicable	Not applicable

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Camarillo has a diversity of neighborhoods within the community; however, use of CDBG funds is not concentrated within any particular area of the City. This is because there are not any significant concentrations of low-income families and/or racial/minority concentration in which assistance will be directed during the five-year Regional Consolidated Plan period (FY 2020-2024).

### **Discussion**

See discussions above.

## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

The City plans to utilize CDBG funds to support residential rehabilitation programs for Camarillo residents. These activities are expected to provide rehabilitation assistance at least 4 households.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	6
Special-Needs	0
Total	6

Table 9 - 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	0
Rehab of Existing Units	5
Acquisition of Existing Units	1
Total	6

Table 10 - One Year Goals for Affordable Housing by Support Type

#### Discussion

In FY 2021-2022, the City plans to allocate CDBG funds to Habitat for Humanity's Home Repair program, which is estimated to help five households. The City also plans to allocate CDBG funds to the City's Affordable Housing Acquisition Program and for the City's First-Time Homebuyer Downpayment Assistance Loan Program. The City anticipates acquiring one unit and offer the rehabilitated unit to first-time homebuyers, with an updated affordable housing agreement. The agreement will extend the affordability covenant to 55 years (resetting with each future transfer) and be consistent with the City's current affordable housing policies.

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

The City plans to utilize CDBG funds to support homeless and special needs activities for Camarillo residents during FY 2020-2021.

### **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's Police Department will continue to assist in referring homeless persons in need of assistance to shelters and programs available in the County. Specifically, the Police Department refers the homeless to Project H.O.P.E. Project H.O.P.E. addresses homeless issues in Camarillo with three purposes: 1) to educate, identify, assess, support, and encourage the consumer (homeless populace) to progress forward in life by offering life sustainable options; 2) to find proper placement for the consumer by three different means; and 3) to establish policies and procedures for law enforcement and the City of Camarillo's Code Enforcement program to use as a guide to handle various calls for service when dealing with the consumers in the field.

During FY 2021-2022, the City also plans to allocate CDBG funds to organizations whose programs reach out to the homeless and assess their individual needs:

- Lutheran Social Services of Southern California's Emergency Assistance Program
- County of Ventura Human Services Agency's RAIN Transitional Center
- Turning Point Foundation's Our Safe Place Haven (OSPH).

LSS is a group of Lutheran congregations assisting individuals and families in need by providing emergency services, social services, housing counseling, transitional services, and health and wellness resources.

RAIN is a countywide transitional housing center that has provided transitional housing, intensive case management, and supportive services to help homeless individuals and families with the transition from homelessness to permanent housing in Ventura County, including the City of Camarillo.

OSPH provides year-round emergency shelter, essential services, case management and supportive services for homeless, mentally ill adults from Camarillo and countywide, and other homeless services such as street outreach, drop-in services, rapid re-housing, housing navigation, connection to healthcare, benefits and employment.

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

To address the emergency shelter and transitional housing needs of homeless persons, the City will continue to use CDBG funds to support the RAIN Transitional Center that provides transitional housing, counseling and case management to homeless individuals and families. The City will also allocate funds to Turning Point Foundation's Our Safe Place Haven, which provides year-round emergency shelter, essential services, case management and

supportive services for homeless, mentally ill adults from Camarillo and countywide.

**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**

To address the needs of homeless individuals, families, families with children, and veterans and their families, the City supports the RAIN Transitional Center, which provides transitional housing, counseling and case management to homeless individuals and families. The City also supports Turning Point Foundation's Our Safe Place Haven, which provides year-round emergency shelter, essential services, case management and supportive services for homeless, mentally ill adults from Camarillo and countywide. These organizations also connect homeless individuals and families with resources that facilitate access to affordable housing and prevent them from becoming homeless again.

**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.**

Camarillo recognizes that it is more effective to keep individuals and families from becoming homeless whereas once they become homeless significant community resources must be employed to rehouse them. As a result, Camarillo intends to continue the homeless prevention programs that have been implemented for over 20 years. This includes allocating CDBG funds for the following organizations in FY 2021-2022:

- Catholic Charities - Older Adult Services and Intervention Services (OASIS) – provides information, referral and case management services for seniors living in their own homes and in the community.
- Livingston Memorial Visiting Nurse Association (LVMNA) – provides quality home health, compassionate medical hospice and vital family support to under-insured, low-income Camarillo residents, including seniors.
- Lutheran Social Services – Emergency Assistance –provides assistance to families and individuals facing poverty by providing them with basic needs and the support and resources they need to move toward independence.

## **Discussion**

*See discussions above.*



## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

**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 City is updating its regulations pertaining to Accessory Dwelling Units to be consistent with the State law that went into effect January 1, 2020.

The City is updating its 2021-2029 Housing Element update, with a draft Housing Element to be available by May 2021. The update evaluates barriers to affordable housing and develop housing programs to address local housing needs.

### **Discussion**

*See discussions above.*

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

Priority Needs established in the FY 2020-2024 Regional Consolidated Plan, which form the basis for establishing objectives and outcomes in the Camarillo FY 2021-2022 One-Year Action Plan, are as follows:

#### **High Priority**

- New Rental Housing
- Housing Support and Stability
- Homeownership Opportunities
- Rehabilitation and Preservation of Existing Housing Units
- Assistance for Senior Residents
- Social Services
- Homelessness

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

The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state and other local sources. However, to address underserved needs, the City is allocating 100 percent of its non-administrative CDBG funds to projects and activities that benefit low- and moderate-income people or people presumed under HUD regulations to be low- and moderate-income.

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

The County of Ventura and Cities of Camarillo, Simi Valley and Thousand Oaks worked together to create the Ventura County HOME Consortium, which takes effect in Program Year 2020-21. By creating a local Consortium, these communities were able to drastically increase the amount of HOME Investment Partnerships Program funding dedicated to affordable housing in our community. Through this partnership, the County and participating cities hope to spur new affordable housing development within the HOME Consortium area.

The largest provider of affordable housing in Camarillo is the Area Housing Authority of the County of Ventura (AHACV). As of 2019, 848 Camarillo households are currently being assisted with rental housing through units owned by the AHACV and the Housing Choice Voucher program. The City's Department of Community Development is also a major player in terms of fostering and maintaining affordable housing through its support of housing rehabilitation programs, planning and research activities, technical assistance for housing providers, and the administration of CDBG funds, many of which go to housing-related projects.

However, most of the new affordable housing development in Camarillo has come from for-profit developers. Camarillo works with developers to encourage affordable housing to be incorporated into market rate developments. In addition, the City offers increases in density, a so-called "density bonus" to developers who include affordable housing. The City has also partnered with for-profit developers in building affordable housing.

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

Camarillo has provided a CDBG-funded residential rehabilitation program since 1987. For FY 2021-2022, the City has allocated funding to Habitat for Humanity's Home Repair program for the rehabilitation of five homes.

Prior to rehabilitating the dwelling, the City investigates the structure for lead-based paint hazards. The reason this is important is because lead-based paint was banned by the United States government from residential use in 1978. In spite of this, lead poisoning remains a serious problem especially in areas which have a concentration of older homes. The City of Camarillo has over 25,000 residential properties. Of these residences, about 52 percent of the residences within Camarillo were constructed prior to 1978; approximately 139 residences were constructed prior to 1940. According to HUD's 1991 report to the U.S. Congress, an estimated 80% of housing built between 1940 and 1959 and 90 percent of housing built prior to 1940 contains lead-based paint.

Housing units built prior to 1978 before stringent limits on the amount of lead in paint were imposed may have interior or exterior building components coated with lead-based paint. Housing units built before 1970 are the most likely to need rehabilitation and to have lead-based paint in deteriorated condition. Lead-based paint becomes hazardous to children under age six and to pregnant women when it peels off walls or is pulverized by windows.

The City will continue to educate residents on the hazards of lead-based paint and utilize lead-safe practices in the provision of the residential rehabilitation program.

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

Camarillo's "anti-poverty" strategy is to support the City's continuum of care that ensures that residents are housed and fed and have the ability to obtain gainful employment. This is achieved by support from local churches that makes sure that local families are fed as well as the City's continuum of care that provides food and support services to bring families and individuals out of poverty. These actions will continue during FY 2021-2022 and will result in reduced numbers of families in crisis.

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

The City of Camarillo Community Development Department encourages cooperation among the various City departments that implement governmental programs as well as agencies, both public and non-profit, in delivering housing and public service activities. Camarillo has a strong network of support agencies to carry out the continuum of care, provide needed public services to assist the low-income population including seniors and families, and to carry out the affordable housing strategies. The support from the local residents exemplifies the City's motto "las personas son la ciudad" or "the people are the city." Such organizations as the Homeless and Housing Coalition that performs the annual homeless census as well as networks with all the citizens, governmental agencies, religious organizations, and non-profits is but one example of how the community pulls together to tackle important issues. The structure of support for social assistance, and the dedication of people working for the benefit of persons in need, is a tremendous strength of Camarillo. There is a need for existing agencies working on social and housing issues to attain a greater capacity as federal, state and local resources become more limited and for the local volunteer community to attain a greater role to accomplish miracles on their own. An example is the local churches taking on the role of feeding the homeless and those on the edge of poverty.

These efforts have worked for over 20 years and have resulted in positive relationships with neighboring governments and efforts with local non-profits, networking, and cooperative solutions to local and regional issues. The City does not anticipate changes in the present institutional structure.

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

During FY 2021-2022, Camarillo will continue to participate in housing and community development forums, discussions and one-on-one contact with citizens, public groups and surrounding communities. Part of this is making sure that Camarillo continues to do what we have done well and part is examining ways that Camarillo can proactively guide the resolution of shared community action activities.

Also, the City of Camarillo has joined the Ventura County HOME Consortium in an effort to bring additional affordable housing resources on an annual basis to the City, increase collaboration and planning for affordable housing in the county, and allow the projects located within the City of Camarillo to complete for HOME funding at the local level. This collaboration takes effect in FY 2021-22.

### **Discussion**

See discussions above.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

The following describes other program-specific requirements.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(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	\$27,798
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	\$27,798

#### Other CDBG Requirements

1. The amount of urgent need activities	

#### Discussion


See discussions above

RE: Public Comments for Tonight's (5.12.21 Council Meeting

Comment Received before the 5/12/2021 Council Meeting

[↩ Reply](#) [↩ Reply All](#) [→ Forward](#) [...](#)

Wed 5/12/2021 5:33 PM

 Rena Sepulveda <RSepulveda@turningpointfoundation.org>  
To City Clerk Internet EMAIL Group  
Cc Oksana Buck; Janessa Gutierrez; Monique Martinez; Jeffrie Madland; Silvia Jaquez; Beatrice Rivera; Carrie Weal


Dear Camarillo City Council:  
Turning Point Foundation would like to thank you for the past several years of support of Our Place Safe Haven. Our Place Safe Haven is an emergency shelter, and multi-service center specialized for those experiencing mental illness. We serve homeless, mentally ill adults from Camarillo and county-wide. There are a lot of challenges and barriers unique to this population.

We are also happy to announce that we will be taking over operations of a 36-bed adult residential facility for the elderly on Oak Street. This is housing for those that are 60 and above with mental illness that can't live independently. TPF is in the final stages of getting our license by the state of California community care licensing.

**Rena Sepulveda**  
Contracts and Grants Manager  
[Turning Point Foundation](#)

T (805) 652-0000 x112 | Direct Line (805) 947-5300  
F (805) 652-0608  
Mailing Address: PO Box 24397 | Ventura, CA 93002  
Site Address: 557 E. Thompson Blvd. | Ventura, CA 93001



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# CITY OF CAMARILLO INFORMATIONAL MEETING

## Community Development Block Grant (CDBG) for FY 2021/22

The City of Camarillo is holding an informational meeting for non-profit groups and public service agencies seeking CDBG funding for Fiscal Year 2021/22. The meeting will be held on:

**Wednesday, January 6, 2021 – 1 p.m. to 2 p.m.**  
**Via Zoom**

CDBG program is funded by the U.S. Department of Housing and Urban Development (HUD) and is administered by the City's Community Development Department. These funds may be used for housing, public services, public facilities, and economic development activities. The grants are available to qualified public service agencies and nonprofit groups with a current 501(c)(3) registration.

In addition, the Coronavirus Aid, Relief and Economic Security Act (CARES Act) made available \$5 billion to HUD in supplemental CDBG funding to issue grants to local governments to prevent, prepare for, and respond to COVID-19. The City of Camarillo is eligible to apply for \$384,000 of supplemental CDBG funding. If approved by HUD, the City will provide these funds to the agencies to provide food support, grocery delivery, rent/utility subsidy, and other eligible activities to Camarillo residents effected by COVID-19.

To attend this meeting please RSVP no later than Wednesday, January 5, 2021 by 5:00 p.m. via email or phone to Paul McClaren, 805.388.5365 or [pmclaren@cityofcamarillo.org](mailto:pmclaren@cityofcamarillo.org).

Applications will be available on the City's website after January 6, 2021 at [www.cityofcamarillo.org/cdbg](http://www.cityofcamarillo.org/cdbg).

**Application filing deadline: Friday, February 12, 2021**

*For questions or more information, please contact:*  
Paul McClaren at (805) 388-5365 or [pmclaren@cityofcamarillo.org](mailto:pmclaren@cityofcamarillo.org)

## **Exhibit A**

### **FY 2021/22 Action Plan Funding Allocations**

<b>Program</b>	<b>Allocation</b>
Lutheran Social Services of Southern California: Emergency Assistance	\$ 17,408
VC Human Services Agency: RAIN Transitional Living Center	\$ 8,000
Livingston Memorial Visiting Nurse Association: Subsidized Home Care	\$ 10,000
Turning Point Foundation: Our Place Safe Haven	\$ 19,470
Habitat for Humanity: Home Repair	\$ 75,000
Affordable Housing Property Acquisition Program (City)	\$ 153,392
First Time Homebuyer Downpayment Assistance Loan Program (City)	\$ 15,000
Administration	\$ 60,453
Housing Rights Center: Fair Housing Program	\$ 7,165
<b>TOTAL</b>	<b>\$ 365,888</b>





# City of Camarillo

601 Carmen Drive • P.O. Box 248 • Camarillo, CA 93011-0248

Office of the City Clerk (805) 388-5315 • Fax (805) 388-5318

[cityclerk@cityofcamarillo.org](mailto:cityclerk@cityofcamarillo.org)

## NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Camarillo will conduct a public hearing on Wednesday, March 24, 2021, at 7:00 p.m., via Zoom, to consider the following:

### **Year 2021-2022 Community Development Block Grant (CDBG) And Community Development Block Grant – COVID (CDBG-CV) Preliminary Funding Allocations**

The City Council will review various requests for CDBG and CDBG-CV funds. The funding recommendations will be included in the Draft 2021-2022 Action Plan, which will be presented to the City Council at a future public hearing.

The HUD-administered CDBG Program was established by Congress in 1974. The primary objective is the development of viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally, for persons of low- and moderate-income. CDBG funds may be used for a variety of activities that generally fall into the following major categories: 1) housing, 2) public facilities, and 3) economic development. A portion of the funds (a maximum of 15% of the total grant) may be used for public service activities.

In addition, the Coronavirus Aid, Relief and Economic Security Act (CARES Act) made available \$5 billion to HUD in supplemental CDBG funding to issue grants to local governments to prevent, prepare for, and respond to COVID-19. These funds may be used for activities that generally fall into the following categories: 1) food support, 2) grocery delivery, 3) rent/utility subsidy, 4) and other eligible activities to Camarillo residents affected by COVID-19.

For further information or questions regarding the CDBG program, please contact Oksana Buck, at (805) 388-5367 or via email [obuck@cityofcamarillo.org](mailto:obuck@cityofcamarillo.org). Copies of the agenda report will be available for review prior to the public hearing on the City's website at [www.cityofcamarillo.org](http://www.cityofcamarillo.org).

If the public hearing is held while the Ventura County Public Health Officer's Stay Well at Home Order is still in place, the chamber will be closed to the public. Please check the Agenda on the City's website for instructions on how you can participate in the hearing held via Zoom or contact the Department of Community Development at 805.388.5360 or by email at [planning@cityofcamarillo.org](mailto:planning@cityofcamarillo.org).

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 805.388.5316. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure participation in this meeting. (28 CFR 35.102-35.104 ADA Title II.)

Para asistencia en español, por favor de contactar el Departamento de Desarrollo Comunitario y comunicarse con Monique Martinez al 805.388.5360.

Jeffrie Madland, City Clerk



# CITY OF CAMARILLO COMBINED PUBLIC NOTICE

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## AVAILABILITY OF DRAFT FY 2021/22 ACTION PLAN and PUBLIC HEARING

In accordance with the U.S. Department of Housing and Urban Development (HUD) regulations, the City of Camarillo will release a draft Fiscal Year (FY) 2021/22 Action Plan for a 30-day public review period from April 12, 2021 to May 11, 2021.

The draft FY 2021/22 Action Plan provides a spending strategy for the use of Community Development Block Grant (CDBG) funds to meet the goals of providing decent housing, providing a suitable living environment, and providing expanded economic opportunities for low- and moderate-income persons.

The draft FY 2021/22 Action Plan will be available for public review on the City's website at [www.cityofcamarillo.org/cdbg](http://www.cityofcamarillo.org/cdbg) and at the Community Development Department located at Camarillo City Hall, 601 Carmen Drive.

The Camarillo City Council will conduct a **public hearing on Wednesday, May 12, 2021**, at 7:00 p.m., in the Council Chambers located at 601 Carmen Drive, Camarillo, to receive public comments on the draft FY 2021/22 Action Plan, and to approve the final document for submission to HUD. All interested persons are encouraged to submit comments on, or before, the May 12, 2021, public hearing. Comments may be submitted by e-mail, fax, or mail, to Oksana Buck, Associate Planner at:

Department of Community Development  
601 Carmen Drive  
Camarillo, CA 93010  
Ph: 805.388.5367  
Fax: 805.388.5388  
[obuck@cityofcamarillo.org](mailto:obuck@cityofcamarillo.org)

Any person interested in this matter is invited to attend and present testimony either for or against the above item. If you challenge the proposed action in court, you may be limited to raising only those issues that you or someone else raised at the public hearing described in this notice, or in written correspondence, delivered to the City Council at or prior to the public hearing on May 12, 2021.

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 805.388.5316. Notification 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II.

Jeffrie Madland, City Clerk

### **Certifications**

In accordance with the applicable statutes and the regulations governing the Consolidated Plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It 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. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

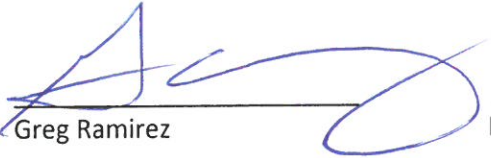
**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

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.

**Authority of Jurisdiction** -- The Consolidated Plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It 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.

  
\_\_\_\_\_  
Greg Ramirez

Date

5.13.21

City Manager

Title

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed Citizen Participation Plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current Consolidated Plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG 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. **Overall Benefit.** The aggregate use of CDBG funds including Section 108 guaranteed loans during program year(s) FY 2020-2021, FY 2021-2022, FY 2022-2023 shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed 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 funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG 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 funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

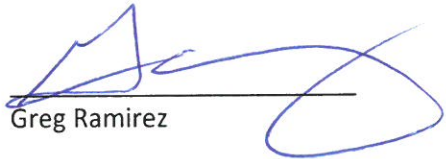
**Excessive Force** -- It has adopted and is enforcing:

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 which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws** -- It will comply with applicable laws.



Greg Ramirez

5-13-21  
Date

City Manager  
Title

**Optional Certification - CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which 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 to meet such needs.

  
\_\_\_\_\_  
Signature/Authorized Official

5.13.21  
\_\_\_\_\_  
Date

City Manager  
\_\_\_\_\_  
Title

## **Appendix to Certifications**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Application for Federal Assistance SF-424			
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>	
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/> B-21-MC-06-0587	
5a. Federal Entity Identifier: <input type="text"/> B-21-MC-06-0587		5b. Federal Award Identifier: <input type="text"/> B-21-MC-06-0587	
<b>State Use Only:</b>			
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>			
* a. Legal Name: <input type="text"/> City of Camarillo			
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> 95-2313271		* c. Organizational DUNS: <input type="text"/> 0702070060000	
<b>d. Address:</b>			
* Street1: <input type="text"/> 601 Carmen Drive			
Street2: <input type="text"/>			
* City: <input type="text"/> Camarillo			
County/Parish: <input type="text"/>			
* State: <input type="text"/> CA: California			
Province: <input type="text"/>			
* Country: <input type="text"/> USA: UNITED STATES			
* Zip / Postal Code: <input type="text"/> 93010-2904			
<b>e. Organizational Unit:</b>			
Department Name: <input type="text"/> Community Development		Division Name: <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>			
Prefix: <input type="text"/> Ms.	* First Name: <input type="text"/> Oksana		
Middle Name: <input type="text"/>			
* Last Name: <input type="text"/> Buck			
Suffix: <input type="text"/>			
Title: <input type="text"/> Associate Planner			
Organizational Affiliation: <input type="text"/>			
* Telephone Number: <input type="text"/> 805-388-5367		Fax Number: <input type="text"/> 805-388-5318	
* Email: <input type="text"/> obuck@cityofcamarillo.org			

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development (HUD)

### 11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

Community Development Block Grant

### \* 12. Funding Opportunity Number:

NA

\* Title:

Title I Entitlement, Sec. 106 (b)

### 13. Competition Identification Number:

NA

Title:

NA

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Fiscal Year 2021-2022.

CDBG program activities include homeless and non-homeless special services, housing rehabilitation, fair housing and program administration.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="343,071.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text" value="27,798.00"/>
* g. TOTAL	<input type="text" value="370,869.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: 

\* Signature of Authorized Representative:

\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

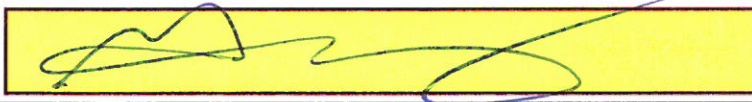
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.



11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL



APPLICANT ORGANIZATION

City of Camarillo

TITLE

City Manager

DATE SUBMITTED

5-13-21