

City of Camarillo

2013-2014 Action Plan May 8, 2013



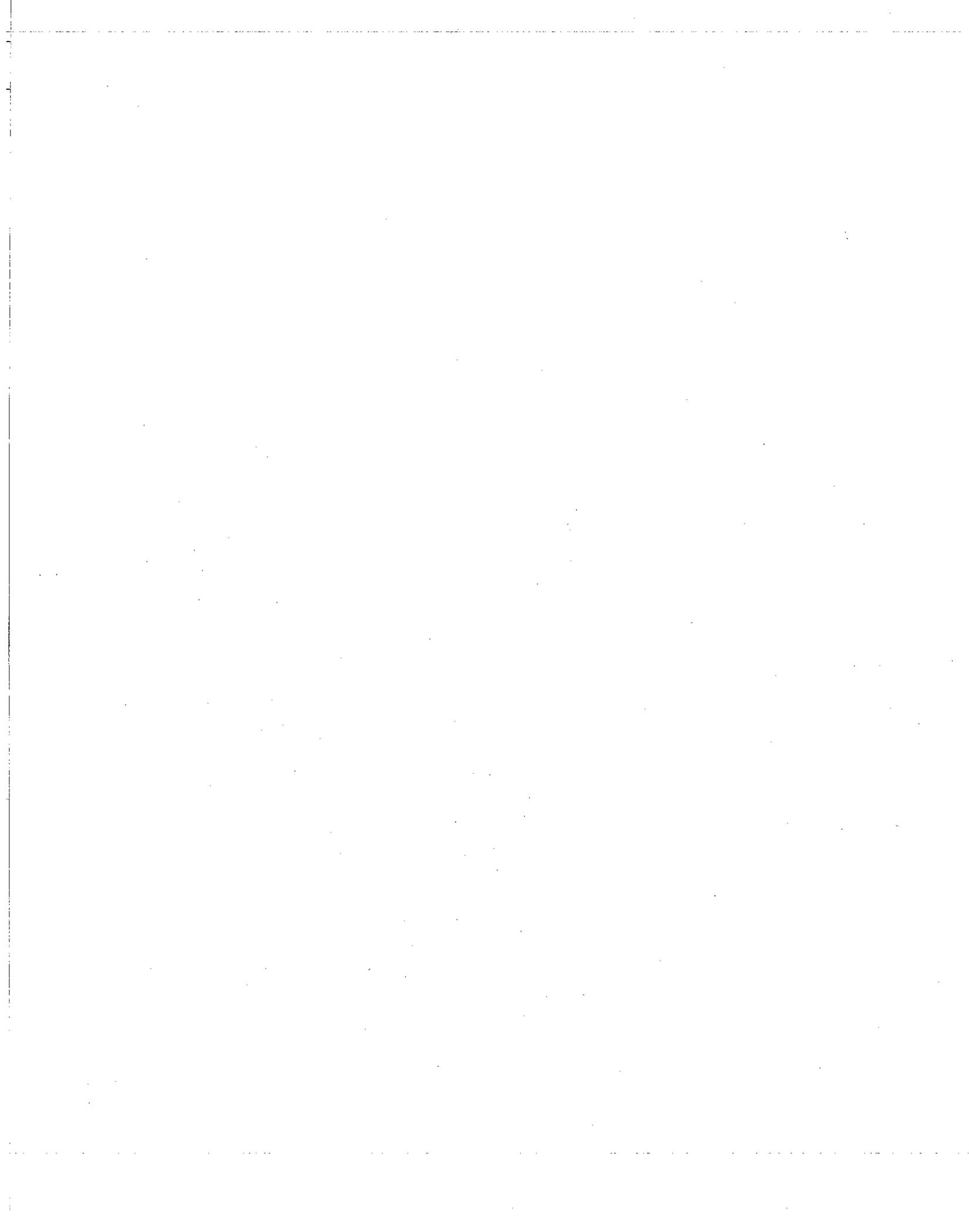


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Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that the City of Camarillo must respond to in order to be compliant with the Consolidated Planning Regulations for Community Development Block Grants (CDBG).

GENERAL

Executive Summary

The 2013-2014 One-Year Action Plan implements the fourth year of the 2010-2015 Consolidated Plan and addresses the HUD consolidated planning requirements for the Community Development Block Grant (CDBG) program. The City of Camarillo's CDBG program is authorized by the Housing and Community Development Act of 1974, which provides eligible entitlement communities with annual grants that can be used to provide decent housing, suitable living environments, and expanded economic opportunities, principally for low and moderate income persons.

This Plan outlines the action steps that the City of Camarillo will use to address housing and community development needs in the City. The Plan includes a listing of activities that the City will undertake during Fiscal Year 2013-2014 (July 1, 2013 through June 30, 2014) that utilize CDBG funds.

The City anticipates receiving \$271,959 in CDBG funds for FY 2013-14. As of the writing of this Action Plan (March 25, 2013), HUD has not yet announced the FY 2013-2014 CDBG allocations. However, a letter from HUD dated March 6, 2013 alerted jurisdictions to anticipate a potential five percent cut. Once the City's 2013-2014 allocation is announced, the City will make proportional adjustments to the proposed budget contained in this Action Plan.

The overall priorities for the Consolidated Plan are to use these federal funds to: 1) increase self-sufficiency and economic opportunity for low- and moderate-income residents and individuals with special needs so that they can achieve a reasonable standard of living and 2) enhance suitable living environments and promote economic opportunities. National objectives and performance outcomes established by HUD are the basis for assigning priorities to needs for which funding may be allocated. The following are the national objectives that form the foundation for allocation of investments in Camarillo:

- Enhance suitable living environments;
- Create decent and affordable housing; and
- Promote economic opportunities, especially for low- and moderate-income households.

The City has also incorporated performance objectives and outcome measures for activities in accordance with the Federal Register Notice dated March 7, 2006, which requires the following Performance Objectives/Outcome Measures to be associated with each activity:

General Objective Categories

Activities will meet one of the following:

- Decent Housing (DH)
- A Suitable Living Environment (SL)
- Economic Opportunity (EO)

General Outcome Categories

Activities will meet one of the following:

- Availability/Accessibility (1)
- Affordability (2)
- Sustainability (3)

In addition to national objectives and performance outcomes, the City must weigh and balance the input from different groups and assign funding priorities that best bridge the gaps in the service delivery system. While other goals the City has set are also important, for the purposes of this Action Plan, only those which are anticipated to be funded with CDBG funds during FY 2013-14 are discussed in detail in this document. The City utilizes other funding sources to meet a variety of other goals set by the City. The City has established priorities for allocating CDBG funds based on a number of criteria, including urgency of needs, cost efficiency, eligibility of activities and programs, availability of other funding sources to address specific needs, funding program limitations, capacity and authority for implementing actions, and consistency with citywide goals, policies, and efforts.

Housing Priorities

- Provide affordable housing opportunities
- Provide fair housing assistance

Community Development Priorities

- Provide assistance to the homeless
- Provide assistance to Camarillo residents including senior citizens, youth, and families
- Provide for administration of the CDBG program

Based on these priorities, the projects to be funded and objectives and outcomes anticipated during FY 2013-2014 are shown in Table 1 on the following page. The proposed funding amount for administration will be revised once the City receives its official FY 2013-14 allocation in order to remain within the 20-percent cap for general administration funds (inclusive of the \$12,000 allocated for the City's Fair Housing Program).

Table 1: Approved FY 2013-14 CDBG and HOME Projects

Category/Activity	National Objective	Performance Objective/ Outcome	CDBG Funding	Annual Objectives
Priority: Provide affordable housing opportunities				
Housing Cost Reduction – Housing Rehabilitation	Low/Mod Housing	DH-1	\$104,336	4 units
Habitat for Humanity	Low/Mod Housing	DH-1	\$75,000	5 households
<i>Subtotal</i>			\$179,336	
Priority: Provide fair housing assistance				
Fair Housing Program	Low/Mod Clientele	SL-1	\$12,000	45 persons
Priority: Provide assistance to the homeless				
Turning Point Foundation	Low/Mod Clientele	SL-1	\$3,269	8 persons
RAIN Project	Low/Mod Clientele	SL-1	\$4,137	12 persons
Winter Warming Shelter	Low/Mod Clientele	SL-1	\$7,159	12 persons
<i>Subtotal</i>			\$14,565	
Priority: Provide assistance to Camarillo residents including senior citizens, youth, and families				
FOOD Share	Low/Mod Clientele	SL-1	\$8,318	107 households
Long Term Care Ombudsman	Low/Mod Clientele	SL-1	\$6,487	2,100 persons
Interface	Low/Mod Clientele	SL-1	\$4,513	2,000 persons
OASIS	Low/Mod Clientele	SL-1	\$3,560	80 seniors
<i>Subtotal</i>			\$22,878	
Priority: Provide for administration of the CDBG program				
Administration	Administration	n/a	\$43,180	n/a
Total:			\$271,959	

General Questions

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

FY 2013-2014 Action Plan General Questions response:

1. Geographic Areas

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. Since its incorporation in 1964 it has grown from 10,350 residents to over 65,000 today. Camarillo is nearly 20 square miles in area and is surrounded by agricultural greenbelts and hillside open space. The population is relatively affluent with a median family income of \$101,300 in 2011 and nearly three-quarters of the City's residents having attended college. The 2011 American Community Survey indicated Camarillo's median family income was 18 percent greater than that of Ventura County and 44 percent greater than California as a whole.

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 Consolidated Plan period.

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. Additionally, potential lead-based paint hazards are being addressed through the residential rehabilitation process.

2. Basis for Allocating Investments

There are not any significant concentrations of low income persons in Camarillo. As a result, the City proposes to not allocate funds to any specific neighborhood and instead allocate its resources on a citywide basis to ensure that all low income persons have a chance to improve their quality of life, regardless of where they happen to reside.

Camarillo conducted a citizen survey as well as held a citizen forum on January 19, 2010 to receive guidance on the preparation of the Consolidated Plan (see Survey Form in the appendices of the Consolidated Plan). The Citizen Forum and community survey did not identify any specific neighborhood that required greater attention than other areas of the City. As a result the Consolidated Plan priorities apply uniformly among all areas of Camarillo.

The City of Camarillo will continue to work with housing, public service providers and advocates to insure that the needs of families, youth, special need populations, and seniors are being addressed. The City will continue to meet with community advocates and participate in housing need outreach discussion with such groups as the Homeless and Housing Coalition and the Workforce Housing Task Force. Through a coordinated effort, the City will be able to better track the needs of the underserved population.

3. Obstacles to Meeting Underserved Needs

During the preparation of the five-year Consolidated Plan it was once again confirmed that Camarillo has a wide range of public and non-profit agencies supporting the continuum of care as well as being ready to assist with housing programs. What also was confirmed is the willingness of the local citizens to jump in when additional care and services are required without falling back on the statement that the government, local, state or federal, should solve the problem. This willingness is best exemplified by the "Serving Our Brothers and Sisters In Need" hot meal program that was recently started by the local churches.

The major obstacle to overcoming local challenges is diminishing funding sources. The City's CDBG allocation in FY 2012-2013 decreased almost 15 percent from the previous year. In a letter dated March 6, 2013, HUD alerts jurisdictions for a potential five percent cut for the FY 2013-2014 program year.

Furthermore, as of February 1, 2012, the Camarillo Corridor Redevelopment Agency was dissolved pursuant to State Legislation and a subsequent December 2011 California Supreme Court decision. The City will no longer be able to generate tax increment financing to support housing and community improvement projects in the City.

4. Federal, State, and Local resources Available

The City will continue to use CDBG funding to support public service agencies that address the needs of Camarillo's underserved populations, and will continue to seek additional resources to meet priority needs. The City will continue to explore new funding sources and programs and opportunities to partner with the private sector and local non-profits.

Managing the Process

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

FY 2013-2014 Action Plan Managing the Process response:

1. Lead Agency

The City Council of the City of Camarillo delegated the responsibility of preparing the Consolidated Plan to the Department of Community Development, the agency that has administered the Community Development Block Grant (CDBG) program for over 20 years. The Finance Department is responsible for the IDIS program that manages the reimbursement of CDBG funds from HUD.

2. Plan Development Process

The City of Camarillo held the first workshop on December 5, 2012 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. Representatives from 27 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 January 25, 2013. 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 13, 2013 for the allocation of funds. Representatives from six social service agencies attended this meeting, including representatives from:

- The Children Come First
- Interface
- Long Term Care Ombudsman
- Food Share
- RAIN Project
- Turning Point Foundation

Representatives from Interface, Long Term Care Ombudsman, Food Share, RAIN Project, and Turning Point Foundation spoke in support of their funding requests and thanked the Council for their ongoing support. A representative from The Children Come First program also spoke in support of his request for funding, though his application was not recommended for funding.

A Draft Action Plan was available for a 30-day public review from April 8, 2013 through May 8, 2013. On May 8, 2013, the City conducted a public hearing to receive comments on the Draft Action Plan and adopt the Plan. No residents or representatives from service agencies were present at this hearing and no comments were received.

3. Coordination

During FY 2013-14 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 take to proactively guide the resolution of shared community action activities. This includes hosting forums at the public library community room, participating in community consortiums to resolve community issues, and making sure that City staff is available for compassionate one-on-one discussions with local citizens.

Citizen Participation

1. *Provide a summary of the citizen participation process.*
2. *Provide a summary of citizen comments or views on the plan.*

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

FY 2013-2014 Action Plan Citizen Participation response:

1. Citizen Participation Process

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2. Comments Received

Comments received at the public hearings and during the public review period are summarized in Appendix B.

3. Efforts to Broaden Public Participation

The December 5, 2012 workshop was noticed in the Ventura County Star and the City used email lists from the Homeless and Housing Coalition, Ventura County Civic Alliance, and the House Farm Workers to insure that as many citizens as possible attended the workshop.

4. Comments Not Accepted

All comments received were accepted.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

FY 2013-2014 Action Plan Institutional Structure response:

1. Institutional Structure

The City of Camarillo does not anticipate significant changes in the institutional structure in FY 2013-14. The City of Camarillo Community Development Department has 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. The consolidated 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.

The agencies described in the institutional structure section are only those that are directly involved in Camarillo's continuum of care and housing programs, either through programs, projects or financing. There are also dozens of organizations that are involved in providing services that indirectly (but no less importantly) keep people from becoming homeless, offer senior and family services, and assist with housing. Many of these agencies are discussed in the Consolidated Plan.

Institutional Structure and Intergovernmental Cooperation

The largest provider of affordable housing in Camarillo is the Area Housing Authority of the County of Ventura (AHA). Through units owned by the AHA and the Section 8 program, over 800 Camarillo households are currently assisted with rental housing. The City's Department of Community Development is a major player, with its housing rehabilitation program, planning and research activities, technical assistance for housing providers, some housing development, and the administration of Community Development Block Grant and redevelopment housing funds, many of which go to housing-related projects.

Other local non-profits, such as Cabrillo Economic Development, Many Mansions, Mercy Housing, and Habitat for Humanity are also involved with affordable housing. All of these organizations offer a variety of housing services including ownership, rental, and transitional housing.

The importance of the emergency shelters goes without saying. These facilities provide a much-needed service and do so with limited resources. Since Camarillo does not receive federal Emergency Shelter Grant program funds, the homeless providers must be creative in obtaining other funding including CDBG funds.

Supportive housing providers play a vital role serving special needs populations in Camarillo. These agencies deal with dwindling resources while providing the emergency shelters and transitional housing facilities.

Finally, the community's housing rehabilitation programs are extremely important in maintaining the City's affordable housing stock as well as upgrading it, as is the case with accessibility improvements. The City's Housing Cost Reduction Program has a total budget of \$104,336 from CDBG funds this fiscal year.

Public Institutions

The U.S. Department of Housing and Urban Development (HUD) – provides funding for many programs including CDBG, HOME, and NSP. The federal programs serve as a financial resource for the continuum of care necessary to address the needs of low and very low income persons and families.

California Department of Housing and Community Development - HCD administers the Low Income Housing Tax Credit program for acquisition, rehabilitation, new construction and home ownership programs. The agency also reviews and certifies General Plan Housing Elements, a document that is similar in nature to the Consolidated Plan as it establishes a housing strategy for the City.

Area Housing Authority of the County of Ventura (AHA) - The Area Housing Authority owns and manages 374 units of public housing that are dispersed throughout the City and administers Housing Choice vouchers for 453 Camarillo households. There are 121 Camarillo households on the waiting list for rental assistance. The Area Housing Authority has more contact with individuals and families with housing problems than any other agency in the community. It also has almost daily contact with local landlords, through the Section 8 program, and with human service agencies. Camarillo has been a member of the Area Housing Authority since 1972.

Community Development Department - The Community Development Department will continue its affordable housing activities: 1) research and planning; 2) administer CDBG; 3) prepare the Consolidated Plan, Annual Performance Reports, and the Annual Action Plan; 4) technical assistance for and cooperation with housing nonprofit and for-profit developers; 5) rehabilitation program; and 6) other affordable housing projects.

Non-profit Organizations

Interface Children Family Services - Since 1973 the volunteers of Interface Children Family Services have given their time and their talent in a variety of important ways such as working with youth in crisis, creating a nurturing environment for battered women and their children, helping youth in crisis, and providing information and referrals on the phone. Interface also offers the 2-1-1 program that is the only 24 hours 7 days a week, county-wide, comprehensive information and referral service for Ventura County. 2-1-1 Call Specialists connect callers with community resources to meet health and human service needs. 2-1-1 also provides information (including evacuation routes, cooling centers, etc.) to the public during disasters to help community members prepare for and respond to

disaster. Services are provided in over 150 Languages through phone interpretation. 2-1-1 Ventura County is a program of Interface Children Family Services. Camarillo has provided CDBG funds to Interface since 1990.

RAIN - Provides a transitional living center for homeless single adults and families with children. The RAIN shelter began in a building at the Camarillo airport and since then was able to renovate a building on the former Camarillo State Hospital (now the campus of California State University, Channel Islands) into a permanent transitional housing facility. Services provided include housing and meals for homeless individuals, job search assistance, enforced savings program, transportation, case management, self sufficiency training, and substance abuse recovery support/counseling. Camarillo has funded RAIN with CDBG funds since 2001.

OASIS - The organization makes referrals to appropriate services to help clients remain at home. OASIS provides in-home client assessments and individual care plans for the frail elderly over 60 years of age. The goal is to support seniors in their home through case management, service referrals, and volunteer support. The City of Camarillo has funded OASIS with CDBG funds since 1995.

Saint Vincent de Paul/Winter Warming Shelter - Provides emergency housing for men, women and families with a hot meal and a place to sleep during the winter months. Camarillo has funded the Winter Warming Shelter with CDBG funds since 2004.

Long Term Care Ombudsman - Long Term Care Services of Ventura County is an independent 501(c) (3) not-for-profit organization that administers the long term care Ombudsman program in Ventura County. Long Term Care provides federally mandated advocacy and support services to elderly persons living in nursing homes and long term care facilities in Ventura County. The City of Camarillo has funded the Long Term Care Ombudsman with CDBG funds since 1990.

Fair Housing/Housing Rights Center - The Housing Rights Center is a non-profit organization that provides free landlord/tenant counseling, housing discrimination complaint investigation, enforcement and litigation, and outreach and education services through the counties of Los Angeles and Ventura. The Housing Rights Center seeks to actively support and promote freedom of residence through education, advocacy, and litigation so that all persons may have the opportunity to secure housing without regard to personal characteristics protected by federal and state law. HRC Outreach Department seeks to inform and educate community members about the applicable fair housing laws and available resources to assist with housing-related concerns. Camarillo has supported the Housing Rights Center with CDBG funds since 2004.

FOOD Share - FOOD Share is the largest food bank of Ventura County. Individuals needing food assistance will be referred by FOOD Share to the food pantry nearest them. Volunteers and staff collect and distribute donated and purchased food through a network of charitable providers throughout the County. Programs include USDA Surplus Commodity distribution, kids snack programs, senior brown bag and home-delivered meals to homebound seniors in Camarillo. Camarillo has supported Food Share with CDBG funds since 1990.

Senior Hot Meals - The Camarillo Health Care District provides the Senior Meals Program for the greater Camarillo area. Community meals, as well as home-delivered meals are available for adults, age 60 and over, on a donation basis.

HIV/AIDS, STD, & Hepatitis Hotline - The State of California provides trained volunteers who handle telephone calls from the public on a spectrum of issues, including HIV testing, transmission, trends, and new AIDS treatments. Calls are anonymous and confidential.

Home Buying School/Area Housing Authority - The Area Housing Authority offers an Educational Workshop for anyone wanting to buy a home, including first-time homebuyers. The classes are offered monthly throughout the County of Ventura at local libraries and community rooms.

Turning Point Foundation - Turning Point provides emergency housing for ten residents and outreach and drop-in services for hundreds of non-residents. Those who wish to take the first steps on the road to recovery can find a safe place to live, eat a healthy meal, take a shower, wash their clothes, establish a mailing address, receive referrals to mental health and social service agencies, and work with a case manager to help them address personal barriers and find appropriate permanent housing. Camarillo has supported Turning Point with CDBG funds since 1995.

Homeless Ombudsman Program - The County of Ventura Human Services Agency provides public services that promote self-sufficiency, health and well-being. Their programs help ensure the protection of children, the elderly and dependent adults, and provide a safety net for individuals and families who need assistance with basic necessities, such as food, housing and health care. Additionally, the agency helps people secure employment through education, training, job search skills, and job placement. Camarillo in the past has supported the Homeless Ombudsman Program with CDBG funds. As a result of significant reductions in CDBG funding Camarillo has not been able to fund the program.

Habitat for Humanity - The Ventura County affiliate of this international housing ministry started its chapter in 1999. Low-income families are selected to work with Habitat in the construction of a new home for the family. Habitat for Humanity receives gifts, volunteer time, and no-interest loans to build or renovate simple, decent homes for people who are inadequately sheltered. Construction is a cooperative venture between volunteers and homebuyers. Houses are sold at no profit and with a no-interest mortgage repaid over a 15- to 25-year period. The house payments are then recycled to build more houses. Habitat has built two houses in Camarillo on land donated by the City. Habitat also operates a Neighborhood Revitalization Program that provides much needed home maintenance and repair activities to very low- and low-income households. For Fiscal Year 2013-2014, the City of Camarillo will provide \$75,000 to Habitat for Humanity for a Camarillo-based housing rehabilitation loan program.

Many Mansions - Many Mansions provides affordable housing opportunities in the 300+ apartment units that they own and manage. Many Mansions is a state- and county-recognized community housing development organization and has developed transitional and permanent affordable housing in Ventura County.

Community Action - Community Action provides outreach services, and counseling to effectively serve the comprehensive needs of the disadvantaged and designs its programs and services to promote self-sufficiency and the dignity and worth of the individual, in order to reduce poverty and homelessness and advocate positive social change in regard to policies that affect their clients. Community Action also assists low income residents to resolve their legal problems with no cost legal information, legal advice, and legal document preparation.

Private Industry

For-profit developers - Most of the new affordable housing development in Camarillo has come from for-profit developers. Camarillo has an inclusionary housing policy that requires 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. As a result of this program over 100 units of affordable housing have been built.

Economic Development Collaborative - A regional public/private economic development organization, the EDC-VC delivers programs that promote jobs and economic growth, and raise overall productivity and incomes.

Local lending institutions - Local lending institutions have to comply with the Federal Community Reinvestment Act that requires lenders to support local affordable housing development efforts and to prevent community redlining.

Monitoring

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

FY 2013-2014 Action Plan Monitoring response:

1. Monitoring

The programs and activities funded under the CDBG program are implemented by qualified subrecipients who enter into a contractual agreement with the City to implement specific programs and services. The process for determining whether or not a subrecipient will be funded is as follows:

1. In the fall of the program year (usually December), the City advertises the amount of funds it anticipates receiving from HUD for the following program year (July 1st to June 30th) and notifies eligible applicants that applications are available at City Hall or on-line at the City's website.
2. Applicants are given a minimum of 30 days to complete and return the applications to the Department of Community Development.
3. Applicants detail the funding priorities established by the City Council in the HUD-approved Five-Year Consolidated Plan and other requirements for subrecipients.
4. Staff reviews the applications and presents them to the City Council for their review and approval.

Once the required public hearings are held and the City Council makes a final determination, the Annual Plan containing the funds is finalized and submitted to HUD.

Department of Community Development staff then completes the Environmental Review Record and prepares contracts with each of the subrecipients. Prior to issuing payment for any good or service funded under the various programs, the Community Development staff

verifies that the good or service has been provided and that the various program requirements have been met. Funds are usually paid out quarterly upon receipt of reports from the subrecipients showing a) costs incurred; b) activities conducted; c) accomplishments achieved; and d) such other statistical information the City may require. These reports are reviewed by staff to evaluate whether the program is being carried out in a timely manner and is meeting the goals and objectives initially established.

Subrecipients are also responsible for providing the City with a timely annual report that summarizes their program accomplishments which will be used in preparing the Consolidated Annual Performance and Evaluation Report (CAPER). The annual report will also be used to evaluate the subrecipient's capacity and effectiveness in carrying out CDBG-funded programs during subsequent funding cycles.

In addition, Community Development staff monitors all subrecipients at least bi-annually, or more frequently if they are a new grantee or had concerns and findings in prior monitorings.

Lead-Based Paint

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

FY 2013-2014 Action Plan Lead-based Paint response:

1. Actions to Evaluate and Reduce Lead-Based Paint Hazards

Camarillo has provided a CDBG-funded residential rehabilitation program since 1987. For FY 2013-2014, the City has also allocated funding to rehabilitate five housing units by Habitat for Humanity.

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, 54% of the residences within Camarillo were constructed prior to 1978; approximately 150 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.

HOUSING

Specific Housing Objectives

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

FY 2013-2014 Action Plan Specific Objectives response:

1. Housing Priorities and Specific Objectives

The City of Camarillo continues to be committed to the on-going goals of providing safe, decent, affordable housing and improving the quality of life for all residents. In an effort to achieve this, residents of the community felt the top priorities for housing in the City are:

1. Rehabilitate existing residences
2. Increase the rate of home ownership
3. Increase the supply of affordable rental housing

During the next year the City will:

1. Assist families in rehabilitating their existing residences
2. Work with housing non-profits in locating a site(s) for additional affordable rental housing

Camarillo's accomplishments will be realized by leveraging available CDBG funds with funds available from other sources.

The following are housing priorities and activities to be pursued in FY 2013-2014 using CDBG funds:

Priority 1: Provide affordable housing opportunities

The older housing stock in Camarillo suggests that repairs and rehabilitation will be required to maintain quality structures and living spaces. The City addresses this need through single-family rehabilitation assistance. A high priority is given to conserving and improving affordable housing stock, including addressing lead-based paint hazards. The following programs assist with this goal:

- a. **Housing Cost Reduction Program - Rehabilitation:** The Housing Cost Reduction program provides affordable housing by rehabilitating existing residences.

Proposed Accomplishment:	4 housing units
Proposed Funding:	\$104,336

- b. **Habitat for Humanity:** Habitat for Humanity's Neighborhood Revitalization Program provides much needed housing rehabilitation and repair assistance to very low and low income homeowners in the City of Camarillo.

Proposed Accomplishment:	5 households
Proposed Funding:	\$75,000

Priority 2: Provide fair housing assistance

The City contracts with the Housing Rights Center (HRC) to provide fair housing services and landlord tenant counseling services to residents of Camarillo. A variety of issues are addressed, including evictions, security deposits, rent increases, repairs, and lease/contract issues. As needed, referrals to other agencies and/or appropriate pieces of literature are also distributed regarding fair housing information.

- a. **Fair Housing Program:** The CDBG regulations require the City to provide a fair housing program. Camarillo will continue to be part of the Ventura County Fair Housing Consortium that offers fair housing counseling and educational seminars to tenants and landlords. This is funded as part of the City's 20-percent administration cap under CDBG regulation.

Proposed Accomplishment:	45 persons
Proposed Funding:	\$12,000

2. Federal, State, and Local Public and Private Sector Resources

Camarillo anticipates receiving an allocation of \$271,959 in CDBG funds available during 2013-2014. In addition, the City of Camarillo will provide non-CDBG community service funds to support activities that are ineligible for CDBG funds.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

FY 2013-2014 Action Plan Public Housing Strategy response:

1. Public Housing Needs

The Area Housing Authority of the County of Ventura serves the cities of Camarillo, Thousand Oaks, Simi Valley, Moorpark, Fillmore, Ojai as well as the incorporated area of Ventura County. The Area Housing Authority owns five apartment complexes in Camarillo

with 374 units. However, these are not considered conventional public housing development. In the past the City has assisted the Area Housing Authority in purchasing the Mira Vista Village, donated the Raemere Street apartments, and purchased the land and assisted with pre-development costs for the Meadowbrook apartments. In addition there are approximately 453 Section 8 units in Camarillo.

Table 2: Public Housing Area Housing Authority of the County of Ventura

Name	Location	Number of Units
Ellis Terrace	1021-1051 Temple	27
Mira Vista Village	2700 Ponderosa Drive	305
Meadowbrook	610 Calle la Roda	13
Raemere	92-96 Raemere	2
Bradford	127 Calle la Sombra	27
Section 8	Various	453
Total		827

The Area Housing Authority has resident councils at their apartment complexes in Camarillo. They also have a resident coordinator to address the concerns of the residents and to ensure they are involved in the management of their apartment complex.

Homeownership classes are offered by the Area Housing Authority each month that describe the federal, state, local and private initiatives that can assist public housing residents to become home owners. Camarillo residents are also invited to the home ownership classes.

2. "Troubled" Public Housing Agency

The Area Housing Authority is not considered by HUD to be a "troubled authority" nor is it performing poorly. Continued effective management and community involvement is anticipated to maintain the high level of performance of AHA operated projects.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

FY 2013-2014 Action Plan Barriers to Affordable Housing response:

1. Strategy to Remove Barriers to Affordable Housing

One of the greatest barriers to affordable housing is the present economy that has brought the housing market to a standstill. In 2010, the United States government, in partnership with San Diego Family Housing, LLC, completed 315 housing units for military personnel at Catalina Heights in Camarillo. Since 2010, just two housing units in the City have been completed, a stark contrast to the 646 dwelling units completed in 2006 alone. In 2008, Camarillo completed the 13-unit Meadowbrook apartments and the 34-unit Courtyard apartments, which provided housing for very low income families. Both were built by the Housing Authority.

Until the economy recovers, the City does not anticipate significant numbers of housing units to be built. However, it is anticipated that the AMLI Residential apartment complex will begin construction in the summer of 2013 and provide 38 very low and 37 low income units. While waiting for the economy to recover, Camarillo will continue to rehabilitate homes. This will ensure that affordable housing is preserved in Camarillo.

Another significant barrier is the diminishing funding sources for affordable housing. Specifically, the dissolution of the Camarillo Corridor Redevelopment Agency, which took effect February 1, 2012, may severely compromise the City's ability to provide affordable housing in future years. With the dissolution of the Redevelopment Agency, the City will not generate tax increment financing, a major funding source for the creation of affordable housing in Camarillo. Mira Vista Apartment and Meadowbrook Apartments – two affordable housing projects in the City – were subsidized with redevelopment housing set-aside funds.

The City's FY 2012-2013 CDBG allocation decreased almost 15 percent from FY 2011-2012. HUD alerts CDBG grantees that another five percent reduction should be expected for FY 2013-2014. These reductions impact the City's ability to deliver housing and supportive services.

HOME/American Dream Downpayment Initiative (ADDI)

1. *Describe other forms of investment not described in § 92.205(b).*
2. *If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.*
3. *If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:*
 - a. *Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.*
 - b. *Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.*
 - c. *State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.*
 - d. *Specify the required period of affordability, whether it is the minimum 15 years or longer.*
 - e. *Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.*

- f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.*
- 4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:*
 - a. Describe the planned use of the ADDI funds.*
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.*
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.*

FY 2013-2014 Action Plan HOME/ADDI response:

1. Other Investment

The City is not an entitlement jurisdiction to receive HOME funds. The ADDI program has already expired with no congressional appropriation since FY 2009-2010.

2. HOME or ADDI Funds for Homebuyers

The City is not an entitlement jurisdiction to receive HOME funds. The ADDI program has already expired with no congressional appropriation since FY 2009-2010.

3. HOME funds to Refinance Existing Debt

The City is not an entitlement jurisdiction to receive HOME funds.

4. ADDI Funds

The ADDI program has already expired with no congressional appropriation since FY 2009-2010.

HOMELESS

Specific Homeless Prevention Elements

1. *Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.*
2. *Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.*
3. *Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.*
4. *Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.*
5. *Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.*

FY 2013-2014 Action Plan Special Needs response:

1. Sources of Funds

The only funds that Camarillo receives to address homeless needs are the CDBG funds. Camarillo does not receive McKinney-Vento Homeless Assistance Act funds. Camarillo was part of a consortium that applied for Homeless Prevention and Rapid Re-Housing program (HPRP) funds but the application was unsuccessful.

2. Homelessness

For FY 2013-14, 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.
- RAIN - provides transitional housing that addresses the needs of homeless families.
- Winter Warming Shelter - emergency shelter for the homeless.
- Interface - provides preventive measures through the "211" assistance program.
- FOOD Share - help prevent families from becoming homeless by allowing families to divert more income toward housing.

Camarillo will continue to use CDBG funds to provide a continuum of care that is directed toward assisting persons who are at-risk or are already homeless.

3. Chronic Homelessness

Chronic homelessness is long-term or repeated homelessness of a person with a disability. Many chronically homeless people have a serious mental illness like schizophrenia and/or alcohol or drug addiction. Most people who experience chronic homelessness have been in treatment programs, sometimes on dozens of occasions.

Camarillo has supported the Turning Point Foundation who addresses the needs of the "chronic homeless" since 1995. The City also is one of three cities that fund the West Winter Warming Shelter that provides a warm bed, food and support services for the homeless individuals and families. The Winter Warming Shelter began in 2004.

The barrier to achieving all the efforts taken to remove chronic homelessness is partly funding and also the will of the individuals to move off the streets. Ventura County is fortunate to have groups such as the Homeless and Housing Coalition that has taken a leadership role in homeless issues and making sure those efforts countywide a coordinated and bringing volunteer organizations together rather than duplicating programs.

Camarillo along with the cities of Simi Valley, Thousand Oaks, and Ventura did apply for Homeless Prevention and Rapid Recovery Program funds as another tool in dealing with the chronic homeless. This application was not successful and resulted in a gap in service to the chronic homeless.

4. Homelessness Prevention

Camarillo recognizes that it is more effective to keep families from becoming homeless whereas once they are homeless it requires multitudes of community efforts to get them rehoused. As a result, Camarillo intends to continue the homeless prevention programs that have been implemented for over 20 years. This includes supporting FOOD Share that provides food to families who are at risk of becoming homeless and permits them to use their resources for housing rather than daily sustenance. In addition, Camarillo will continue to support the Interface "211" program that is a one stop resource on programs that can guide individuals and families to programs that might prevent them from becoming homeless.

5. Discharge Coordination Policy

Camarillo does not receive ESG funds and therefore is not required to have a Discharge Coordination Policy. If there was a publicly operated hospital in the City, there would be need of a Discharge Coordination Policy to insure that homeless persons are not returned to the street after release from the medical facility.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

FY 2013-2014 Action Plan ESG response:

This Section applies to states only; no response is required.

COMMUNITY DEVELOPMENT

Community Development

- 1. Identify the jurisdiction's priority non housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.*
- 2. Identify specific long term and short term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low and moderate income persons.*

FY 2013-2014 Action Plan Community Development response:

1. Priority Community Development Needs

Camarillo's priority non-housing community development needs focus on the City's continuum of care, seniors and families. Public service activities are an important part of the CDBG program. The Community Development Needs Table that identifies the priority non-housing community development needs eligible for assistance by CDBG eligibility category is in the appendices.

2. Specific Long-Term and Short-Term Community Development Objectives

Community development in context of the Consolidated Plan involves activities to improve the quality of life for Camarillo residents. This includes providing parks; senior centers and youth centers; maintaining local streets, sidewalks, and sewers; providing services for youth, families, and seniors; and expanding economic development activities. This also includes maintenance of the existing community development activities as Camarillo's strategic vision. As a result, Camarillo is not proposing significant long-term programs that will change the character of the community. Rather the community is looking to build on past accomplishments including providing affordable housing opportunities, maintaining the continuum of care activities, and seeing that economic development programs are continued.

The following are community development priorities and activities to be pursued in FY 2013-2014 using CDBG funds:

Priority 3: Provide assistance to the homeless

The City may use up to 15 percent of the CDBG allocation to provide a variety of needed services to low- and moderate-income and special needs persons in the community, up to a total of 15 percent of the allocation. The implementation of Camarillo's continuum of care involves City resources and those of nonprofit agencies, county, state, federal, housing developers, the business community, and City residents. Camarillo's continuum of care includes:

- Referrals to the West County Winter Warming Shelter.
- Referrals to the Turning Point Foundation or West County Winter Warming Shelter for immediate emergency shelter as a safe, decent alternative to the streets.
- Providing transitional housing with supportive services, such as job training/placement, substance abuse treatment, mental health services, and instruction in independent living skills.
- CDBG-funded activities, including Interface and FOOD Share.
- Ensuring that permanent affordable housing is available through the acquisition of land and coordination to see the land is improved with affordable housing.
- Assisting low-income residents to rehabilitate their homes and preserve affordable housing.

Specifically, Camarillo provides a variety of programs for the homeless that address the following service needs:

- Emergency Assistance – preventing homelessness or meeting the emergency needs of homeless individuals and families including prevention, outreach, and assessment, and emergency shelter.
- Safe Haven Housing – providing housing, low demand services and referrals for homeless individuals with serious mental illnesses who have been unwilling or unable to participate in mental health or substance abuse programs or receive supportive services.
- Transitional Housing – providing housing and appropriate supportive services that are designed to facilitate the movement of homeless persons to permanent housing.
- Permanent Housing and Permanent Supportive Housing – providing housing and supportive services for homeless persons with disabilities, either as part of larger projects or in facilities designed solely for persons with disabilities, and appropriate permanent housing options for homeless families and individuals.
- Single Room Occupancy Housing – provide a single unit (does not need to include a kitchen or bathroom) for occupancy for one person, which may include services such as mental health services, substance abuse treatment, job training, and employment services.

- a. **Turning Point Foundation:** Turning Point Foundation provides safe haven and single-room occupancy housing for the homeless mentally ill at their shelter in Ventura. The safe haven program provides 24-hour supervision and support to their clientele. The shelter offers a drop-in center to get a hot meal, take a shower, and receive additional support and assistance. The agency also provides ten units of single room occupancy housing.

Proposed Accomplishment:	8 persons
Proposed Funding:	\$3,269

- b. **RAIN Project:** The RAIN project offers transitional housing for homeless individuals and families at their shelter. The facility offers the residents a fresh start and an opportunity to rebuild their life.

Proposed Accomplishment:	12 persons
Proposed Funding:	\$4,137

- c. **Winter Warming Shelter:** The Society of Saint Vincent de Paul operates the West County Winter Warming shelter that provides housing for residents of Camarillo, Ventura and Oxnard.

Proposed Accomplishment:	12 persons
Proposed Funding:	\$7,159

Priority 4: Provide assistance to Camarillo residents including senior citizens, youth, and families

The 2013-2014 continuum of care includes providing necessary assistance to the elderly, families, and children.

- a. **FOOD Share:** FOOD Share funds will be used for their food assistance program for low income persons. FOOD Share operates a food bank that gleans fresh vegetables from the agricultural fields as well as receives donations of food and commodities. The CDBG funds will assist FOOD Share in continuing to serve Camarillo residents with their food distribution program.

Proposed Accomplishment:	107 households
Proposed Funding:	\$8,318

- b. **Long Term Care Ombudsman:** The Long Term Care Services is an advocate for the elderly in skilled nursing homes and residential care facilities. Services include pre-admission counseling, family support groups, and monitoring of residential care facilities.

Proposed Accomplishment:	2,100 persons
Proposed Funding:	\$6,487

- c. **Interface:** Interface provides the 211-Help Line that is a key resource and referral point during personal crisis and emergencies. The organization also offers counseling and safe haven shelter for homeless, abused, and runaway children; a battered

women's shelter; linkage of high-risk children with donated medical care, and referrals to social service agencies.

Proposed Accomplishment:	2,000 persons
Proposed Funding:	\$4,513

- d. **OASIS:** OASIS (Older Adult Services and Intervention Services) provides assistance to the elderly by providing assessment, care planning, and referral to social service agencies for seniors.

Proposed Accomplishment:	80 seniors
Proposed Funding:	\$3,560

Priority 5: Provide for Planning and Administration Activities

To ensure the effective use of limited CDBG funds, the City must allocate money towards planning and monitoring. Preparation of annual updates allows the City to address the community's changing needs. Continued outreach to low- and moderate-income households should be conducted as part of the CDBG program's required public participation process. Up to 20 percent of CDBG funds can be used to support the general administration of the CDBG program.

- a. **Planning and Administration:** The administration funds are used to oversee the day-to-day operation of the CDBG program and maintain compliance with the HUD regulations. This includes the preparation of the annual Action Plan as well as monitoring of program subrecipients. Staff time is also spent evaluating sites for affordable housing, completing the environmental review, program monitoring and other HUD mandated activities. The proposed amount below will be revised once the City receives its official FY 2013-14 allocation in order to remain within the 20-percent cap for general administration funds (inclusive of the \$12,000 allocated for the City's Fair Housing Program).

Proposed Funding:	\$43,180
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Anti-Poverty Strategy

1. *Describe the actions that will take place during the next year to reduce the number of poverty level families.*

FY 2013-2014 Action Plan Antipoverty Strategy response:

1. Anti-Poverty Strategy

Camarillo's "anti-poverty" strategy is to support the City's continuum of care that insures that local residents are housed and fed, and have the ability to obtain gainful employment. This is achieved by support from local churches who provide the "Serving Our Brothers and Sisters in Need" program 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 2013-2014 and will result in reduced numbers of families in crisis.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-Homeless Special Needs (91.220 (c) and (e))

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

FY 2013-2014 Action Plan Specific Objectives response:

1. Priorities and Specific Objectives

Certain segments of the population may have difficulty finding decent, affordable housing and accessing community facilities and services due to their special needs. These "special needs" populations include the elderly, frail elderly, persons with severe mental illness, persons with developmental or physical disabilities, persons with drug and/or alcohol addiction, and persons with AIDS and their families.

Camarillo will assist these special needs populations through the provision of housing programs and community services.

2. Federal, State, and Local Resources

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. More detail on other local and federal funding sources is also provided in the Specific Housing Objectives section.

Housing Opportunities for People with AIDS

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.

3. *Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.*
4. *Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.*
5. *Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.*
6. *Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.*
7. *Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.*
8. *Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.*
9. *Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.*

FY 2013-14 Action Plan HOPWA response:

Not applicable; the City of Camarillo is not a recipient of HOPWA funding.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

FY 2013-14 Specific HOPWA Objectives response:

Not applicable; the City of Camarillo is not a recipient of HOPWA funding.

OTHER NARRATIVE

Include any Action Plan information that was not covered by a narrative in any other section.

The Action Plan provides a comprehensive overview of Camarillo's continuum of care and housing programs.

1. Amendment

There were no amendments to the previous year's Action Plan or the five-year Consolidated Plan.

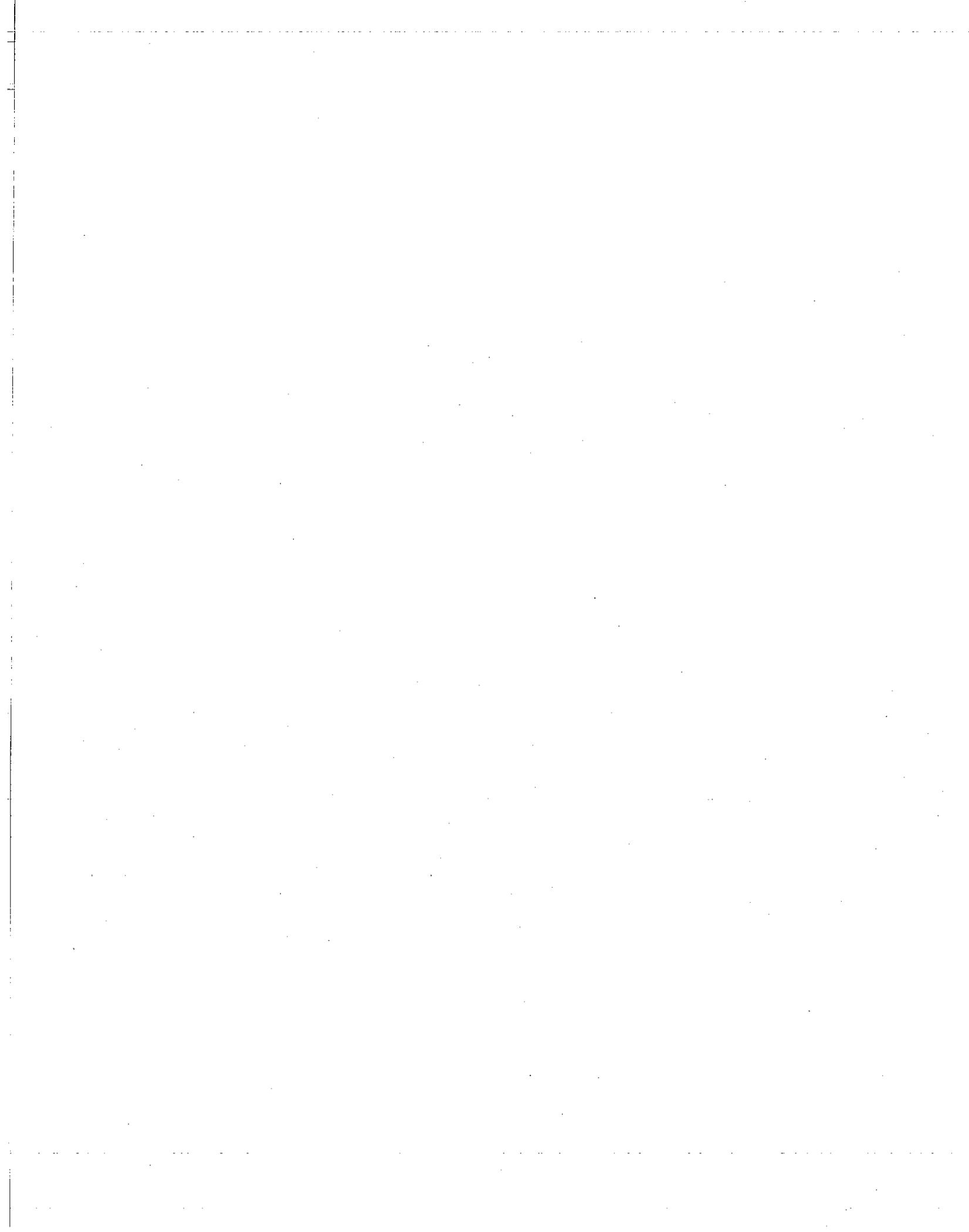
2. Unallocated Funds and Program Income

During FY 2012/2013, the City worked with HUD to close out activities in IDIS (Integrated Disbursement and Information System), a system developed by HUD to maintain financial and program accomplishment data for its entitlement grant programs. As a result of this effort, there were no unallocated funds remaining from the FY 2012/2013 program.

In addition, the City received program income in the amount of \$82,054.48 during FY 2012/2013. Per CDBG regulations, up to 15 percent of the program income received during the prior fiscal year can be used for public services. The City anticipates allocating the remaining program income to the Housing Cost Reduction Program.

3. Regional Transportation and Housing Coordination

As indicated in the 2008 HUD Report, Better Coordination of Transportation and Housing Programs to Promote Affordable Housing Near Transit, "the need for a mix of housing types that is affordable to a range of family incomes in proximity to transit is an important policy concern at all levels of government, including the federal government." That report also notes that the Consolidated Plan can provide an avenue for housing planning to be coordinated with local transportation plans. To that end, the City coordinates with the Ventura Council of Governments (VCOG) and Southern California Association of Governments (SCAG) through their planning process of developing the Regional Transportation Plan and the Regional Housing Needs Assessment (RHNA). In 2008, SB 375 was passed in California to link these two important regional planning efforts. Now, in conjunction with a Sustainable Communities Strategy, local governments coordinate with the metropolitan planning organization to assess local needs with regard to both transportation and housing. The 2012 Regional Transportation Plan was adopted in April 2012 and the RHNA was adopted in November 2012. The City will continue to coordinate with VCOG and SCAG to further implement both plans.



**Appendix A:
Certifications**



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, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

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, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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 CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

5/9/13

Date

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 housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) 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) 2012-13, 2013-14, and 2014-15 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. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In

this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, 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.

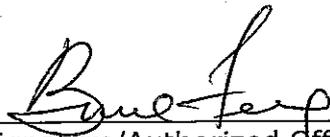
Excessive Force -- It has adopted and is enforcing:

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.



Signature/Authorized Official

5/9/13

Date

City Manager

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. 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.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

City of Camarillo

Place of Performance (Street address, city, county, state, zip code)

City of Camarillo

601 Carmen Drive

Camarillo, CA 93010

Check if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

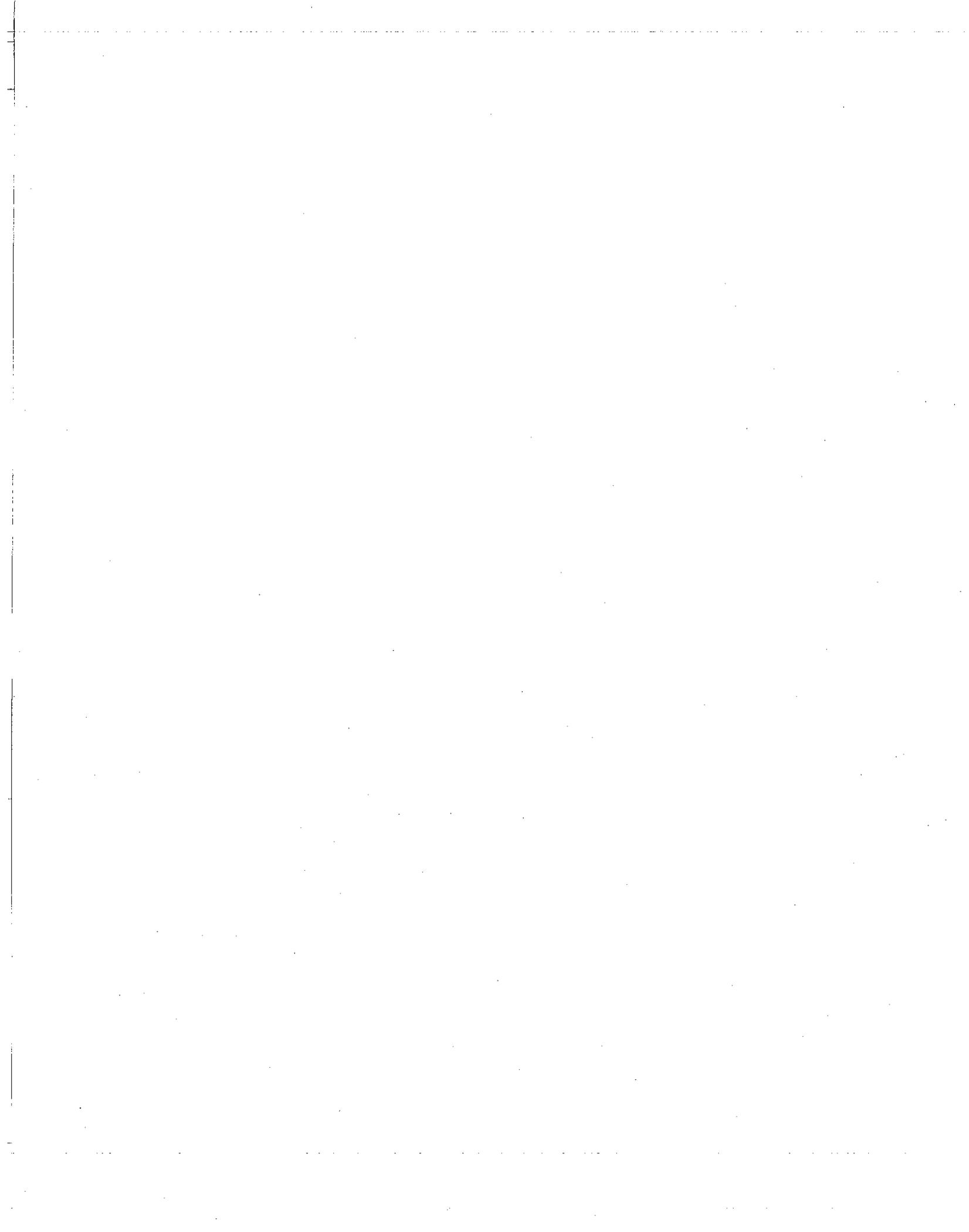
"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

**Appendix B:
Summary of Citizen Participation and Public Comments**



FY 2013-14 Action Plan

The City of Camarillo held the first workshop on December 5, 2012 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. 27 agencies represented by 27 persons attended the meeting. Sign-in sheets are attached on the following pages.

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 January 25, 2013. 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 13, 2013 for the allocation of funds. Representatives from six social service agencies attended this meeting, including representatives from: The Children Come First; Interface; Long Term Care Ombudsman; Food Share; RAIN Project; and Turning Point Foundation. Representatives from Interface, Long Term Care Ombudsman, Food Share, RAIN Project, and Turning Point Foundation spoke in support of their funding requests and thanked the Council for their ongoing support. A representative from The Children Come First program also spoke in support of his request for funding, though his application was not recommended for funding.

A Draft Action Plan was available for a 30-day public review from April 8, 2013 through May 8, 2013.

On May 8, 2013, the City conducted a public hearing to adopt the Draft Action Plan and receive comments on the document. No residents or representatives from service agencies were present at this hearing and no comments were received.

2013-2014 CDBG Workshop

December 5, 2012

Please Print

NAME	ORGANIZATION	EMAIL ADDRESS	STREET ADDRESS	TELEPHONE NUMBER
MICHAEL SMITH	CITY OF CAMARILLO	MSMITH@CI.CAMARILLO.CA.US	601 CARMEN DR., CAMARILLO, CA	805-388-5367
ED BURNS	"	EBURNS@CI.CAMARILLO.CA.US	" " " "	805-388-5366
Jane Lux	Turning Point Fdn	jlux@turningpointfoundation.org	P.O. Box 24571, North, CA 93001	705-512-0000/102
Bob Reust	PV HIST/SOC	bob@reusts.net	Box 570	484-6601
Bob Reust	CE Choral Assn	"	Box 3474	484-6601
MARC URLOE	CITY OF CAMARILLO	MURLOE@CI.CAMARILLO.CA.US	601 CARMEN DR	
Ellen Johnson	Livingston Mem. VNT	elljohnson@livingston.org	Eastway Ventura	
Cathy Breznick	St Vincent de Paul	CATHE@BREZNICKS@TWCNET.COM	1410 Jackson St Housand Oaks CA 91360	805-493-2471
SISTER RITA ANGERMAN	OASIS	SEANGERMAN@CHARITIES.ORG	2532 Ventura Bl.	805-497-7896
Donna Massa	BGCCAM	bill@bgccam.org donna@bgccam.org	1500 TEMPLE AVE CAMARILLO, CA 93010	(805) 482-8113 x301
Tina McDonald	RAIN TLC	tina.mcdonald@camarillo.org	1732 LEWIS ST. Camarillo	(805) 326-4856
Janet Jensen	Camarillo YMCA	janet.jensen@ycmcam.org	3111 Village at the Park CAMARILLO 93010	484-0423
Shari Bridges	St John's Health Care	shari.bridges@digitalhealth.org	1600 Rose Oxnard	988-2631
Zelvia Steid	OMB & normal	steidl@ambassador.com	2871 S. Dairy Oxnard	681-988
Luz Dupuy	Coalition for Family Harmony	LDUPUY@FURTHER@GMAIL.COM	1070 NORCA VENTURA RD OXNARD CA 93050	983-6014 x112
Kristy Palard	Food Share	Kpalard@foodshare.com	4116 Southbank Rd. Oxnard	983-7100
John Carbit	Interface	johnc@icfs.org	1305 Del Norte Church	983-7100

2013-2014 CDBG Workshop

December 5, 2012

Please Print

NAME	ORGANIZATION	EMAIL ADDRESS	STREET ADDRESS	TELEPHONE NUMBER
Michelle Horne	Camarillo Art Center	Michelle@camarilloartcenter.com	3150 Ponderosa CA 93010	805-443-1555
FELIPE FLORES	HABITAT FOR HUMANITY	felipe@habitatventura.org	121 S. RICE AVE OXNARD CA 93050	(805) 487-6005 x222
Ginny Connell	PLAP	ginnyconnellplap@aol.com	450 Rosewood #215 3020 Crescent Way T.O. 91362	482-1265 497-4959
Janice Shindler	MAMMA	director@mamacamp.org		
TAMMY GLENN	CAREGIVERS	tammy@ucaregivers.org	1765 Goodyear Ventura	458-8530
Osia Lopez	Arthritis Found	lopez@arthritis.org	800 W. 6th St, Los Angeles	818-935-4602
DAVID FLOOD	COMMENDANTE AIR FORCE	dmpflood31@gmail.com	29 Margarita, CAMARILLO 93012	805-482-0596 805-204-9660
KAREN GOGEL	STUDIO CHANNEL ISLANDS ART CENTER	SCARTCENTER@VERIZON.NET	2221 VENTURA BLVD.	805-383-1968
MARGARET HERRERA	ST. VINCENT DE PAUL	mherrera@SVDPILA.ORG		805-487-1558
Rosemary Gordon	ALZHEIMER'S ASSOC.	rgordon122@gmail.com		805-236-7617
KAREN CHUN	SOICAM (SAVE OUR KIDS MUSIC)	MONCHUN@gmail.com		805-233-1389
Heather Watters	CANCER CTL	HW@camer.org		805-377-88
DAVID HIBBITS	PVHS	HIBBITS@VCHS.net		805-482-2580

**CAMARILLO CITY COUNCIL
PUBLIC COMMENT CARD**



Citizen participation is invited at all Council meetings. Comments are limited to 3 minutes and each speaker may only speak once on each item. Please submit this card to the City Clerk prior to the Mayor announcing the agenda item.

This information is optional and considered public information. Tim McDonald

NAME: Angela + Rolanda / RAIN DATE: 3/13/13

ADDRESS(Street/City): 1732 S. Lewis Rd. Camarillo

EMAIL: timamcdonald@ventura.org TELEPHONE: 388-1352

I wish to address the Council regarding:

- A. AGENDA ITEM: _____
- B. PUBLIC COMMENTS (for items not on the agenda): _____

Under State Law, the City Council may not take action on matters not on the agenda. If you speak or submit written comments, your name will be included in the City's official minutes.

(Please see reverse side for presentation guidelines.)

**CAMARILLO CITY COUNCIL
PUBLIC COMMENT CARD**



Citizen participation is invited at all Council meetings. Comments are limited to 3 minutes and each speaker may only speak once on each item. Please submit this card to the City Clerk prior to the Mayor announcing the agenda item.

This information is optional and considered public information.

NAME: Jim Stueck DATE: 3/13/13

ADDRESS(Street/City): 2021 Sperry Ave #35 Ventura

EMAIL: www.AmbassadorsVentura.org TELEPHONE: 656-1986

I wish to address the Council regarding:

- A. AGENDA ITEM: 18 A XVIII
- B. PUBLIC COMMENTS (for items not on the agenda): Venture Co Long Term Care

Under State Law, the City Council may not take action on matters not on the agenda. If you speak or submit written comments, your name will be included in the City's official minutes.

(Please see reverse side for presentation guidelines.)

**CAMARILLO CITY COUNCIL
PUBLIC COMMENT CARD**

X

Citizen participation is invited at all Council meetings. Comments are limited to 3 minutes and each speaker may only speak once on each item. Please submit this card to the City Clerk prior to the Mayor announcing the agenda item.

This information is optional and considered public information.

NAME: Jane Lax DATE: 3-13-13
ADDRESS(Street/City): 505 Pk #. Ventura
EMAIL: jllx@turningpointfoundation.org TELEPHONE: 805-652-0000

I wish to address the Council regarding:

- A. AGENDA ITEM: _____
- B. PUBLIC COMMENTS (for items not on the agenda): CDBG
XVII A

Under State Law, the City Council may not take action on matters not on the agenda if you speak or submit written comments, your name will be included in the City's official minutes.

(Please see reverse side for presentation guidelines.)

**CAMARILLO CITY COUNCIL
PUBLIC COMMENT CARD**

X

Citizen participation is invited at all Council meetings. Comments are limited to 3 minutes and each speaker may only speak once on each item. Please submit this card to the City Clerk prior to the Mayor announcing the agenda item.

This information is optional and considered public information.

NAME: Bill Formanek DATE: 3-13-13
ADDRESS(Street/City): 805 Calle Canon
EMAIL: ThechildrenCameFirst@yahoo.com TELEPHONE: 805-794-8363

I wish to address the Council regarding:

- A. AGENDA ITEM: Grant Program
- B. PUBLIC COMMENTS (for items not on the agenda): _____

Under State Law, the City Council may not take action on matters not on the agenda if you speak or submit written comments, your name will be included in the City's official minutes.

(Please see reverse side for presentation guidelines.)

**CAMARILLO CITY COUNCIL
PUBLIC COMMENT CARD**

X

Citizen participation is invited at all Council meetings. Comments are limited to 3 minutes and each speaker may only speak once on each item. Please submit this card to the City Clerk prior to the Mayor announcing the agenda item.

This information is optional and considered public information.

NAME: KRISTY POLLARD DATE: 3/13/13

ADDRESS(Street/City): 4156 Southbank Rd

EMAIL: kpollard@foodshare.com TELEPHONE: 805-983-7100

I wish to address the Council regarding:

A. AGENDA ITEM: XVIII Public Hearing - CDBG Funding

B. PUBLIC COMMENTS (for items not on the agenda): _____

Under State Law, the City Council may not take action on matters not on the agenda. If you speak or submit written comments, your name will be included in the City's official minutes.

(Please see reverse side for presentation guidelines.)

**CAMARILLO CITY COUNCIL
PUBLIC COMMENT CARD**

X

Citizen participation is invited at all Council meetings. Comments are limited to 3 minutes and each speaker may only speak once on each item. Please submit this card to the City Clerk prior to the Mayor announcing the agenda item.

This information is optional and considered public information.

NAME: Tanya Kellam DATE: 3/13/13

ADDRESS(Street/City): 4001 Mission Oaks, Camarillo

EMAIL: tkellam@icfs.org TELEPHONE: 805-485-6114

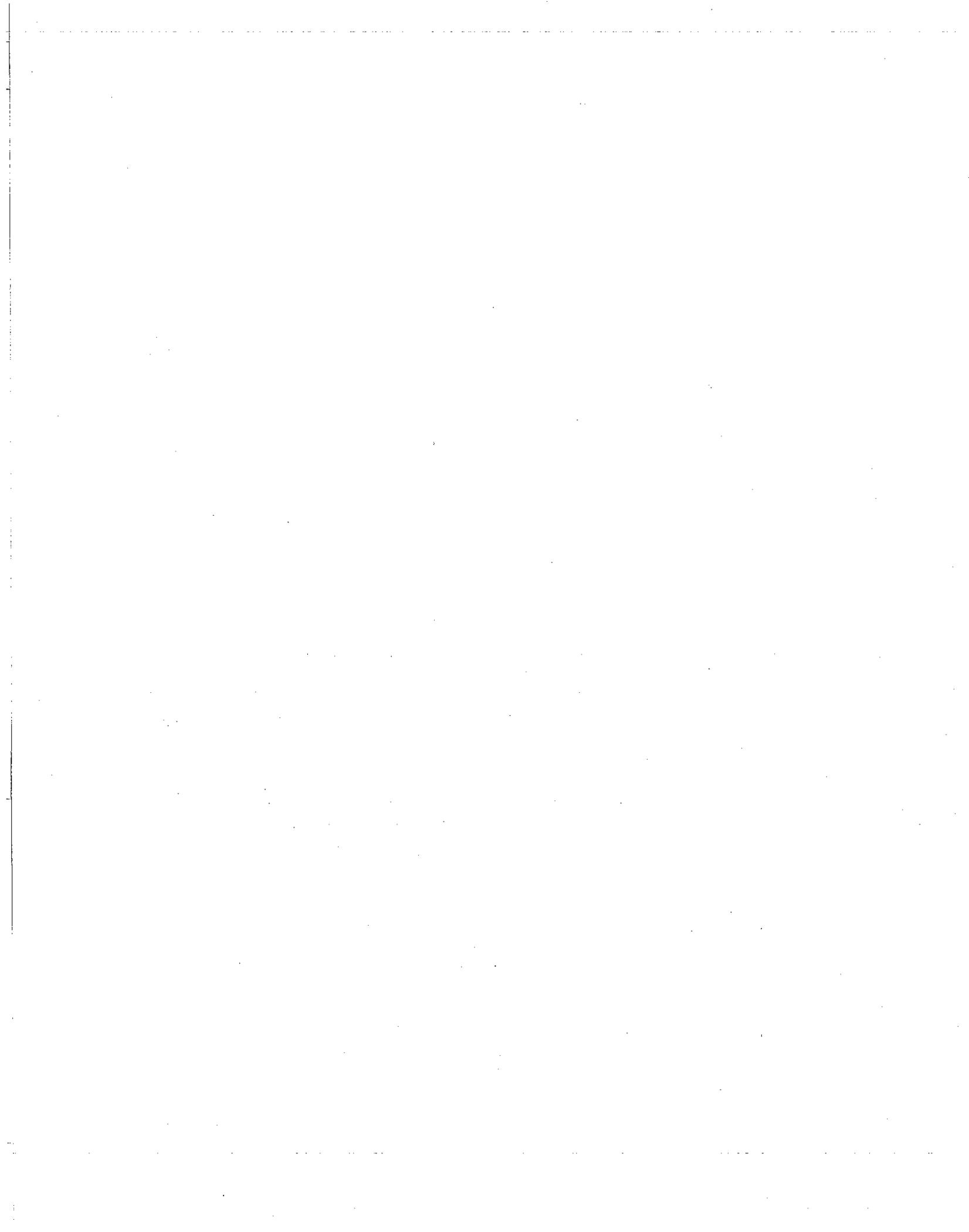
I wish to address the Council regarding:

A. AGENDA ITEM: CDBG

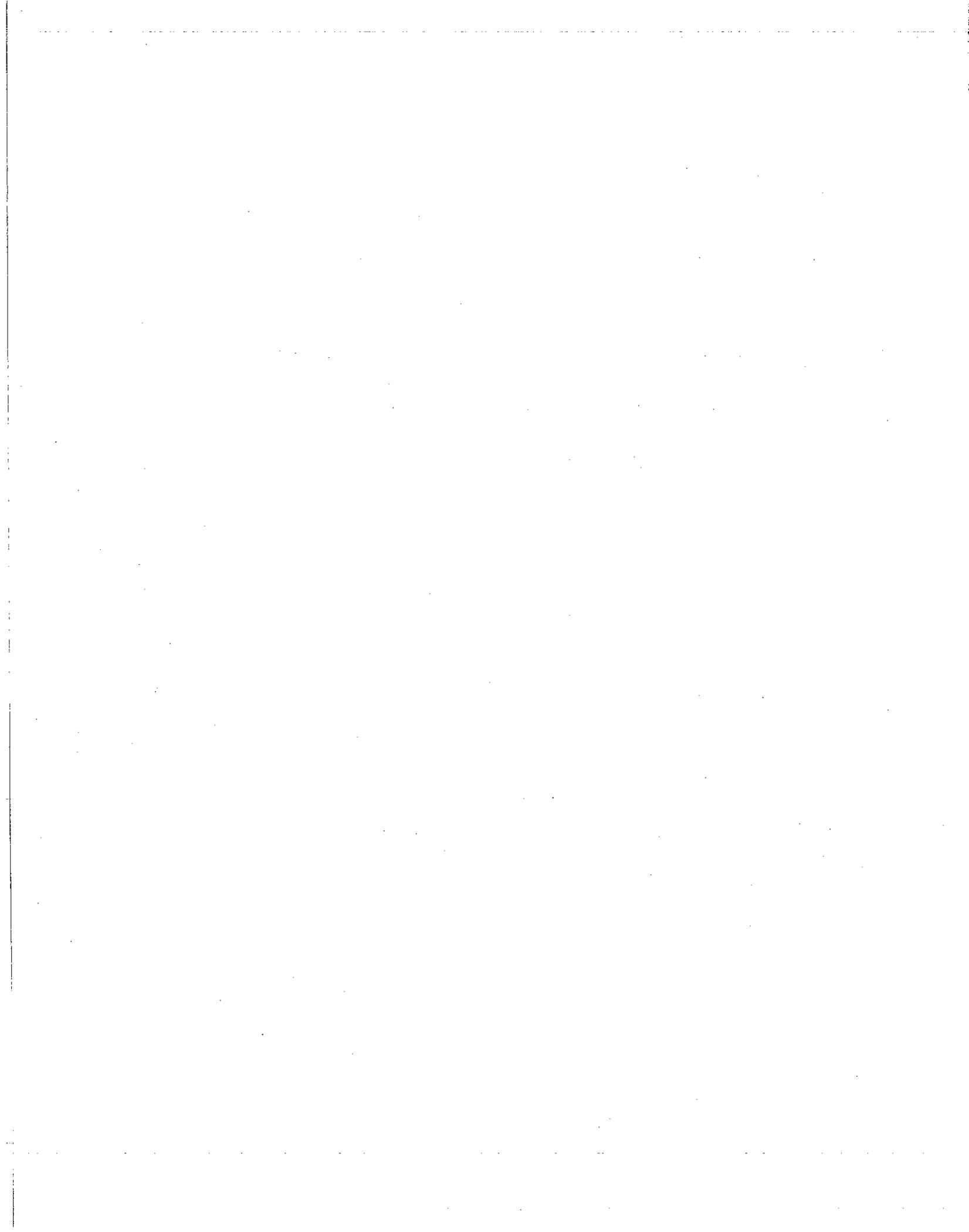
B. PUBLIC COMMENTS (for items not on the agenda): _____

Under State Law, the City Council may not take action on matters not on the agenda. If you speak or submit written comments, your name will be included in the City's official minutes.

(Please see reverse side for presentation guidelines.)



**Appendix C:
SF424 Form**



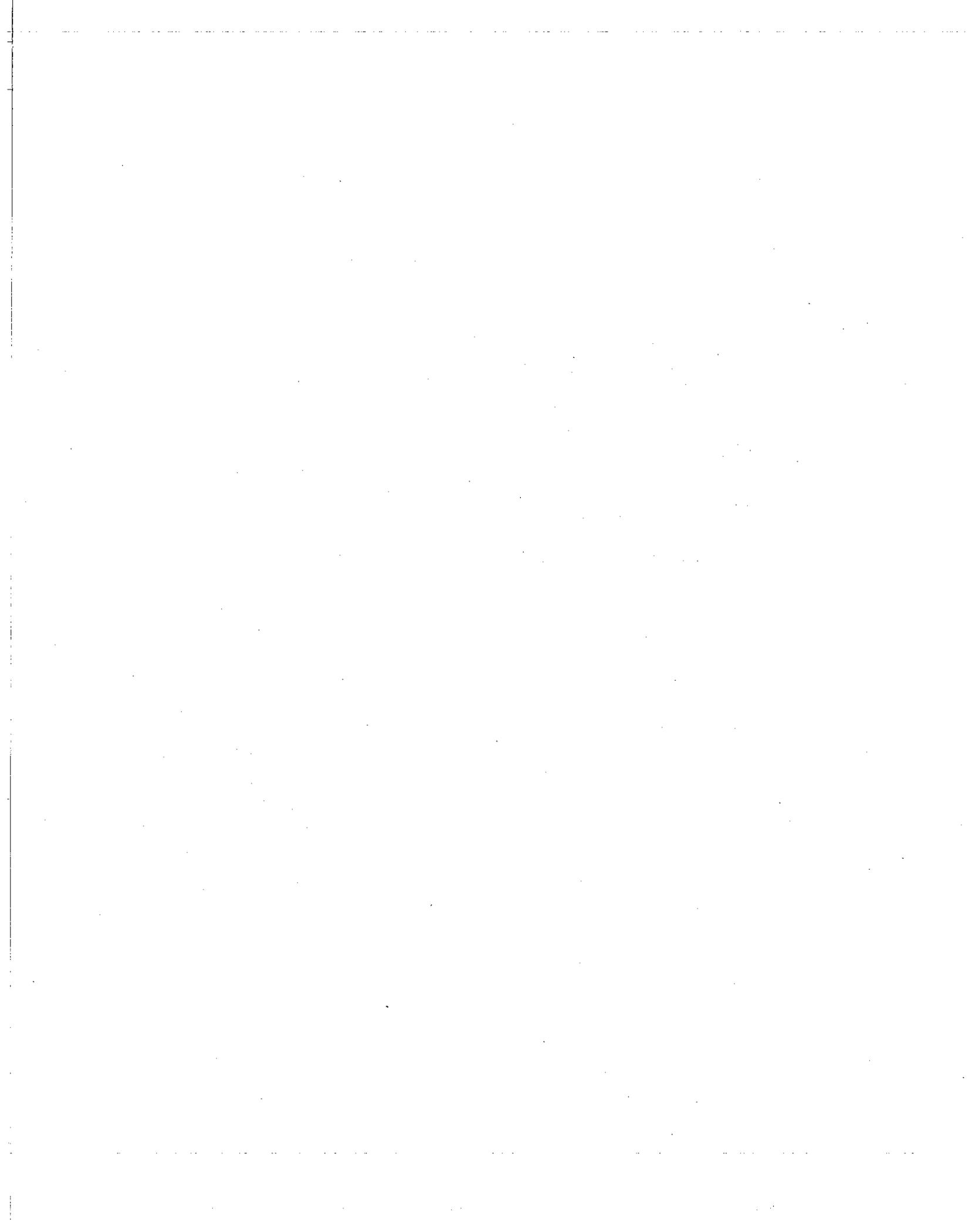
APPLICATION FOR FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input type="checkbox"/> Pre-application <input checked="" type="checkbox"/> Non-Construction <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		2. DATE SUBMITTED	Applicant Identifier B-12-MC-06-0587
3. DATE RECEIVED BY STATE		State Application Identifier	
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
5. APPLICANT INFORMATION			
Legal Name: City of Camarillo		Organizational Unit: Department: Community Development Department	
Organizational DUNS: 07-020-7006		Division:	
Address: Street: 601 Carmen Drive		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City: Camarillo		Prefix: Mr.	First Name: Ed
County: Ventura		Middle Name	
State: California		Last Name: Burns	
Zip Code: 93010		Suffix:	
Country: USA		Email: eburns@ci.camarillo.ca.us	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 95-2313271		Phone Number (give area code) 805-388-5366	Fax Number (give area code) 805-388-5388
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)		7. TYPE OF APPLICANT: (See back of form for Application Types) Local Government: City Other (specify)	
Other (specify)		9. NAME OF FEDERAL AGENCY: US Department of Housing and Urban Development (HUD)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): CDBG Program		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Fiscal Year 2013-2014 One Year Action Plan CDBG Program consisting of the provision of public services, community development and housing programs.	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Camarillo		1 4 - 2 1 8	
13. PROPOSED PROJECT			
Start Date: 07/01/13	Ending Date: 06/30/14	14. CONGRESSIONAL DISTRICTS OF: a. Applicant 24th b. Project 24th	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 271,959	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:	
b. Applicant	\$	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
c. State	\$	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
d. Local	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
e. Other	\$	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
f. Program Income	\$	18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.	
g. TOTAL	\$ 271,959	a. Authorized Representative	
Prefix: Mr.		First Name: Bruce	Middle Name
Last Name: Feng		Suffix	
b. Title: City Manager		c. Telephone Number (give area code): 805-388-5307	
d. Signature of Authorized Representative: <i>Bruce Feng</i>		e. Date Signed: 5-13-13	

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Standard Form 424 (Rev.9-2003)
 Prescribed by OMB Circular A-102

Reset Form



**Appendix D:
Listing of Proposed Projects**

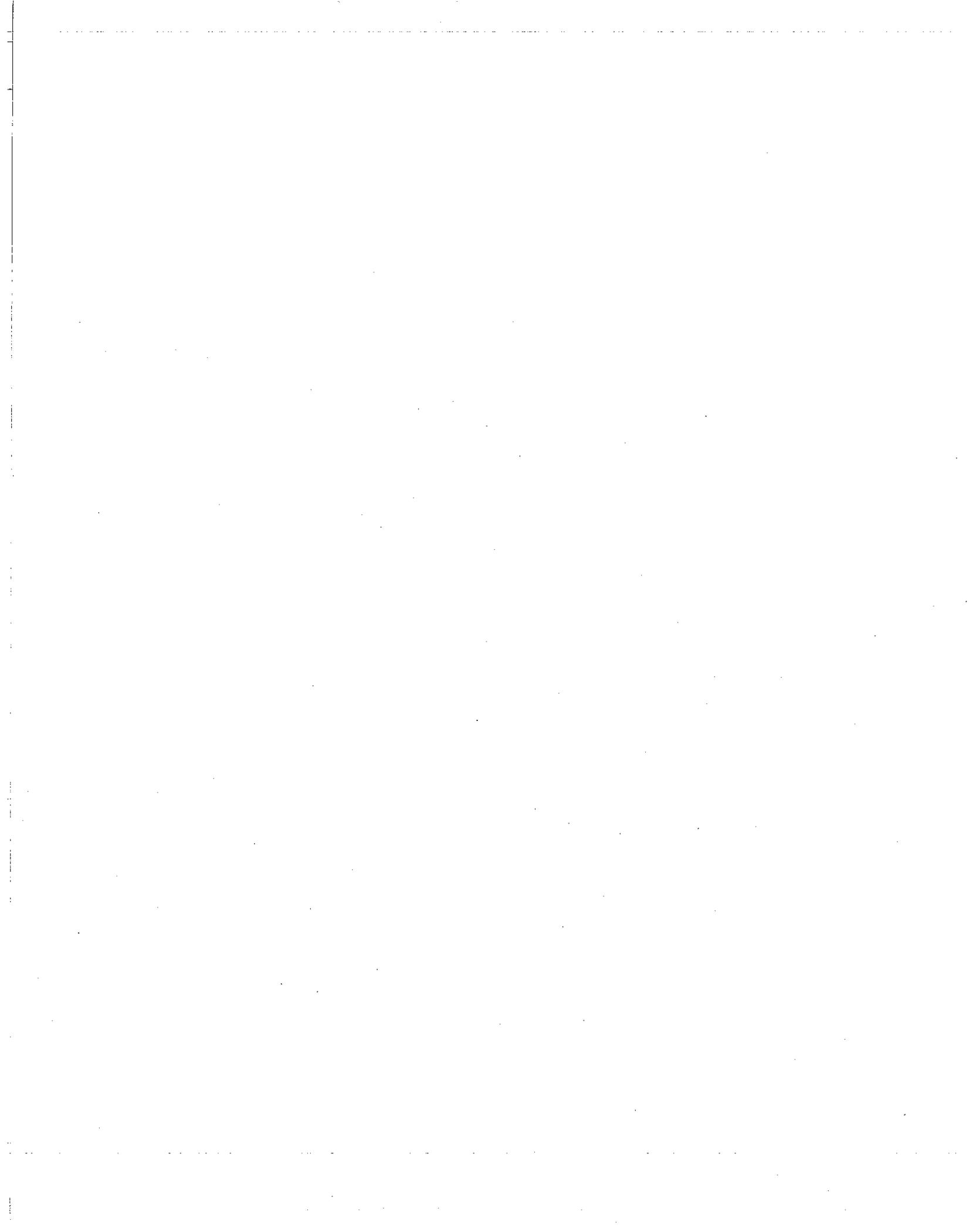


Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: Housing Cost Reduction Program

Activity:
Housing Cost Reduction Program

Description:

The Housing Cost Reduction program provides affordable housing by rehabilitating existing residences.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
Citywide
Camarillo, CA

Specific Objective Number 1	Project ID 1-A
HUD Matrix Code 14A Rehab: single unit	CDBG Citation 570.202
Type of Recipient Local Government	CDBG National Objective LMH
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator Housing Units	Annual Units 4
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$104,336
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$104,336

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: Habitat for Humanity of Ventura County

Activity:
Neighborhood Revitalization Program

Description:

Habitat for Humanity's Neighborhood Revitalization Program provides much needed housing rehabilitation and repair assistance to very low- and low-income homeowners in the City of Camarillo.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
Citwide
Camarillo, CA

Specific Objective Number 1	Project ID 1-B
HUD Matrix Code 14A Rehab: single unit	CDBG Citation 570.202
Type of Recipient Sub-recipient, Private	CDBG National Objective LMH
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator Households	Annual Units 5
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$75,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$75,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: Housing Rights Center

Activity:
Fair Housing Program

Description:

The Housing Rights Center is a non-profit organization that provides fair housing services including free landlord/tenant counseling, housing discrimination complaint investigation, enforcement and litigation, and outreach and education services. The Housing Rights Center seeks to actively support and promote freedom of residence through education, advocacy, and litigation so that all persons may have the opportunity to secure housing without regard to personal characteristics protected by federal and state law.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
Citywide
Camarillo, CA

Specific Objective Number 2	Project ID 2-A
HUD Matrix Code 21D	CDBG Citation 570.201(e)
Type of Recipient 570.500(c)	CDBG National Objective LMA
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator People (General)	Annual Units 45
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$12,000
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	_____
Assisted Housing	_____
PHA	_____
Other Funding	_____
Total	\$12,000

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: Turning Point Foundation

Activity:
Our Place Shelter

Description:

Turning Point is the only year round Homeless Shelter for mentally ill homeless persons requiring a high level of supervision and support. This program has 10 beds and a drop in center. The shelter also provides counseling, job search and case management services, referrals, and housing services on an as-needed basis.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
536 East Thompson Boulevard
Ventura, CA 93001

Specific Objective Number 3	Project ID 3-A
HUD Matrix Code 05 Public Services	CDBG Citation 570.201(e)
Type of Recipient Sub-recipient, Private	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator People (General)	Annual Units 8
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$3,269
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$3,269

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: RAIN Project

Activity:
Transitional Living Center

Description:

The RAIN project offers transitional housing for homeless individuals and families at their shelter. Their clients receive assistance in finding jobs, are required to save for rental deposits on permanent housing, and are taught life skills so they do not once again become homeless. The facility offers the residents a fresh start and an opportunity to rebuild their life.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
1732 S. Lewis Road
Camarillo, CA 93010

Specific Objective Number 3	Project ID 3-B
HUD Matrix Code 05 Public Services	CDBG Citation 570.201(e)
Type of Recipient Sub-recipient, Private	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator People (General)	Annual Units 12
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$4,137
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$4,137

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C:
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: Society of Saint Vincent de Paul

Activity:
Winter Warming Shelter

Description:

This shelter provides emergency overnight shelter during cold weather months (December through the end of March) for the homeless men, women, and children of Ventura County. The shelter also offers transportation to and from the shelter site, intake, case management and referral service, food, showers, television entertainment, cots or air mattresses for sleeping, and blankets.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
1258 Saviers Road
Oxnard, CA 93033

Specific Objective Number 3	Project ID 3-C
HUD Matrix Code 05 Public Services	CDBG Citation 570.201(e)
Type of Recipient Sub-recipient, Private	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator People (General)	Annual Units 12
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$7,159
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$7,159

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: FOOD Share

Activity:
Food Bank

Description:

FOOD Share operates a food bank that gleans fresh vegetables from the agricultural fields as well as receives donations of food and commodities. The CDBG funds will assist FOOD Share in continuing to serve Camarillo residents with their food distribution program.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
4156 South Bank Road
Oxnard, CA 93036

Specific Objective Number 4	Project ID 4-A
HUD Matrix Code 05 Public Services	CDBG Citation 570.201(e)
Type of Recipient Sub-recipient, Private	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator People (General)	Annual Units 107
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$8,318
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$8,318

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: Long Term Care Ombudsman

Activity:
Long Term Care Services

Description:

Long Term Care Services is an advocate for the elderly in skilled nursing homes and residential care facilities. Services include pre-admission counseling, family support groups, and monitoring of residential care facilities.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
2021 Sperry Avenue
Ventura, CA 93003

Specific Objective Number 4	Project ID 4-B
HUD Matrix Code 05A Senior Services	CDBG Citation 570.201(e)
Type of Recipient Sub-recipient, Private	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator People (General)	Annual Units 2,100
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$6,487
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$6,487

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: Interface Children/Family Services

Activity:
Family Support and Strengthening

Description:

Interface provides the "211 Help Line" that is a key resources and referral point during personal crisis and emergencies. The organization also offers counseling and safe haven shelter for homeless, abused, and runaway children; a battered women's shelter; linkage of high-risk children with donated medical care, and referrals to social service agencies.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
1305 Del Norte Road
Camarillo, CA 93010

Specific Objective Number 4	Project ID 4-C
HUD Matrix Code 05 Public Services	CDBG Citation 570.201(e)
Type of Recipient Sub-recipient, Private	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator People (General)	Annual Units 2,000
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$4,513
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$4,513

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Table 3C
Consolidated Plan Listing of Projects

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: Catholic Charities

Activity:
OASIS (Older Adult Services and Intervention Services)

Description:

This program provides assistance to the elderly by providing assessment, care planning, and referral to social service agencies for seniors.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
2532 Ventura Blvd.
Camarillo, CA 93010

Specific Objective Number 4	Project ID 4-D
HUD Matrix Code 05A Senior Services	CDBG Citation 570.201(e)
Type of Recipient Sub-recipient, Private	CDBG National Objective LMC
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator People (General)	Annual Units 80
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$3,560
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$3,560

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Jurisdiction's Name: City of Camarillo

Priority Need: High

Project: CDBG Program Administration

Activity:
CDBG Program Administration

Description:

The administration funds are used to oversee the day-to-day operation of the CDBG program and maintain compliance with the HUD regulations. This includes the preparation of the annual Action Plan as well as monitoring of program subrecipients. Staff time is also spent evaluating sites for affordable housing, completing the environmental review, program monitoring and other HUD mandated activities.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity
Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area:
Citywide
Camarillo, CA

Specific Objective Number 5	Project ID 5-A
HUD Matrix Code 21A General Program	CDBG Citation
Type of Recipient Local Government	CDBG National Objective
Start Date (mm/dd/yyyy) 07/01/2013	Completion Date (mm/dd/yyyy) 06/30/2014
Performance Indicator	Annual Units
Local ID	Units Upon Completion

Funding Sources:

CDBG	\$43,180
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$43,180

The primary purpose of the project is to help: the Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Appendix E:
Proof of Publication**



Certificate of Publication

Ad #324783

In Matter of Publication of:

Public Notice

State of California)
))§
County of Ventura)

I, Maria Rodriguez, hereby certify that the Ventura County Star Newspaper has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

Feb. 17, 2013

I, Maria Rodriguez certify under penalty of perjury, that the foregoing is true and correct.

Dated this Feb. 18, 2013, in Camarillo, California, County of Ventura.


Maria Rodriguez
(Signature)

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 13, 2013, at 7:30 p.m., in the Council Chambers, 601 Carmen Drive, Camarillo, California, to consider the following:
Year 2013-2014
Community Development Block Grant (CDBG)
Funds Allocations
Review of the various requests for Community Development Block Grant (CDBG) funds. The City Council recommendations will be incorporated into the Draft 2013-2014 Action Plan. The 2013-2014 CDBG funding is yet to be determined.
The CDBG Program administered by the Department of Housing and Urban Development (HUD) 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 fifteen percent (15%) of the total grant) may be used for public service activities.
On November 30, 2012, the City of Camarillo issued a Request for Proposals (RFPs) for CDBG funds. Applications for funding were received by January 25, 2013. City staff has deliberated on the applications and will make recommendations for funding before the City Council on Wednesday, March 13, 2013, in conjunction with the public hearing.
If there are questions regarding the CDBG program, please contact Michael Smith at 805.388.5387 or e-mail him at msmith@ci.camarillo.ca.us.
Any person interested in these matters 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 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.
The Camarillo City Hall is accessible to the disabled. Persons with disabilities can call the City Clerk at (805) 388-5316 to request a specific accommodation; notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.
Jefrie Madland, City Clerk
Publish: Feb. 17, 2013 Ad No. 324783

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CITY CLERK