



CITY OF CAMARILLO

FY 2015-2016 CAPER

(Consolidated Annual Performance
and Evaluation Report)

For the following program:
Community Development Block Grant (CDBG)

September 2016

Department of Community Development
601 Carmen Drive
Camarillo, CA 93010
Telephone: 805.388.5360
Website: www.ci.camarillo.ca.us

Table of Contents

Table of Contents	2
CR-05 - Goals and Outcomes	1
CR-15 - Resources and Investments 91.520(a)	7
CR-20 - Affordable Housing 91.520(b)	9
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c).....	12
CR-30 - Public Housing 91.220(h); 91.320(j)	15
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j).....	16
CR-40 - Monitoring 91.220 and 91.230.....	20
CR-45 - CDBG 91.520(c).....	22
Appendix A: Public Participation	A-1
Appendix B: IDIS Reports.....	B-1

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Camarillo Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2015-2016 provides a general assessment of activities undertaken during the year to address priorities, goals, and objectives identified in the Fiscal Year (FY) 2015-2019 Regional Consolidated Plan (Regional CP). In addition, actions taken to affirmatively further fair housing, provide affordable housing, address the Continuum of Care, and leverage resources are described in the report. The remaining sections of the CAPER address specific projects and accomplishments in the Community Development Block Grant (CDBG) programs during Program Year 2015-2016. Program Year 2015-16 is the City of Camarillo's first year implementing the goals and objectives of the FY 2015-2019 Regional Consolidated Plan.

In partnership with the County of Ventura and three other cities in the region (Simi Valley, Thousand Oaks, Ventura), the City of Camarillo has developed the following projects, goals, strategies, and objectives for each priority need category listed in the FY 2015–2019 Regional Consolidated Plan and FY 2015-2016 Annual Action Plan. The five-year objectives represent the City's individual targeted goals over the FY 2015-2019 Regional Consolidated Plan period.

Goal: Improve Quality of Housing

- Project 1: Housing Rehabilitation Loan Program (High Priority) – 15 households for 5 years (three households for FY 2015-2016)
- Project 2: Neighborhood Revitalization Program (Habitat for Humanity) (High Priority) – 25 households for 5 years (five households for FY 2015-2016)

Goal: Provide Non-Homeless Supportive Services

- Project 3: 211 Ventura County (Interface Children and Family Services) (High Priority) – 6,000 persons for 5 years (1,200 persons for FY 2015-2016)
- Project 4: Long Term Care Ombudsman Program (Long Term Care Services of Ventura County) (High Priority) – 9,500 persons for 5 years (1,900 persons for FY 2015-2016)
- Project 5: OASIS Program (Catholic Charities) (High Priority) – 450 persons for 5 years (90 persons for FY 2015-2016)
- Project 8: Subsidized Care Program (Livingston Memorial Visiting Nurse Association) (High Priority) – 250 persons for 5 years (50 persons for FY 2015-2016)
- Project 9: Volunteers Assisting the Elderly (Caregivers) (High Priority) 45 persons for 5 years (nine persons for FY 2015-2016)

Goal: Provide Services to the Homeless

- Project 6: RAIN Transitional Living Center (County of Ventura Human Services Agency) (High Priority) – 75 persons for 5 years

(15 persons for FY 2015-2016)

Project 7: Our Place Shelter (Turning Point Foundation) (High Priority) – Funds will be used for the operation of Our Place Shelter, a 10 bed shelter for persons who are homeless and mentally ill.

Goal: Equal Housing Opportunity

Project 10: Fair Housing (Housing Rights Center) (High Priority) – 225 persons for 5 years (45 persons for FY 2015-2016)

Goal: Planning and Administration

Project 11: Planning and Administration (High Priority)

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)
 Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	75	0	0.00%	0	0	0
Fair Housing Opportunity	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	64	1.60%	45	64	142.22%
Improve Infrastructure	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	125000	0	0.00%	0	0	0

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Improve Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	125000	0	0.00%	0	0	0
Improve Quality of Housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	75	0	0.00%	0	0	0
Improve Quality of Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	300	12	4.00%	8	12	150.00%
Improve Quality of Housing	Affordable Housing	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	4000	0	0.00%	0	0	0
Increase Availability of Housing	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	250	0	0.00%	0	0	0
Provide Non-Homeless Supportive Services	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100000	2124	2.12%	3,249	2,124	65.37%
Provide Services to the Homeless	Homeless	CDBG: \$ / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30000	56	0.19%	20	56	280.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Camarillo was successful in implementing the Five-Year Regional Consolidated Plan and its Action Plan for FY 2015-2016. As described below, all projects and programs are either completed or on track to meeting the objectives identified in the Action Plan.

Project 1: Improve Quality of Housing - Housing Rehabilitation Loan Program: In FY 2015-2016, one mobile home and one single-family home were rehabilitated. Additionally, five single-family homes are currently under construction and eight households are in various stages of the application process.

Project 2: Improve Quality of Housing - Neighborhood Revitalization Program: During FY 2015-2016, Habitat for Humanity completed minor rehabilitation work on 10 homes (nine mobile homes and one single-family home).

Project 3: Provide Non-Homeless Supportive Services - 211 Ventura County: During FY 2015-2016, Interface Children and Family Services served 1,012 persons. Among those served, 151 (13 percent) were extremely low income, 318 (26 percent) were very low income and 143 (12 percent) were low income.

Project 4: Provide Non-Homeless Supportive Services - Long Term Care Ombudsman Program: During FY 2015-2016, Long Term Care Services of Ventura County assisted 1,222 senior Camarillo residents. Among the seniors assisted, 304 (25 percent) were extremely low income, 550 (45 percent) were very low income, 245 (20 percent) were low income, and 123 (10 percent) were moderate income. In addition, the Ombudsman program conducted eight community education presentations to 590 Camarillo residents.

Project 5: Provide Non-Homeless Supportive Services - OASIS Program: During FY 2015-2016, OASIS assisted 56 seniors. OASIS operates on an as-needed basis. Among those clients served, 13 (23 percent) were extremely low income, 15 (26 percent) were very low income, and 17 (30 percent) were low income. Of those served, 31 were female heads of household and 25 were persons with disabilities/special needs.

Project 6: Provide Services to the Homeless - RAIN Transitional Living Center: During FY 2015-2016, 13 residents from the City of Camarillo were served by the RAIN Project. Among those clients served, seven (58 percent) were extremely low income and two (17 percent) were very low income.

Project 7: Provide Services to the Homeless - Our Place Shelter: During FY 2015-2016, Turning Point Foundation provided shelter services to 53 homeless mentally ill individuals.

Project 8: Provide Non-Homeless Supportive Services - Subsidized Care Program: During FY 2015-2016, Livingston Memorial Visiting Nurse Association assisted 39 low-income senior residents of Camarillo.

Project 9: Provide Non-Homeless Supportive Services - Volunteers Assisting the Elderly: During FY 2015-2016, Caregivers assisted 73 frail, homebound seniors.

Project 10: Equal Housing Opportunity - Fair Housing: During FY 2015-2016, the Housing Rights Center Center served 64 clients from Camarillo. Nearly all clients called for general housing services and about nine percent required assistance with housing discrimination. About 11 percent of the clients were female heads of household, 13 percent were seniors, and 19 percent were persons with disabilities. All those assisted were low and moderate income households, with 52 percent being extremely low incomes.

Project 11: Planning and Administration - The City continued to implement housing and community development programs with CDBG funds during FY 2015-2016.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	1,717
Black or African American	71
Asian	95
American Indian or American Native	259
Native Hawaiian or Other Pacific Islander	5
Total	2,147
Hispanic	467
Not Hispanic	1,680

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In general, the race and ethnicity of those benefitting from the City's various CDBG-funded programs generally reflects the demographics of the City as a whole. Approximately 80 percent of families assisted are White, 22 percent are hispanic, 12 percent American Indian/Alaskan, four percent Asian, and three percent Black.

While the Fair Housing services are funded under the CDBG Administration Cap (20 percent) and not required to report demographic data, the Housing Rights Center also maintains statistics on its clients. Approximately 20 percent of their clients are Hispanic, three percent Asian, 64 percent White, five percent Black, and 28 percent were other race. Additionally, the Neighborhood Revitalization Program operated by Habitat for Humanity maintains demographic data on program clients. Of the 10 families served by the program in FY 2015-2015, seven households identified as White and three households identified as Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Entitlement	681,830	302,522

Table 3 – Resources Made Available

Narrative

The Federal CDBG allocation for FY 2015-2016 to further the objectives of the Consolidated Plan was \$285,078. Combined with prior year funding and program income, the City had available \$681,830 and expended \$302,522 in CDBG funds, leaving an entitlement balance of \$379,308 as of June 30, 2016.

The federal funds allocated to the City of Camarillo funds are available citywide and are not concentrated in any particular neighborhood, census tract, or location. Camarillo's experience is that needs and hardships can occur in any neighborhood and are not concentrated in any particular location. The Westside Neighborhood Revitalization Strategy Area is located within the City of Ventura as participating jurisdiction of the Regional Consolidated Plan.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Westside Neighborhood Revitalization Strategy Area	35	Not Applicable	Not Applicable

Table 4 – Identify the geographic distribution and location of investments

Narrative

Not applicable.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Camarillo leverages federal CDBG funds with other public and private resources whenever possible. The City does not receive any other federal/HUD funds for housing and community development activities.

Prior to 2012, redevelopment funds were the major source of leveraging for housing and community development activities. With the dissolution of the Community Development Commission (Redevelopment Agency) in February 2012, the City is unlikely to have adequate funding to support the development of affordable housing. In the past, the City Council has approved tax credit financing in the form of mortgage revenue bonds to support affordable housing activities. Tax credits were used in financing the purchase of the 305-unit Mira Vista Village Senior Apartments and the Casa Velasquez Apartments.

While the City would consider using HOME funds on future housing developments, without access to redevelopment funds, the City may have difficulty providing the HOME program required local match. Camarillo, however, is willing to support other agencies in their application for HOME funds—provided the proposed projects are consistent with the goals and priorities of the Regional Consolidated Plan and the City's Housing Element.

The City currently participates in the Mortgage Credit Certificate (MCC) program administered by the County of Ventura. The MCC program assists lower and moderate income households in achieving their dream of homeownership by offering extra dollar-for-dollar federal income tax credits to first-time homebuyers.

In addition, City General Funds (municipal) have been used to support public service agencies that cannot be funded due to the 15 percent public service cap on the use of CDBG funds.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

The Regional Consolidated Plan established the following affordable housing priorities:

- Improve the quality and accessibility of ownership and rental housing through rehabilitation
- Increase the availability of affordable ownership and rental housing

The City of Camarillo, in contributing to these priorities, focuses on improving the quality of housing through the provision of rehabilitation assistance.

With the dissolution of the Redevelopment Agency, the City has focused its efforts on rehabilitating existing housing for lower income households. The City provides a residential rehabilitation program to assist in the rehabilitation of units, to address overcrowding, and to meet the unique housing needs of the elderly and disabled. Camarillo administers the implementation of the Housing Rehabilitation Loan Program using a contractor. The program is marketed with ads in the local newspaper and community outreach. In FY 2015-2016, one mobile home and one single-family home were rehabilitated, both low income households. Additionally, five single-family homes are currently under construction and eight households are in various stages of the application process.

In addition, the City provided funding for Habitat for Humanity to provide rehabilitation assistance to very low income households in FY 2015-2016. Habitat completed work on 10 units (nine mobile homes and one single-family home). In FY 2015-2016, including one extremely low, three low, and six moderate income households.

Overall, a total of one extremely low, five very low, and six moderate income owner-households were assisted during FY 2015-2016.

The Ventura County AHA continued to provide affordable housing through Section 8 rental assistance. The Section 8 program provides a voucher that pays the difference between the current fair market rent and what a tenant can afford to pay (i.e., 30 percent of household income).

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	8	12
Number of special-needs households to be provided affordable housing units	0	0
Total	8	12

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	8	12
Number of households supported through the acquisition of existing units	0	0
Total	8	12

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City has been successful in meeting its goals established in the FY 2015-2016 Action Plan. The major difficulty is the limited CDBG allocation, which limits the City's ability to pursue more significant affordable housing activities.

Camarillo continues to explore future opportunities and when an opportunity becomes available, will support the expansion of affordable housing if funding is available. If a project or program is consistent with Camarillo's Housing Element and Consolidated Plan, the City is willing to support applications for HOME funds and other funding programs such as the Low Income Housing Tax Credits.

During the preparation of the five-year Consolidated Plan it became evident 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 became evident 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.

Discuss how these outcomes will impact future annual action plans.

With limited funding, the City has focused the use of funds to support the Housing Cost Reduction Residential Rehabilitation Program. The City aggressively marketed the rehabilitation program in FY 2015-2016. The City continued to use the Cityscene newsletter that is sent to each resident encouraging homeowners to take advantage of the rehabilitation program. The City also placed signs on properties being rehabilitated to generate interest in the program. The City also marketed the program to seniors and mobile home owners. The City rehabilitated two homes in FY 2015-2016. In addition, Habitat for Humanity completed work on ten units under its Preserve-a-Home Program.

While the Residential Rehabilitation Program has primarily been focusing on owner-occupied housing, the City intends to shift a portion of its resources to multi-family rental housing for low and moderate income households. With previous balances from the Residential Rehabilitation Program and received/anticipated program income, the City is in the process of amending its FY 2016-2017 Action Plan, to reallocate the available funds rehabilitation assistance to multi-family structures with more than 51 percent low/moderate income tenants.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	1	0
Low-income	5	0
Moderate-income	6	0
Total	12	0

Table 7 – Number of Persons Served

Narrative Information

The City has several programs in place to assist households that are overpaying for housing. Very low income households typically require some type of assistance to afford market-rate rental units. To this end, the City continues to participate in the Section 8 Housing Choice Vouchers program offered through the Area Housing Authority. The Section 8 program offers a voucher that pays the difference between the current fair market rent and what a tenant can afford to pay (i.e., 30 percent of household income). Approximately 453 households are currently being assisted by the Section 8 rental program.

The City offers two CDBG-funded residential rehabilitation programs, where funds are available to assist in the rehabilitation of units, to address overcrowding, and to meet the unique housing needs of the elderly and disabled. The City administers the Housing Rehabilitation Loan Program, through which in FY 2015-2016 assisted two low income households to rehabilitate their homes. 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. During FY 2015-2016, Habitat completed rehabilitation work on 10 homes, including one extremely low, three very low, and six low-income households.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Camarillo uses a continuum of care approach in handling homeless concerns. The continuum of care is based on the understanding that homelessness is not caused merely by a lack of shelter, but involves a variety of underlying, unmet needs—physical, economic, and social. The most effective approach to addressing homeless issues is prevention. Once a person becomes homeless, a range of services are needed to help that person transition from being homeless to living in transitional housing with supportive services, and, eventually, to achieving self-sufficiency and living in permanent housing. Camarillo's approach is to provide a variety of programs that are supported with a coordinated referral system.

Camarillo is a member of the Homeless and Housing Coalition, which is made up of a group of nonprofit organizations, concerned citizens, and local jurisdictions that collectively address the need for a continuum of care for the homeless and work toward providing affordable housing throughout Ventura County. The organization provides an ongoing dialogue regarding homelessness and housing, and shares expertise and ideas toward possible solutions.

Addressing the emergency shelter and transitional housing needs of homeless persons

Camarillo's continuum of care includes programs and activities the City has nurtured and supported for many years. Many of the activities were in place when Camarillo was part of the County CDBG program and have been expanded since the City became an entitlement jurisdiction. These include permanent and supportive housing, emergency assistance, safe haven housing, and single-room occupancy housing.

Additionally, the Homeless and Housing Coalition, a group of nonprofit organizations and area jurisdictions, collectively address the need for a continuum of care for the homeless and at-risk homeless, and work toward providing affordable housing throughout Ventura County. The organization provides an ongoing dialogue regarding homelessness and housing and shares expertise and ideas regarding possible solutions. Moreover, it offers a collective effort without duplication of actions and activities by either the jurisdictions or the nonprofit agencies.

In FY 2015-2016, the City funded the RAIN Transitional Living Center, which provides services for the homeless. In addition, the Turning Point Foundation also was funded to provide shelter services to homeless mentally ill individuals.

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

During FY 2015-16, the City continued 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 it has done well and part is examining ways that Camarillo can proactively guide the resolution of shared community action activities. This includes hosting forums at the public library community room, participating in community consortia to resolve community issues, and making sure that City staff is available for compassionate one-on-one discussions with local citizens.

In addition, the implementation of Camarillo's continuum of care involves City resources and those of nonprofit agencies, County, State, and federal resources. The City's continuum of care includes:

- Referrals to County and non-profit agencies, such as the County Behavioral Health Department and Interface's 211 Help Line program, which can identify an individual's or family's needs and provide connection to facilities and services.
- Referrals for mentally-ill persons to Turning Point Foundation or County Behavioral Health for immediate emergency shelter as a safe, decent alternative to the streets.
- Providing transitional housing through RAIN that offers supportive services, such as job training/placement, childcare, substance abuse treatment, mental health services, and instruction in independent living skills.
- CDBG-funded programs, including the Long Term Care Ombudsman and Oasis programs, help prevent homelessness from the City's most vulnerable residents.
- Participating in the preparation of the Ventura County Behavioral Health Five-Year Strategic Housing Plan for the Mentally-Ill Population.
- Ensuring that permanent affordable housing is preserved through the housing rehabilitation program.

Camarillo's continuum of care recognizes that families have the potential to become homeless. According to HUD data, 52 percent of renter-households in Camarillo experienced housing problems. Specifically, 22 percent of the renter-households spent more than 50 percent of their income on housing.

In general, the homeless are more likely to suffer from substance or drug abuse than the general population (i.e., 30 percent versus 10 percent). This estimate is consistent with the national statistics of 21 percent of the sheltered homeless and 34 percent of the unsheltered homeless. The Ventura County Homeless and Housing Coalition identified a need for a treatment facility with housing and clinical staff in the county. Currently, the Palmer Drug Abuse

Program is based in Camarillo and offers counseling and prevention services in the City. However, the Palmer Drug Abuse Program has not applied for CDBG funding in recent years.

Battered women and runaway youth comprise another group in urgent need of shelters and supportive services. Victims of domestic violence, nearly all of whom are women, sometimes become homeless in their attempt to escape abusive living environments. They suffer physical and psychological trauma as a result of the abuse they experienced, and many of them are ill equipped to fend for themselves and their children. Based in Camarillo, Interface Children Family Services provides the 211 Help Line referral program, as well as counseling and services to victims of domestic violence. Interface operates a cool-house shelter for victims of domestic violence in the county and provides counseling services, including crisis intervention and prevention. Although not located within the City, the Interface cool-house shelter is open to Camarillo residents in need of shelter and/or supportive services.

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

Camarillo's anti-poverty strategy aims to ensure that all residents have the ability to live in safe, decent housing with adequate income to support themselves and their family. The City supports organizations/agencies that assist lower-income individuals and families in achieving self-sufficiency. One of the agencies the City supported through CDBG funds is the County of Ventura RAIN Project, which assists families in transitioning from temporary living arrangements to self-sufficiency and independent housing. In FY 2015-2016, 13 Camarillo residents participated in the RAIN Project. The City also provided CDBG funds to the Turning Point Foundation for FY 2015-2016, which provided supportive services to 53 persons who are homeless and mentally ill.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

There are no public housing units located in the City of Camarillo. However, in the past, the City has provided the following assistance to AHACV:

The public housing needs of Camarillo residents are met by the Area Housing Authority of the County of Ventura (AHACV). AHACV owns five apartment complexes in Camarillo with a total of 374 units; however, these projects are not considered conventional public housing units.

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

AHACV has established resident councils at all of 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 also 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.

Actions taken to provide assistance to troubled PHAs

Not applicable.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The greatest barrier to affordable housing is the limited housing funds available to the City due to the dissolution of the Redevelopment Agency and diminished funding from the federal level. As a result, the City has limited financial capacity to sponsor affordable housing development. To address this barrier, the City continues to explore regulatory incentives that may facilitate and encourage the development of affordable housing. For example, the City recently amended its density bonus ordinance and City Council's inclusionary housing policy for affordable housing. The City also monitors the impacts of its development standards and procedures to ensure they do not unduly constrain the development of housing.

Camarillo has a policy that requires new residential developments to include affordable housing units. Through development agreements, the City has been successful in incorporating some affordable units in large scale developments.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Camarillo addresses the worst-case needs (defined as low income households in substandard housing or involuntarily displaced) through the Housing Cost Reduction Residential Rehabilitation program and the Habitat for Humanity Preserve-a-Home Program. Camarillo has a large senior population and addresses the accessibility needs of persons with disabilities through housing rehabilitation assistance. The housing rehabilitation program can reconfigure doorways for wheelchair access, as well as construct ramps into the house.

The City has also partnered with the non-profit and for-profit development community to increase the supply of affordable housing. Over the years, the City has supported affordable projects by Habitat for Humanity, Cabrillo Economic Development Corporation, and the AHA through land acquisition using CDBG funds. The City has also had private developers include affordable housing within new residential developments.

Camarillo continues to explore future opportunities and when an opportunity becomes available, will support the expansion of affordable housing if funding is available. If a project or program is consistent with Camarillo's Housing Element and Consolidated Plan, the City is willing to support applications for HOME funds and other funding programs such as the Low Income Housing Tax Credits.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Over 50 percent of the housing stock in Camarillo was built before 1978, indicating that a significant portion of the housing stock may contain lead-based paint. The City requires that all rehabilitation projects funded with CDBG funds be tested for lead-based paint and abated if necessary. The City's residential rehabilitation program is designed in such a way that if lead-based paint is found in a housing unit and poses a threat to its occupants, it will be removed per HUD lead-based paint regulations (updated September 1999). Factors, such as housing conditions and age, are taken into consideration when determining lead-based paint hazard. In FY 2015-2016, both units rehabilitated by CHS had been built prior to 1978 and was tested for lead-based paint hazards.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Camarillo's "anti-poverty" strategy is to support the City's continuum of care that ensures that local residents are housed and fed, and have the ability to obtain gainful employment. This is achieved by support from local churches that make 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 were continued during FY 2015-2016, and they assisted many families in crisis.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The demand for affordable housing and supportive programs continues to grow in Camarillo. The challenge is that CDBG funds are only one tool in achieving the Consolidated Plan goals. As a result, City efforts continue to expand to include both public sector and private developers to achieve the goal of offering affordable housing. Actions also have to be taken to ensure that existing affordable housing remains affordable. All of this places additional demands on staff. The City uses a consultant to administer the Housing Rehabilitation Program. This makes staff available to create new programs, as well as to monitor existing programs. In FY 2013-14, the City added Habitat for Humanity's Neighborhood Revitalization Program to the City's CDBG program. The Habitat program continued in FY 2015-2016.

In addition, the City has also retained a consultant to provide technical assistance on a limited basis to address the staff shortage due to the elimination of redevelopment and reduced City budget.

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

Need” programs. Camarillo families bring casseroles to the potluck style dinner to the church hall to feed those in need of food. This is only one example of how Camarillo residents help strengthen the City’s continuum of care and social programs.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Camarillo is an entitlement community and receives CDBG funding directly from HUD. The City provides technical assistance to individuals, businesses, non-profits, and agencies on the CDBG program. The City also assists the organizations in the development and coordination of new programs and services to meet the local housing and service needs.

The City is a member of the Work Force Housing Task Force that is part of the countywide House Farm Workers that has an ongoing discussion on how the number of dwellings that serve the local work force can be expanded. The organization is made up of citizens, farmers, government agencies, housing authorities, and elected officials.

Camarillo is a member of the Homeless and Housing Coalition that is made up of governmental agencies, non-profits and citizens who examine and implement programs to reduce the number of homeless individuals and families.

The City of Camarillo participated in the regional effort to prepare the Ventura County Regional Consolidated Plan for FY 2015 – FY 2019 and the 2015 Regional Analysis of Impediments to Fair Housing Choice. As part of this process, the City sponsored one of the two Focus Group Meetings at the Camarillo Library on August 11, 2014. The Camarillo meeting was attended by more than 20 nonprofit service providers, stakeholders, and housing professionals.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

During FY 2015-2016, the Housing Rights Center (HRC) expended \$6,837 in CDBG funds to provide fair housing services to residents and property owners in Camarillo. Services provided were discussed earlier under CR-05 - Goals and Objectives. Described below are the specific actions undertaken by the HRC in FY 2015-2016.

The HRC assisted 64 Camarillo residents during the last fiscal year. Of the 64 Camarillo residents assisted during the fiscal year, six inquiries were related to housing discrimination. All six of the housing discrimination inquiries received by HRC were allegations of discrimination based on disability (either physical or mental).

Furthermore, the HRC conducted the following outreach and education activities:

- **Annual Housing Rights Summit:** HRC held its 17th Annual Housing Rights Summit on April 21, 2016 at the California Endowment in Los Angeles, California. The all-day conference focused on the topic of: The Politics of Race and Poverty. The Summit featured educational panels on topics including the legal challenges facing American Indians, HUD's new Affirmatively Furthering Fair Housing Rule, and an overview of the homeless youth population. The Summit also featured a resource fair with over a dozen nonprofit organizations, legal aid agencies, affordable housing providers, and literature

distributed by the HRC. Over 250 nonprofit agencies, housing industry professionals and government officials attended the conference.

- **CSMAR Fair Housing Workshops:** HRC conducted multiple Fair Housing Workshops for landlords, managers and community members. The workshops included an overview of the Housing Rights Center and its programs and services, the federal and state fair housing laws, common forms of housing discrimination, protected characteristics, unlawful practices, and fair housing liability. Workshop flyers and fair housing brochures were distributed to numerous agencies in Camarillo in preparation for the events.
- **Project Place:** Project Place is a monthly property rental listing gathered from various classified and rental property sources, made available upon request and free of charge to the public. Each month, HRC's Outreach Coordinator distributes Project Place to over 220 social services representatives throughout Los Angeles and Ventura counties.
- **Media:** Use of English- and Spanish-language media sources to promote the Camarillo Housing Rights Workshop. Media sources included: La Opinion, Ventura County Star, Los Angeles Times, Ventura County Reporter, Periodico Vida, and the Camarillo Acorn Newspaper.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

To be effective, Consolidated Plan policies and programs must be consistently monitored and modified when necessary. The City conducted monitoring reviews of selected activities to determine whether the programs were being carried out in accordance with its Consolidated Plan and in a timely fashion. The monitoring was carried out on a regular basis to ensure that statutory and regulatory requirements were being met.

The City uses various tools to evaluate the success of its programs in meeting local housing and community development needs. HUD requires that the City submit annual reports on its performance in carrying out the program goals in the CAPER for the CDBG program. The CAPER must report annual and cumulative accomplishments in achieving the goals and objectives established in the Consolidated Plan. As part of this process, if the City detects underperforming programs and agencies, the City will take action(s) to identify the issues and explore options for remedies.

Camarillo's expenditure of CDBG funds matches the CDBG letter of credit disbursements. The City disburses CDBG funds after the subrecipients provide a quarterly report. The quarterly report indicates the number and type of clients served, including summary information regarding the income, race/ethnicity, household type, and disability status of those assisted. The final CDBG quarterly report is submitted in July, and the City closes out the program year funds in August, when the funds are drawn down from the City's letter of credit using the IDIS program.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

A 17-day review period was provided for the FY 2015-2016 CAPER. The CAPER was available for public review and comment from August 29, 2016, through September 14, 2016. The report was available at City Hall, the public library, and on the City's website at www.ci.camarillo.ca.us. Notice of its availability was published in the *Ventura County Star* newspaper. The City also posted notices at the public library and City Hall. The City Council reviewed the CAPER at its September 14, 2016 meeting. No public comments were received during the public review period or at the Council meeting.

The FY 2015-2016 CAPER includes a summary of accomplishments for each priority need that was designated in the strategic plan. The public service activities include the number of persons served during the reporting period. For public facilities, housing, and improvements, this included the number of projects assisted and the number of projects completed during the reporting period.

The FY 2015-2016 CAPER includes the standard reports generated from the Integrated Disbursements and Information System (IDIS). The IDIS information retrieval and reporting

capability currently provides the basic accomplishment and program information needed to identify the eligibility and funding status of CDBG activities. The effectiveness of citizen participation is enhanced when citizens, stakeholders, and elected officials are aware of the benefits. One benefit is, of course, the variety of points of view which citizens and stakeholders can bring to local government planning in areas such as affordable housing, neighborhood revitalization, human services, and neighborhood organization.

Enabling the citizens, particularly the low to moderate income program beneficiaries, to voice their concerns, preferences, and needs allows the elected officials to better understand public sentiments. At the same time, through the process, citizens may gain the understanding that the officials elected to represent them are indeed concerned and will make choices that will best serve the community.

Citizen participation allows for identifying problems, proposing solutions to problems, goal setting, balancing needs, determining priorities, and recommending which projects should become a part of the City's Consolidated Plan Program. These goals are met through a collaborative process. At a minimum, two public meetings are held to obtain citizen input on the Action Plan.

The City held a workshop on December 3, 2014 in the preparation of the FY 2015-2016 Action Plan, 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 19 agencies attended the meeting. The meeting was noticed in the Ventura County Star and the City used email lists from the Homeless and Housing Coalition, Ventura County Civic Alliance, House Farm Workers, and HOME, to invite as many citizens as possible to comment on community needs.

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 23, 2015. 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 11, 2015 for the allocation of funds. The City Council held a second Public Hearing was held for the adoption of the Action Plan on May 13, 2015. A resident spoke in favor of the City's CDBG program.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City did not change any of the Consolidated Plan program objectives during FY 2015-2016. However, the City is in the process of amending the FY 2016-2017 Action Plan to allocate unspent Housing Rehabilitation Program funds from previous years and received/anticipated program income. Specifically, the City intends to expand housing rehabilitation efforts to rental housing units for low and moderate income households.

As seen in the accomplishments identified in previous sections of this CAPER, the City of Camarillo has actively pursued the activities and programs outlined in the FY 2015-2016 Action Plan. The City did not hinder the plan's implementation by action or inaction.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

Not applicable.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.

Appendix A: Public Participation

Appendix B: IDIS Reports

The following IDIS Reports are attached:

- PR 26: CDBG Financial Summary Report
- PR 03: CDBG Activity Summary Report