

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2007

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name:** Oxnard Housing Authority

**PHA Number:** 031

**PHA Fiscal Year Beginning:** 07/2007

**PHA Programs Administered:**

- Public Housing and Section 8**    
  **Section 8 Only**    
  **Public Housing Only**  
 Number of public housing units: 780    
 Number of S8 units:    
 Number of public housing units:
- Number of S8 units: 1,590

**PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

**Public Access to Information**

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA  
 PHA development management offices  
 PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA  
 PHA development management offices  
 PHA local offices  
 Main administrative office of the local government  
 Main administrative office of the County government  
 Main administrative office of the State government  
 Public library  
 PHA website  
 Other (list below):  
 City Clerk's Office

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below):
  - City Library
  - City Clerk's Office

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal One: Increase the availability of decent, safe, and affordable housing.**

- PHA Goal One:** Expand the supply of assisted housing  
**Objectives:**
- Apply for additional rental vouchers:
- 1) As notices of fund availability become available, the Oxnard Housing Authority (OHA) will request an appropriate number of additional rental vouchers that is consistent with the housing needs identified in the Consolidated Plan.
  - 2) As part of a major housing replacement project, request-housing replacement vouchers from HUD.
- Development of Additional Affordable Housing
- 1) The OHA will undertake a major renovation project demolishing 260 public housing units and replacing them with approximately 505 affordable and market rate rental and homeownership dwelling units.

- 2) The OHA will establish a non-profit corporation to oversee the development of 260 units of replacement housing and other future development activities.
- 3) The OHA will participate in a Limited Liability Corp. (LLC) to develop affordable housing rental units and share in revenues.
- 4) The OHA will renovate and expand the supply of assisted housing through the use of Multi-family Housing Program (MHP) Funds, Multi-family Revenue Bonds, 9% Tax Credits, 4% Tax Credits, Grant Funds, and Community Facilities District (CFD) Funds.
- 5) The OHA will seek out resources and innovative ways to increase down payment assistance to first time homebuyers.

Reduce public housing vacancies.

Maintain a low vacancy rate and turnaround time in public housing

The OHA will maintain a vacancy rate of 2 percent or less and a turnaround time of less than 20 calendar days on average.

Leverage private or other public funds to create additional housing opportunities.

The OHA will continue to work with the City of Oxnard and private developers in developing affordable rental and owner-occupied units.

Acquire or build units or developments.

- 1) The OHA will explore the feasibility of acquiring or building rental units and purchasing and rehabilitating single-family homes or other dwelling units for sale, resale, or leasing to low or moderate income families.
- 2) Acquisition or disposition of buildings and /or land for new units or development.
- 3) Review the feasibility of demolishing four or more public housing units in the Project 31-2 in order to remove a hidden enclave of dwelling units that are problematic to the neighborhood and very difficult to administer or police.

Other (list below)

Land banking-the OHA will acquire properties for future needs or developments.

**PHA Goal Two:** Improve the quality of assisted housing  
**Objectives:**

Improve public housing management: (PHAS score).

Achieve and maintain the status of a high performer under the Public Housing Assessment System (PHAS) with a score of not less than 90 percent. This goal was achieved for each of the last twelve years pre-dating Fiscal Year 2007.

Improve voucher management: (SEMAP score).

Achieve and maintain the status of a high performer under the Section 8 Management Assessment Program (SEMAP) with a score of not less than 90 percent. (During Fiscal Year 2005, the OHA received a 100 percent score for SEMAP).

Increase customer satisfaction.

The OHA will continue to hold periodic meetings for tenants of public housing and solicit feedback from Section 8 participants, Section 8 landlords, and public housing residents regarding customer satisfaction.

Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections).

- 1) Maintain a high performance level in key areas of the public housing and Section 8 programs.
- 2) Maintain an appropriate operation reserve level in public housing.
- 3) Provide 100 percent inspections of public housing and Section 8 units.
- 4) Maintain a 95 percent or better lease-up of Section 8 and public housing units.
- 5) Ensure that tenant accounts receivables are less than five percent annually.

Renovate or modernize public housing units.

- 1) Repair plumbing systems in all housing developments.
- 2) Address current Section 504 accessibility compliance issues at all housing developments.
- 3) Increase parking at Colonia Village Project 31-3.
- 4) Carry out an Energy Study needs assessment and implement changes

accordingly, based on available resources.

Completion of major renovation of 70 units in Colonia Village, Project 31-3, was completed during the last fiscal year, which began July 1, 2005.

Demolish or dispose of obsolete public housing.

Sale of 29 acres of land owned by OHA for development purposes.

Provide replacement public housing:

Provide replacement vouchers.

As part of a major housing replacement project, request housing replacement vouchers from HUD.

Other: (list below)

- 1) Maintain all public housing units with the highest level of work performance that will meet and/or exceed Housing Quality Standards.
- 2) The Housing Authority obtained authorization and issued Multi-Family Revenue Bonds in an amount not to exceed \$5.8 million which facilitated the early completion of renovation of housing developments 31-3 (Colonia Village) and 31-4 (Pleasant Valley Village). The OHA used future anticipated HUD allocations of the Capital Fund to leverage this source of funding.

The OHA is working to obtain a \$100,000 letter of credit to further secure re-payment of the Capital Fund Program Revenue Bonds. This letter of credit will be negotiated with HUD and Standard and Poor's in light of diminished revenues anticipated to be received from future HUD allocations of the Capital Fund due to an expectant reduction of 260 public housing units in the OHA inventory through the development of the Courts Project. The end goal will be to maintain the credit rating for the OHA on the Capital Fund bonds.

- 3) Administration building replacement, site development, parking lot construction, grounds configuration, and demolition. (Done as of Dec. 2006)
- 4) The OHA will carry out an Energy Study in the Public Housing developments through the use of the Capital Fund or other source of funds.

**PHA Goal Three:** Increase assisted housing choices.  
**Objectives:**

- Provide voucher mobility counseling.
- Conduct outreach efforts to potential voucher landlords.
- Increase voucher payment standards.
- Implement voucher homeownership program.

A homeownership program has been incorporated into the Section 8 Administrative Plan.

- Implement public housing or other homeownership programs.

The OHA will review, and if feasible, establish a Family Self-Sufficiency homeownership program in public housing.

The OHA will continue to implement a Public Housing Family Self-Sufficiency grant program, which will include homeownership activities. The program will be funded through local resources for its second year of operation. A new application for funding to will be submitted to the U.S. Department of Housing and Urban Development, which, if awarded, will be immediately effective, upon execution of the grant agreement by HUD..

The OHA will continue to assist and make appropriate referrals of at least 10 families to move from public housing to homeownership within each fiscal year.

- Implement public housing site-based waiting lists.
- Convert public housing to vouchers.
- Other: (list below).

Increased income limit for seniors: continue to include in the Administrative Plan a provision that allows seniors who exceed the income limit by less than 10% of income eligibility amount to apply for the Section 8 program.

**HUD Strategic Goal Two: Improve community quality of life and economic vitality**

**PHA Goal:** Provide an improved living environment.  
**Objectives:**

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments.

The OHA will undertake a major development of mixed housing, which will result in deconcentration of poverty by bringing higher income families into a lower income neighborhood.

- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments.

Continue to apply rent ranges.

Give preference to working households.

- Implement public housing security improvements.
  - 1) Continue an aggressive graffiti abatement program.
  - 2) Continue the lawn beautification program.
  - 3) Maintain and continue to improve the landscape design, litter removal, and walkways repair.
  - 4) Track crime in the housing developments based on police statistics.
  - 5) Continue working with police and tenants to address neighborhood security concerns.
  - 6) Continue enlisting the assistance of local police for criminal record screening of applicants for the Section 8 and public housing programs.

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities).

The OHA has two buildings designated as senior housing: Palm Vista (100 units) and Plaza Vista (50 units).

- Other: (list below)

**HUD Strategic Goal Three: Promote self-sufficiency and asset development of families and individuals**

- PHA Goal:** Promote self-sufficiency and asset development of assisted households.

**Objectives:**

- Increase the number and percentage of employed persons in assisted families.

Provide job development and employment services to the residents of public housing.

- Provide or attract supportive services to improve assistance recipients' employability.

Continue to work with County CalWorks program and other local agencies to assist public assisted families to move from welfare to work.

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below).

Implement a newly funded Public Housing Family Self Sufficiency Program, targeting 40 families at a time.

The OHA will seek local resources, including Public Housing operating subsidy to fund public housing self sufficiency and homeownership programs during periods in which grant applications to HUD for funds for these programs are not awarded.

Continue to implement the Housing Choice Voucher (HCV) Family Self-Sufficiency Program.

Update the OHA's Family Self Sufficiency Plan, for both the Public Housing and the HCV program.

Homeownership Down-payment Assistance: OHA staff will assist public housing tenants with an enhanced down payment assistance program though the use of in lieu fees as approved by the Housing Authority Board of Commissioners on February 14, 2006.

**HUD Strategic Goal Four: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal:** Ensure equal opportunity and affirmatively further fair housing.  
**Objectives:**

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability.
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities by modifying public housing units in amounts sufficient to meet or exceed the requirements of Section 504 of the Rehabilitation Act of 1973.
- Other: (list below).

Continue to provide fair housing counseling and dispute resolution services through a working agreement with the Housing Rights Center.

**Other PHA Goals and Objectives: (list below).**

- Other PHA Goal One:** Improve housing opportunities for all residents  
**Objectives.**
  - Provide homeownership training for residents.
  - Build housing for farm workers.
  - Expand homeownership opportunities.
  - Develop new housing for low-income families.
  - Expand rental assistance for low-income families.
  - Plan and develop new ways of developing housing for low- and moderate-income families.
  
- Other PHA Goal Two:** Improve access to decent shelter and needed services for the homeless.  
**Objectives:**
  - Support the development of a year-round emergency shelter.
  - Support continuation of the winter warming shelter.
  - Support homeless prevention efforts.
  
  - Implement Homeless Management Information System to identify resource gaps and provide benchmark data of homeless population and service needs.
  - Continue to work regionally with neighboring jurisdictions in identifying partnership opportunities for development of homeless beds, services and permanent supportive housing.
  
- Other PHA Goal Three:** Promote the quality of housing for low-income households.  
**Objectives:**
  - Expand the rehabilitation of existing housing.
  - Continue to modernize Oxnard's public housing.
  - Maintain the City's public housing communities in a condition that exceeds HUD's physical condition standards, including their aesthetics and landscaping.
  
- Other PHA Goal Four:** Improve the quality of life for our housing clients.  
**Objectives:**
  - Expand needed service for public housing and Section 8 participants.
  - Improve job opportunities for public housing and Section 8 participants.

- Improve public safety and security in public housing.
- Continue the “one strike “policy for the benefit of all public housing residents.

- Other PHA Goal Five: Enhance staff’s quality of work life to better serve our residents.**

**Objectives:**

- Improve our office facilities.
- Provide adequate and functional equipment and tools.
- Strengthen safety and wellness in the workplace.
- Expand our information technology.
- Enhance staff’s professional development opportunities, including cross-training on mixed financing housing compliance requirements.
- Improve the delivery of quality customer service.
- Strengthen the department’s management and financial resources.

- Other PHA Goal Six: Convert to Project Based Accounting and Asset Management.**

**Objectives:**

- Implement all applicable provisions of the Public Housing Operating Fund Program Final Rule, dated Sept. 29, 2005, 24 CFR Part 990.
- Comply with all applicable notices and guidance provided by HUD on project based accounting and asset management.
- Identify groupings of housing developments.
- Comply with deadlines for steps towards conversion to asset management and project based accounting.
- Provide training to staff.
- Provide a study session to the OHA Board of Commissioners.
- Carry out strategic planning and develop comprehensive plan for conversion to asset management.

- Other PHA Goal Seven: Increase Security Deposits in Public Housing.**

**Objectives:**

- Review security deposits and determine a method to increase security deposits in Public Housing in order to bring the rates closer to actual costs of refurbishing vacated units.

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**Annual PHA Plan**  
**PHA Fiscal Year 2007**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Oxnard Housing Authority has prepared the annual plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 ensuring that HUD requirements are met.

The plan contains the mission of the Oxnard Housing Authority and the goals and objectives for the next five years. The Annual Plan is based on the premise that if we accomplish the goals and objectives, we will be working toward achieving the mission of the Housing Authority.

The plan, statements, budget summary, and policies set forth in the Annual Plan all lead toward the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach toward the goals and objectives and are consistent with the Consolidated Plan. The key areas that are identified in the Annual Plan are as follows:

1. Housing needs that point out a need for farm worker housing
2. Financial resources which show a strong financial position for the OHA
3. Local preferences that consider the housing needs within the community
4. Rent determination policy that provides options for the residents
5. Operations and management policies that address preventative measures
6. Grievance procedures that provide an opportunity to the residents to express concern and obtain a hearing regarding certain management decisions (though not required to be addressed in the templates, continue to be part of the plan, through inclusion in the policies and incorporated by reference).
7. Capital Improvement needs that reflect the tenant's input regarding renovating public housing units.
8. Demolition and Disposition Designation of Housing has been addressed by the OHA with no activity in this area within the last 12 months.

9. Conversion of public housing has been studied with a determination that there may be activity in this area in the next 12-24 months.
10. Homeownership community service program. The OHA will study a homeownership assistance program to OHA residents. The community service program has been suspended for the next 12 months.
11. Crime, safety and pet issues (though not required to be addressed in the templates, continue to be part of the plan, through inclusion in the policies and incorporated by reference).

Some highlights of discretionary policies that the OHA has included in its Section 8 Administrative Plan are a 2 person per bedroom standard for the Section 8 Program and a Payment Standard for Section 8 landlords at 90% or the area Fair Market Rent. The Five-Year Plan contains funding strategies and a major plan to replace 260 public housing dwelling units with new construction dwelling units supported by project based vouchers.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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**Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

**Required Attachments:**

- Admissions Policy for Deconcentration
- FY 2006 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members
- List of Resident Board Member
- Community Service Description of Implementation
- Information on Pet Policy
- Section 8 Homeownership Capacity Statement, if applicable- N/A
- Description of Homeownership Programs, if applicable-N/A

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	any active CIAP grant	
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Loca-tion
Income <= 30% of AMI	3135	5	4	3	2	3	3
Income >30% but <=50% of AMI	3123	5	4	3	2	3	3
Income >50% but <80% of AMI	2499	5	4	3	2	3	3
Elderly	1550	5	4	3	3	2	3
Families with Disabilities	N/A	5	4	3	4	2	3
White/Hispanic	5000	5	4	3	2	3	3
White/Non-Hispanic	3213	5	4	3	2	3	3
Black/Non-Hispanic	544	5	4	3	2	3	3

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2003-2008.
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	*Annual Turnover
Waiting list total	4238		283
Extremely low income <=30% AMI	3457	82%	
Very low income (>30% but <=50% AMI)	667	16%	
Low income (>50% but <80% AMI)	77	2%	
Families with children	2300	54%	
Elderly families	974	23%	
Families with Disabilities	1418	34%	
White	3818	90.1%	
Black/African American	174	4.1%	
American Indian	93	2.2%	
Asian/Pacific Islander	153	3.6%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1429	44%	
2 BR	1012	31%	
3 BR	712	22%	
4 BR	92	3%	
5 BR	15	0%	
5+ BR	0	0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 31 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

#### **Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

#### **Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed -  
finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2006 grants)</b>		Housing Assistance
a) Public Housing Operating Fund	587,766	
b) Public Housing Capital Fund	1,763,196	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	15,046,474 44,341 15,090,815	Vouchers <b>MOD Rehab</b> TOTAL
f) Public Housing Drug Elimination program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants.	150,000 250,000	FY 2006 Neigh. Networks FY2006 ROSS-Family/Home-Ownership Grant
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
FSS Coordinator Grant	61,388	Section 8
<b>2. Prior Year Federal Grants (unobligated funds only) (list below) as of July 1, 2006</b>		
	0	MOD Activities
Resident Opportunity and Self Sufficiency (ROSS) grants (3-year grants)	125,447 \$63,316	FY2005 ROSS Family /Homeownership FY2005 Neighborhood Networks
<b>3. Public Housing Dwelling Rental Income</b>	3,823,165	Housing Assistance
<b>4. Other income (list below)</b>		
City Grant Funds–Family Investment Center -FIC	150,496	FIC Program Activities
Rental Revenue	116,840	
Investment Income	64,184	
<b>4. Non-federal sources (list below)</b>		
Homelessness Grant FIC	30,000	FIC Program Activities
<b>Total resources</b>	22,276,613	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: Within the top 50 applicants.
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

##### **(2) Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
  - Desire to live close to work or schools
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
  - 1. To avoid reprisals
  - 2. To avoid hate crimes
- Other preference(s) (list below)
  - Involuntary displacement preference
    - 1. Disaster (fire, flood, earthquake, etc.)
    - 2. Federal, state, or local government action related to code enforcement, public improvement or development.

3. Action by a housing owner which is beyond an applicant's ability to control and which occurs despite the applicant's having met all previous conditions of occupancy, and is other than a rent increase.
4. Actual or threatened physical violence directed against the applicant or applicant's family by a spouse or other household member who lives in the unit with the family.
5. Displacement by non-suitability of the unit

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 1  Working families and those unable to work because of age or disability
- 1  Veterans and veterans' families
- 1  Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- 1  Households that contribute to meeting income goals (broad range of incomes)
- 1  Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs

- 1  Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease

- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors):  
Zero balance statements from previous Housing Authority tenancies.  
Screen for Oxnard residency preference.
- Other (list below)

b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)
- 1470 Colonia Road, Oxnard, California 93030

**(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?
- If yes, state circumstances below:
- Difficulty in finding a unit
- Medical reasons
- Poor rental market

**(4) Admissions Preferences**

- a. Income targeting
- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- 1  Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 2  Working families and those unable to work because of age or disability
- 1  Veterans and veterans' families
- 1  Residents who live and/or work in your jurisdiction

- 2  Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 2  Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)  
Contacts with public agencies with special purpose clients

## **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

#### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one of the following two)

- The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0  
 \$1-\$25  
 \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

Market comparability study

Fair market rents (FMR)

95<sup>th</sup> percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

Operating costs plus debt service

The "rental value" of the unit

Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)  
At annual recertification.

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)  
We will provide an exemption for financial hardship, loss of employment, death in the family, and if the family will be evicted fir the minimum rent is applied.

## B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

**(2) Minimum Rent**

a. What amount best reflects the PHA’s minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.

An organizational chart is included as attachment 3. The only change in current operations, compared to what is represented in the chart, is that the Resident Initiatives Program has been moved from reporting to the Executive Director to now reporting to Housing Assistance.

A draft proposed organizational structure has been developed, which addresses asset management requirements in a format that, we believe, will be acceptable to HUD. That structure will be presented separate from the Agency Plan to the Housing Authority Board of Commissioners for input and approval.

- A brief description of the management structure and organization of the PHA follows:

## B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	780	60
Section 8 Vouchers	1659	80
Section 8 Certificates	0	0
Section 8 Mod Rehab	3	1
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)		
ROSS-Family and Homeownership	300	100
ROSS Neighborhood Networks	600	200
Section 8 Program Family Self Sufficiency Coordinator	35	6

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)  
Admissions and Occupancy Policies.  
Maintenance Policy.
- (2) Section 8 Management: (list below)  
Section 8 Program Administrative Plan

### 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

#### A. Public Housing

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
  - PHA main administrative office
  - PHA development management offices
  - Other (list below)

#### B. Section 8 Tenant-Based Assistance

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
  - PHA main administrative office

- Other (list below)  
Section 8 Program Office.  
Applications Office.  
Public Housing Development Offices.

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) 1.

-or-

- The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

#### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) 2.

-or-

- The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

- Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

- Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:

- Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

Replacement activities for 260 public housing dwelling units contained in Project 31-1 ("The Courts"); to be replaced with Project Based Section 8 Vouchers.

## 8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

- Yes  No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Colonia Village 1b. Development (project) number: CAL 031
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(03/28/2006)</u>
5. Number of units affected: 44.
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 10/01/2007 on an adjacent parcel. b. Projected end date of activity: End of 2008 for this phase, including demolition of 44 units, and 2012 for whole project.

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA’s Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	Colonia Village
1b. Development (project) number:	CAL 031
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input checked="" type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No:	Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input checked="" type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: 03/28/2006. (Submitted))

<input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:     )
<input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:     )
<input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent
<input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units
<input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
	<input type="checkbox"/> HOPE I
	<input type="checkbox"/> 5(h)
	<input type="checkbox"/> Turnkey III
	<input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
	<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program
	<input type="checkbox"/> Submitted, pending approval
	<input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
	<input type="checkbox"/> Part of the development
	<input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants  
 26 - 50 participants  
 51 to 100 participants  
 more than 100 participants

b. PHA-established eligibility criteria

Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 05/18/2000

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies

- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
ROSS Family & Homeownership	300	Specific Criteria	Multi-Service Center (CAL 031-1-2-3-7)	Public Housing
			Squires Community Center (CAL-031-4-7)	
Neighborhood Networks	600	Specific Criteria	Multi-Service Center (CAL 031-1-2-3-7)	Public Housing
			Squires Community Center (CAL-031-4-7)	
Family Investment Center (Job Placement)	60	Specific Criteria	Multi-Service Center	Public Housing and Section 8

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2006 Estimate)	Actual Number of Participants (As of: 04/03/07)
Public Housing	25	19
Section 8	25	35

- b.  Yes  No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - Establishing a protocol for exchange of information with all appropriate TANF agencies
  - Other: (list below):  
TANF representatives participate with staff on the Project Coordinating Council for the Section 8 and Public Housing FSS programs.

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below):

- a. Cuesta del Mar (CAL 031-7): higher incidence of crime.  
(12 Public Housing dwelling units in higher crime neighborhood)
- b. Colonia Village (CAL-031-1-2-3): lower incidence of crime.
- c. Pleasant Valley Village (CAL-031-4): lower incidence of crime.
- d. Other Scattered Sites (CAL-031-7): lower incidence of crime.
- e. Senior buildings (CAL-031-5 & CAL-031-8): lower incidence of crime.

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below):

- a. Regular neighborhood meetings between residents, staff, and police, and representatives of other City departments.
- b. Work with CARE-VC and the Police Department to implement a Weed and Seed Program in the south side of Oxnard.
- c. Implementation of the "One Strike and You're Out" Policy.
- d. Regular meetings with resident leaders and staff presentations at general tenant meetings.
- e. A quarterly newsletter aimed at residents, focusing on communication and safety themes.
- f. Partnership with the Boys and Girls Club for on-site services and a new job development program for youth.
- g. Resident self-sufficiency programs.
- h. Improvement of neighborhood appearance through renovations, creation of increased parking, and work with residents to keep their patios clean and neat.
- i. Revamped screening and selection procedures, including re-introduction of home visits, and thorough background screening, including addition of a police officer on tenant screening board.
- j. Review of fencing needs of residents.

2. Which developments are most affected? (list below):

- a. Cuesta del Mar (CAL 031-7): higher incidence of crime.
- b. (12 Public Housing dwelling units in higher crime neighborhood)
- c. Colonia Village (CAL-031-1-2-3): lower incidence of crime.
- d. Pleasant Valley Village (CAL-031-4): lower incidence of crime.
- e. Other Scattered Sites (CAL-031-7): lower incidence of crime.
- f. Senior buildings (CAL-031-5 & CAL-031-8): lower incidence of crime.

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below):
  - a. Regular meetings with Police Chief.
  - b. Office space made available for Housing assigned police officer.

2. Which developments are most affected? (list below):

- a. Cuesta del Mar (CAL 031-7): higher incidence of crime.
- b. (12 Public Housing dwelling units in higher crime neighborhood)
- c. Colonia Village (CAL-031-1-2-3): lower incidence of crime.
- d. Pleasant Valley Village (CAL-031-4): lower incidence of crime.
- e. Other Scattered Sites (CAL-031-7): lower incidence of crime.
- f. Senior buildings (CAL-031-5 & CAL-031-8): lower incidence of crime.

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

*THE PHDEP PROGRAM IS NO LONGER FUNDED BY HUD. (OHA)*

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

The pet policy is contained in the Admissions and Continued Occupancy Policies.

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below):
    - A new organizational structure is being reviewed for implementation.
    - A new information technology system, more conducive to asset management is being procured.

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:

The Resident Advisory Board met on Jan. 22, 2007, and on Jan. 29, 2007. The Agency Plan components, possible policy changes, and process was discussed. A staff person from the Modernization Program summarized the five year and annual proposed capital improvements. Through there was considerable discussion and questions regarding the Agency Plan provisions, particularly related to the pending redevelopment of 260 public housing units at Colonia Village (Project 31-1) and the OHA not permitting inoperable vehicles in tenant driveways, only two specific comments were received from, Resident Advisory Board members.

Proposed policies were presented, and tenant input was used to modify them. There was general consensus on the proposed policies. However, regarding raising of security deposits, residents were informed that they would most likely be raised, but the amounts were not discussed, since they had not yet been arrived at.

3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:

- 1) Staff amended the proposed Admissions and Occupancy Policies to lower the pet deposit to from \$150 to \$50. (Staff had proposed \$75).
- 2) Staff amended the proposed Admissions and Occupancy Policies to require 10% down-payment on repayment agreements instead of the current 50% for the Public Housing Program. (Staff had proposed 25 or 30%).

3) Staff will consider the raising of security deposits separately from the Agency Plan process, through separate notice and process.

Other: (list below)

**B. Description of Election process for Residents on the PHA Board**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

### C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Oxnard.
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
    1. Provide decent housing
    2. Establish and maintain a suitable living environment
    3. Expand economic opportunities
  - Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Consolidated Plan supports the PHA plan with a commitment to ensure that strategies to remove barriers to affordable housing are maintained and that the housing needs for the community are addressed.

### D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

[24 CFR Part 903.12 (b), 903.7 (r)]

#### **1. Criteria for Substantial Deviations and Significant Amendments**

##### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

- a. Substantial Deviation from the 5-Year Plan
  - b. Significant Amendment or Modification to the Annual Plan
- Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires that public housing authorities explain

“substantial deviations” from the Five-Year Plan in their annual plans. The statute also provides that, while public housing authorities may change or modify their plan or policies described in them, any “significant amendment or modification” to the plan that would require public housing authorities to submit a revised public housing authority plan that has met full public process requirements.

HUD considers any of the following to be significant amendments or

- Changes to rent or admission policies or organization on the waiting list;
- Additions of non-emergency work items (items not included in the current annual statement or five-year action plan) or change in use of replacement reserve funds under the Capital Fund;
- Change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

The Oxnard Housing authority will submit a revised public housing plan that has met full public requirements if there are any significant amendments or modifications to the plan.

## **2. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan for the period FY 2000 - 2005.**

The Housing Authority met all significant goals established in the previous five-year plan. For example, it continuously received High Performer designation for both the Public Housing Assessment System (PHAS) rating and for Section 8 Management Assessment Program rating (SEMAP) during the period of the last five year plan.

The OHA was able to obtain bond financing to accelerate two Modernization Program projects the complete renovation of Project 31-3 housing development and construction of a new administration building at Project 31-4 housing development. The 31-3 Project began renovation construction during the last year of the last five year plan.

In continuation of goals from the last five year plan, significant progress has also been made in meeting goals of the current five year plan, in the area of development of affordable housing opportunities for residents. The accomplishments are listed below.

Progress on Meeting Affordable Housing Goals During FY July 1, 2005-June 30, 2006:

Housing Department staff presented a proposed agreement with Cabrillo Economic Development Corporation (CEDC) to the Oxnard City Council in 2006 which will

fund \$510,000 for an Individual Development Account Program (IDA) for 30 families from the "Courts" project. These funds will help "Courts" residents to purchase the 22 for sale homes that will be available to low income families in the redeveloped project area. CEDC will be building upon previous housing counseling agreements it has had with the City and the Housing Authority to prepare public housing and Section 8 families for home ownership. The resources will not be limited to the Courts Project and will also be available to Section 8 families enrolled in the Self Sufficiency Program.

Initial occupancy of CEDC's 52 unit Villa Cesar Chavez apartments for farm workers began on December 31, 2005, when the first 19 families move in. The remaining families arrived in 2006. Habitat for Humanity of Ventura County completed construction in 2006 of the six farm workers single family units on the Villa Cesar Chavez project..

Grading began in December 2005 for the 54 unit Villa Victoria being built by CEDC adjacent to the nine hole golf course on Victoria Avenue. Twenty-seven of the units will be for farm workers.

Residents moved into the 72 affordable housing apartments at Villa Madera beginning April 2005. Seven of the units are designated for farm worker families.

CEDC has received approval to build affordable units for very low income families at the Riverpark development. The CEDC Paseo Santa Clara apartment project will be at Myrtle Avenue and Detroit Street and consist of 140 very low income units.

Staff designed and successfully competed for HUD FY2005 funding for a Public Housing Family Self Sufficiency Program, which included homeownership support activities.

### **3. Project-Based Voucher Program**

Current Units Project Based:

1. Gateway - 25 units, Census Tract 39.
2. Villa Madera - 14 units, Census Tract 33 (Completed in FY 7/1/04-6/30/05- Progress in meeting last year's Annual Plan goals)

*Previously Proposed Project Based Units:*

1. Sycamore Project - This project is hereby removed from the Agency Plan as a potential recipient of project based vouchers, as per the request of the owners. (This project does not currently qualify to receive Section 8 vouchers as it does not meet HUD Davis-Bacon wage requirements).

## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

1. Capital Fund Annual Statement/Performance and Evaluation Report  
(Form HUD 52837)
2. Capital Fund Program Five-Year Action Plan
3. Oxnard Housing Authority Organizational Chart
4. Resident Advisory Board Members 2007
5. List of Residents on OHA Governing Board



**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPHRF) Part I: Summary**

PHA Name: **Oxnard Housing Authority** Grant Type and Number: **Capital Fund Program Grant No: CA16-P031-501-07** Federal FY of **Grant: 2007**  
 Replacement Housing Factor Grant No:

[ X ] Original annual Statement [ ] Reserve for Disasters/Emergencies [ ] Revised Annual Statement (revision no:)  
 [ ] Performance and Evaluation Report for Period Ending: [ ] Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost			Total Actual Cost	
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	\$ 192,299.00				
3	1408 Management Improvements	\$ 168,441.00				
4	1410 Administration	\$ 158,494.00				
5	1411 Audit	\$ -				
6	1415 Liquidated Damages	\$ -				
7	1430 Fees and Costs	\$ 204,367.00				
8	1440 Site Acquisition	\$ -				
9	1450 Site Improvement	\$ 344,504.00				
10	1460 Dwelling Structures	\$ 239,000.00				
11	1465.1 Dwelling Equipment - Nonexpendable	\$ -				
12	1470 Nondwelling Structures	\$ -				
13	1475 Nondwelling Equipment	\$ 115,563.00				
14	1485 Demolition	\$ -				
15	1490 Replacement Reserve	\$ -				
16	1492 Moving to Work Demonstration	\$ -				
17	1495.1 Relocation Costs	\$ 52,458.00				
18	1499 Development Activities	\$ -				
19	1501 Collateralization or Debt Service	\$ 441,426.25				
20	1502 Contingency	\$ 76,728.75				
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$ 1,993,281.00				
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance	\$ 20,000.00				
24	Amount of line 21 Related to Security - Soft Costs					
25	Amount of line 21 Related to Security - Hard Costs	\$ 19,000.00				
26	Amount of line 21 Related to Energy Conservation Measures	\$ 120,000.00				

Signature of Executive Director: *[Signature]* Signature of Public Housing Director: \_\_\_\_\_ Date: \_\_\_\_\_

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name:

Oxnard Housing Authority

Grant Type and Number

Capital Fund Program Grant No: CA16-P031-501-07

Federal FY of Grant:

2007

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CAL 31-0 PHA WIDE	Operations	1406		\$ 192,299.00				
	Consultant (AS)	1408		\$ 828.00				
	Prof Dev Trng (AS)	1408		\$ 7,036.00				
	Asset Management (AS)	1408		\$ 5,000.00				
	Prof Dev Trng (FIC)	1408		\$ 1,655.00				
	Consultant (HA)	1408		\$ 1,655.00				
	Prof Dev Trng (HA)	1408		\$ 8,277.00				
	Welfare to Work(HA)	1408		\$ 41,000.00				
	Prof Dev Trng (MOD)	1408		\$ 9,105.00				
	Disaster Prep (PS)	1408		\$ 1,655.00				
	Office Equipment (PS)	1408		\$ 827.00				
	Prof Dev Trng (PS)	1408		\$ 4,139.00				
	Prof Dev Trng (RI)	1408		\$ 1,655.00				
	Staffing (RI)	1408		\$ 65,609.00				
	5 Year Agency Audit	1408		\$ 20,000.00				
	CF Staff Benefits	1410		\$ 16,150.00				
	CF Staff Salary	1410		\$ 124,174.00				
	CF Staff Sundry	1410		\$ 6,168.00				
	CF Staff Telephone	1410		\$ 9,933.00				
	CF Staff Travel	1410		\$ 2,069.00				
	OHA Wide 504 Compliance Assessment	1430		\$ 20,000.00				
	A&E Fees	1430		\$ 21,391.00				
	Advertising	1430		\$ 4,139.00				
	Permit Fees	1430		\$ 8,277.00				
	Planning	1430		\$ 124,174.00				
	Site Improvements	1450		\$ 4,139.00				
	Computer System Upgrade	1475		\$ 75,000.00				
	Computer Hardware	1475		\$ 40,563.00				
	CFPP Bond Payment	9001		\$ 441,426.25				
	Contingency	1502		\$ 76,728.75				
	Total 31-0:			\$ 1,335,072.00				

Signature of Executive Director



Signature of Public Housing Director

Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

PHA Name: <b>Oxnard Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>CA16-P031-501-07</b> Replacement Housing Factor Grant No:		Federal FY of Grant: <b>2007</b>		Status of Work
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost
				Original	Revised	
				Funds Obligated	Funds Expended	
CAL 31-1 The Courts	Remainder of Security Lighting	1460		\$ 8,000.00		
	Total 31-1:			\$ 8,000.00		
CAL 31-2 Felicia Ct.	Remainder of Security Lighting	1460		\$ 4,000.00		
	Total 31-2:			\$ 4,000.00		
CAL 31-3 Colonia Road	A&E Fees	1430		\$ 11,982.00		
	Parking	1450		\$ 250,000.00		
	Exterior Concrete Stairs	1450		\$ 30,365.00		
	Trash Enclosures	1450		\$ 40,000.00		
	Side Yard Fences	1450		\$ 20,000.00		
	Remainder of Security Lighting	1460		\$ 3,000.00		
	Total 31-3:			\$ 355,347.00		
CAL 31-4 Pleasant Valley	A&E Fees	1430		\$ 4,900.00		
	Remainder of Security Lighting	1460		\$ 4,000.00		
	Total 31-4:			\$ 8,900.00		
CAL 31-5 Plaza Vista	A&E Fees	1430		\$ 9,504.00		
	Isolation Valves	1460		\$ 100,000.00		
	Room Radiators	1460		\$ 120,000.00		
	Relocation	1495		\$ 52,458.00		
	Total 31-5:			\$ 281,962.00		
	CA16-P031-501-06 Total:			\$ 1,993,281.00		

Signature of Executive Director



Signature of Public Housing Director

Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages**

PHA Name: <b>Oxnard Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>CA16-P031-501-07</b>		Federal FY of Grant: <b>2007</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised	Funds Obligated	Funds Expended
	CFPP Bond			\$ 5,745,000.00			
	Total CFFP Bond:			\$ 5,745,000.00			
	Usage						
	CFPP Underwriters Discount			\$ 86,175.00			
	CFPP Issuance Cost			\$ 52,428.00			
	CFPP Debt Service Reserve			\$ 456,138.00			
	CFPP Capitalization Interest			\$ 130,693.00			
	CFPP Project Construction			\$ 5,016,663.00			
	CFPP Rounding Amount			\$ 2,903.00			
	Total CFFP Usage:			\$ 5,745,000.00			
	CFPP Project Construction Usage Details						
	CFPP Administration 31-0			\$ 362,743.00			
	CFPP Vacancy Cost 31-0			\$ 68,014.00			
	CFPP Maintenance Cost 31-0			\$ 27,205.00			
	CFPP Contingency 31-0			\$ 158,701.00			
	Total 31-0:			\$ 616,663.00			
	CFPP Construction Cost 31-3			\$ 3,000,000.00			
	Total 31-3:			\$ 3,000,000.00			
	CFPP Construction Cost 31-4			\$ 1,400,000.00			
	Total 31-4:			\$ 1,400,000.00			
	CFPP Total Project Construction Cost:			\$ 5,016,663.00			

Signature of Executive Director



Signature of Public Housing Director

Date



**Capital Fund Program Five-Year Action Plan**  
**Part I: Summary**

PHA Name	Oxnard Housing Authority		[X] Original 5-Year Plan [ ] Revision no:				
	Year 1 2007 Annual Statement	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011		
CAL 31-0 OHA-Wide	\$ 1,298,816.00	\$ 1,297,366.00	\$ -	\$ 1,295,766.00	\$ 1,299,016.00		
CAL 31-1 The Courts	\$ -	\$ -	\$ -	\$ -	\$ -		
CAL 31-2 Felicia Court	\$ 172,765.00	\$ 40,000.00	\$ 59,614.00	\$ 5,000.00	\$ 10,000.00		
CAL 31-3 Colonia Road	\$ 52,500.00	\$ 64,000.00	\$ -	\$ 47,000.00	\$ 60,000.00		
CAL 31-4 Pleasant Valley	\$ 150,000.00	\$ 20,000.00	\$ -	\$ 85,000.00	\$ 10,000.00		
CAL 31-5 Plaza Vista	\$ 270,850.00	\$ 170,000.00	\$ -	\$ 135,000.00	\$ -		
CAL 31-7 Scattered Sites	\$ 28,350.00	\$ 362,301.00	\$ -	\$ 425,515.00	\$ 324,265.00		
CAL 31-8 Palm Vista	\$ 1,993,281.00	\$ 1,993,281.00	\$ 1,993,281.00	\$ 1,993,281.00	\$ 290,000.00		
<b>CFP Funds Listed for 5-year planning</b>	<b>\$ 1,993,281.00</b>	<b>\$ 1,993,281.00</b>	<b>\$ 1,993,281.00</b>	<b>\$ 1,993,281.00</b>	<b>\$ 1,993,281.00</b>		
Replacement Housing Factor Funds							

Capital Fund Program Five-Year Action Plan  
Part II: Supporting Pages - Work Activities

Activities for Year: 1 Year 1 2007		Activities for Year: 2 FFY Grant: 2008 PHA FY: 2008		Activities for Year: 3 FFY Grant: 2009 PHA FY: 2009	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	Operating Subsidy	\$ 192,299.00	PHA-Wide	Operating Subsidy	\$ 192,299.00
Annual	Consultant (AS)	\$ 893.00	Cal 31-0	Consultant (AS)	\$ 893.00
Statement	Prof Dev Trng (AS)	\$ 7,593.00		Prof Dev Trng (AS)	\$ 7,593.00
	Prof Dev Trng (FIC)	\$ 1,786.00		Prof Dev Trng (FIC)	\$ 1,786.00
	Consultant (HA)	\$ 16,786.00		Consultant (HA)	\$ 9,286.00
	Prof Dev Trng (HA)	\$ 8,932.00		Prof Dev Trng (HA)	\$ 8,932.00
	Prof Dev Trng (MOD)	\$ 9,825.00		Prof Dev Trng (MOD)	\$ 9,825.00
	Disaster Prep (PS)	\$ 2,866.00		Disaster Prep (PS)	\$ 2,866.00
	Office Equipment (PS)	\$ 893.00		Office Equipment (PS)	\$ 893.00
	Prof Dev Trng (PS)	\$ 4,466.00		Prof Dev Trng (PS)	\$ 4,466.00
	Prof Dev Trng (RI)	\$ 1,786.00		Prof Dev Trng (RI)	\$ 1,786.00
	Staffing (RI)	\$ 70,805.00		Staffing (RI)	\$ 70,805.00
	CF Staff Benefits	\$ 17,429.00		CF Staff Benefits	\$ 17,429.00
	CF Staff Salary	\$ 134,008.00		CF Staff Salary	\$ 134,008.00
	CF Staff Sundry	\$ 4,870.00		CF Staff Sundry	\$ 4,870.00
	CF Staff Telephone	\$ 10,719.00		CF Staff Telephone	\$ 10,719.00
	CF Staff Travel	\$ 2,232.00		CF Staff Travel	\$ 2,232.00
	A&E Fees	\$ 44,669.00		A&E Fees	\$ 44,669.00
	Advertising	\$ 4,466.00		Advertising	\$ 4,466.00
	Permit Fees	\$ 8,932.00		Permit Fees	\$ 8,932.00
	Planning	\$ 134,008.00		Planning	\$ 134,008.00
	Site Improvements	\$ 4,466.00		Site Improvements	\$ 4,466.00
	Computer Hardware	\$ 43,775.00		Computer Hardware	\$ 43,775.00
				Computer Support	\$ 7,500.00
				Office Furniture (MOD)	\$ 1,786.00
				CFFP Bond Payment	\$ 442,001.25
				Welfare To Work	\$ 41,000.00
				Contingency	\$ 84,074.75
	Cal 31-0 Subtotal:	\$ 1,298,816.00	Cal 31-0 Subtotal:		\$ 1,297,366.00
	<b>Total CFP Estimated Cost</b>				



**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pages --- Work activities**

Development Name/Number		Major Work Categories		Estimated Cost		Development Name/Number		Major Work Categories		Estimated Cost	
PHA-Wide		Operating Subsidy		\$	192,299.00	PHA-Wide		Operating Subsidy		\$	192,299.00
Cal 31-0		Consultant (AS)		\$	893.00	Cal 31-0		Consultant (AS)		\$	893.00
		Prof Dev Trng (AS)		\$	7,593.00			Prof Dev Trng (AS)		\$	7,593.00
		Prof Dev Trng (FIC)		\$	1,786.00			Prof Dev Trng (FIC)		\$	1,786.00
		Consultant (HA)		\$	9,286.00			Consultant (HA)		\$	9,286.00
		Prof Dev Trng (HA)		\$	8,932.00			Prof Dev Trng (HA)		\$	8,932.00
		Prof Dev Trng (MOD)		\$	9,825.00			Prof Dev Trng (MOD)		\$	9,825.00
		Disaster Prep (PS)		\$	2,866.00			Disaster Prep (PS)		\$	2,866.00
		Office Equipment (PS)		\$	893.00			Office Equipment (PS)		\$	893.00
		Prof Dev Trng (PS)		\$	4,466.00			Prof Dev Trng (PS)		\$	4,466.00
		Prof Dev Trng (RI)		\$	1,786.00			Prof Dev Trng (RI)		\$	1,786.00
		Staffing (RI)		\$	70,805.00			Staffing (RI)		\$	70,805.00
		CF Staff Benefits		\$	17,429.00			CF Staff Benefits		\$	17,429.00
		CF Staff Salary		\$	134,008.00			CF Staff Salary		\$	134,008.00
		CF Staff Sundry		\$	4,870.00			CF Staff Sundry		\$	4,870.00
		CF Staff Telephone		\$	10,719.00			CF Staff Telephone		\$	10,719.00
		CF Staff Travel		\$	2,232.00			CF Staff Travel		\$	2,232.00
		A&E Fees		\$	44,669.00			A&E Fees		\$	44,669.00
		Advertising		\$	4,466.00			Advertising		\$	4,466.00
		Permit Fees		\$	8,932.00			Permit Fees		\$	8,932.00
		Planning		\$	134,008.00			Planning		\$	134,008.00
		Site Improvements		\$	4,466.00			Site Improvements		\$	4,466.00
		Computer Hardware		\$	43,775.00			Computer Hardware		\$	43,775.00
		Computer Support		\$	7,500.00			computer Support		\$	7,500.00
		Office Furniture (MOD)		\$	1,786.00			Office Furniture (MOD)		\$	1,786.00
		CFPP Bond Payment		\$	438,868.75			CFPP Bond Payment		\$	440,173.75
		Welfare To Work		\$	41,000.00			Welfare To Work		\$	41,000.00
		Contingency		\$	85,607.25			Contingency		\$	87,552.25
Cal 31-0 Subtotal:				\$	1,295,766.00	Cal 31-0 Subtotal:				\$	1,299,016.00
Total CFP Estimated Cost											

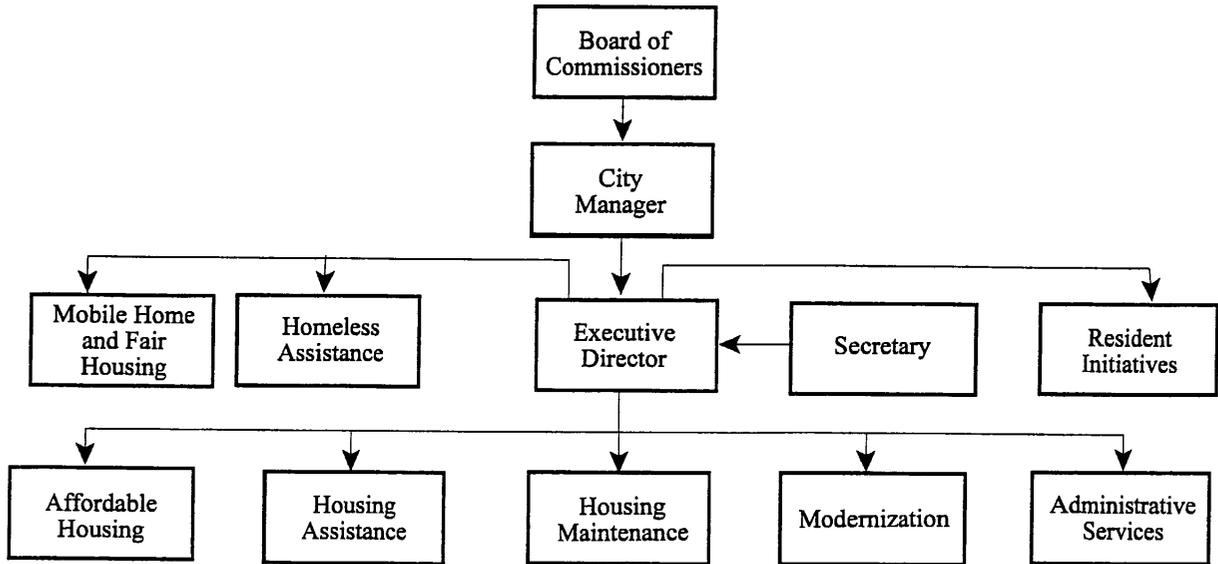
Activities for Year: 4  
 FFY Grant: 2010  
 PHA FY: 2010

Activities for Year: 5  
 FFY Grant: 2011  
 PHA FY: 2011

**Capital Fund Program Five-Year Action Plan  
Part II: Supporting Pages --- Work activities**

Activities for Year: 4 FFY Grant: 2010 PHA FY: 2010		Activities for Year: 5 FFY Grant: 2011 PHA FY: 2011			
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Felicia Court	Plumbing	\$ 5,000.00	Felicia Court	Plumbing	\$ 10,000.00
CAL 31-2			CAL 31-2		
CAL 31-2 Subtotal:		\$ 5,000.00	CAL 31-2 Subtotal:		\$ 10,000.00
Colonia Village	Plumbing	\$ 5,000.00	Colonia Village	504 Compliance	\$ 60,000.00
CAL 31-3	Stoves	\$ 42,000.00	CAL 31-3		
CAL 31-3 Subtotal		\$ 47,000.00	CAL 31-3 Subtotal		\$ 60,000.00
Pleasant Valley	Plumbing	\$ 5,000.00	Pleasant Valley	Plumbing	\$ 10,000.00
CAL 31-4	Refrigerators	\$ 80,000.00	CAL 31-4		
CAL 31-4 Subtotal:		\$ 85,000.00	CAL 31-4 Subtotal:		\$ 10,000.00
Plaza Vista	Plumbing	\$ 5,000.00	Plaza Vista		
CAL 31-5	Kitchen Faucets, AS, SL's	\$ 10,000.00	CAL 31-5		
CAL 31-5 Subtotal:		\$ 135,000.00	CAL 31-5 Subtotal:		\$ -
Scattered Sites	504 Compliance	\$ 55,515.00	Scattered Sites		
CAL 31-7	New Flooring & Repairs	\$ 320,000.00	CAL 31-7	New Flooring & Repairs	\$ 274,265.00
CAL 31-7 Subtotal:	Relocation	\$ 50,000.00	CAL 31-7 Subtotal:	Relocation	\$ 50,000.00
		\$ 425,515.00	CAL 31-7 Subtotal:		\$ 324,265.00
Palm Vista			Palm Vista	A&E Fees	\$ 10,000.00
CAL 31-8			CAL 31-8	Show Meter Valves	\$ 160,000.00
CAL 31-8 Subtotal:		\$ -	CAL 31-8 Subtotal:	Elevator Doors	\$ 120,000.00
					\$ 290,000.00
<b>Total CFP Estimated Cost</b>		<b>\$ 1,993,281.00</b>			<b>\$ 1,993,281.00</b>

**OXNARD HOUSING AUTHORITY  
ORGANIZATIONAL CHART**



RESIDENT ADVISORY BOARD  
2007

Section 8 Program Members

Shirley M. Diggs (President of the Resident Advisory Board)

Marbeth Kaminski-Power

Denise Krischke

Mary Louise Wallace

Tenant Commissioners (Both from Public Housing)

Gaudencio Digos

Carlos Soria

Public Housing Members

Francisco Vega (President of Colonia Village Tenants Association)

Claudia Valencia (President of the Pleasant Valley Village Tenants Association)

Artemio Magana (Treasurer of the Colonia Village Tenants Association)

Maria Fernandez (Vice-President of the Colonia Village Tenants Association)

## **LIST OF RESIDENTS ON OHA GOVERNING BOARD**

### **1. List of Residents on OHA Governing Board**

Gaudencio Digos (Senior/Resident of Public Housing)

Carlos Soria (Senior/Resident of Public Housing)

*The term of appointment expires July 31, 2007.*

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the *Standard Annual, Standard 5-Year/Annual, and  
Streamlined 5-Year/Annual PHA Plans***

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X standard Annual,    standard 5-Year/Annual or   streamlined 5-Year/Annual PHA Plan for the PHA fiscal year beginning 07/01/2007, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

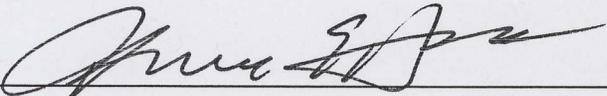
13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

Oxnard Housing Authority  
PHA Name

031/CA  
PHA Number/HA Code

- Standard PHA Plan for Fiscal Year: 20\_\_
- Standard Five-Year PHA Plan for Fiscal Years 2005 - 2009, including Annual Plan for FY 2007
- Streamlined Five-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_, including Annual Plan for FY 20\_\_

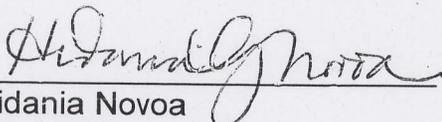
I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Dr. Thomas E. Holden, Mayor	Chairman of the Oxnard Housing Authority
Signature	Date
X 	April 3, 2007

STATE OF CALIFORNIA )  
COUNTY OF VENTURA ) ss.  
CITY OF OXNARD )

I, Hidania Novoa, Office Assistant of the City of Oxnard, do hereby certify the foregoing to be a true and correct copy of the Oxnard Housing Authority Resolution No. 1210, which was approved by the City Council at its regular meeting held on April 3, 2007. The original is on file in the City Clerk's Office.

DATED this 11<sup>th</sup> day of April, 2007.

  
\_\_\_\_\_  
Hidania Novoa  
Office Assistant II

HOUSING AUTHORITY OF THE CITY OF OXNARD

RESOLUTION NO. 1210

RESOLUTION APPROVING THE AGENCY PLAN AND AUTHORIZING THE  
CHAIRMAN TO EXECUTE AND SUBMIT THE AGENCY PLAN FOR THE  
HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Oxnard ("OHA") is required by the U.S. Department of Housing and Urban Development ("HUD") to approve and submit the Agency Plan for the Housing Authority for HUD's review and approval; and

WHEREAS, the OHA is required by HUD to certify that the OHA is in compliance and will comply with HUD's policies and procedures; and

WHEREAS, the OHA, as required under the Quality Housing and Work Responsibility Act of 1998 ("QHWRA"), has had the Agency Plan available to the public for a 45-day comment and review period, and has held the requisite advance meetings with the Resident Advisory Board between January 22, 2007 and January 29, 2007, as well as the required public hearing on April 3, 2007;

NOW, THEREFORE, the Board of Commissioners of the Housing Authority of the City of Oxnard resolves as follows:

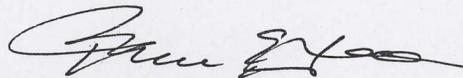
1. The Commission approves the Agency Plan for the Housing Authority and directs the Housing Director to submit it to HUD for review and approval, as required by QHWRA.
2. The Commission authorizes and directs the Chairman to execute the PHA Certification Compliance Form for the Agency Plan.
3. The Commission certifies that the OHA developed the Agency Plan with involvement and input from local government and the residents within the jurisdiction of the Agency Plan.

APPROVED AND ADOPTED this 3rd day of April 2007, by the following vote:

AYES: Commissioners Herrera, Holden, Maulhardt, Soria, Zaragoza, Digos and Flynn.

NOES: None.

ABSENT: None.

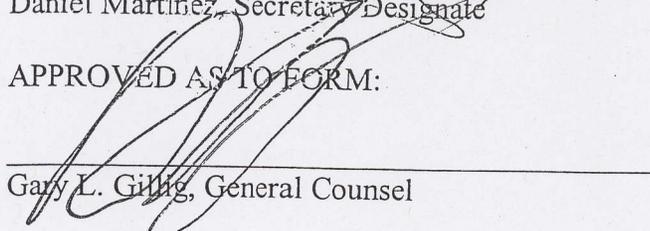


Dr. Thomas E. Holden, Chairman

ATTEST:

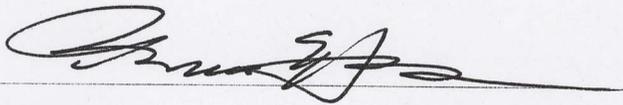
  
Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:

  
Gary L. Gillig, General Counsel

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Dr. Thomas Holden the Mayor of the City of Oxnard certify  
that the Five Year and Annual PHA Plan of the Housing Authority of the City of Oxnard is  
consistent with the Consolidated Plan of the City of Oxnard prepared  
pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official