CITY OF HUNTINGTON BEACH

Action Plan FY 2012-2013

Community Development Block Grant
HOME Investment Partnership

DRAFT

July 2012

Submitted to the
U.S. Department of
Housing and Urban Development

City Council

Don Hansen, Mayor
Devin Dwyer, Mayor Pro Tem
Connie Boardman, Council Member
Keith Bohr, Council Member
Joe Carchio, Council Member
Matthew Harper, Council Member
Joe Shaw, Council Member

Citizen Participation Advisory Board

Peter Andres, Chairman
Whitney Alex
Rick Campbell
John Baley
Raisa Barkley
Mark Bertler
Bill Correia
Carol Kanode
Tjoan-Houw Lim
Zach Newkirk
Andy Ruiz
Robert Schwenk

City Staff:

Fred Wilson, City Manager
Bob Hall, Deputy City Manager/Economic Development Director

Prepared by:

Kellee Fritzal, Deputy Director Economic Development
Simone Slifman, Project Manager
Denise Bazant, Administrative Aide

Consultant:

Veronica Tam and Associates

TABLE OF CONTENTS

Summary of Objectives in Five-Year Consolidated Plan and Annual Action Plan 1

GENERAL 5

General Questions 8
Managing the Process 16
Citizen Participation 17
Institutional Structure 19
Monitoring 20
Lead-based Paint 21

HOUSING 22

Specific Housing Objectives 22
Needs of Public Housing 26
Barriers to Affordable Housing 27

HOME/American Dream Down payment Initiative (ADDI) 28

HOMELESS 30

Specific Homeless Prevention Elements 30
Emergency Shelter Grants (ESG) 32

COMMUNITY DEVELOPMENT 33

Community Development 33
Antipoverty Strategy 41

NON-HOMELESS SPECIAL NEEDS HOUSING 43

Non-homeless Special Needs (91.220 (c) and (e)) 43
Housing Opportunities for People with AIDS 44
Specific HOPWA Objectives 44

OTHER NARRATIVE 45

FY 2012-2013 Action Plan Summary 45
CDBG Funds 45

APPENDICES:

A. CPMP PROJECT FORMS (LISTING OF PROJECTS)
B. STANDARD FORMS 424
C. CERTIFICATIONS
D. PUBLIC NOTICE
E. SUMMARY OF PUBLIC COMMENTS

Summary of Objectives in Five-Year Consolidated Plan and Annual Action Plan

Decent Housing	Priority	Five-Year Goal	FY 2012-2013 Annual Goal	Five-Year Cumulative Accomplishment as of FY 2011-2012	Assessment % of Five-Year Goal as of FY 2011-2012
Rehabilitation Loans/Grants	Medium	100 loans/grants	20 loans/grants	23 loans/grants	23%
Homeownership	Low	40 households	1 household	42 households	102%
Code Enforcement	High	3,000 units	600 units	987 units	33%
Acquisition/Rehabilitation and New Construction	High	50 units	2 units	6 units	12%
Rental Assistance (Housing Choice Vouchers)	Medium	4,500 households	900 households	900 households	20%
Tenant-Based Rental Assistance (HOME)	Medium	20 households	10 households	0 households (Program is new)	0%

Suitable Living Environment	Priority	Five-Year Goal	FY 2012-2013 Annual Goal	Five-Year Cumulative Accomplishment as of FY 2011-2012	Assessment % of Five-Year Goal as of FY 2011-2012
Public Service Activities					
Senior Services	High	1,000 persons	1,276 persons	2,215 persons	222%
Youth Services	High	2,350 persons	660 persons	1,283 persons	55%
Special Needs	Medium	50,000 persons	4,972 persons	7,293 persons	15%
Capital Improvements and Community Facilities					
Capital Improvements and Community Facilities	High	5 facilities	2 facilities	10 facilities	200%

Economic Opportunities	Priority	Five-Year Goal	FY 2012-2013 Annual Goal	Five-Year Cumulative Accomplishment as of FY 2011-2012	Assessment % of Five-Year Goal as of FY 2011-2012
Regional Assistance Program					
Small Business Technical Assistance: Job Creation Opportunities, Entitlement Assistance, Resource Development	High	200 instances	40 instances	60 instances	30%
Business resource seminars: SCORE, SBA, Doing Business with the City, Trade Connect	Medium	20 seminars	4 seminars	4 seminars	20%
Economic Development Conference	Low	5 conferences	1 conference	1 conference	20%
Business Improvement District					
Free Downtown Shuttle Program - Tuesdays	Medium	212 persons	50 persons	12 persons	6%
Free Downtown Shuttle Program – Summer Weekend / Holiday Service	Medium	60 persons	12 persons	13 persons	22%

Continuum of Care	Priority	Five-Year Goal	FY 2012-2013 Annual Goal	Five-Year Cumulative Accomplishment as of FY 2011-2012	Assessment % of Five-Year Goal as of FY 2011-2012
Homeless Assistance	High	300 households/persons	65 households	53 households	18%

Third Program Year Action Plan

This document represents the Third Annual Action Plan for the 2010-2015 Consolidated Plan for the City of Huntington Beach. The CPMP Third Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that the City of Huntington Beach must respond to each year as a CDBG and HOME grantee in order to be compliant with the Consolidated Planning Regulations.

GENERAL

Executive Summary

The goal of the U.S. Department of Housing and Urban Development (HUD) in requiring state and local agencies to prepare a Consolidated Plan is to assist communities in developing a collaborative process whereby the community establishes a unified vision for community development actions. The 2010-2015 Consolidated Plan (for FY 2010-2011 through FY 2014-2015) was approved by City Council of Huntington Beach in August 2010 (and subsequently amended in March 2012), and this Annual Action Plan for FY 2012-2013 outlines the intended use of HUD funds towards meeting the defined needs in the five-year Consolidated Plan.

The FY 2012-2013 Action Plan provides a basis for assessing performance, and serves as an application for federal funds under HUD's formula grant programs: Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME). The total amount of CDBG funds allocated through this Plan is $945,747 (a 23-percent or $288,411 reduction from FY 2011-2012 allocation of $1,234,158). The HOME allocation is $400,806 (a 45-percent or $321,547 reduction from FY 2011-2012 allocation of $722,353).

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

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

The City has incorporated outcome measures for activities in accordance with the Federal Register Notice dated March 7, 2006. Projects are required to meet specific performance outcomes that are related to at least one of the following:

- Availability/Accessibility;
- Affordability; and
- Sustainability (Promoting Livable or Viable Communities).

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

Housing Priorities

- Preserve and Rehabilitate Existing Single-Family and Multi-Family Dwelling Units.
- Assist Low- and moderate-income Households in Securing Affordable Homeownership Opportunities.
- Improve and Preserve Neighborhood Conditions.
- Promote Equal Housing Opportunity.
- Expand and Preserve Affordable Housing Opportunities.

Homeless Need Priorities

- Provide Assistance to the Homeless and Persons At-Risk of Becoming Homeless.

Community Development and Community Services Priorities

- Provide and Improve Community Services for Low- and moderate-income Persons and Those with Non-Homeless Special Needs.
- Improve and Expand Community Facilities and Infrastructure to Meet Current and Future Needs.
- Provide for Necessary Planning Activities to Address the Housing and Community Development Needs in the City.

Anti-Poverty Priorities

- Promote Economic Development and Employment Opportunities for Low- and moderate-income Households.

Based on these priorities, the projects to be funded and objectives and outcomes anticipated during FY 2012-2013 are shown in Table 1.

Table 1: Approved FY 2012-2013 CDBG and HOME Projects			
Category/Activity	**National Objective**	**Performance Objective/ Outcome**	**Allocation**
Priority 1: Preserve and Rehabilitate Existing Single-Family and Multi-Family Dwelling Units			
Housing Rehabilitation Loan Administration	Low/Mod Housing	DH-1	$80,000
Priority 2: Assist Low- and moderate-income Households in Securing Affordable Homeownership Opportunities			
Inclusionary Housing	Low/Mod Housing	DH-2	Local Inclusionary Housing - Not funded with CDBG or HOME
Priority 3: Improve and Maintain Neighborhood Conditions			
Special Code Enforcement	Low/Mod Area	SL-1	$210,173
Priority 4: Expand and Preserve Housing Opportunities			
New Construction and Acquisition and Rehabilitation	Low/Mod Housing	DH-1	$215,000 to assist Habitat for Humanity in creating one affordable unit on Garfield Avenue
Tenant-Based Rental Assistance (HOME)	Low/Mod Housing	DH-2	$130,934 prior and new HOME funds for American Family Housing (over two years FY 2011/12 and FY 2012/13) as matching grants for Operating Costs (CO) for Permanent Supportive Housing program
Rental Assistance (Housing Choice Vouchers)	Low/Mod Housing	DH-2	HUD Housing Authority Funds
Priority 5: Provide Assistance to the Homeless and Persons At-Risk of Becoming Homeless			
Project Self-Sufficiency	Low/Mod Clientele	SL-1	$4,800
Priority 6: Provide and Improve Community Services for Low- and moderate-income Persons and Those with Non-Homeless Special Needs			
Oak View Community Center, Children's Bureau	Low/Mod Clientele	SL-1	$36,862
Seniors Outreach	Low/Mod Clientele	SL-1	$34,000
Oak View Family Literacy	Low/Mod Clientele	SL-1	$7,200
AltaMed's Huntington Beach Community Care Health Clinic	Low/Mod Clientele	SL-1	$32,000
Community Services Program, Inc.	Low/Mod Clientele	SL-1	$14,000
Community SeniorServ, Inc. – Congregate Meals	Low/Mod Clientele	SL-1	$5,000
Community SeniorServ, Inc. – Home Delivered Meals	Low/Mod Clientele	SL-1	$8,000
Priority 7: Improve and Expand Community Facilities and Infrastructure to Meet Current and Future Needs			
Reconstruct Keelson Lane	Low/Mod Area	SL-1	$150,454
Priority 8: Provide for Planning and Administration Activities			
CDBG Administration	Administration	DH-1	$159,149
Fair Housing Council of Orange County	Administration	DH-1	$30,000
HOME Administration	Administration	DH-1	$40,081

Table 1: Approved FY 2012-2013 CDBG and HOME Projects			
Category/Activity	**National Objective**	**Performance Objective/ Outcome**	**Allocation**
Priority 9: Promote Economic Development and Employment Opportunities for Low- and moderate-income Households			
Section 108 Loan Repayment	Administration	EO-1	$174,109
Regional Assistance Program	Low/Mod Business	EO-1	Local Program – Not funded with CDBG
Business Improvement District	Low/Mod Business	EO-1	Local Program – Not funded with CDBG
Total Allocations			**CDBG: FY 2012-2013 - $945,747 FY 2012-2013 - HOME: $400,806**

General Questions

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

FY 2012-2013 Action Plan General Questions response:

1. Geographic Areas

Huntington Beach is an urbanized coastal community located in northwestern Orange County, California. Much of the City's residentially designated land has already been developed. Future residential development rests primarily upon the recycling of existing parcels and infill development. Surrounding Huntington Beach are the cities of Seal Beach to the northwest, Westminster to the northeast, Fountain Valley and Costa Mesa to the east, Newport Beach to the southeast, and the Pacific Ocean to the southwest.

The geographic distribution of Huntington Beach's proposed projects for FY 2012-2013 is as follows:

- Public facilities and improvements funded by the CDBG program are focused in eight Enhancement Areas. These Enhancement Areas were established based on the 2000 Census income data. The 2010 Census does not contain income data and HUD has not yet updated the income eligibility data based on the American Community Survey (ACS) data.

To determine project eligibility, the HUD standard is the area served by the improvements must contain 51 percent or more of low-moderate income population as determined by census data. Due to the higher incomes in the area, the City of Huntington Beach has the exception criteria of 40.3 percent low-moderate income for projects that would serve that particular area.

The eight Enhancement Areas, based upon the 40.3 percent exception criteria established by HUD, designated as priority areas for CDBG activities were approved by City Council on December 15, 2003. They are named: Bolsa-Chica Heil; Goldenwest; Washington; Oakview; Newland; Garfield; Yorktown; and Adams. These eight Enhancement Areas are shown on the following maps. Although these are the priority areas, affordable housing is needed citywide. Figure 1 illustrates the Enhancement Areas.

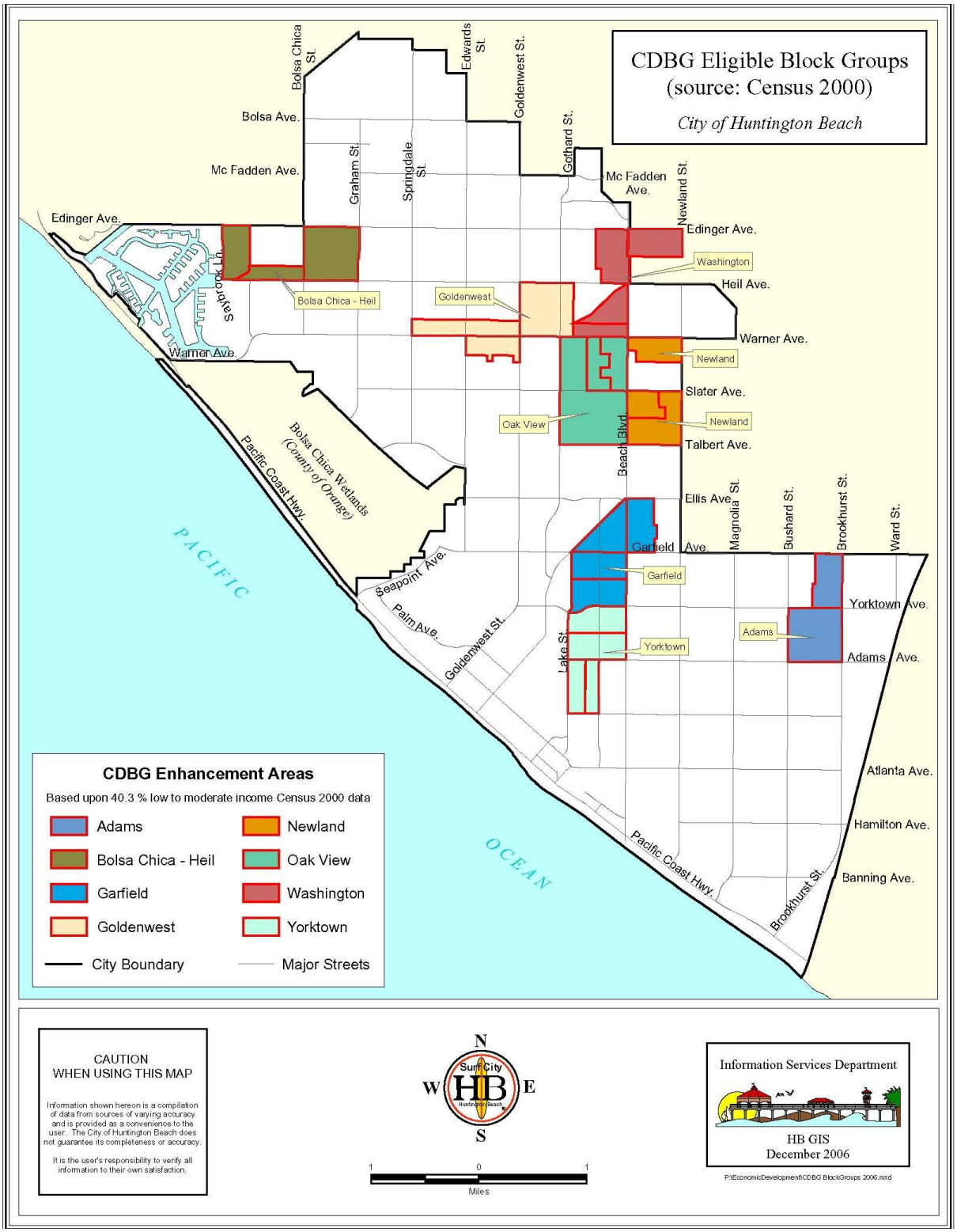
Keeping the national objectives of the CDBG program in mind, project eligibility review is based upon the type of activity and the clientele served. A project is evaluated on either the 51 percent low-moderate income population for facilities and services located within the broader community or upon the exception criteria for projects limited in scope to the Enhancement Areas.

- Supportive services are available citywide to low- and moderate-income residents and persons with special needs.
- Housing programs funded with CDBG and HOME funds are available to low- and moderate-income persons on a citywide basis.
- Administrative and fair housing services are available on a citywide basis.

All of the proposed projects benefit the low-income population based either on census data, client intake data, or based upon a presumed benefit population (such as the frail elderly or persons with disabilities).

Table 2: Low- and moderate-income Block Groups				
Tract	Block Group	Low/ Moderate Income Persons	Total Persons	% Low/ Moderate Income
099212	1	758	1,403	54.0%
099212	3	606	1,301	46.6%
099212	4	625	1,130	55.3%
099214	4	566	758	74.7%
099215	1	1,666	3,708	44.9%
099220	1	255	528	48.3%
099220	5	736	1,348	54.6%
099235	3	727	1,805	40.3%
099241	2	922	1,636	56.4%
099244	2	917	1,747	52.5%
099305	1	1,051	2,482	42.3%
099305	2	516	1,042	49.5%
099305	3	733	1,640	44.7%
099305	4	1,418	2,276	62.3%
099306	2	536	1,281	41.8%
099306	3	563	1,129	49.9%
099307	1	444	892	49.8%
099307	2	533	1,259	42.3%
099402	2	1,362	2,180	62.5%
099402	3	3,038	3,571	85.1%
099404	4	2,047	2,395	85.5%
099405	3	939	2,005	46.8%
099408	1	776	1,883	42.1%
099410	3	1,466	2,329	62.9%
099411	2	953	1,851	51.5%
099411	3	693	1,509	45.9%
099411	4	930	1,479	62.9%
099412	1	882	1,860	47.4%
099413	4	982	1,464	67.1%
099508	3	744	1,322	56.3%
099508	4	402	897	44.8%
Source: www.HUD.gov				

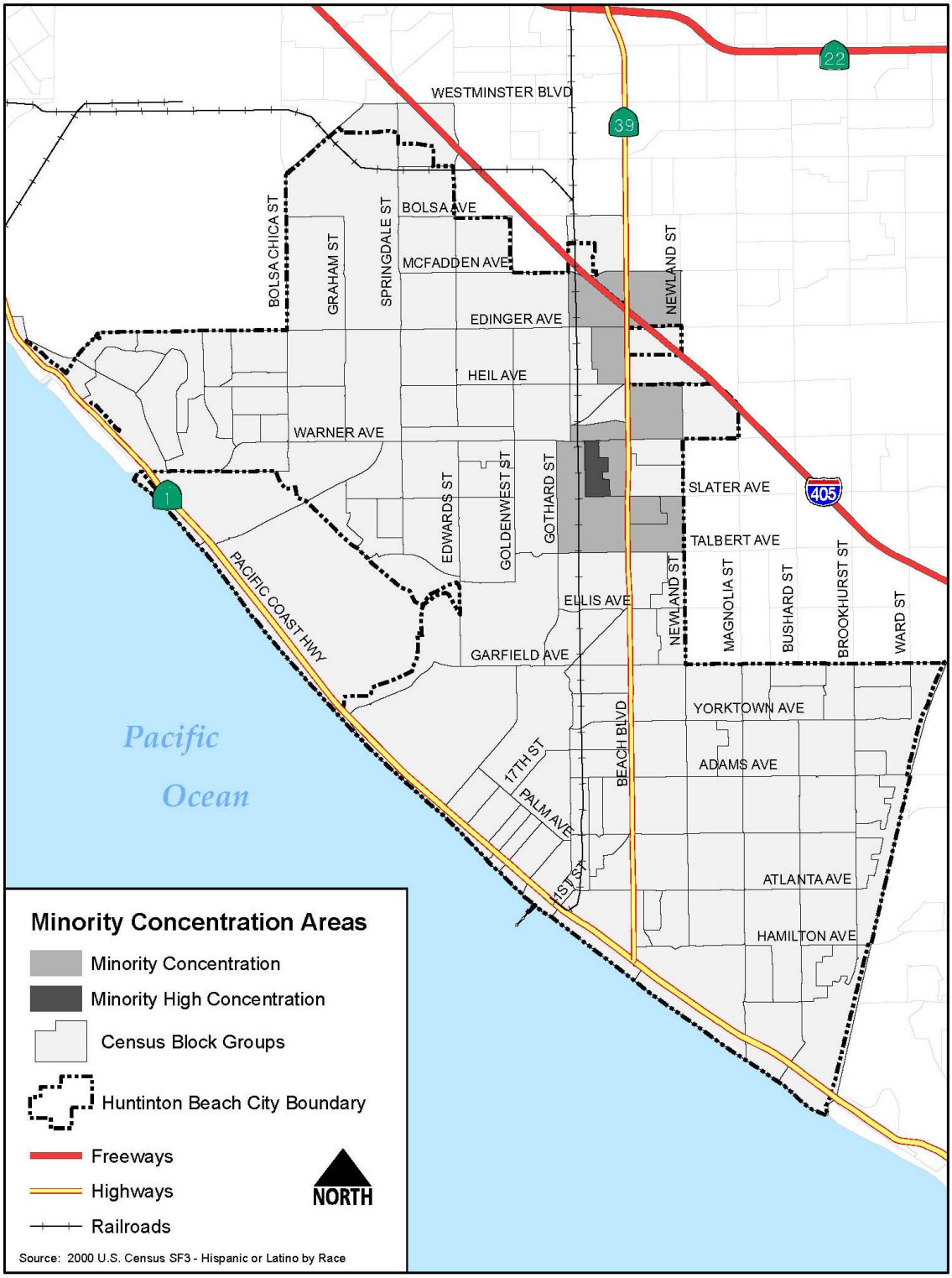
Figure 1: Enhancement Areas



2. Areas of Minority Concentration

A minority concentration is defined as a census block group with greater than County average of minority population (47.7 percent). A high minority concentration is defined as a block group with double the County average of minority population (95.4 percent). Figure 2 shows the minority concentrations in Huntington Beach.

Figure 2: Minority Concentrations in Huntington Beach



3. Basis for Allocating Investments

The basis for assigning priority need levels for categories is through evaluation of available information, review and assessment from the various city staff departments involved with the issues, recommendations and subsequent approval by City Council. Furthermore, as discussed in the Housing and Homeless Needs Assessment section, cost burden, severe cost burden, overcrowding, and substandard units affect a significant number of extremely low, low- and moderate-income renter-households.

The City of Huntington Beach has developed a Strategic Plan to guide City development. The Council's overall vision for the community was created in January, 2009.

Mission Statement:
The City of Huntington Beach provides sustainable quality services to maintain and enhance our safe and vibrant community.

- Maintain and enhance our financial reserves
- Maintain, improve and obtain funding for public improvements
- Maintain and enhance public safety
- Enhance economic development
- Improve internal and external communication

The Priority Needs identified in the City's 2010-2015 Consolidated Plan will be the basis for allocating investments geographically within the City during the five-year period. These priorities are a result of various community outreach efforts and consultation meeting developed under the Citizen Participation process. The established priorities are:

Priority Housing Needs

- Preserve and Rehabilitate Existing Single-Family and Multi-Family Dwelling Units.
- Assist Low- and Moderate-Income Households in Securing Affordable Homeownership Opportunities.
- Promote Equal Housing Opportunity.
- Improve and Preserve Neighborhood Conditions.
- Expand and Preserve Affordable Housing Opportunities.

Priority Homeless Needs

- Provide Assistance to the Homeless and Persons At-Risk of Becoming Homeless.

Priority Community Development Needs

- Provide and Improve Community Services for Low- and Moderate-Income Persons and Those with Non-Homeless Special Needs.
- Improve and Expand Community Facilities and Infrastructure to Meet Current and Future Needs.
- Provide for Necessary Planning and Administration Activities to Address the Housing and Community Development Needs in the City.
- Promote Economic Development and Employment Opportunities for Low- and Moderate-Income Households.

Activities assigned with a High or Medium Priority level in the Consolidated Plan will receive funding during 2010-2015. For the use of CDBG funds, approximately 15 percent of each year will be used for public services for the low to moderate income clientele benefit; 20 percent of funds will be used for planning and administration costs; and 65 percent of funds will be used for various facility improvements, infrastructure improvements, and blight removal projects to benefit low to moderate income areas.

Objectives and performance outcomes established by HUD provide the foundation for assigning priorities to needs for which funding may be allocated. The following are the objectives that guide the allocation of investments in Huntington Beach:

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

Projects are required to meet specific performance outcomes that are related to at least one of the following:

- Availability/Accessibility;
- Affordability; and
- Sustainability (Promoting Livable or Viable Communities)

Table 3 outlines how the objectives are related to the performance outcomes used to measure specific annual objectives.

Table 3: Objectives and Performance Criteria

Performance Criteria	Objectives		
	Suitable Living Environment (SL)	Decent Housing (DH)	Economic Opportunity (EO)
Availability/Accessibility (1)	SL-1	DH-1	EO-1
Affordability (2)	SL-2	DH-2	EO-2
Sustainability (3)	SL-3	DH-3	EO-3

4. Obstacles to Meeting Underserved Needs

The most significant obstacle to meeting underserved housing needs is the lack of sufficient funds and lack of available vacant land. While the need for services, assistance, and improvements continues to grow, the level of funding available to address these needs continues to diminish. As a primarily built out community, the City has relatively few vacant lots to facilitate large-scale residential development. Infill development and recycling of existing lots require the consolidation of smaller lots that can be challenging. As a desirable community in which to live, land cost and housing prices have risen significantly. Few affordable housing developers are able to compete with for-profit developers in the market for the limited properties available.

Many of the obstacles to increasing the number of affordable housing units in Huntington Beach are discussed in the Housing Market Analysis. These obstacles include land-use and zoning regulations, development fees, and state and federal legislation. The most significant obstacle to meeting underserved housing needs is the lack of sufficient funds

and lack of available vacant land. This is true for any governmental agency or non-profit developer trying to assist low-income families. Moreover, as the disparity between wages and increases, the number of persons unable to maintain their own housing costs increases.

5. Federal, State and Local Resources Available

Federal resources available to address the needs of the community include HUD entitlement grants: CDBG funds in the amount of $945,747 and HOME funds in the amount of $400,806 for FY 2012-2013. As the City is within the Orange County Housing Authority's jurisdiction, over 900 Huntington Beach residents are provided Section 8 housing vouchers.

The City will continue to use CDBG funding to support public service agencies that address the needs of Huntington Beach's underserved populations and will continue to seek additional resources to meet priority needs. However, entitlement grants have not kept up with inflation and have been reduced over the years, further decreasing funds available to provide services and meet the City's needs. In some cases, having a portion of the funds available from resources through the City may not make a project or program feasible if insufficient public and private funds, such as Low-Income Housing Tax Credits (LIHTC) or other development financing, are not available to the project or program.

With the dissolution of the redevelopment agency pursuant to State law, Huntington Beach, along with all California jurisdictions with redevelopment agencies, is faced with a significant loss in redevelopment funds for housing and community development activities. Therefore, the City will continue to explore new funding sources and programs and opportunities to partner with the private sector and local non-profits. For example, the City is partnering with American Family Housing (AFH) to provide rental assistance to low income households through AFH's Supportive Housing Program (SHP) funds awarded by HUD. HOME funds will be used as a matching grant for operating costs for AFH in administering the SHP rental assistance program.

Managing the Process

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

FY 2012-2013 Action Plan Managing the Process response:

1. Lead Agency

The Economic Development Department of the City of Huntington Beach is the lead agency responsible for overseeing the development of the Consolidated Plan and this Action Plan. Staff members from Planning, Community Services, Administration, Police, Public Works and Library Services participate in the development process of the plan.

2. Plan Development Process

Outreach efforts were undertaken by the City to solicit input in the development of the Five-Year Consolidated Plan (2010-2015). In developing the Annual Action Plan for FY 2012-2013, the City conducted a number of public meetings as described below:

Public Hearings: The City conducted two public hearings on January 5, 2012 at City Hall and on February 2, 2012 the Oakview Community Center to discuss housing and community development needs and how the City's CDBG and HOME funds should be expended during FY 2012-2013. Additional hearings were held to solicit input on community needs before the CPAB – on April 5, 2012 and May 3, 2012.

A joint study session was also held with the City Council and CPAB on June 18, 2012 to review CPAB and staff recommendations for funding for FY 2012-2013. A second public hearing before the City Council to adopt the Action Plan will be held on August 6, 2012.

Proof of publication for all public hearings, meetings, and general outreach efforts can be found in Appendix D.

The FY 2012-2013 Annual Action Plan were posted on the City's website, and at City Hall (Economic Development Department, 2000 Main Street, Huntington Beach), Central Library (7111 Talbert Avenue, Huntington Beach), and Oak View Family and Community Center (17261 Oak Lane, Huntington Beach). Copies were also available for review by requesting in person or by telephone, fax, or e-mail. The comment period was offered for a 30-day period from July 2, 2012 to August 1, 2012 and one public hearing was held on August 6, 2012 to adopt the Annual Action Plan.

3. Coordination

During FY 2012-2013, annual monitoring and training of sub-recipients will continue to enhance coordination between public and private housing, health, and social service agencies. Sub-recipient training will be scheduled during the first quarter of the fiscal year. As follow-up to the quarterly reporting, monitoring of the sub-recipients will take place in the third and fourth quarters of FY 2012-2013. The City's monitoring and reporting procedures are in compliance with Federal regulations. Staff also regularly attends the Oakview Task Force meeting at which several of the social service providers and City services are coordinated. On a regional level, the City participates in the Orange County Cities Advisory Committee, responsible for the regional Continuum of Care strategy.

Citizen Participation

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

**Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.*

FY 2012-2013 Action Plan Citizen Participation response:

1. Citizen Participation Process

The Citizen Participation Advisory Board (CPAB) is an advisory board to City Council, and holds hearings on community needs and reviews all eligible applications for CDBG funds. The board meets with CDBG applicants, and subsequently provides funding recommendations to City Council on the CDBG program. CPAB members are recruited throughout the community with a special emphasis on attracting low-moderate income residents to serve on the board. In order for the CPAB to be more familiar with the CDBG program, every other year staff and CPAB tour the facilities and locations where the CDBG activities are being conducted and proposed.

The Citizen Participation Plan for the CDBG and HOME programs was approved by City Council of Huntington Beach in August 2005 and subsequently amended in 2007, 2009, and 2012 to address criteria and process for substantial amendments to the Consolidated Plan and Action Plan.

2. Comments Received

The City conducted two Citizen's Participation Advisory Board (CPAB) public meetings on April 5, 2012 and May 3, 2012 to discuss housing and community development needs in the City. On June 18, 2012, the City conducted a study session before the City Council and CPAB. A public hearing was also held on August 6 to adopt the Action Plan. The comments received during these outreach efforts are summarized in Appendix E.

3. Efforts to Broaden Public Participation

In an effort to broaden public participation in the development of the Annual Action Plan, a Spanish-speaking staff member was available at all public meetings for translation services if requested. Statements regarding the availability of special accommodations were printed on all written materials pertaining to the Annual Action Plan development.

4. Comments Not Accepted

The City of Huntington Beach made every effort to respond to all relevant comments. All comments received were accepted.

Institutional Structure

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

FY 2012-2013 Action Plan Institutional Structure Response:

1. Institutional Structure

Public Agencies

The City of Huntington Beach strives to foster and maintain relationships with other agencies to establish an institutional structure that maximizes its resources. The City's Economic Development Department is the primary City department responsible for the implementation of the Consolidated Plan. Staff implements the Consolidated Plan activities through the following departments:

Economic Development Department

- Business Development Division – Oversees job Creation, Business Retention, Business Attraction.
- Housing Division - Recommends housing projects to City Council, conducts the Housing Rehabilitation Loan Program, acquisition, works with the City's Planning Department on Affordable Housing requirements for new construction.

Planning Department

- Planning – Oversees General Plan and zoning that regulate development within the City.
- Code Enforcement - Provides special code enforcement in the Enhancement Areas and provides information to owners regarding the Housing Rehabilitation Loan Program.

Building Department:

- Building Department - Oversees the permitting process for all new construction, remodeling, and other required building codes and standards. This department is also responsible for land use planning, zoning and other land use controls.

Community Services Department:

- Community Services Department - Recommends to City Council prioritization of local service needs, including the provision of social services, shelter and homeless activities and appropriate service providers. Funds are provides on a competitive basis through the CDBG 15 percent allowable for public services.

Finance Department:

- Finance Department – Works closely with the Economic Development Department and other city departments that utilize CDBG funds to ensure timely expenditure of funding and accurate accounting of the funds received and expended.

Citizen Participation Advisory Board

The mission of the Citizen Participation Advisory Board is to submit recommendations to City Council on allocations for Community Development Block Grant (CDBG) funds. The CPAB strives to represent the diverse views on the socioeconomic issues related to low- and moderate-income individuals. To that end, low-income residents and members of

minority groups are encouraged to apply to the City for appointment to the CPAB when vacancies arise, so that members of minority groups can be substantially represented.

Along with staff, the Board shall assess the needs of the community, particularly those of low- and moderate-income households, evaluate and prioritize projects pertaining to the required plans and provide recommendations to City Council on such plans and projects.

Nonprofit Organizations

In addition, the City works with a number of nonprofit organizations to provide affordable housing and supportive services. These include, but not limited to:

- Alzheimer's Family Services Center
- American Family Housing
- Children's Bureau
- Collette's Children Home
- Community Care Health Centers
- Community SeniorServ
- Community Services Programs (CSP)
- Fair Housing Council of Orange County
- Habitat for Humanity
- Huntington Beach Council on Aging
- Huntington Beach Senior Services
- Interval Housing
- Jamboree Housing
- Project Self Sufficiency
- Project Self Sufficiency Foundation

Monitoring

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

FY 2012-2013 Action Plan Monitoring Response:

1. Monitoring

Monitoring should be directed toward programmatic, financial and regulatory performance. Primary objectives are (1) to ensure that sub-recipients/CHDOs comply with all pertinent regulations governing their administrative, financial and programmatic operations; (2) to ensure sub-recipients/CHDOs achieve their performance objectives within their program year and budget; and (3) to assess capabilities and/or any potential needs for training or technical assistance in these areas.

All Projects and Programs

Evaluation of housing and public service delivery systems is the most effective tool in detecting gaps and making appropriate modifications. The on-site monitoring program has been designed to provide the City with information to verify the data provided by the sub-recipients in the quarterly performance reports submitted to the City, ensure that the sub-recipients are carrying out their individual activities as described in their contracts and applications for CDBG assistance, and ensure that appropriate accounting

and record keeping methods are being used by the sub-recipients as related to the use of CDBG funds. Sub-recipients either attend a "Sub-recipient Training Meeting," or meet with the Community Development Block Grant (CDBG) Administrator prior to the commencement of the CDBG program year. The purpose of the meeting is to: 1) provide an overview of the CDBG program – goals, objectives, Council action on funding, and sub-recipient obligations; 2) review the content of the sub-recipient agreements; and 3) review regulations related to the CDBG program which impact the sub-recipients in the implementation of their programs.

The City conducts formal on-site visits with sub-recipients annually. Staff utilizes a standardized monitoring checklist during each on-site visit, which identifies specific items to be reviewed during the visit. Staff prepares a monitoring schedule in the first quarter of each program year, to ensure each sub-recipient is contacted for an annual monitoring visit.

For the monitoring process, the following steps are observed: 1) Contact sub-recipient to schedule and on-site monitoring visit; 2) initially meet with appropriate sub-recipient officials to discuss sub-recipient's program and the scope of the site visit; 3) review documents such as intake applications to ensure that income, household size, ethnicity data, etc. are retrieved, and tour the facility; 4) conduct an exit conference and obtain clarification on matters (if necessary) and discuss outstanding performance issues; 5) provide feedback to sub-recipient (i.e. letter) and include deadline for responding to, or correcting, and deficiencies identified during the visit; 6) keep monitoring documentation in project files for each sub-recipient.

Lead-based Paint

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

FY 2012-2013 Action Plan Lead-Based Paint Response:

1. Actions to Evaluate and Reduce Lead-Based Paint

The lead poison program is administered through the County of Orange Department of Health Services (DHS) - Epidemiology Division. DHS receives most of its referrals from the State Child Health Disability Program (CHDP) and from public health clinics for children. The CHDP Program requires that all physicians receiving funding from the program test all children less than five years of age for lead poisoning. This is accomplished by working with the Head Start, kindergarten, and state pre-schools. If lead poisoning is discovered, the case is turned over to DHS, who will follow up and determine proper treatment. For children with a blood lead level of 20 ug/dL or higher, the DHS sends a specialist for a home visit to evaluate the premise, educate the parents how to eliminate the lead sources, provide information on nutrition and prevention of lead poisoning, and urge other children on the premise to be tested for lead.

Additionally, the Planning Department is responsible for the environmental review of proposed projects. During this phase, if lead-based paint is discovered through the

environmental review, then the developer would be responsible for the removal of lead-based paint.

CDBG and HOME programs are required to comply with HUD's final regulation of September 15, 1999, imposing new requirements on certain housing units receiving CDBG and HOME assistance (24 CFR Part 35). Among other requirements, the new lead safety regulation requires CDBG or HOME grantees providing funds for rehabilitation, acquisition, and tenant-based rental assistance to perform clearance testing or clearance examination after certain lead hazard control activities. The City tests for lead hazards and reports in accordance with HUD's most recent standards.

Housing Rehabilitation Loan Program

To meet the federal requirements, Huntington Beach provides lead-based paint information with each Rehabilitation Loan application packet. When it is discovered that lead-based paint is present, the owner of the property contracts for the lead-based paint removal. The cost of lead-based paint removal is an eligible activity under the Rehabilitation Loan Program.

There are two types of loans: Single-Family Home Improvement Loans and Multi-Family Rental Housing Rehab Loans. For Single-Family Home Improvement Loans, the City will lend up to $75,000 to pay for rehabilitation costs for a single family home, townhouse, or condominium, and up to $15,000 for a mobile home. Grants are also available to low-income households whose estimated repair costs do not exceed $10,000. For the Multi-Family Rental Housing Rehab Loans, the City provides up to $75,000 for repairs to duplex, triplex or four-plex units. The loan provided will be a deferred payment loan with an annual interest rate of three percent.

HOUSING

Specific Housing Objectives

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

*Please also refer to the Housing Needs Table in the City's Five-Year Consolidated Plan.

FY 2012-2013 Action Plan Specific Housing Objectives Response:

1. Housing Priorities and Specific Objectives

Housing activities that benefit low- and moderate-income households will receive a High Priority during the 2010-2015 Consolidated Plan period. The intended outcomes will be the conservation and improvement of existing affordable housing, increased development of affordable housing, and the promotion of equal housing opportunities. Only CDBG- or HOME-funded programs will include five-year quantified objectives in the Consolidated Plan and in this Action Plan.

Priority 1: Preserve and Rehabilitate Existing Single-Family and Multi-Family

Dwelling Units.

The City provides loans and grants to rental property owners and homeowners to make improvements to their properties with the objective of improving housing conditions for low- and moderate-income households.

Hsg-1: Rehabilitation Programs – Medium Priority

There is demonstrated need for rehabilitation assistance in order to preserve the quality of the existing housing stock. CDBG and HOME funds will be made available to eligible homeowners and owners of multi-family units for the Rehabilitation Loan Program. The program offers loan assistance to lower income homeowners in order to improve their housing stock, to provide safe and decent housing, to arrest and spread of blight and to improve accessibility. Lead-based paint abatement information and flood insurance requirements and guidance is a component of the City's rehabilitation programs. The allocated funding is for the administration of the rehabilitation program. The actual rehabilitation assistance is funded from the City's Revolving Loan Fund (RLF).

Priority 1 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
Housing Rehabilitation Loan Program (Hsg-1)	$80,000 (CDBG)	Deferred loans and grants to lower income residential property owners	5-Year: 100 households FY 2012-2013: 20 households	DH-1 Households benefitted from improved housing condition

Priority 2: Assist Low- and Moderate-Income Households in Securing Affordable Homeownership Opportunities

The City utilizes its inclusionary housing program to create affordable ownership opportunities for low- and moderate-income households. Recently, the City instituted a first-time homebuyer program to assist households in achieving homeownership.

Hsg-2: Inclusionary Housing Program – Low Priority

There are several hundred homes in Huntington Beach that were built under the City's Inclusionary Housing Program to be affordable for low-, median- and moderate-income home buyers. These homes become available for purchase by eligible buyers when new developments are built or when existing homeowners decide to sell. However, no City funds are used to support this program and given the current market conditions, few new homes are built.

Hsg-3: First-Time Homebuyers Downpayment Assistance Program – Low Priority

Silent second mortgage loan program with an equity share for low to moderate-income first-time homebuyers; principal payments deferred. The Principal payments are due in 30th year or upon sale or transfer of property, when property ceases to become owner-occupied, or upon repayment or refinancing of first mortgage, whichever comes first. The loan term is 45 years and the amount of the loan is 20 percent of the purchase price but not exceeding $100,000. Equity Sharing Payment will be forgiven in the event borrower owns and occupies the property for the first 30 years of the 45-year term. The City's First-Time Homebuyer Downpayment Assistance Program was funded with

redevelopment housing set-aside funds. However, with the dissolution of the redevelopment agency, the City has discontinued this program.

Priority 2 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
Inclusionary Housing Program (Hsg-2)	$0	Construction activities have been limited due to recession	5-Year: 40 households FY 2012-2013: None anticipated	DH-2
First time Homebuyer Downpayment Assistance Program	$0	Program discontinued		DH-2

Priority 3: Improve and Maintain Neighborhood Conditions

While the majority of Huntington Beach neighborhoods enjoy a high quality of life, the City takes proactive steps to preserve and enhance the quality of its neighborhoods for the future.

Hsg-3: Code Enforcement – High Priority

Code enforcement in the City's targeted Enhancement Areas has proven to be an important means to alleviating the blight in distressed areas. The City utilizes CDBG funds to support the enforcement of housing code violations and elimination of blights in the Enhancement Areas.

Priority 3 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
Code Enforcement (Hsg-3)	$210,173	Alleviate blight in distressed areas through code enforcement	5-Year: 3,000 units; 5 cleanup days FY 2012-2013: Implement one Enhancement Area clean-up day and operate a special code enforcement program within the designated areas benefitting 600 housing units within these areas	SL-1 Households in low/mod target areas benefitted from improved housing and neighborhood conditions

Priority 4: Expand and Preserve Affordable Housing Opportunities

Hsg-4: New Construction and Acquisition/Rehabilitation of Affordable Housing – High Priority

In an effort to expand and preserve its affordable housing stock, Huntington Beach has worked with Community Housing Development Organizations (CHDOs) to acquire residential properties. These properties are rehabilitated and then made available to low- and moderate-income persons. The City also works with CHDOs to develop new affordable housing. The CHDO must enter into an agreement with the City that outlines all of the affordability requirements, property maintenance standards and long-term monitoring requirements that are required by HOME regulations. The City is working with Habitat for Humanity to create two affordable housing units at 18451 Patterson Lane. The Council allocated $748,437 in prior years' HOME funds to assist in this project. Upon sale of the property, Habitat will repay the City for the construction loan of $486,834 for the creation of one low-income and one very low-income unit.

In addition, the City is working with Habitat for Humanity to create one affordable unit on Garfield Avenue. Estimated subsidy is $215,000. The City will be identifying additional affordable housing opportunities.

Hsg-5: Rental Assistance Program (Housing Choice Vouchers) – Medium Priority

The supply of rental housing affordable to low-income renters is limited. In the absence of immediate relief in the form of more affordable rental housing, there is a demonstrable need for rent subsidies. HUD Section 8 Housing Choice Vouchers can be used to assist low-income renters. The City of Huntington Beach currently has over 900 households receiving Section 8 vouchers annually.

Hsg-6: Tenant-Rental Assistance Program (HOME) – Medium Priority

The City is currently working with American Family Housing (AFH) to provide a permanent Supportive Housing Program, similar to tenant-based rental assistance, for low-income renter-households. This is a two-year program to assist approximately 10 households. Prior years' HOME funds in the amount of $130,934 will be provided to this project over two years – $65,467 in FY 2011-2012 and $65,467 in FY 2012-2013 as CHDO operating costs. The City has certified AFH as a CHDO and intends to work with AFH to pursue an additional project within the next 24 months to address affordable housing needs within the City, utilizing CHDO reserve funds.

Priority 5 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
New Construction and Acquisition/Rehabilitation of Affordable Housing (Hsg-4)	$650,118 (HOME – FY 2011-2012)	New construction of affordable housing units, acquisition of property and rehabilitation of existing units to create new affordable units.	5-Year: 50 units FY 2012-2013: Create one unit working with Habitat for Humanity ($215,000 HOME funds allocated). City pursuing additional opportunities.	DH-1 Affordable housing units created through new construction or acquisition/rehabilitation. Units will be deed-restricted as long-term affordable housing.

Priority 5 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
Rental Assistance (Housing Choice Vouchers) (Hsg-5)	Housing Authority Section 8 Funds	Housing Choice Vouchers (formerly known as Section 8)	5-Year: 4,500 households FY 2012-2013: 900 households	DH-2 Rent subsidies provided to low-income households
Tenant-Based Rental Assistance (HOME) (Hsg-6)	$130,934 (from prior years' HOME) over two years	HOME funds as a matching grant for operating costs to AFH's Supportive Housing Program that provides rent subsidies to low-income households	5-Year: 20 households FY 2012-2013: 10 households	DH-2 Rent subsidies provided to low-income households

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

The City of Huntington Beach has access to federal, state, and local resources to achieve its housing and community development priorities. Specific funding sources will be utilized based on the opportunities and constraints of each project or program. The City utilizes two major funding sources for housing and community development activities: CDBG and HOME funds.

HUD awards CDBG and HOME funds to Huntington Beach based on a formula allocation that takes into account the tightness of the local housing market, inadequate housing, poverty, and housing production costs. CDBG funds can be used for housing and community development activities, and HOME funds are used to expand affordable housing opportunities.

Needs of Public Housing

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

FY 2012-2013 Action Plan Public Housing Response:

1. Public Housing Needs

No public housing is located in Huntington Beach. The City is an active participant in the Orange County Cities Advisory Committee to the Orange County Housing Authority, and meets quarterly to address and discuss the needs of public housing and related activities.

2. "Troubled" Public Housing Agency

There is no public housing in the City of Huntington Beach and the City has not established a Local Housing Authority.

According to the Orange County Housing Authority (OCHA), the physical condition of its public housing stock is considered to be good. The units are inspected, repaired, and maintained on a regular basis. It is the goal of OCHA to maintain each home, whether the unit is a single-family residence or in an apartment complex.

Barriers to Affordable Housing

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

FY 2012-2013 Action Plan Barriers to Affordable Housing Response:

1. Strategy to Remove Barriers to Affordable Housing

Through the administration of the CDBG and HOME programs, every effort is made to remove barriers to affordable housing through agreements with for-profit and non-profit affordable housing developers. These efforts also include working with neighborhood residents to ensure affordable housing projects are acceptable. Ongoing monitoring of "for sale" affordable units is conducted by department staff by assuring that the affordable housing covenants are recorded on title when the unit is sold.

Additionally, as part of the City's Housing Element update, the City must assess and to the extent feasible, mitigate its governmental constraints to housing for lower and moderate income households and persons with disabilities. The Housing Element addresses the City's provisions for affordable housing, emergency shelters, transitional housing, and supportive housing.

The City of Huntington Beach works to remove barriers to affordable housing and the financial impact of efforts to protect public health and safety by taking actions to reduce costs or provide off-setting financial incentives to assist in the production of safe, high quality, affordable housing.

According to the City's 2008-2014 Housing Element, the City will:

- Continue to offer density bonus incentives to facilitate affordable housing development.
- Continue to offer fee reimbursements as part of its overall package of development assistance for affordable housing.
- Pursuant to AB 641, allow developers of affordable housing projects with a minimum of 49 percent low- and moderate-income units (up to 80 percent AMI) to defer payment of development fees until issuance of certificate of occupancy.
- Review the typical project size of multifamily development projects on properties zoned residential use to determine an appropriate size threshold to permit multifamily uses by right (removing the conditional use permit requirement for projects below the threshold).

- Revise the Zoning Ordinance to include the provisions for transitional housing, supportive housing, and emergency shelters.

A new update to the Housing Element is due October 15, 2013. As part of the new update, the City will again assess the barriers to affordable housing and set forth efforts to mitigate such barriers.

HOME/American Dream Down payment Initiative (ADDI)

1. *Describe other forms of investment not described in § 92.205(b)*
2. *If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.*
3. *If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:*

a. *Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.*
b. *Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that feasibility of serving the targeted population over an extended affordability period can be demonstrated.*
c. *State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.*
d. *Specify the required period of affordability, whether it is the minimum 15 years of longer.*
e. *Specify whether the investments of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.*
f. *State that HOME funds cannot be used to refinance multi-family loans made or insured by any federal program, including CDBG.*

4. *If the PJ is going to receive American Dream Down Payment Initiative (ADDI) funds please complete the following narratives:*

a. *Describe the planned use of the ADDI funds.*
b. *Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants and families.*
c. *Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.*

FY 2012-2013 Action Plan HOME/ADDI Response:

1. Other Investment

For FY 2012-2013, no congressional appropriation is available for the ADDI program. The City has also declined funding from the ADDI program since FY 2007-2008.

2. HOME or ADDI Funds for Homebuyers

The City has decided to opt out of the ADDI program due to extensive administrative and reporting requirements and the limited ADDI funding made available to the City. The City does not utilize HOME or ADDI funds for first-time homebuyer assistance.

3. HOME Funds to Refinance Existing Debt

At this time the City is not using HOME funds to refinance existing debt secured by multi-family housing that is being rehabilitated with HOME funds.

4. Fair Marketing Plan

Jamboree Housing, Collette's Children's Home, Habitat for Humanity, and American Family Housing are sub-recipients of HOME funds in Huntington Beach. These service providers are committed to affirmative fair marketing of their services and housing units.

Jamboree Housing owns and operates the five-unit Oakview Apartments in Huntington Beach which are affordable to families earning below 50 percent of the Orange County AMI. Three of the units are dedicated HOME units. The Oakview Apartments Management Plan stipulates that advertising of the units will include Equal Housing Opportunity logos and slogans to affirmatively market the unit. In order to ensure equal access to all eligible households, households inquiring about the property will be placed on an inquiry list and sent information regarding the application process. Advertising media includes the following: Penny Saver, OC Register, local governmental agencies, local churches and local schools. The Jamboree Housing Oakview Apartments Management Plan also includes HOME Program Addendum Number 18. Other Jamboree housing projects in Huntington Beach will follow the same protocol in advertising and marketing.

Collette's Children's Home manages a ten-unit affordable housing complex in the City of Huntington Beach. Collette's Management Plan includes tenant selection and occupancy policies that follow all fair housing laws. Collette's Children's Home will select eligible tenants for the project through a rental application process with no preference to any particular class or group. Collette's is committed to complying with all applicable Federal, State and local nondiscrimination, fair housing and equal opportunity requirements. In addition, affirmative marketing and minority outreach activities will be conducted as required by Federal regulations.

5. ADDI Funds

The City has decided to opt out of the ADDI program due to extensive administrative and reporting requirements and the limited ADDI funding made available to the City. In any case, no congressional appropriation in ADDI funds is available for FY 2012-2013.

6. HOME Match Liability

The HOME program has a 25-percent match requirement for funds expended during the program year. Currently, the City of Huntington Beach has met and exceeded its HOME Match requirements. The City will continue to leverage HOME projects by funding projects with other resources as available.

HOMELESS

Specific Homeless Prevention Elements

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

*Please also refer to the Homeless Needs Table in the City's Five-Year Consolidated Plan.

FY 2012-2013 Action Plan Specific Homeless Prevention Response:

1. Source of Funds

The City will continue to assess its homeless population and work with agencies providing transitional shelter for its homeless population. The City's departments of Economic Development, Police and Community Services work together to maximize resources and information available to serve this population.

The City received $566,611 in Homeless Prevention Relocation Program (HPRP) funds as part of the Stimulus Act. Funding was allocated to Project Self-Sufficiency; Interval House; Collette's Children's Home; and Community Services – Senior Outreach. The City continued the HPRP programs and has already expended most of the funds, meeting the federal timeline for expending these funds.

2. Homelessness

Throughout the Country and the Los Angeles and Orange County region, homelessness has become an increasing problem. Factors contributing to the rise in homelessness include a lack of housing affordable to low- and moderate-income persons, increases in the number of persons whose income falls below the poverty level, reductions in subsidies to the poor, drug/alcohol abuse, and the de-institutionalization of the mentally ill.

According to the 2009 Orange County Homeless Census and Survey conducted by Point in Time Orange County, there are approximately 8,333 homeless persons on any given day throughout Orange County in October 2009. Homeless families with children make up 17 percent of this population and other homeless individuals/households without children account for the remaining 83 percent of the population.

Specific information by jurisdiction is not available. However, the Orange County Management Information System (CMIS) reported that 83 (two percent) of 4,171 surveyed homeless persons reported being from Huntington Beach. Applying the two percent ratio, Huntington Beach estimates 115 homeless persons on the streets and 52 sheltered persons (19 persons in emergency shelters and 33 in transitional housing) in October 2009. Because there is no agricultural land in the City there is no "rural" homeless population. The City of Huntington Beach, along with Orange County, regularly supports homeless shelters and other services.

Key needs identified in the Homeless Count included: housing for veterans and the mentally ill; long-term or permanent housing; domestic violence services; case management and supportive services; transitional programs for youth; emergency beds; and even distribution of shelter beds across the County.

Priority 5: Provide Assistance to the Homeless and Persons At-Risk of Becoming Homeless

Hm-1: Homeless Services – High Priority

Provide assistance to non-profits and public agencies that provide services, support and housing for homeless and those at-risk of becoming homeless. Preventing homelessness for extremely low-income households that are often at risk of becoming homeless is priority for the City of Huntington Beach.

Priority 5 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
Project Self-Sufficiency (Hm-1)	$4,800	Assistance to low-income single parents to become self-sufficient from government assistance	5-Year: 300 households/persons FY 2012-2013: Assist 62 households	SL-1 Number of households assisted and completed the PSS program (moving toward self-sufficiency)

3. Chronic Homelessness

The City of Huntington Beach has given a High Priority to provide emergency shelters for homeless individuals and families; High Priority is assigned to transitional housing, or permanent supportive housing for the chronically homeless persons in the community. The City is actively participating with the Orange County Continuum of Care to address the regional specific planned action aimed at eliminating chronic homelessness by 2012. Barriers to this goal, of course, include the enormity of the issue and the lack of adequate resources to fund actions.

4. Homeless Prevention

Experts estimate that two to three families are on the verge of homelessness for every family in a shelter. As identified in the Housing Needs section above, the at-risk population is comprised of families and individuals living in poverty who, upon loss of employment or other emergency requiring financial reserves, would lose their housing and become homeless. These families are generally experiencing a housing cost burden, paying more than 30 percent of their income for housing. In Huntington Beach, more than 3,810 households have extremely low-incomes who pay more than 50 percent of their incomes on housing. This group is considered at risk of becoming homeless. Other persons considered at risk for becoming homeless include victims of domestic violence, persons with HIV/AIDS, youth recently released from foster care, and parolees.

To help prevent homelessness and protect at-risk populations, Huntington Beach will continue to participate in the Orange County Community of Care System to provide assistance to persons at risk of becoming homeless. The City is actively implementing its HPRP program through Interval House and Colette's Children Home to provide assistance to at-risk persons. In addition, the City continues to expand its affordable housing inventory that benefits primarily low-income renters.

5. Discharge Coordination Policy

Not Applicable. The City does not receive Emergency Shelter Grants (ESG) or Housing Opportunities for Persons with AIDS (HOPWA) funding and therefore is not required to develop a discharge coordination policy. However, the City will continue to address a discharge coordination policy with the Orange County Housing Authority and the Continuum of Care Homeless Issues Task Force.

Emergency Shelter Grants (ESG)

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

FY 2012-2013 Action Plan ESG Response:

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

COMMUNITY DEVELOPMENT

Community Development

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

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

*Please also refer to the Community Development Table in the City's Five-Year Plan.

FY 2011-2012 Action Plan Community Development Response:

1. Priority Community Development Needs

Under HUD regulations, CDBG funds may be used to provide services and facilities that benefit primarily those residents earning up to 80 percent of AMI. CDBG funds may also be used to provide or improve facilities located in areas where the majority of the population (40.3 percent) earns up to 80 percent AMI (see Figure 1)

The rehabilitation of a commercial building owned by a private for-profit business may be classified as a rehabilitation project only if the rehabilitation is limited to improvements to the exterior of the building and the correction of code violations, as long as the property is located in a low- and moderate-income target area and the subject business is neighborhood-serving. The City is required to utilize 70 percent of its total CDBG allocation to directly benefit low- and moderate-income persons.

A priority ranking has been assigned to each community development category for purposes of using CDBG and HOME funds. Activities to address high priority needs are expected to be funded during FY 2012-2013. The overall priority community development need for the Action Plan is to foster a suitable living environment for low- and moderate-income households and economic opportunities for local businesses.

Table 2: Low- and moderate-income Block Groups				
Tract	Block Group	Low/ Moderate Income Persons	Total Persons	% Low/ Moderate Income
099212	1	758	1,403	54.0%
099212	3	606	1,301	46.6%
099212	4	625	1,130	55.3%
099214	4	566	758	74.7%
099215	1	1,666	3,708	44.9%
099220	1	255	528	48.3%
099220	5	736	1,348	54.6%
099235	3	727	1,805	40.3%
099241	2	922	1,636	56.4%
099244	2	917	1,747	52.5%
099305	1	1,051	2,482	42.3%
099305	2	516	1,042	49.5%
099305	3	733	1,640	44.7%
099305	4	1,418	2,276	62.3%
099306	2	536	1,281	41.8%
099306	3	563	1,129	49.9%
099307	1	444	892	49.8%
099307	2	533	1,259	42.3%
099402	2	1,362	2,180	62.5%
099402	3	3,038	3,571	85.1%
099402	4	2,047	2,395	85.5%
099405	3	939	2,005	46.8%
099408	1	776	1,883	42.1%
099410	3	1,466	2,329	62.9%
099411	2	953	1,851	51.5%
099411	3	693	1,509	45.9%
099411	4	930	1,479	62.9%
099412	1	882	1,860	47.4%
099413	4	982	1,464	67.1%
099508	3	744	1,322	56.3%
099508	4	402	897	44.8%
Source: www.HUD.gov				

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

The following are community development priorities and activities to be pursued in FY 2012-2013 using CDBG funds.

Priority 6: Provide and Improve Community Services for Low- and Moderate-Income Persons and Those with Non-Homeless Special Needs

CD-1: Senior Services – High Priority

The City may use CDBG funds to provide needed senior services in the City. Needed services include: housing, in-home services, health services, adult day care, information and referral and transportation. The City is also focused on providing support and services for family members and caregivers of elderly residents. Providing education and outreach to improve overall community wellness is important to the City of Huntington Beach.

CD-2: Youth Services – High Priority

Youth services, particularly those for at-risk youth (youth with issues related to truancy, substance abuse, runaway, peer pressure and personal crisis), are need to provide youth with a positive direction in life. The City may use CDBG funds to sponsor a variety of youth services, including child care, recreation and supportive services for abused and neglected children. The City's Community Services Department provides a variety of programs. In addition, the Police Department partners with Community Services Program, Inc to provide Gang Prevention Program.

CD-3: Community and Special Needs Services – Medium Priority

CDBG funds may be used to provide a variety of community services including, but not limited to, health services, literacy programs, employment training, supportive services for the disabled, substance abuse services and assistance to victims of domestic violence.

Priority 6 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
Senior Services			5-Year: 1,000 persons	SL-1
Seniors Outreach Care Management (CD-1)	$34,000	Case management and services to homebound seniors	FY 2012-2013: 381 low/mod frail elderly	SL-1 Number of frail elderly persons assisted
Community SeniorServ-Congregate Meals (CD-1)	$5,000	Provide meals for lower income senior households	FY 2012-2013: Serve 700 meals to extremely low, very low- and moderate-income households	SL-1 Number of senior households assisted
Community SeniorServ – Home Delivered Meals (CD-1)	$8,000	Provides home delivered meals to homebound lower income seniors.	FY 2012-2013: 195 senior households	SL-1 Number of seniors assisted
Youth Services			5-Year: 2,350 persons	SL-1
Community Service Program (CD-2)	$14,000	Provide gang prevention services to youth and families at risk	FY 2012-2013: Serve 320 youth	SL-1 Number of lower income youth assisted with diversion activities
Oak View Community Center (CD-2)	$36,862	Provides cultural and recreational activities for school age very low-income residents.	FY 2012-2013: 340 extremely low-income residents in the Oak View Enhancement Area	SL-3 Number of lower income youth assisted with recreational activities
Community and Special Needs			5-Year: 50,000 persons	SL-1
Altamed *formerly* Community Care Health Center (CD-3)	$32,000	Wide range of health care services for the underserved.	FY 2012-2013: Provide health services for 4,680 low-income persons	SL-3 Number of lower income uninsured and medically underserved persons assisted
Oak View Library Literacy Program (CD-3)	$7,200	Adult literacy programs increase job skills and employment eligibility.	FY 2012-2013: 150 extremely low- and very low-income persons	SL-3 Number of lower income persons assisted
All funding is CDBG, unless otherwise noted				

Priority 7: Improve and Expand Community Facilities and Infrastructure to Meet Current and Future Needs.

CD-4: Capital Improvements and Community Facilities – High Priority

The City of Huntington Beach's Public Works Department identifies and prioritizes capital improvement projects needed in the City and Enhancement Areas. CDBG funds may be used to provide the various types of public facilities and infrastructure improvements. Public facility improvements, including energy efficiency improvements, street and sidewalk reconstruction, lighting improvements, along with drainage and other infrastructure improvements are needed.

Community facilities owned and operated by nonprofit organizations are also eligible for CDBG funding as long as the facilities meet the national objectives of serving primarily low- and moderate-income persons and/or persons with special needs.

CD-5: Accessibility Improvements in Public Structures and Facilities – High Priority

According to the 2000 Census, 25,127 Huntington Beach residents had one or more disabilities. Specifically, 9,810 Huntington Beach residents may be considered as physically disabled, according to the Census. To comply with ADA requirements, the City must ensure that all public facilities, including all parks facilities, be accessible to persons of all abilities. Accessibility improvements to meet the requirements of the Americans with Disabilities Act are ranked as a high priority need. All curbs and sidewalks need to be improved citywide. CDBG funds may be used to fund the balance of these improvements in the enhancement areas over the five year period.

Community facilities owned and operated by nonprofit organizations are also eligible for CDBG funding as long as the facilities meet the national objectives of serving primarily persons with disabilities.

Priority 7 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
New Projects			**5-Year: 5 capital improvements/public facilities 5 ADA projects**	
Keelson Lane Reconstruction	$150,454	Reconstruction of Keelson Lane within Census Tract 994.02 BG 4	FY 2012-2013: 1 project/1 location within Census Tract 994.02 BG 4	SL-1 1 location improved; benefitting disabled residents and 2,047 low and moderate income residents
Continuing Projects from Prior Years				
ADA Renovations – City Hall – Phase 1 (CD-5)	Total: $360,073 (including an administrative amendment to increase Phase 1 by $21,000 from unprogrammed funds to cover the design costs)	Improvements to City Hall such as ramps, railings, doors, doorways, restrooms and fixtures to bring the facility to ADA standards.	FY 2011-2012: 1 public facility	SL-1 One facility improved, benefitting disabled residents
ADA Renovations – City Hall – Phase 2 (CD-5)	Total: $ 645,000 (FY 2011/12: $267,920 Unprogrammed: $ 377,080)	Improvements to City Hall such as ramps, railings, doors, doorways, restrooms and fixtures to bring the facility to ADA standards.	FY 2011-2012: 1 public facility	SL-1 One facility improved, benefitting disabled residents

Priority 7 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
ADA Ramps and Curb Cuts (CD-5)	Total: $75,000 (FY 2011/12: $45,000 Unprogrammed: $30,000)	Installation of ramps and curb cuts at various locations	FY 2011-2012: 1 project/75 locations	SL-1 75 locations improved, benefitting disabled residents
Central Park ADA Ramp at City Building	$40,000 (Unprogrammed funds)	Install an ADA ramp at City Building adjacent to a parking lot	FY 2011-2012: 1 project/1 location	SL-1 1 location improved; benefitting disabled residents
ADA Improvements – OakView Community Center (CD-5)	$66,000	Modifications to parking areas, ramps, steps, thresholds, doors and doorways, restrooms, sinks, cabinets, drinking foundations and signage to meet current accessibility standards.	FY 2011-2012: 1 public facility	SL-1 One facility improved, benefitting disabled residents
ADA Improvements – Banning Branch Library (CD-5)	$26,000	ADA modifications to the parking area, ramps, handrails, doors and doorways, restrooms, drinking fountains and signage.	FY 2011-2012: 1 public facility	SL-1 One facility improved, benefitting disabled residents
ADA Improvements – Central Park Restrooms (CD-5)	$167,911 (including an administrative amendment to increase the budget by $25,000 from unprogrammed funds)	ADA improvements to restrooms at the Central Park	FY 2011-2012: 1 public facility	SL-1 One facility improved, benefitting disabled residents
Huntington Street and Edam Circle Improvements (CD-4)	$203,000 (including $158,771 from CDBG-R and $44,229 from unprogrammed funds as a substantial amendment approved in March 2010)	Reconstruction of Edam Circle streets and sidewalks and installation of curb ramps at various intersections throughout the City.	FY 2011-2012: Two Streets (Edam Circle and Huntington Street)	SL-1 Streets improved, benefitting low/mod and disabled residents and helped retain jobs in the City

Priority 8: Provide for Planning and Administration Activities

To ensure the effective use of limited CDBG and HOME funds, the City must allocate money towards planning and monitoring. Preparation of annual updates allows the City to address the community's changing needs. Continued outreach to low- and moderate-income households should be conducted as part of the CDBG program's required public participation process. Up to 20 percent of CDBG funds and up to ten percent of HOME funds can be used to support general administration of the CDBG and HOME programs. Funds are used to cover costs for salaries, services, supplies and general overhead. Any CDBG funds not used by the end of the program year shall be reprogrammed to other eligible activities.

In order to make adequate provision for the housing needs of all economic segments of the community, the City must pursue actions that promote housing opportunities for all persons regardless of race, color, national origin, ancestry, religion, sex, familial status, marital status, age, disability, source of income, or sexual orientation.

Priority 8 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
Planning and Administration	$159,149 (CDBG) $40,081 (HOME)	Administration of HOME and CDBG programs	N/A	Compliance with HUD regulations
Fair Housing Council of Orange County	$30,000	Provide Fair Housing services for all residents.	FY 2012-2013 Serve 500 households	DH-1 Households assisted with services so they could retain or attain housing in the City

Priority 9: Promote Economic Development and Employment Opportunities for Low- and Moderate-Income Households

Huntington Beach has long held the highest standards for its businesses and residents. The goals of the Economic Development Department are to retain and expand the City's base of retail and industry. The department works with other City departments, county and state agencies, colleges and non-profit groups to provide economic development resources. By utilizing various economic development tools, including activities carried out by the Redevelopment Agency, the City's property tax and sales tax revenue shall continue to support city services and provide for a strong local economy. Specifically, the City:

1. Provides staff support to Economic Development Committee, a subcommittee of City Council.
2. Continues interdepartmental meetings to increase efficiency, improve working relationships between departments, and to assist new developments through the City processes.
3. Markets City and economic development at various conferences, such as the International Conference of Shopping Centers and participate with local partners namely the Huntington Beach Chamber of Commerce and the Huntington Beach Marketing and Visitors Bureau.

CD-6: Section 108 Loans – High Priority

The City has utilized Section 108 loans in the past to provide for economic development activities. CDBG funds will be used to repay the existing Section 108 loans. While the City does not anticipate issuing new Section 108 loans. The City has refinanced the existing loans. Refinancing the Section 108 loans will reduce the City repayments and thereby releasing CDBG funds for other activities, including housing rehabilitation and code enforcement.

Section 108 Loan: A Section 108 Loan used for the development of the Hyatt Regency Huntington Beach Resort and Spa created 362 new jobs as of the hotel opening in January 2003. Of the 362 new jobs created, 283 employees (78 percent of the total) met HUD's low-moderate income criteria. An initial report was filed with HUD in 2003, and the second annual monitoring report was submitted to HUD in third quarter 2004. The second annual report reflected over 75 percent of the more than 400 jobs created by this project have gone to low-moderate income applicants.

CD-7: Regional Assistance Programs

Lack of capital to start, expand or relocate a business is one of the biggest problems facing business today. In an effort to relieve this problem, the Business Development division works to establish a good working relationship with local banks, state and federal offices and various other community, regional, and governmental resources. The division can then direct businesses in need to the proper sources and help them take advantage of a multitude if business incentive programs, including community reinvestment programs, SBA loan programs, industrial development and job training, financial incentive programs, those offered by Air Quality Management District, and bond and loan programs operated by the US and California Department of Commerce. Specific activities include:

- Small Business Technical Assistance – High Priority
- Business Resource Seminars – Medium Priority
- Economic Development Conference – Low Priority

CD-8: Business Improvement District

The City has several Business Improvement Districts (BIDs): Auto Dealers BID; Hotel/Motel BID; and Downtown Business Owners BID. The BIDs facilitate regular assessments and organized communication between business owners and City staff to make improvements designed to enhance business and advance their goals. Specific activities include:

- Free Downtown Shuttle Program (Tuesdays) – Medium Priority
- Free Downtown Shuttle Program (Summer Weekends) – Medium Priority

Priority 9 Activities				
Activity	**Funding**	**Description**	**Proposed Accomplishment**	**Performance Measure/Outcome**
Repayment of Section 108 Loan (CD-6)	$174,109	Annual loan payment for rehabilitation of historic City Gymnasium and Pool	362 jobs created already	EO-1 No addition accomplishments expected
Regional Assistance Program (CD-7)	Local Program	Small Business Technical Assistance	5-Year: 200 assistance instances FY 2012-2013: 40 assistance instances	EO-1 Small businesses assisted – jobs created or retained
		Business Resource Seminars	5-Year: 20 seminars FY 2012-2013: 4 seminars	
		Economic Development Conference	5-Year: 5 conferences FY 2012-2013: 1 conference	
Business Improvement District (CD-8)	Local Program	Free Downtown Shuttle (Tuesdays)	5-Year: 212 persons FY 2012-2013: 50 persons	EO-1: Promoted downtown businesses and attracted customers to downtown
		Free Downtown Shuttles (Summer Weekends)	5-Year: 60 persons FY 2012-2013: 12 persons	

Antipoverty Strategy

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

FY 2012-2013 Action Plan Antipoverty Strategy Response:

1. Antipoverty Strategy

The 2000 Census indicates that only 6.6 percent of the City's population was classified as living below the poverty level. Typically, a higher proportion of female-headed households experience poverty than other segments of the population. In Huntington Beach, about 19 percent of the City's female-headed households lived below the poverty level in 2000. Specifically, 20.4 percent of the City's female-headed households with children under 18 years of age and over 27 percent the female-headed households with children under 6 years of age lived below the poverty level in 2000.

Although the City has a lower proportion of households living below the poverty level than the County, the City's anti-poverty strategy aims to:

- Reduce the number of families on welfare;
- Reduce the number of families needing housing subsidies; and

- Increase economic opportunities for low-income persons.

The City's anti-poverty strategy enhances the employability of residents through the provision of employment training and supportive services, while expanding employment opportunities for persons in poverty by creating/retaining jobs through redevelopment. Specifically, the City continues to support the Project Self-Sufficiency program. This program aims at assisting low-income single parents with children to achieve economic independence from public assistance through personal development, education, and job training. Participants are encouraged to attend a monthly support meeting focusing on providing skills, abilities, and resources to promote self sufficiency. Project Self-Sufficiency maintains a food pantry and links participants with needed clothing, furniture, used computers, and cars. In addition, the City continues to fund literacy programs that help enhance the employability of low-income persons with reading problems. Other economic development activities also work to retaining or creating jobs for Huntington Beach residents, including low-income or poverty level residents.

Activities to Expand Economic Opportunities

Huntington Beach has long held the highest standards for its businesses and residents. The goals of the Economic Development Department are to retain and expand the City's base of retail and industry. The department works with other City departments, county and state agencies, colleges and non-profit groups to provide economic development resources. By utilizing various economic development tools, including activities carried out by the Redevelopment Agency, the City's property tax and sales tax revenue shall continue to support city services and provide for a strong local economy. Specifically, the City:

1. Provides staff support to Economic Development Committee, a subcommittee of City Council.

2. Continues interdepartmental meetings to increase efficiency, improve working relationships between departments, and to assist new developments through the City processes.

3. Markets City and economic development at various conferences, such as the International Conference of Shopping Centers and participate with local partners namely the Huntington Beach Chamber of Commerce and the Huntington Beach Marketing and Visitors Bureau.

Programs and activities to promote economic development are discussed under Priority 9.

NON-HOMELESS SPECIAL NEEDS HOUSING

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

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

*Please also refer to the Non-homeless Special Needs Table in the City's Five-Year Consolidated Plan.

FY 2012-2013 Action Plan Non-Homeless Special Needs Response:

1. Priorities and Specific Objectives

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

Huntington Beach will assist special needs population through the provision of housing programs, community services and improvements to facilities (including ADA improvements as described in the Community Development Strategies section of this document.

2. Federal, State and Local Resources

Additional federal, State, local public- and private-sector resources likely to be available for addressing identified non-homeless special needs include CDBG funds. Additional resources, such as non-profit organizations, have been identified in the Community Development section in this document.

Housing Opportunities for People with AIDS

1. *Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.*
2. *Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing and assistance for persons who are not homeless.*
3. *Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.*
4. *Report on annual HOPWA output goals for the number of households assisting during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.*
5. *Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.*
6. *Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.*
7. *Describe any barriers (including non-regulatory) encountered, actions in response to barriers and recommendations for program improvement.*
8. *Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.*
9. *Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.*

**Please also refer to the HOPWA Table in the Needs.xls workbook.*

FY 2012-2013 Action Plan HOPWA Response:

The City of Huntington Beach does not receive funding for Housing Opportunities for People with AIDS (HOPWA), but staff actively participates in countywide and other regional forums to address the needs of this population.

Specific HOPWA Objectives

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

FY 2021-2013Action Plan Specific HOPWA Objectives Response:

Not applicable; the City of Huntington Beach does not receive HOPWA funding.

OTHER NARRATIVE

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

2012-2013 Action Plan Summary CDBG Funds

This Chart below shows only the FY 2012-2013 allocation; it does not include reprogrammed funds

	2012-2013
Allocation Amount	**$945,747**
Administration (20% Cap)	**CDBG**
CDBG Administration	$159,149
Fair Housing Council of Orange County	$30,000
Total Administration	**$189,149**
Section 108 Loan Payment (required)	**$174,109**
Housing Programs	
Housing Rehab Loan Administration	$80,000
Special Code Enforcement	$210,173
Total Housing	**$290,173**
Public Services (15% Cap)	
City of HB – Community Services Dept/Oak View Community Center Children's Bureau	$36,862
City of HB – Community Services Dept./ Project Self Sufficiency	$4,800
City of HB – Community Services Dept./ Seniors Outreach	$34,000
City of HB – Library Services/ Oakview Family Literacy	$7,200
AltaMed's HB Community Care Health Clinic	$32,000
Community Services Programs, Inc. (CSP)	$14,000
Community SeniorServ, Inc. – Congregate Meals	$5,000
Community SeniorServ, Inc. – Home Delivered Meals	$8,000
Total Public Services	**$141,862**
Public Improvements	
Keelson Lane Reconstruction	$150,454
Total Public Improvements	**$150,454**
CDBG Total	**$945,747**

HOME FUNDS

Administration	$40,081
Affordable Housing	$360,725
Total HOME Funding:	**$400,806**

Appendix A
CPMP Project Forms (Listing of Projects)

Appendix B
Standard Forms 424

Appendix C
Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

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

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

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

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

2. Establishing an ongoing drug-free awareness program to inform employees about-

   (a) The dangers of drug abuse in the workplace;
   (b) The grantee's policy of maintaining a drug-free workplace;
   (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
   (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;

4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will-

   (a) Abide by the terms of the statement; and
   (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -

   (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

   (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan -- The housing activities to be undertaken with CDBG and HOME funds are consistent with the strategic plan.

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

_____ _____

Signature/Authorized Official Date

_____

Title

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during FY 2012-2013 shall principally benefit persons of low- and moderate-income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

   However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

Lead-Based Paint -- Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with the requirements of 24 CFR §570.608;

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

_____ _____

Signature/Authorized Official Date

_____

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance – If the participating jurisdiction intends to provide tenant-based renal assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs – it is using an will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using an will not use HOME funds for prohibited activities, as described in § 92.214

Appropriate Financial Assistance – before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

_____ _____

Signature/Authorized Official Date

_____

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

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

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.

2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If know, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).

5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).

6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

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

2000 Main Street
Huntington Beach, CA 92648

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

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

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

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

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

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

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

Appendix D
Public Notice

Daily Pilot H.B.I.

CLASSIFIED ADVERTISING PROOF

Printed by: 0602 Patricia Gamino Dec 19, 2011, 1:15 pm
Salesperson:
Phone: Ad # 34753522

Daily Pilot H.B.I.

Account Information

Phone #: (714) 536-5227
Name: City Of Huntington Beach (Parent)
Address: PO Box 784
Huntington Beac, CA 92648-0784
Acct #: CU00070479
Client: City Of Huntington Beach-Clerk's O
Placed by:
Fax #: (714) 374-1557

Ad Information

Startdate 12-22-11
Stopdate 01-05-12
Insertions 3
Rate code &Legal Huntington Beach
Taken by 0622 Daniel Arretche
Size 1 x 99.940
Billed size 10.00 TCN Inch
Keyword
Ad type Liner
Classification 13000-Legal Notices
Publications TCN HBI

$202.50

Ad Copy:

CITY OF HUNTINGTON BEACH
CITIZENS PARTICIPATION ADVISORY BOARD (CPAB) PUBLIC HEARING NOTICE ON COMMUNITY NEEDS & 2012/13 CDBG APPLICATION

TO ALL INTERESTED AGENCIES, GROUPS, AND PERSONS: Citizens are invited to attend the Citizens Participation Advisory Board (CPAB) public hearings on community development needs for the low-moderate income residents, implementing 2010-2015 Consolidated Plan for the Community Development Block Grant (CDBG) and HOME programs funded by the Department of Housing and Urban Development (HUD). The public hearings are scheduled as follows:

Thursday, January 5, 2012, 7:00 PM
City Hall, 2000 Main Street, Lower Level, B-8

Thursday, February 2, 2012, 7:00 PM
Oakview Branch Library, 17251 Oak Lane

The purposes of the hearings are: 1) to hear citizen comments on how the City's two federal Housing and Urban Development (HUD) Community Development Block Grant and HOME programs should be expended in the following areas of community development: housing, public facilities, code enforcement, infrastructure improvements, public service projects, and economic development; and 2) to hear comments on fair housing issues. The 2010-2015 Consolidated Plan is for activities between October 1, 2012 and September 30, 2013. This is the third year of

--- ad proof pg. 1 ---

Daily Pilot
H.B.I.

CLASSIFIED ADVERTISING PROOF

Printed by: 0602 Patricia Gamino
Salesperson:
Phone:

Dec 19, 2011, 1:15 pm
Ad # 34753522

Daily Pilot
H.B.I.

the City's five-year Consolidated Plan. Persons needing accessibility assistance must call for a request for assistance at least 72 hours in advance of the meeting.
The application for 2012/2013 CDBG funding is available at http://www.huntingtonbeachca.gov/government/departments/ED/CDBG/.
The application deadline is 4:00 PM, Thursday, February 9, 2012 and should be sent to the address below.
Written comments can be addressed to:
Denise Bazant, Administrative Aide
Department of Economic Development
City of Huntington Beach
2000 Main Street - 5th Floor
Huntington Beach, California 92648
Published Huntington Beach Independent December 22 and 29 2011; and January 5, 2012.

--- ad proof pg. 2 ---

Appendix E
Summary of Public Comments

Comments Received at Public Meetings

January 5, 2012 CPAB Public Hearing (City Hall)

Representatives from various agencies spoke during Public Comments. These agencies commented on the services they provide and the need for such services for Huntington Beach residents:

1.	Janeen Laudenback	Oakview Family Center Project Self-Sufficiency Senior Services – Outreach Program
2.	Shirley Dettloff	AltaMed Community Center
3.	Michelle Yerke	Senior Outreach, Care Management
4.	Michelle Essex	Children's Bureau – Oak View

February 2, 2012 CPAB Public Hearing (Oakview Community)

Representatives from various agencies spoke during Public Comments. These agencies commented on the services they provide and the need for such services for Huntington Beach residents:

1.	Nick Popaduk	Oak View Literacy Program
2.	Anselmo Anaya	Oak View Literacy Program
3.	Teofila Gonzalez	Oak View Literacy Program
4.	Imelda Bernal	Oak View Literacy Program
5.	Claudia Soriano	Oak View Literacy Program
6.	Randy Pesqueira	Senior Care Management
7.	Brigette Beisner	Project Self-Sufficiency
8.	Shirley Dettloff	AltaMed Community Center
9.	Lorena Ortega	Project Self-Sufficiency
10.	Joan Gillinger	Oak View Literacy Program
11.	Laurie Moncrief	Oak View Literacy Program
12.	Stu Hann	Oak View Literacy Program
13.	Norma Lopez and Letty Guzman	Oak View Family Resource Center
14.	Maribel Zunga	Oak View Family Resource Center
15.	Yeraldine Polo	Oak View Recreation Program
16.	Carlos Santiago	Community Services Programs (CSP)
17.	Luis Garcia	CSP
18.	Sofia Sanchez	Oak View Literacy Program
19.	Yvonne Mange	CSP
20.	Prudencio Ramos	Oak View Literacy Program

Formal Presentations by Applicants on April 5, 2012 CPAB Meeting

These agencies attended the meeting and made presentations before the CPAB on the services they provide and the need for such services for Huntington Beach residents:

1.	Alan Zamosky	Alzheimer's Family Services Center, Family Dementia Services
2.	Elsa Greenfield	Community Services Program (CSP), Gang Prevention/Youth Development
3.	Amy Crepeau	Huntington Beach Public Library, Family Literacy Program
4.	Janeth Velazquez	Community SeniorServ, Congregate Meal Program and Home Delivered Meal Program
5.	Marc Mullendore	AIDS Services Foundation OC (ASF), Nutrition Services Program
6.	Shirley Dettloff	Alta Med Health Services, Health Care for Uninsured in Huntington Beach
7.	Bridgette Beisner	City of Huntington Beach Community Services Department, Project Self-Sufficiency (PSS)
8.	Randy Pesqueira	City of Huntington Beach Community Services Department, Senior Outreach
9.	Janeen Laudenback and Norma Lopez	City of Huntington Beach Community Services Department, Oak View Children's Bureau

May 3, 2012 CPAB Public Hearing

These agencies attended the meeting and made presentations before the CPAB on the services they provide and the need for such services for Huntington Beach residents:

1.	David Levy	Fair Housing Council of Orange County, Housing Counseling
2.	Kellee Fritzal	City of Huntington Beach Planning and Building Department, Special Code Enforcement
3.	Debra Jubinsky	City of Huntington Beach Public Works Department, Main Street Library ADA City of Huntington Beach Public Works Department, Reconstruction Keelson Lane
4.	Denise Bazant	City of Huntington Beach Economic Development Department, Housing Rehabilitation Loan Program

June 18, 2012 Joint Study Session of the City Council, Successor Agency, and Public Finance Authority

(to be provided)

Public Review from July 2, 2012 to July 31, 2012

(to be provided)

Public Hearing on August 6, 2012

(to be provided)