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**U.S. DEPARTMENT OF HOUSING &  
URBAN DEVELOPMENT**

**CONSOLIDATED PLAN  
ANNUAL ACTION PLAN  
2013 PROGRAM YEAR**

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# ACTION PLAN

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## I. EXECUTIVE SUMMARY

The 2013–2014 Action Plan is a one-year plan to address the community development and low- and moderate-income housing needs in the City of Lancaster. It is the ninth Action Plan in the implementation of the City’s two consecutive five-year Consolidated Plans. Both the Consolidated Plan and the Action Plan are implemented by the City’s Department of Housing and Neighborhood Revitalization.

The City anticipates receiving \$1,400,000 from the federal Community Development Block Grant (CDBG) program in the 2013 program year. The City will not apply for Home Investment Partnership Program (HOME) funds at the Federal level but will apply through the competitive process to the State of California for HOME funds. The City also plans to meet its community development and housing needs using a variety of other funding sources, including the Neighborhood Stabilization Program Three (NSP3).

City staff encouraged citizen participation throughout the Action Plan process. This included encouraging local organizations and public comment during the public review period. Using research and input from the public, City staff formulated the objectives and outcomes that are briefly described below.

### OBJECTIVES

The City of Lancaster will address the following objectives during the 2013–14 program year. These objectives are:

1. Assisting the homeless
2. Addressing non-housing needs through neighborhood revitalization efforts
3. Maintaining and/or increasing affordable housing
4. Addressing the needs of special needs groups

### OUTCOMES

The City’s outcomes for this planning period are primarily directed at neighborhood revitalization and affordability and accessibility of housing for target-income residents.

The City will offer very low- to moderate-income home buyers the opportunity to acquire rehabilitated homes as part of the neighborhood revitalization efforts. The City also received a Neighborhood Stabilization Program (NSP3) allocation of \$2,364,566 from the U.S. Department of Housing and Urban Development to sustain the City’s stock of

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affordable housing while addressing the blighting conditions caused by vacant and foreclosed homes.

The City will support the Lancaster Community Shelter for the Homeless and support the City's regional Homeless Solutions Access Center. The City will continue to support the Lancaster Community Shelter through CDBG public service activities such as operations, maintenance, labor, supplies and materials.

The City will address the needs of low- to moderate-income residents in the areas of housing rehabilitation in regards to accessibility and energy efficiency, public facility needs through infrastructure improvements and neighborhood revitalization projects. These projects will also create jobs for low- to moderate-income residents. The City will also address the needs of low- to moderate-income residents through the development of public safety facilities and programs.

The City will also fund fair housing services, which are expected to benefit approximately 600 residents:

- The Housing Rights Center will provide fair housing services including training, counseling, testing, mediation, informational printed materials (English, Spanish, and Asian languages), community outreach and education, on-site clinics, monitoring, and telephone/message accessibility.

## RESOURCES

The following is a breakdown of the resources the City of Lancaster plans to use over the next year.

- The City anticipates receiving \$1,400,000 (+/- 20%) in CDBG funds in the 2013 program year.
- The City will apply to the State of California for HOME funds through the competitive process.
- The City of Lancaster's primary source of long term funding for preserving affordable housing is from the Lancaster Housing Authority. The Lancaster Housing Authority assumed the assets of the ex-Redevelopment Agency and will continue to fund a variety of housing related projects based upon available funds.
- The City will continue to utilize available funds from a 2009-10 housing bond that will be used to fund some of the Lancaster Housing Authority's projects.

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- The City also plans to sustain the existing stock of affordable housing while addressing the blighting conditions caused by vacant and foreclosed homes with \$2,364,566 NSP3 funds.
- The Housing Authority of the County of Los Angeles offers two types of housing assistance programs: the Public Housing program and the Housing Choice Voucher program. The Housing Authority administers 22,250 Housing Choice Vouchers countywide and according to the Housing Authority an estimated 2,412 vouchers for units that are located in Lancaster.
- Aside from the programs that the County Housing Authority currently administers, HUD also provides funding for the construction of low- and moderate-income rental housing as authorized under Sections 202, 241, 236, and 811 of the National Affordable Housing Act. Many of these projects also maintain project-based Section 8 contracts to subsidize rents for low-income tenants.
- The City's General funds are limited due to the current economic conditions and the City will continue applying for grants and pursuing private and public partnerships.

## II. OVERVIEW OF CONSOLIDATED PLAN

The U.S. Department of Housing and Urban Development (HUD) implemented a process that combines the planning and application aspects of the Community Planning and Development (CPD) formula programs, including the Community Development Block Grant (CDBG), into a single, consolidated document submission. This process is called the Consolidated Plan and represents a five-year plan for the administration of HUD-funded CPD programs, including the CDBG program in which the City of Lancaster currently participates.

The Consolidated Plan is designed to be a collaborative process between local government and the community for establishing a unified vision for community development actions. The Consolidated Plan helps the City plan and also facilitates implementation of its CPD programs.

## III. CONSOLIDATED PLAN GOALS /PRIORITIES

As part of its Consolidated Plan, the City of Lancaster identified the following priorities in the Strategic Plan, along with specific objectives, to be addressed during the current five-year planning period.

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1. Rehabilitate owner- occupied residences for extremely low- to moderate-income households, the elderly, and the physically disabled.
2. Provide financial assistance to first-time homebuyers who do not exceed the moderate-income level to help them purchase affordable housing.
3. Construct affordable housing meeting the special needs of persons with disabilities and the elderly.
4. Construct affordable housing meeting the needs of the low- to moderate-income population.
5. Provide shelter and services to meet the needs of the homeless and “at risk” populations.
6. Promote and stimulate job creation/retention activities through enhanced skills assessment, employment training, and job placement for low- to moderate-income residents.
7. Provide for a safe and healthy environment through the construction and rehabilitation of City infrastructure and the expansion and development of new parks, recreational, and neighborhood facilities.
8. Provide for the public safety needs of Lancaster residents through enhanced crime awareness services.
9. Provide for public service needs for Lancaster residents through enhanced transportation services.
10. Provide for neighborhood revitalization within blighted areas.

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## IV. ANNUAL ACTION PLAN PROJECTS

To receive Community Development Block Grant funds, the City must produce an Action Plan each year. The annual Action Plan describes the City's planned investments for the coming program year, including proposed actions and proposed CDBG projects. An Action Plan is similar to a yearly operating plan for a business. It outlines the City's proposed activities in several areas and relates these activities back to the five-year strategies to address priority needs described in the Consolidated Plan.

The majority of projects funded through CDBG are available on a citywide basis. Projects that do have a specific, pre-determined geographic location are often located in or near areas with low-income households or of minority concentration (see **Appendix A** for Low Income and Minority Concentration Distribution maps).

To continue the City's efforts to meet new and continuing priorities, the City of Lancaster will fund the following CDBG projects during the 2013 program year in support of its approved 2010–2015 Consolidated Plan. This is the fourth Action Plan in the 2010-2015 five-year Strategic Plan. The new entitlement funding allocation for the 2013 program year is \$1,400,000 (+/- 20%). Any increases or decreases resulting from actual entitlement allocations will be applied equally to all proposed activities except for Section 108 loan obligations.

## PROPOSED PROJECTS

**TABLE 1  
PROPOSED CDBG ACTIVITIES AND PROJECTS**

Consolidated Plan Goals	Activity Name	Activity Description	Output	Funding
<b>Neighborhood Revitalization Activities</b>				
NI-5	Tierra Bonita Park Improvements	Tierra Bonita Park	Construction of & access to public parks.	\$150,000
<b>Housing</b>				
NI-1, NI-3	Code Enforcement Officer I	Provide code enforcement services in the neighborhood revitalization areas.	750 cases	\$120,720
NI-1, NI-3	Code Enforcement Officer II	Provide code enforcement services in the neighborhood revitalization areas.	750 cases	\$120,720
H2, H5	Homeowner	Provide funds to remove	4 to 8	\$92,484



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Consolidated Plan Goals	Activity Name	Activity Description	Output	Funding
	Disabled Accessibility Program	barriers and improve accessibility to disabled persons.	Households	
H2, H5	Veteran's Rehabilitation Grant	Provide funds to improve accessibility, energy efficiency and emergency repairs to veterans.	4 to 8 Households	\$92,484
<b>Public Services</b>				
PS-1	Fair Housing Services	Provide fair housing services including counseling and education.	Assist 600 households	\$30,000
<b>Homeless Programs</b>				
S-1	Homeless Services	Provide support for the Lancaster Community Shelter for the Homeless including maintenance, operations, labor, material and supplies.	Assist 30 persons	\$44,700
<b>Section 108 Loan Repayments</b>				
NI-2, ED-1	Fox Field Corridor	Job creation, acquisition of property, infrastructure improvements.	Project completed	\$23,963
NI-1, S-4	Mental Health Association	Relocation and expansion of Antelope Valley Mental Health Association facility.	Project completed	\$118,795
NI-1	Children's Center	Construction of new Antelope Valley Child Abuse Center.	Project completed	\$126,480
NI-2, ED-1	Rite Aid/Soccer/Fairgrounds	Job creation, acquisition of property, infrastructure improvements.	Project completed	\$229,654
<b>Planning and Administration</b>				
PA-1	Planning and Administration	Provide general administration of the CDBG program, including all planning and reporting activities.	1 year of program administration	\$250,000
<b>Total 2013–2014 Estimated Budget</b>				<b>\$1,400,000</b>

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## NEIGHBORHOOD REVITALIZATION ACTIVITIES

### Neighborhood Improvements

The Neighborhood Revitalization activities will consist of improvements to park facilities to enhance accessibility and improve the quality of life in the Tierra Bonita neighborhood. This park improvement will benefit a service area located primarily in a residential area where 51 percent or more of the persons are of low to moderate income.

- **Tierra Bonita Neighborhood Improvement (Figure B-2)**

**2013–2014 Output:** The addition and rehabilitation of recreational amenities including a ADA compliant playground equipment and stationary exercise equipment will enhance physical fitness opportunities. The park is adjacent to the Tierra Bonita elementary school providing additional physical fitness opportunities for students and for residents of the neighborhood.

**Outcome Categories:** Accessibility for the purpose of creating a suitable living environment. Provide improved Availability/Accessibility for a Suitable Living Environment and a safe and healthy environment through the construction and rehabilitation of City infrastructure and the expansion and development of new parks, recreational, and neighborhood facilities. Availability/Accessibility of Suitable Living Environment; Sustainability of Suitable Living Environment; Sustainability of Economic Opportunity

**Specific Indicators:** The improvements to the public facility/infrastructure will provide improved access and benefit a primarily residential service area where 51% or more of the estimated 7,162 residents are persons of low to moderate income.

**Goals Addressed:** NI-5

**Funding:** \$150,000 in 2013–2014 CDBG funds

### Code Enforcement Officer I

During the 2013 program year, the City of Lancaster will allocate \$120,720 for salary and overhead costs incurred by a Code Enforcement Officer. The Code Enforcement Officer will focus resources on targeted areas of the City to promote social and physical revitalization as well as enhance the quality of life for its residents through rehabilitation efforts. These code enforcement activities, together with public improvements,

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rehabilitation, and services to be provided, are expected to arrest the decline of the deteriorating or deteriorated areas.

As part of the City's comprehensive, multiyear rehabilitation plan, resources will continue to be allocated to targeted areas of the City. The City shall ensure that these resources/activities do not benefit moderate-income persons to the exclusion of low-income persons, of which at least 51 percent exist in all the census tract areas (see **Figure A-1 in Appendix A**) that will be affected under this project (**Figure C-1 in Appendix C**) and as outlined in 24 CFR, Part 570.208(a)(1).

**2013–2014 Output:** 750 homes inspected

**Outcome Category:** Sustainability for the purpose of creating Suitable Living Environments

**Specific Indicators:** The Code Enforcement activity will address deteriorating conditions in a primarily residential area where 51% or more of the persons are of low to moderate income in qualified census tracts. The activity is expected to benefit 18,617 residents in primarily residential areas.

**Goals Addressed:** NI-1, NI-3

**Funding:** \$120,720 in 2013–2043 CDBG funds

## Code Enforcement Officer II

During the 2013 program year, the City of Lancaster will allocate \$120,720 for salary and overhead costs incurred by a Code Enforcement Officer. The Code Enforcement Officer will focus resources on targeted areas of the City to promote social and physical revitalization as well as enhance the quality of life for its residents through rehabilitation efforts. These code enforcement activities, together with public improvements, rehabilitation, and services to be provided, are expected to arrest the decline of the deteriorating or deteriorated areas.

As part of the City's comprehensive, multiyear rehabilitation plan resources will continue to be allocated to targeted areas of the City. The City shall ensure that these resources/activities do not benefit moderate-income persons to the exclusion of low-income persons, of which at least 51 percent exist in all the census tract areas (see **Figure A-1 in Appendix A**) that will be affected under this project (**Figure C-1 in Appendix C**) and as outlined in 24 CFR, Part 570.208(a)(1).

**2013–2014 Output:** 750 homes inspected

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**Outcome Category:** Sustainability for the purpose of creating Suitable Living Environments

**Specific Indicators:** The Code Enforcement activity will address deteriorating conditions in a primarily residential area where 51% or more of the persons are of low to moderate income in qualified census tracts. The activity is expected to benefit 12,968 residents in primarily residential areas.

**Goals Addressed:** NI-1, NI-3

**Funding:** \$120,720 in 2013–2014 CDBG funds

## Homeowner Disabled Accessibility Program

During the 2013 program year, the City of Lancaster will allocate \$80,000 for the Homeowner Disabled Accessibility Program ("Program"), which is a housing program designed to assist very low to moderate income homeowners in the City of Lancaster, by providing grants to retrofit principal residences to be physically accessible. Priority is given to those residences located within designated neighborhoods and qualified census tracts.

Program loans may be expended for changing the level of the door thresh-holds, widening of exterior doors, door and doorway peephole, lowering doorbell, visual doorbell, rocker light switches, adjustments to rods and shelves, ramps, grab bars, lever faucets throughout, roll-in showers, shower stalls with a 4-inch bottom lip, hand-held adjustable shower heads, removable base cabinets under sink, re-positioning of the bathroom and kitchen counter tops, base cabinets with pull out shelves and base cabinets with lazy-susans. Materials used for this Program shall conform to the specifications designed by Staff. If the applicant does not approve of the materials to be used, the work item in its entirety shall be deleted.

As part of the City's comprehensive, multiyear rehabilitation plan resources will continue to be allocated to targeted areas of the City. The City shall ensure that these resources/activities do not benefit moderate-income persons to the exclusion of low-income persons, of which at least 51 percent exist in all the census tract areas as outlined in 24 CFR, Part 570.208(a)(1).

**2013–2014 Output:** 4 to 8 households rehabilitated

**Outcome Category:** Sustainability for the purpose of creating Suitable Living Environments

**Specific Indicators:** The Homeowner Disabled Accessibility Program activity will address accessibility issues for disabled persons of low to moderate

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income in qualified census tracts. The activity is expected to benefit 4 to 8 households in primarily residential areas.

**Goals Addressed:** H-2, H-5

**Funding:** \$92,484 in 2013–2014 CDBG funds

## **Veteran’s Rehabilitation Program**

During the 2013 program year, the City of Lancaster will allocate \$80,000 for the Veteran’s Rehabilitation Program, which is a housing program designed to assist very low to moderate income homeowners in the City of Lancaster, by providing grants to retrofit principal residences to be physically accessible, energy efficient, and habitable. Priority is given to qualifying veterans located within designated neighborhoods and qualified census tracts. The Veteran’s Rehabilitation Program is a housing program designed to assist lower income veterans who are homeowners (honorably discharged) in the City of Lancaster, by providing loans to rehabilitate their primary residences. Priority is given to those residences located within designated neighborhoods and qualified census tracts.

Program loans may be expended for correcting code violations, deterioration of the structure or fencing, repair or replacement of roofing, HVAC systems, wall heaters, and evaporative coolers, windows, screens, garage doors, entry doors, exterior painting, electrical and plumbing. In addition, energy efficient improvements and accessibility enhancements also qualify for eligible program participants. Site work involving the foundation, drainage improvements or other health and safety concerns may also be eligible. Materials used for this Program shall conform to the specifications designed by Staff. If the applicant does not approve of the materials to be used, the work item in its entirety shall be deleted.

As part of the City’s comprehensive, multiyear rehabilitation plan resources will continue to be allocated to targeted areas of the City. The City shall ensure that these resources/activities do not benefit moderate-income persons to the exclusion of low-income persons, of which at least 51 percent exist in all the census tract areas as outlined in 24 CFR, Part 570.208(a)(1).

**2013–2014 Output:** 4 to 8 households rehabilitated

**Outcome Category:** Sustainability for the purpose of creating Suitable Living Environments

**Specific Indicators:** The Veteran’s Rehabilitation Program activity will address accessibility, energy efficiency and habitability issues for veterans of low to moderate income in qualified census tracts. The activity is expected to benefit 4 to 8 households in primarily residential areas.

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**Goals Addressed:** H-2, H-5

**Funding:** \$92,484 in 2013–2014 CDBG funds

## Fair Housing Services

The Housing Rights Center provides fair housing services to the residents of Lancaster. The Los Angeles Housing Department administers a contract with the Southern California Housing Rights Center. The center, together with its subcontractors, Fair Housing Council of San Fernando Valley and Fair Housing Foundation, provides the following services:

- Investigations of housing discrimination complaints concerning housing for rent or sale, advertising, lending, insurance, steering, blockbusting, and hate crimes.
- Remedies for valid complaints, including conciliations, legal action, and administrative referrals to state and federal fair housing agencies.
- Multilingual counseling on fair housing and predatory lending issues.
- Multilingual property owner, manager and realtor training sessions.
- Educational seminars, workshops and presentations on fair housing.

**2013–2014 Output:** Fair housing services for 700 households

**Outcome Category:** Availability/Accessibility of Decent Housing

**Specific Indicators:** Activity will benefit approximately 700 households with Accessibility for the purpose of providing decent affordable housing.

**Goals Addressed:** PS-1

**Funding:** \$30,000 in 2013–2014 CDBG funds

## Homeless Programs

The Lancaster Community Shelter provides homeless services to the persons located in Lancaster. The shelter is the only one of its kind in the entire Antelope Valley. There are currently 14 family transitional units that are utilized to provide temporary shelter to families in need as permanent housing is located. The \$44,700 CDBG allocation will assist the shelter with maintenance, operations, labor, supplies and material that are needed to fully operate the transitional family units.

As part of the City's goals and strategies to end chronic homelessness, resources will be allocated to provide funding for eligible activities to address program objectives stated in the

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2010-2015 Consolidated Plan. The City shall ensure that these resources/activities do not benefit moderate-income persons to the exclusion of low-income persons.

**2013–2014 Output:** Homeless Program services for 30 families

**Outcome Category:** Suitable Living Environment

**Specific Indicators:** Activity will benefit approximately 30 families with Suitable living environment for the purpose of providing transitional housing and like services.

**Goals Addressed:** S-1

**Funding:** \$44,700 in 2013–2014 CDBG funds

## Repayment of Section 108 Loan Programs

Through Section 108, HUD guarantees notes issued by units of general local government. Proceeds have financed economic revitalization and development activities that include housing and rehabilitation of privately owned buildings for residential purposes; expansion of for-profit businesses; financing and rehabilitation of low-income and public housing; acquisition, construction, or rehabilitation of neighborhood and community facilities; site improvement on community-owned land leased to a developer for a commercial or industrial development project; site development; purchase of land or buildings for economic development; and infrastructure development that includes street reconstruction and/or sewer system repairs.

**TABLE 2  
REPAYMENT OF SECTION 108 LOANS**

Activity	Total Amount of Loan	Previous Amount Paid	2013–2014 Repayment	Remaining Amount of Loan (Principal & Interest)
Fox Field Corridor	\$320,000	\$32,000	\$23,963	\$277,248.10
Mental Health Association	\$1,450,000	\$122,000	\$118,795	\$1,325,614.10
Children’s Center	\$1,500,000	\$128,500	\$126,480	\$1,555,565,.25
Rite Aid/Soccer/Fairgrounds	\$1,300,000	\$222,200	\$229,654	\$1,973,033
<b>Total</b>	<b>\$4,750,000</b>		<b>\$498,892</b>	

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The following is a discussion of projects that were funded through Section 108 loans and will be repaid during the 2010–2015 Consolidated Plan period.

## Industrial Infrastructure (Fox Field); Housing Site Property Acquisition (Sate Fairgrounds); and Recreational Facilities (Soccer Complex) **\$229,654 in 2013–2014 CDBG funds**

This \$3.1 million loan was secured for the purpose of meeting high priority community development needs outlined in the City's 2005–2009 Consolidated Plan and continued in the 2010–2015 Consolidated Plan. These priorities included job creation through economic development activities, acquisition of property for the purpose of providing affordable housing, and the elimination of blight through the construction of public facilities. All three projects have been completed; however, the following is a brief summary outlining each of the projects covered by this loan (see **Figure D-1** in **Appendix D** for a map of this project).

- a. Public improvements and economic development activities in the Fox Field Industrial Corridor (\$500,000) – Infrastructure improvements in support of retaining the new jobs created as a result of the Avenue H Overpass project (850 new jobs) and providing for future business expansion as well as attraction of other industrial/manufacturing businesses.
- b. Acquisition of state fairground property located at Division Street and East Avenue I for the construction of future affordable housing, a neighborhood park, and a retail center in a low/moderate-income area (\$1.3 million).
- c. Elimination of blighting conditions through the development of recreational facilities in Redevelopment Project Area No. 6 (\$1.3 million).

## Industrial Corridor Infrastructure **\$23,963 in 2013–2014 CDBG funds**

Job creation continues to be a high priority for the City of Lancaster and this Section 108 loan was used to assist the City in addressing a community development need. This \$320,000 loan was secured to assist the City of Lancaster with additional economic development activities and the construction of public improvements in the Fox Field Industrial Corridor. It was used to augment the \$500,000 in loan funding that was received through the \$3.1 million Section 108 loan. As previously stated, these improvements are completed and will continue to aid in bringing new industrial and manufacturing businesses to the area and create additional new jobs for low- and moderate-income residents (see **Figure D-2** in **Appendix D** for a map of this project).



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## Children's Center \$126,480 in 2013–2014 CDBG funds

During the 2003 program year, the City received approval of its application for \$1.5 million in Section 108 loan funding for the construction of a new Antelope Valley Child Abuse Center (Children's Center) facility. This facility is located in a more convenient, centralized location within the City's North Downtown Neighborhood Revitalization/Transit Village project area. These Section 108 loan funds were used to support construction of the new 15,445 square foot facility (see **Figure D-3** in **Appendix D** for a map of this project).

The purpose of this loan is to meet the goal/priority need of providing neighborhood revitalization identified in the City's Strategic Plan in addition to supporting the "special needs" and youth populations along with addressing community development needs.

As part of the City's comprehensive, multiyear rehabilitation plan, resources will continue to be allocated to targeted areas of the City. The City shall ensure that these resources/activities do not benefit moderate-income persons to the exclusion of low-income persons, of which at least 51 percent exist in all the census tract areas that are under this project and as outlined in 24 CFR, Part 570.208(a)(1).

## Mental Health Association \$118,795 in 2013–2014 CDBG funds

In August 2003, the City received \$1.45 million in Section 108 loan funding for the relocation and expansion of the Antelope Valley Mental Health Association facility to a more centralized location within the City's North Downtown Neighborhood Revitalization/Transit Village project area. The Section 108 loan funds have been used to acquire the property needed for the construction of the new facility (see **Figure D-4** in **Appendix D** for a map of this project).

The purpose of this loan is to assist in meeting the goal/priority need of providing neighborhood revitalization identified in the City's Strategic Plan in addition to supporting the homeless and special needs populations along with addressing community development needs.

## V. GEOGRAPHIC DISTRIBUTION

The City's CDBG entitlement funds for the 2013 program year will be allocated toward targeted areas of the City to promote social and physical revitalization and to enhance the quality of life for its residents.

The City of Lancaster does not have a HUD-approved neighborhood revitalization strategy; however, census tract 9008.06 within the North Downtown Transit Village project has been federally defined as a "Qualified Census Tract" for additional federal funding. The City of Lancaster has designated thirteen areas in the city as revitalization areas:

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- Desert View Neighborhood Improvement
- El Dorado Neighborhood Improvement
- Joshua Neighborhood Improvement
- Lancaster Downtown Specific Plan
- Linda Verde Neighborhood Plan
- Lowtree Neighborhood Project (LNP)
- Mariposa Neighborhood Improvement
- North Downtown Revitalization/Transit Village Project (NDTV)
- Northeast Gateway Corridors Plan (NGCP)
- Parkview Neighborhood Improvement
- Piute Neighborhood Improvement
- South Downtown Neighborhood Improvement
- Trend Tract Neighborhood Improvement
- Yucca Neighborhood Improvement

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## V. HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES

During the 2013 program year, the City will continue to meet its Consolidated Plan goals/priorities by funding projects, through various funding sources, that support the homeless and special needs households and promote job creation and training.

### ANTELOPE VALLEY HOMELESS COALITION

The City will continue its support of the regional Antelope Valley Homeless Coalition to meet the needs of the area's homeless and those threatened with homelessness. This coalition comprises regional service providers that offer a wide array of services to the homeless and "at risk" populations in the Antelope Valley.

### LANCASTER COMMUNITY SHELTER

The Lancaster Community Shelter is the only dedicated facility that provides shelter and services for the homeless in the Antelope Valley Service Population Area (SPA 1). The shelter's sphere of influence includes the cities of Lancaster and Palmdale and the unincorporated areas of Los Angeles County.

The shelter property is owned by the City and leased to Grace Resources for \$1.00. Grace Resources entered into a management agreement to provide homeless services in July of 2011.

The City of Lancaster was awarded a \$1 million grant from the Los Angeles County Community Development Commission for the expansion of the existing Lancaster Homeless Shelter to construct 14 transitional housing units for families. Construction began in the 2007 program year and was completed in October 2008. The shelter now has a total of 16 units to assist persons in the Antelope Valley with transitional housing.

### WORK-SOURCE CALIFORNIA ANTELOPE VALLEY ONE-STOP CAREER CENTER

The City will continue to be an active partner in the Work-Source California Antelope Valley One-Stop Career Center, which provides training and employment support services to area job seekers.

In an effort to lower the chances of high-risk residents becoming homeless, the City, in conjunction with the State Enterprise Zone tax incentive program and the One-Stop Career Center programs, will continue to work with community organizations, area businesses, and training service providers to assist unemployed residents in obtaining both the training and support necessary to obtain and retain employment.

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## ANTELOPE VALLEY CHILD ABUSE CENTER (CHILDREN'S CENTER)

The City will continue to assist the Antelope Valley Child Abuse Center (Children's Center), through the repayment of a Section 108 loan (\$1.5 million). The center has located its operations within the City's North Downtown Neighborhood Revitalization/Transit Village project area. The Antelope Valley Child Abuse Center provides an outpatient, nonresidential facility for the treatment of abused, neglected, and "at risk" children.

The center offers a child abuse treatment program for children of all ages known as the Family Preservation Program. This program is a multidisciplinary program involving the Department of Children and Family Services, Mental Health, and the Probation Department.

The center's Home-Based Program offers school readiness for children ages 3 to 5 as well as family bonding. The Home-Based Program also targets children who only speak Spanish, those at risk for special education, and those children living in rural areas not accessible to public transportation or preschool educational opportunities.

## MENTAL HEALTH ASSOCIATION

The City will also continue to assist in the relocation and expansion of the Antelope Valley Chapter of the Mental Health Association (MHA) through the repayment of a Section 108 loan (\$1.45 million) obtained for this purpose. This loan will allow the Mental Health Association to relocate its operations within the City's North Downtown Neighborhood Revitalization/Transit Village project area. Relocating in this area will allow the MHA center to be in closer proximity not only to transportation but also to other support services for its clients.

The Mental Health Association offers a broad range of services to adults (from age 17) in the Antelope Valley. Its integrated services customize a range of mental health care, housing, employment, and money management services along with providing one-on-one case management support to its clients.

## VII. OTHER ACTIONS

During the 2013 program year, the City will continue to meet its Consolidated Plan goals/priorities by funding projects, through various funding sources, that provide for the elimination of blighting conditions in low/moderate-income areas; provide services to the needy; provide for enhanced public safety; provide for enhanced transportation services; support affordable housing needs; provide revitalization efforts in targeted low/mod-income neighborhoods; and promote job creation and training.

# ACTION PLAN

## PLANNED ACTIONS TO ADDRESS OBSTACLES TO MEETING UNDERSERVED NEEDS

Obstacles to meeting undeserved needs primarily fall into the categories of funding and staff availability. The bulk of financial assistance for delivery of services provided by the City comes from the City's General Fund. Gaps in this delivery system are primarily related to declining state and federal funding sources and to fluctuations in the level of economic and development growth that occurs within the community. The reason for this is that the primary source of revenue for the City is a direct result of economic and development growth through sales and property taxes.

The California state budget crisis, which has worsened since the 2003 program year, has impacted the City of Lancaster. In addition, the dissolution of the Lancaster Redevelopment Agency has impacted projects and programs that were once funded through tax increment revenues. In addition, building permits and other sources of revenue remain flat due to the housing and economic crisis.

The City will continue to determine priority housing and service needs by income group considering factors such as available resources, staff capacity, timing, and local political and community interests. As in the past, priority consideration will be given to those groups experiencing the most significant housing problems or where the most serious neighborhood problems exist.

To overcome current and projected financial obstacles in meeting underserved needs, the City will continue to aggressively pursue leveraging resources through public and private partnerships as well as searching for additional funding sources to augment CDBG funds in providing housing programs and services to the underserved segment of the community. As additional funding sources become available, those funds will be used to support ongoing programs as well as to finance additional programs.

### **Social Services**

To enhance its ongoing continuum of care for the needy as well as improve and expand the provision of social service benefits for the community, the City will work in partnership with local nonprofit organizations in order to increase the social service benefits available to the residents of the Antelope Valley.

**Children's Center** – During the 2003 program year, the City was awarded a Section 108 loan guarantee for \$1.5 million to support the construction of a new Antelope Valley Child Abuse Center (Children's Center). This organization provides services to the region's abused and neglected children. Construction began during the 2005 program year and was

# ACTION PLAN

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completed during the 2006 program year. This project is located in the North Downtown Neighborhood Revitalization/Transit Village project area (see **Figure D-3**).

The City has allocated \$126,480 for repayment of this Section 108 loan during the 2012 program year.

**Mental Health Association** – The City was awarded a Section 108 loan in the amount of \$1.45 million to assist with the relocation and expansion of the Antelope Valley Mental Health Association (MHA). The property acquisition phase of this project was completed during the 2005 program year. The cost of property acquisition was funded from the Redevelopment Agency’s 20 percent set-aside housing budget in addition to the Section 108 loan funds. Construction was completed in the 2008 program year.

This project will support the needs of the mentally ill within not only the City of Lancaster but also the regional area with a larger facility that will be able to accommodate more services in a location that will be more easily accessible to MHA clients. The new Mental Health Association facility is located within the Downtown Revitalization/Transit Village area (see **Figure D-4**).

The City has allocated \$118,795 for repayment of this Section 108 loan during the 2012 program year.

**Regional Homeless Coalition** – The City will also continue its support of the Antelope Valley Homeless Coalition in meeting the needs of the area’s homeless and those threatened with homelessness.

**Lancaster Community Shelter** – The Lancaster Community Shelter is the only dedicated facility that provides shelter and services for the homeless in the Antelope Valley Service Population Area (SPA 1). Its jurisdiction includes the cities of Lancaster and Palmdale and the unincorporated areas of Los Angeles County.

Grace Resources has operated the Lancaster Community Shelter on behalf of the City of Lancaster since 2011 and will continue to operate the facility and administer supportive housing programs to include the additional 14 family units.

The City has allocated \$44,700 for maintenance, operations, labor, material and supplies during the 2013 program year.

## Job Creation

**Work-Source California Antelope Valley One-Stop Career Center** – The City will continue to be an active partner with the center providing employment support services to area residents. This will be accomplished through the City’s efforts in working with

# ACTION PLAN

businesses to hire state-recognized Enterprise Zone eligible employees. While there are 26 criteria that can qualify a job seeker as Enterprise Zone eligible, most of the categories fall within the criteria of “disadvantaged.” Through the State Enterprise Zone tax hiring credit, a business is entitled to over \$31,000 in state tax credits, over a five-year period, for every qualifying employee that is hired.

**Fox Field Industrial Area Infrastructure** – In 1990 the City was awarded a Section 108 loan in the amount of \$320,000 to provide additional funding support to the \$500,000 loan (portion of \$3.1 million loan) that was used to add infrastructure in the Fox Field Industrial Corridor area in order to support current and future manufacturing and light industrial businesses. As a result of the infrastructure enhancements, new businesses continue to locate in this area.

Approximately 1,700 new jobs have already been created as a result of the City’s economic development activities in the Fox Field Corridor.

The City has allocated \$23,963 for repayment of this Section 108 loan during the 2013 program year.

## FOSTER AND MAINTAIN AFFORDABLE HOUSING

The City’s 2006–2014 Housing Element includes a number of important programs to facilitate the development of affordable housing in Lancaster. The City’s housing goals/priorities continue to be those of furthering the provision of affordable, safe, healthy, and livable housing to its residents as well as providing safe neighborhoods. This includes providing affordable housing to extremely low-, low-, and moderate-income persons/families that experience housing cost burdens, live in deteriorated units, or require certain special services to maintain a satisfactory lifestyle.

During this program year, the City will continue its efforts to rehabilitate owner-occupied and renter-occupied dwellings and to provide for neighborhood revitalization within the North Downtown Neighborhood Revitalization/Transit Village project area for the purpose of providing a centralized, downtown public park, public service facilities, infrastructure improvements, and low- to moderate-income housing.

In addition to CDBG funds, other city funds are used to foster and maintain affordable housing throughout Lancaster. The following is a discussion of both CDBG-funded projects proposed for the 2013 program and other affordable housing projects/programs the City will be undertaking.

### Housing Rehabilitation

**Rental Housing Rehabilitation** (City funded) – As part of the City’s Housing Restoration and Preservation Program, the Lancaster Housing Authority’s Housing and Neighborhood

# ACTION PLAN

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Revitalization Department will continue with the rehabilitation of rental housing units within redevelopment project areas with approved vision plans located in a low- and moderate-income area encompassing portions of 2010 Census Tract 9008.06 (see **Figure B-1**). Fund availability is dependent upon State and Los Angeles County allocations.

**Homeowner and Senior Citizen Home Improvement Programs.** Continue the Homeowner Home Improvement Program and the Senior Citizen Home Improvement Program designed to assist very low- to above moderate-income homeowners, as well as senior citizen homeowners, by providing loans to rehabilitate distressed properties. The following programs may be offered:

- Emergency Repair Loans
- Exterior Paint Loans
- Disability Access Loans
- Landscape Improvement Loans
- Senior and Homeowner Improvement Loans

Assistance will be provided if funding is available through the Lancaster Housing Authority.

## **Affordable Housing Projects/Programs**

**Support the construction of affordable for-sale and rental housing units for low- to moderate-income households.** The purpose of this objective is to provide affordable housing to meet the needs of low- to moderate-income households, to increase the home ownership base, and to revitalize neighborhoods through the pride of homeownership.

The Lancaster Housing Authority will assist with the developments of the following affordable housing units:

### Ownership

- 100 single-family residences located north of Avenue I and east of Division Street (Sky View)
- 100 single-family residences located north of Avenue H-8 and east of Division Street (Whit Carter)
- 40 single-family residences located in the Northeast Gateway Corridor (Old Fairgrounds housing project)
- 77 single-family residences located in the Lowtree Neighborhood Project
- 200 townhomes located in the Lowtree Neighborhood Project



# ACTION PLAN

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- 100 condominiums located in the Downtown Specific Plan project area (Arbor Downtown condominiums)
- 100 condominiums located on Avenue I in the North Downtown Transit Village project area

## Rental

- 40 apartments located in the Downtown Specific Plan project area (Arbor on Date apartments)

Construction and sale/rental of these new affordable units will be funded through HOME funds and other available funding sources.

**Homeowner Infill Program.** Homeowner Infill Program is designed to assist potential homebuyers with down-payment assistance, payment of closing costs, or a buy-down of their interest rate, to attain homeownership. This program will preserve ten (10) very low-, ten (10) low-, and nine (9) moderate-income residential homes by 2014 and will be funded through the Lancaster Housing Authority funds.

**Support the construction of affordable housing units for special needs households as well as the elderly population.** Continue the Homeowner Disabled Accessibility Program and the Senior Citizen Disabled Accessibility Program designed to assist very low- to moderate-income disabled homeowners as well as disabled senior citizen homeowners, by providing loans to retrofit principal residences to be physically accessible. The programs will provide assistance to twenty-four (24) very low-, sixteen (16) low-, and eight (8) moderate-income households, as well as sixty (60) very low-, twenty (20) low-, and sixteen (16) moderate-income senior households. Assistance will be provided through Lancaster Housing Authority Funds. Fund availability is dependent upon State and Los Angeles County allocations.

**Neighborhood Foreclosure Preservation Homeownership Program.** The goal of the program is to reclaim vacant, abandoned properties for affordable housing, to strengthen blocks and neighborhoods by eliminating the blighting effects of vacant properties, and to enforce the City codes and City building code requirements. The program is designed to preserve sustainable homeownership for Lancaster residents by reclaiming foreclosed homes as neighborhood assets. The foreclosure preservation program was funded through the use of Low and Moderate Income Housing Funds. The owner-occupied housing is for qualifying low- or moderate-income families. The foreclosure preservation program is used to improve and preserve the City's stock of affordable housing. This program will preserve ten (10) very low-, ten (10) low-, and nine (9) moderate-income residential homes by 2014.

**Neighborhood Stabilization Program.** In September 2008, pursuant to the Housing and Economic Recovery Act of 2008, the U.S. Department of Housing and Urban Development

# ACTION PLAN

(HUD) allocated a total of \$3.92 billion to the Neighborhood Stabilization Program (NSP1). In addition, due to the sustained foreclosure crisis, the City of Lancaster will receive \$2,364,566 from the U.S. Department of Housing and Urban Development's Neighborhood Stabilization Program 3 (NSP3) Grant pursuant to the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act). These programs, which is similar in nature to Lancaster's Neighborhood Foreclosure Preservation Home Ownership Program, assists cities with federal funds for the purpose of addressing the effects of abandoned and foreclosed properties in the nation's communities. The City of Lancaster received a NSP1 allocation of \$6,983,533 and NSP3 allocation of \$2,364,566 from HUD. These funds will be used to benefit persons of low-, moderate-, and middle-income in areas within the community with the greatest percentage of home foreclosures, homes financed by subprime mortgage-related loans, and areas likely to face a significant rise in the rate of home foreclosures. The goal of the program is to sustain the City's stock of affordable housing while addressing the blighting conditions caused by vacant and foreclosed homes.

Additional measures are identified and explained in detail in the City's Housing Element.

## REMOVE BARRIERS TO AFFORDABLE HOUSING

As defined by the Consolidated Plan regulations, a barrier to affordable housing is a public policy such as land use controls, property taxes, zoning ordinances, building codes, fees and charges, growth limits, and other policies.

The State of California requires each city and county to prepare a Housing Element to its general plan every five years. The Housing Element includes an analysis of constraints to housing and strategies to reduce or remove those constraints. Constraints that must be addressed include public policies and regulations that limit the availability of housing, particularly affordable housing. The City of Lancaster's 2006–2014 Housing Element has identified the following potential barriers or constraints to the development of affordable housing:

- Zoning for lower-income households
- Lack of infrastructure
- Provisions for a variety of housing types
- Land use controls
- Processing and permit procedures
- Constraints on persons with disabilities

# ACTION PLAN

## PLANNED ACTIONS TO AFFIRMATIVELY FURTHER FAIR HOUSING

The Housing Rights Center will continue to provide fair housing services to the residents of Lancaster as well as review HMDA data to monitor changes in the City's housing distribution (Appendix E includes the Fair Housing Subrecipient Agreement).

Lancaster has taken a proactive approach to creating a climate for housing development. As noted above, the City has implemented multiple actions to create a supportive climate for the availability of affordable housing.

In addition, City officials, City staff, and community leaders are supportive of the affordable housing programs available to lower-income households as evidenced by the low- and moderate-income housing that has been created within the North Downtown Neighborhood Revitalization/Transit Village project area and other areas of the City. The City will continue, however, to examine its policies, ordinances, and procedures as they are introduced to identify and correct any future potential barriers to affordable housing opportunities.

## REDUCE LEAD-BASED PAINT HAZARDS

The City has a relatively young housing stock, with the majority having been constructed after 1980; therefore, there are fewer incidences of housing containing lead-based paint than in other areas of Los Angeles County. Data from the Los Angeles County Department of Public Health Childhood Lead Poisoning Prevention Program shows that, for the period 2005–2009, there were three reported cases of lead poisoning among children within the City of Lancaster and that none of these cases was attributable to lead paint. These numbers are lower than the seven cases reported during the period 2000–2004, and the seven cases reported during the period 1995–2000, of lead poisoning among children within the City of Lancaster. As a result, lead-based paint does not appear to be a significant problem in Lancaster.

However, to ensure compliance with 24 CFR Parts 35 and 24 and CFR 570, the City will continue to test for lead-based paint following state and federal requirements before demolition. The Housing staff, Building and Safety Official, and City inspectors will continue to look for potential lead-based paint problems when inspecting homes for the Housing Division. In addition, the Housing staff will continue to include disclosures on the hazards of lead-based paint in all contracts. The City will coordinate its efforts with the Los Angeles County Department of Public Health Lead Program by reporting to them all instances of structures containing lead-based paint.

# ACTION PLAN

## **Lead Hazard Reduction**

The City of Lancaster will comply with the Residential Lead-Based Paint Hazard Reduction Act of 1992 as implemented in 24 CFR 35 Subpart B. Compliance includes the following strategies.

### Housing Rehabilitation

All housing rehabilitation activities funded under this Plan will assess lead hazard risk before proceeding. This requirement applies to any work on structures constructed prior to January 1, 1978. The work will comply with the appropriate level of protection indicated in 24 CFR 35.100.

All work on homes constructed prior to January 1, 1978, will have a lead hazard risk assessment conducted as described at 24 CFR 35.110.

At the completion of any prescribed lead hazard reduction activities, a clearance examination is required as described at 24 CFR 35.110.

### Information and Education

Households that participate in housing activities under this Plan, including home purchase, rental assistance, or rehabilitation, will be given educational material regarding the hazards of lead-based paint, signs of lead poisoning, and strategies to reduce exposure. Materials will include the use of HUD/EPA publications such as “Protect Your Family from Lead in Your Home.” Information will be provided in multiple languages.

### Blood Testing

In conjunction with housing programs, public health programs, or other programs conducted under this Plan, children occupying housing constructed prior to January 1, 1978, will be tested for elevated blood lead levels.

### Monitoring

At least annually, the City will monitor the reporting of cases of child lead poisoning by the Los Angeles County Health Department. The results may be used to modify the current strategies and/or develop new programs.

## **ANTI-POVERTY STRATEGY**

The priorities and objectives outlined in various sections of the Strategic Plan component represent the City’s five-year program for addressing the housing and economic needs of the community, particularly lower-income families and individuals, including those who are homeless or threatened with homelessness as well as those with special needs. As a result,

# ACTION PLAN

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many of the City's priorities and objectives are aimed at reducing, to the extent possible, the number of poverty-level families and individuals taking into consideration the many factors over which the City has no control (e.g., reduction in funding resources, severe economic recessions, company downsizing).

The cumulative effects of the City's and Lancaster Housing Authority's efforts result in the direct preservation and provision of housing. This is particularly true for those activities which preserve and produce housing units intended for lower-income families and individuals together with the coordinated programs undertaken with other public agencies, service providers, and private industry. These efforts will incrementally assist in the reduction of the number of poverty-level families through the provisions of housing and services and, along with the concentrated efforts of the City and the Lancaster Housing Authority to improve economic and development expansion, the opportunity for gainful employment will be increased and opened to targeted income groups.

## DEVELOP INSTITUTIONAL STRUCTURE

The primary components of the institutional structure continue to be the Lancaster Housing Authority and the City of Lancaster. While several nonprofit organizations provide ancillary support to the City's housing and economic development efforts, the vast majority of the financial assistance and other efforts are provided by these two governmental agencies. The solvency of the Lancaster Housing Authority and the City of Lancaster has been, and will continue to be, the major strength of the permanent housing delivery system.

Both the City and the Lancaster Housing Authority have a long history of commitment to addressing the housing needs of the community. The continuation of this commitment is evidenced by the long-range housing programs the City has outlined in its five-year Consolidated Plan, by the programs outlined in the City's General Plan, and by the adopted Redevelopment Plans of the various redevelopment project areas within the City.

The City of Lancaster completed its comprehensive Housing Needs Assessment in the 2006 program year. From the results of the assessment, a strategic plan to meet the City's housing needs has been created, specific housing program requirements have been identified, and partnerships with appropriate support agencies are being developed.

The City of Lancaster will continue its participation in the regional Antelope Valley Homeless Coalition. This partnership provides a coordinated effort, in conjunction with the Los Angeles Homeless Services Authority (LAHSA), for funding and the study of a variety of issues related to the homeless population, housing needs, public services, and overall enhancement of the region's Continuum of Care.

# ACTION PLAN

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The City of Lancaster also will continue its partnership with Grace Resources for the operation of the Lancaster Community Shelter. In addition, the City will provide financial and staff assistance for the maintenance of the facility.

In addition to housing efforts, the City will continue to maintain partnerships with outside agencies in its economic development and job creation efforts. The Greater Antelope Valley Economic Alliance and the Los Angeles Economic Development Commission, along with the real estate and broker communities, all work closely with the City to bring new industry to the city in order to create local jobs for area residents.

To enhance these efforts and provide support to the many needs of the housing and service providers, City staff will continue to work closely with the Fair Housing Center to maintain and promote fair housing services available to all residents as well as work with the Regional Homeless Coalition and the Los Angeles Homeless Services Authority to meet the needs of its “at risk” residents.

All of these efforts support the major statutory goals of Lancaster’s Consolidated Plan and are being realized through various long-term projects during the 2013 program year, such as the North Downtown Neighborhood Revitalization/Transit Village Project, the Northeast Gateway Corridor Project, which includes sub-project areas consisting of Piute, Mariposa and Desert View, the Lowtree Neighborhood Revitalization Project, and a multitude of additional revitalization projects that are currently underway. (see **Appendix B**).

## COORDINATION BETWEEN PUBLIC AND PRIVATE HOUSING AND SOCIAL SERVICE AGENCIES

The City recognizes the importance of coordinating its planning efforts with other public and private service agencies in order to accomplish the programs necessary to meet the community’s needs of providing decent housing, providing a suitable living environment, and expanding economic opportunities particularly for low/moderate-income persons.

As identified throughout this Action Plan document, the City of Lancaster attempts to coordinate housing, public services, and economic development efforts with other public agencies, nonprofit agencies, private developers, and community organizations for the construction of low-income housing, enhanced social services for the “at risk” population, and increased employment opportunities. This year the City will continue to enhance coordination efforts in the following ways:

- Implementing an Economic Development Strategic Plan
- Meeting with outside nonprofit agencies and local community organizations for input
- Working with private developers

# ACTION PLAN

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- Working with training and employment organizations
- Monitoring recipients of City programs and organizations receiving funding
- Reviewing applications, including interviews with applicants, participating in City programs
- Holding neighborhood meetings
- Receiving citizen input on citywide issues
- Recommending funding allocations to City Council

## FOSTER PUBLIC HOUSING IMPROVEMENTS AND RESIDENT INITIATIVES

The City of Lancaster does not have a Public Housing Authority and does not have public housing units within the City other than Section 8 housing which is administered through the Los Angeles County Housing Authority.

One of the most important activities in fostering all housing improvements, as well as public housing improvements, is the City's participation and assistance in working with private industry, nonprofit organizations, and local residents to facilitate development projects that will benefit the community and provide additional affordable and safe housing opportunities for qualifying individuals and/or families.

## MONITORING STANDARDS AND PROCEDURES

### Project Monitoring

Monitoring of the City's programs and activities is not just a regulatory process or a fact-finding mission. Rather, it involves effective communication and cooperative, problem-solving relationships to help ensure success.

### Project Monitoring Process

Upon award of grant funds, Lancaster Housing Authority staff (the "staff") will develop individual monitoring schedules for each project that may include elements of the following items:

- **Desk Monitoring.** Staff reviews copies of case files to ensure complete and accurate documentation relative to (i) client eligibility; (ii) property eligibility; (iii) appropriate activity funding; and (iv) compliance with program requirements (i.e., environmental review).
- **Performance Reports.** Staff requires that performance reports be prepared to assess the progress and help ensure project timeliness. For capital projects and

# ACTION PLAN

public service grants, reports are to be prepared quarterly. Housing program reports will be obtained based upon program operations.

- **Annual On-site Reviews.** Staff shall determine as-needed site reviews of projects to assess staff capabilities and case file review.

The three items listed above will assist in providing a picture of each program's progress. For housing projects, the staff will provide additional monitoring procedures that will provide the following assurances:

- Ensure consistency with stated objectives and ensure that no less than 70 percent of CDBG funds used during the program year go toward activities that benefit low- and moderate-income persons.
- Ensure each activity meets the criteria for one or more of the national objectives.
- Comply with all regulatory eligibility requirements for each activity.
- Comply with regulations regarding displacement pertaining to Consolidated Plan.
- Comply with all applicable laws and program requirements.
- Ensure production and accountability.
- Evaluate organizational and project performance.
- Achieve success through (i) pre-award screening, risk assessment, and orientation; (ii) strongly written agreements; (iii) performance standards and program objectives; and (iv) defined monitoring of activities, as needed.

## Monitoring Staff

The City of Lancaster periodically reports on the progress of each project, and staff will have the following monitoring duties:

- Oversee the planning and budgeting process to ensure that projects and programs are consistent with the City's Consolidated Plan identifying high- and possibly medium-priority objectives and grant requirements. Staff will also provide technical guidance regarding affirmative marketing and fair housing practices.
- Provide technical assistance regarding program structure, income requirements, and document compliance, as needed, and review monthly expenditure reports. Staff should perform quarterly drawdowns in HUD's Integrated Disbursement and Information System (IDIS) against the appropriate grant. For IDIS, staff will review all program statistical reports and update the appropriate IDIS fields from setup to completion of each project and activity. Regular updating and draws will help to ensure CDBG timeliness and compliance with deadlines. Staff will perform environmental reviews and Davis Bacon monitoring, as needed.



# ACTION PLAN

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- Regularly review project invoicing to ensure timeliness of payments of any and all project-related expenditure.
- Provide technical guidance regarding all housing construction, demolition, and rehabilitation projects ensuring the correct number of units, timeliness in build-out, and approval of payments. For new construction, ensure compliance with all applicable local codes, ordinances, and zoning ordinances at the time of project completion.
- Provide monitoring orientation with all affected staff, subrecipients, contractors, and partners, if applicable, and establish monitoring visits, as needed. The monitoring orientation includes the timing for monitoring visits. Projects without significant problems or findings are subject to receive annual or semiannual monitoring visits, while new or complex projects will receive monitoring on a quarterly basis.

## Consolidated Plan Monitoring

The City of Lancaster understands that monitoring the Consolidated Plan and the annual activities must be carried out regularly to ensure that statutory and regulatory requirements are met and that, wherever appropriate, information submitted to HUD is correct and complete.

To ensure that the City's CDBG program further meets the Plan's goals, the strategies, objectives, and activities are incorporated into its work plan. Staff will measure the achievement of the Plan's goals by the same standards used to evaluate all CDBG programs and activities.

Staff will appraise its diverse operations and controls and determine whether (i) risks are identified and reduced; (ii) acceptable policies and procedures are followed; (iii) established standards are met; (iv) resources are used efficiently and economically; and ultimately that (v) specific program objectives are achieved.

Staff will prepare the required HUD documentation and reports, including the Consolidated Annual Performance and Evaluation Report (CAPER). Using a citizen participation and consultation processes, the CAPER describes each year's performance regarding Consolidated Plan strategies, objectives, actions, and projects.

## Monitoring Strategy

As the lead agency for the CDBG program, the Lancaster Housing Authority is refining monitoring procedures to ensure that projects have measurable outcomes. This refinement will allow assessment of progress toward the specified goals and objectives of the individual projects, as well as ensuring long-term compliance with all applicable program regulations

# ACTION PLAN

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and statutes. Staff will publish any proposed significant changes to monitoring standards and procedures in a future annual Action Plans.

## VIII. PUBLIC HOUSING

The City of Lancaster does not have a public housing authority. Public housing issues and assistance are handled through the County of Los Angeles.

## IX. SOURCES OF FUNDS

### CDBG SOURCES

Implementation of the Consolidated Annual Action Plan, in regard to funding, is not based solely upon the yearly CDBG entitlement. Various other funding sources are used in conjunction with CDBG funds to include the City's general funds, state funds, school district funds, and county funds.

The CDBG entitlement allocation for Program Year 2013–2014 is estimated in the amount of \$1,400,000. The City of Lancaster has allocated \$621,108 to various programs designed to address blighting conditions and promote conservation. Section 108 loan repayments account for \$498,892 of the CDBG entitlement. The remainder of CDBG funds are for administrative activities to include \$30,000 for fair housing services and \$250,000 for administration and planning. The Lancaster City Council reviews CDBG activities and funding to ensure that community needs are best served (**Appendix F** includes the HUD required Table 3Cs that include a description of each of the proposed projects to be funded this year).

## X. HOME PROGRAM FUNDS

The City of Lancaster does not participate in the federal HOME program. The City will be applying for state HOME funds to be awarded during the 2013 program year.

## XI. CITIZEN COMMENTS

A public comment/review period notice (**Appendix G**) outlining the proposed use of funds for the Consolidated Plan's annual Action Plan for the 2013-2014 program year was published April 9, 2013 allowing for a 30-day review/comment period ending May 10, 2013. This notice was made in compliance with HUD guidelines and the City of Lancaster's approved Citizen Participation Plan (see **Appendix A** of the 2010 – 2015 Consolidated Plan). No comments were received during the public comment/review period.

# ACTION PLAN

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A notice of public hearing on the proposed annual Action Plan for the 2013-2014 program year was published in compliance with HUD guidelines and the City of Lancaster's approved Citizen Participation Plan (see **Appendix A** of the 2010 – 2015 Consolidated Plan).

A public hearing was held May 14, 2013 to receive public comment on the proposed 2013-2014 Consolidated Plan's One-Year Action Plan and receive City Council action. No comments were received during the public hearing held on May 14, 2013.

**Appendix H** includes the HUD requirement application certifications and SF 424 documentation.

## XII. OTHER COMMENTS

None.

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# **APPENDICES**

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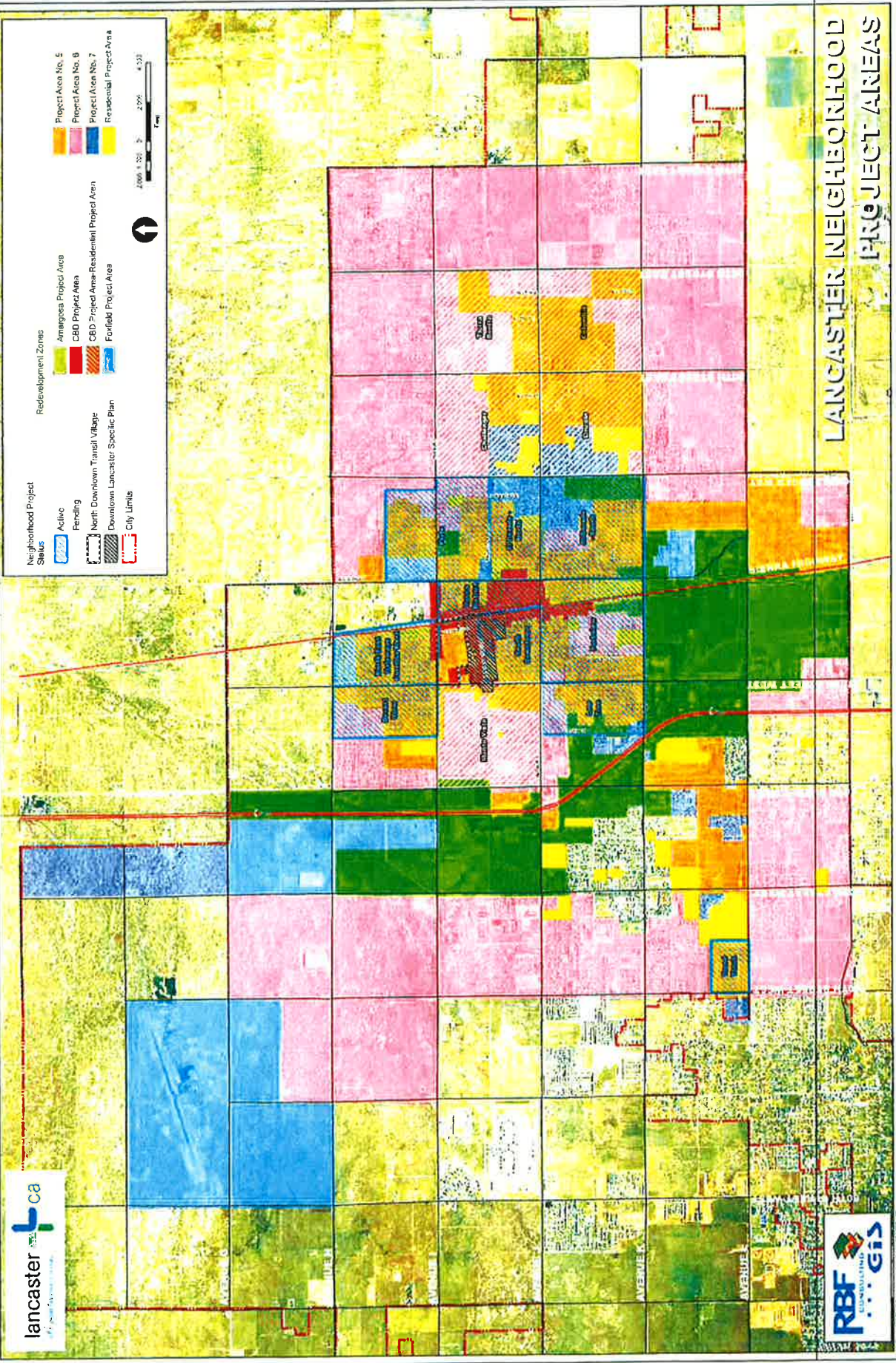
**APPENDIX A – LOW INCOME AND MINORITY  
DISTRIBUTION MAPS**





## **APPENDIX B – NEIGHBORHOOD PROJECT MAPS**





**Neighborhood Project Status**

- Active
- Pending
- North Downtown Transit Village
- Downtown Lancaster Specific Plan
- City Limits

**Redevelopment Zones**

- Amargosa Project Area
- CBD Project Area
- CBD Project Area-Residential Project Area
- Forfield Project Area

**Project Area No.**

- Project Area No. 5
- Project Area No. 6
- Project Area No. 7
- Residential Project Area

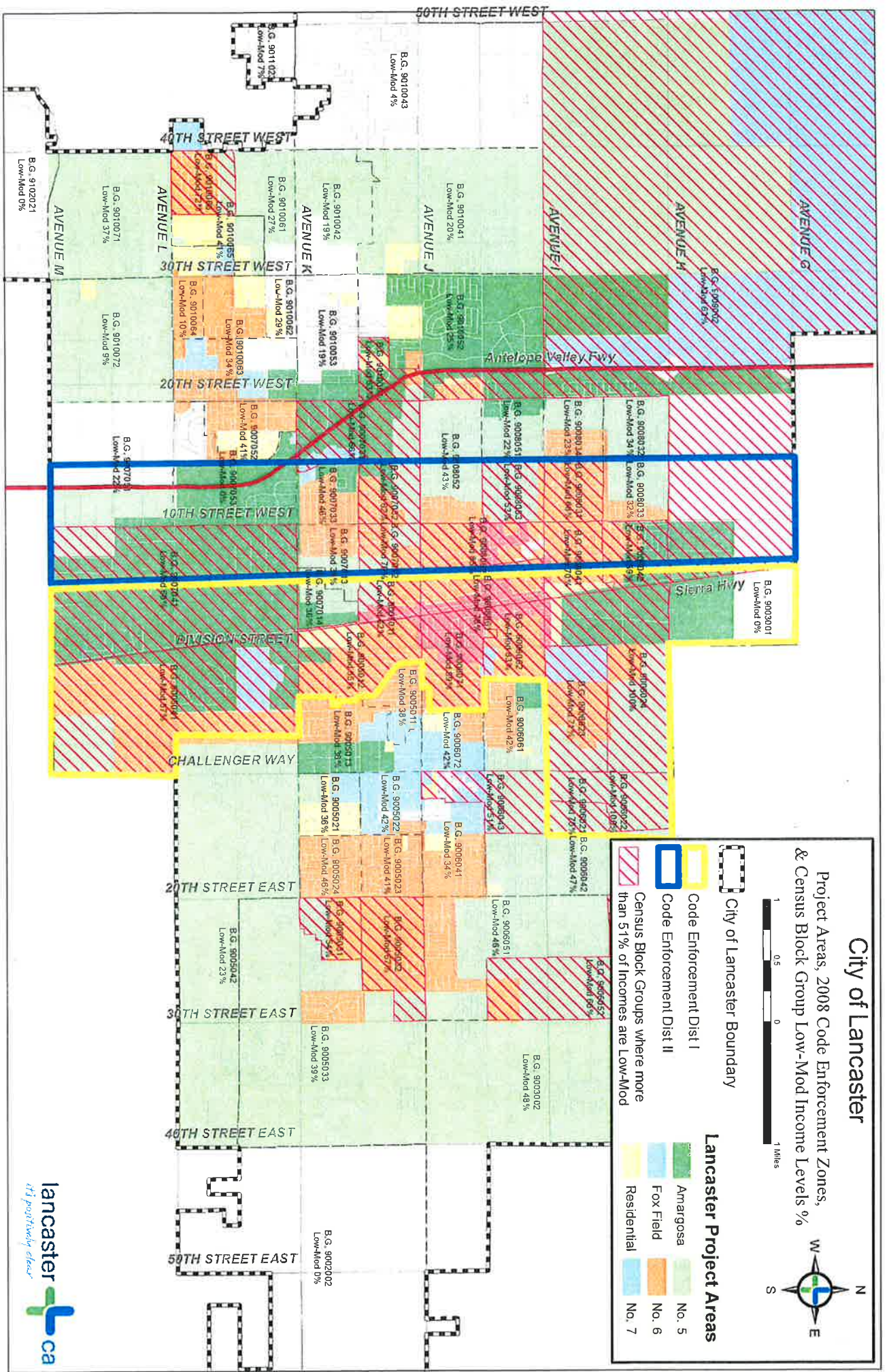
**LANCASTER NEIGHBORHOOD PROJECT AREAS**

# Tierra Bonita Park



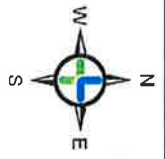
©1997-2006 AirPhoto USA

**APPENDIX C – CODE ENFORCEMENT PROJECT  
MAPS**



# City of Lancaster

Project Areas, 2008 Code Enforcement Zones,  
& Census Block Group Low-Mod Income Levels %



**City of Lancaster Boundary**

**Code Enforcement Dist I**

**Code Enforcement Dist II**

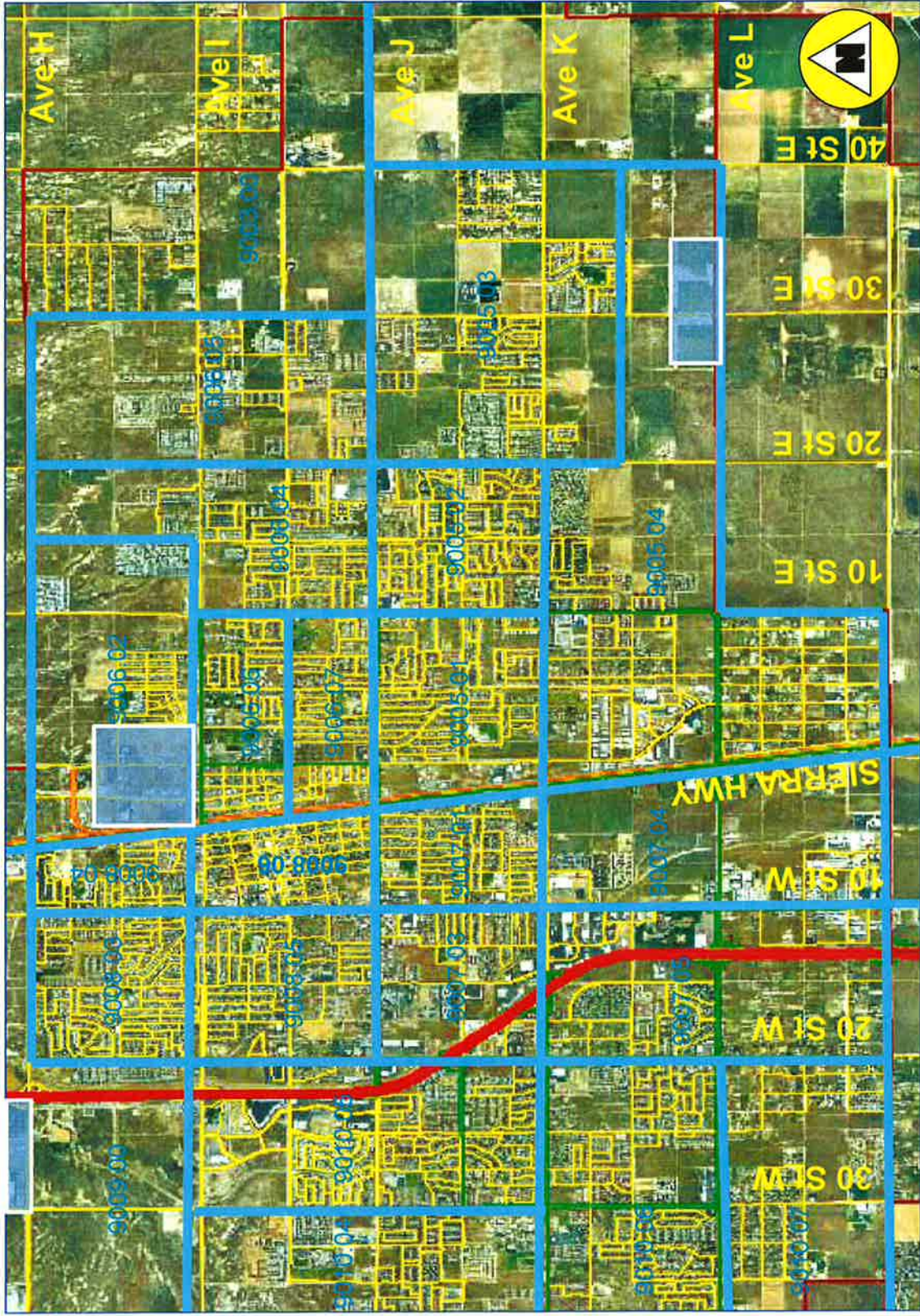
**Census Block Groups where more than 51% of incomes are Low-Mod**

**Lancaster Project Areas**

- Amargosa
- Fox Field
- Residential
- No. 5
- No. 6
- No. 7

**APPENDIX D – SECTION 108 LOAN PROJECT  
MAPS**

# City of Lancaster — Old Fairgrounds, Foxfield, Soccer Complex



— Census Tracts

# City of Lancaster – Foxfield Infrastructure



— Census Tracts

# City of Lancaster – Children’s Center

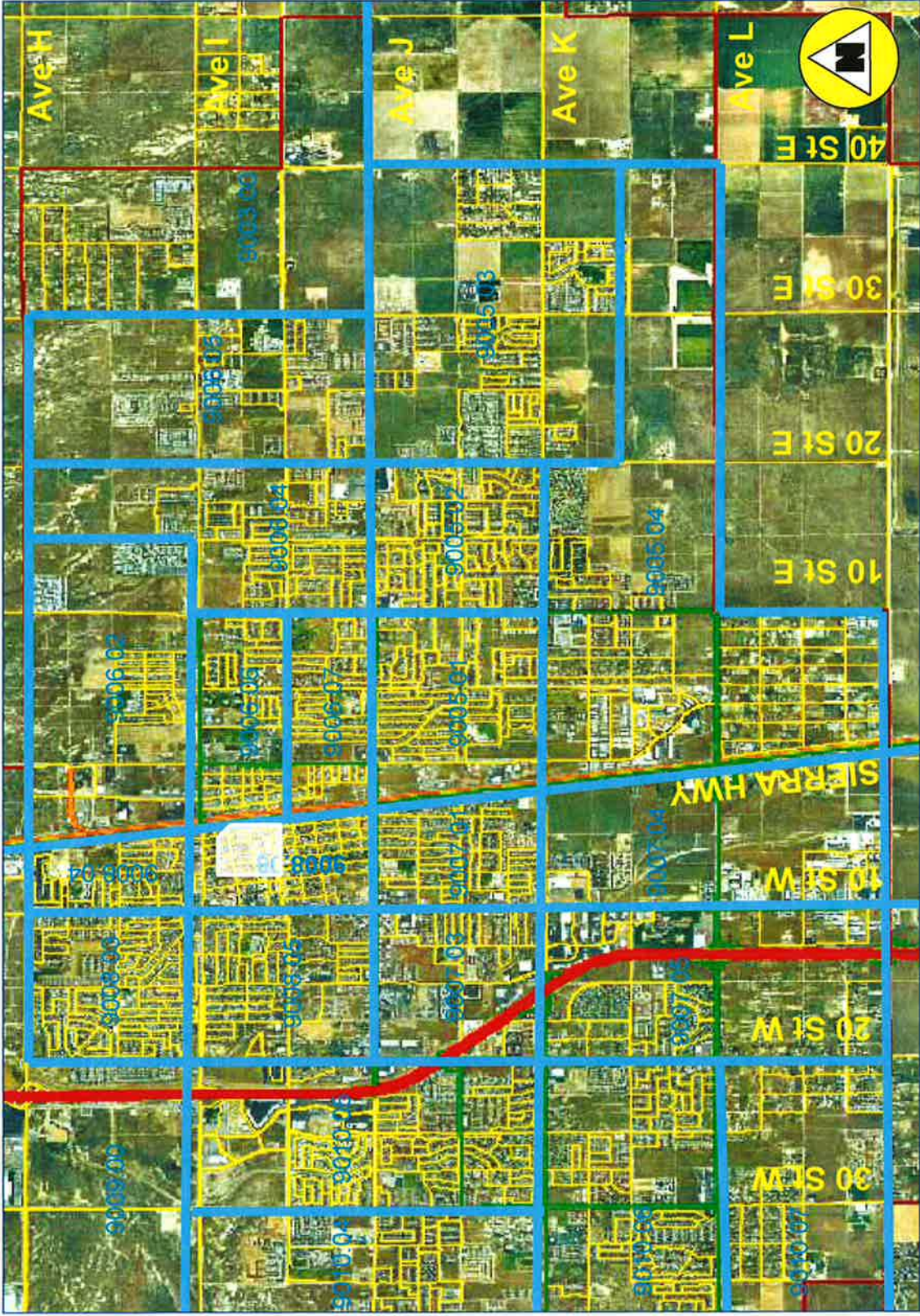


— Census Tracts

Low/Mod 9008.06 Average 81.6%



# City of Lancaster – MHA



**Census Tract**

**Low/Mod 9008.06 Average 81.6%**

**APPENDIX E – FAIR HOUSING SUBRECIPIENT  
AGREEMENT**

**STAFF REPORT**  
**City of Lancaster**

NB 3
5/14/13
MVB
MVB

Date: May 14, 2013

To: Mayor R. Rex Parris and City Council Members

From: Elizabeth Brubaker, Director Housing & Neighborhood Revitalization **EB**

Subject: **Approval of a Sub-Recipient Agreement with the Housing Rights Center for Fair Housing Services**

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**Recommendation:**

Approve the Sub-Recipient Agreement between the City of Lancaster and the Housing Rights Center to provide fair housing services to the residents of Lancaster for the 2013 Community Development Block Grant (CDBG) Program Year.

**Fiscal Impact:**

The amount of \$28,204 is to be allocated from 2013 CDBG entitlement funds.

**Background:**

All municipalities receiving CDBG funding are required to maintain fair housing programs in order to affirmatively further fair housing pursuant to the Code of Federal Regulations as outlined in § 570.601 Public Law 88-352 and Public Law 90-284; affirmatively furthering fair housing; Executive Order 11063.

The City's existing Sub-Recipient Agreement ("Agreement") with the Housing Rights Center stipulates under Section 9 that the Agreement can be renewed on an annual basis (July 1 through June 30), by the mutual written consent of both parties. As a result, a letter was received from the Executive Director of the Housing Rights Center, dated April 23, 2013, stating their desire to continue to provide fair housing services to the City of Lancaster.

**Summary:**

In compliance with Federal Regulations Title 24, Part 570, Section 570.503, HUD requires that the City of Lancaster (the "Recipient") enter into a written agreement with the Housing Rights Center (the "Sub-Recipient") in order for the City to grant its entitlement funds to the sub-recipient for providing fair housing services.

**SUB-RECIPIENT AGREEMENT  
WITH THE HOUSING RIGHTS CENTER  
FOR THE PROVISION OF FAIR HOUSING SERVICES  
TO THE CITY OF LANCASTER**

THIS SUB-RECIPIENT AGREEMENT ("Agreement") is entered into this 14th day of May, 2013, by and between THE CITY OF LANCASTER, (the "Recipient") and the HOUSING RIGHTS CENTER, A NON-PROFIT CORPORATION (the "Sub-recipient"). Recipient and Sub-recipient are collectively referred to herein as the "Parties."

WHEREAS, the Recipient previously entered into a Sub-recipient Agreement with the City of Lancaster for purposes of providing fair housing services to the residents of the City of Lancaster as defined by the U.S Department of Housing and Urban Development ("HUD") regulations for entitlement communities; and

WHEREAS, upon agreement of both parties, the Sub-recipient Agreement may be renewed annually in coordination with submittal of the City of Lancaster's annual Consolidated Plan Action Plan to the Department of Housing & Urban Development.

WHEREAS, the City of Lancaster received written confirmation from the Housing Rights Center to provide fair housing services to the residents of Lancaster for the Community Development Block Grant 2013/14 program year.

WHEREAS, the total amount for Fair Housing Services under the new Agreement will be Twenty-eight thousand two-hundred four dollars (\$28,204) for the 2013/14 program year.

WHEREAS, the Agreement provides for fair housing services to include training, counseling, monitoring, testing, mediation, monthly on-site clinics, printed materials (English, Spanish, and Asian languages), and telephone/message accessibility for City of Lancaster residents.

WHEREAS, this activity is eligible under 24 CFR, Part 570.201(e). All references herein are to the Code of Federal Regulations (CFR), unless otherwise specified; and

WHEREAS, pursuant to 24 CFR 570.201, Recipient desires to use the funds received pursuant to the HUD Contract to reimburse Sub-recipient for the provision of fair housing services to the City of Lancaster residents.

NOW, THEREFORE, the Parties do hereby agree as follows:

Section 1. Entitlement Funds. Subject to the terms and conditions of this Agreement, Recipient agrees to disburse U.S. Department of Housing and Urban Development Community Development Block Grant ("CDBG") entitlement funds to the Sub-recipient during the CDBG 2013/14 program year.

Section 2. Disbursement. The Sub-recipient shall have the right to disbursements from CDBG entitlement funds based on the submittal of monthly invoices and quarterly status reports as outlined by the Recipient in an amount not to exceed \$28,204 for the CDBG 2013/14 program year.

Sub-recipient Agreement - Housing Rights Center  
2013

Section 3. Term. This Agreement and its terms and conditions contained herein shall remain in full force for the CDBG 2013/14 program year July 1, 2013 to June 30, 2014.

Section 4. Statement of Work. Sub-recipient shall use the entitlement funds for the delivery of fair housing services to the residents of the City of Lancaster as outlined in the Housing Right Center Proposal for CDBG funding (Attachment 1).

Section 5. Records and Reports. Sub-recipient shall maintain records and other documentation accounting for the use of the entitlement funds as outlined in HUD regulations. Such records may be reviewed by the Recipient at any time upon request. Sub-recipient shall also provide quarterly Program Reports and annual audit reports to the Recipient detailing activities conducted and financial status of the Sub-recipient.

Section 6. Program Income. Sub-recipient acknowledges that it shall abide by any and all requirements relating to CDBG program requirements set forth in Sections 570.503(b)(3) and 570.504(c) of the CFR.

Section 7. Uniform Administrative Requirements. Sub-recipient shall comply with any and all applicable uniform administrative requirements, as described in 24 CFR 570.502.

Section 8. Compliance with Federal Regulations. Sub-recipient shall use the CDBG entitlement funds solely for activities authorized by and in accordance with all Federal laws and regulations as set forth in Subpart K of Part 570, Title 24 of the Code of Federal Regulations.

Section 9. Agreement Renewal. Upon agreement of both parties, this Sub-recipient Agreement may be renewed annually in coordination with submittal of the City of Lancaster's annual Consolidated Plan Action Plan to the Department of Housing & Urban Development.

Section 10. Suspension and Termination. In accordance with 24 CFR 85.43, termination or suspension of the Agreement may occur if Sub-recipient materially fails to comply with any terms of this Agreement or the conditions set forth herein governing the disbursement of the CDBG entitlement funds. In addition, the award of CDBG entitlement funds to Sub-recipient may be terminated for convenience, in accordance with Section 85.43.


Sub-recipient Agreement - Housing Rights Center  
2013

The parties hereto agree to these terms and conditions on the date first written above.

HOUSING RIGHTS CENTER,  
A CALIFORNIA NON-PROFIT  
CORPORATION

CITY OF LANCASTER


  
\_\_\_\_\_  
Chancela Al-Mansour  
Executive Director

  
\_\_\_\_\_  
Mark V. Bozigian  
City Manager

EB

APPROVED AS TO FORM

Attest:

  
\_\_\_\_\_  
David R. McEwen  
City Attorney

  
\_\_\_\_\_  
Gein K. Beyer  
City Clerk

**13-01****CDBG Administration**

**Description:** Funds will be used to oversee and ensure that all CDBG-funded projects comply with applicable federal regulations, perform community outreach, collaborate with partner agencies, and file all necessary reports with U.S. HUD.

Eligibility		Requested Funding	
HUD Matrix Code:	(21A) CDBG Administration	CDBG	\$250,000
Eligibility Citation:	570.206	HOME	\$0
National Objective:	N/A	ESG	\$0
Accomplishment Goal:	N/A	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$250,000
Location / Service Area / Beneficiaries:		Administered By:	
Location: N/A Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

<b>13-02</b>		<b>Fair Housing Services</b>	
<b>Description:</b> Funds will be used to provide all Lancaster residents with fair housing services, including training, counseling, testing, mediation, informational printed materials, community outreach, and on-site clinics.			
<b>Eligibility</b>		<b>Requested Funding</b>	
HUD Matrix Code:	(21D) Fair Housing Activities	CDBG	\$30,000
Eligibility Citation:	570.206	HOME	\$0
National Objective:	N/A	ESG	\$0
Accomplishment Goal:	500 Persons	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$30,000
<b>Location / Service Area / Beneficiaries:</b>		<b>Administered By:</b>	
Services Available Citywide Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? No		Ms. Chancela Al-Monsour Housing Rights Center 520 S. Virgil Ave., Suite 400 Los Angeles, CA 90020	
		Phone: 1-800-477-5977	



**13-03****108 Loan Repayment: Fox Field Infrastructure/Corridor**

**Description:** Funds will be used to repay a \$320,000 loan that was used for public improvements to the Fox Field Industrial area. The improvements have been completed and will aid in attracting new industrial and manufacturing businesses to the area expanding economic and job creation opportunities.

Eligibility		Requested Funding	
HUD Matrix Code:	(19F) Section 108 Loan Repayment	CDBG	\$23,963
Eligibility Citation:	570.705(c)	HOME	\$0
National Objective:	N/A	ESG	\$0
Accomplishment Goal:	N/A	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$23,963
Location / Service Area / Beneficiaries:		Administered By:	
Various sites Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

**13-04****108 Loan Repayment: Mental Health Association Relocation**

**Description:** Funds will be used to repay a \$1.45 million loan that was used to acquire property for the new site of the Antelope Valley Mental Health Association within the North Downtown Neighborhood Revitalization/Transit Village project area.

Eligibility		Requested Funding	
HUD Matrix Code:	(19F) Section 108 Loan Repayment	CDBG	\$118,795
Eligibility Citation:	570.705(c)	HOME	\$0
National Objective:	N/A	ESG	\$0
Accomplishment Goal:	N/A	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$118,795
Location / Service Area / Beneficiaries:		Administered By:	
North Downtown Revitalization Area: SW Corner of Jackman St. and Sierra Highway Help the homeless? Yes Help persons with HIV / AIDS? No Help persons with Special Needs? Yes		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

<b>13-05</b>		<b>108 Loan Repayment: Antelope Valley Children's Center</b>	
<b>Description:</b> Funds will be used to repay a \$1.5 million loan that will be used to construct a 14,445 square foot Antelope Valley Child Abuse Center within the City's North Downtown Neighborhood Revitalization/Transit Village project area.			
<b>Eligibility</b>		<b>Requested Funding</b>	
HUD Matrix Code:	(19F) Section 108 Loan Repayment	CDBG	\$126,480
Eligibility Citation:	570.705(c)	HOME	\$0
National Objective:	N/A	ESG	\$0
Accomplishment Goal:	N/A	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$126,480
<b>Location / Service Area / Beneficiaries:</b>		<b>Administered By:</b>	
North Downtown Revitalization Area: NW Corner of Jackman Street and Fern Avenue Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? Yes		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

<b>13-06</b>		<b>108 Loan Repayment: Economic Development / Housing Site Acquisition / Public Facilities</b>	
<b>Description:</b> Funds will be used to repay a \$3.1 million loan that was used for multiple purposes, including economic development (\$500,000), acquisition of property for housing (\$1.3 million), and the elimination of blight through the construction of recreational facilities (\$1.3 million).			
<b>Eligibility</b>		<b>Requested Funding</b>	
HUD Matrix Code:	(19F) Section 108 Loan Repayment	CDBG	\$229,654
Eligibility Citation:	570.705(c)	HOME	\$0
National Objective:	N/A	ESG	\$0
Accomplishment Goal:	N/A	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$229,654
<b>Location / Service Area / Beneficiaries:</b>		<b>Administered By:</b>	
Various sites Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

<b>13-07 Code Enforcement Officer I</b>			
<b>Description:</b> Funds will be allocated for the salary and overhead costs related to hiring of additional code enforcement staff within a targeted area of the City. This effort is being provided to help promote social and physical revitalization of an older area of the City whose duties will be to help reverse the declining conditions and recent trends of deterioration within the neighborhood.			
<b>Eligibility</b>		<b>Requested Funding</b>	
HUD Matrix Code:	(15) Code Enforcement	CDBG	\$120,720
Eligibility Citation:	570.202(c)	HOME	\$0
National Objective:	LMA	ESG	\$0
Accomplishment Goal:	To continue the allocation of resources to help in the reversal of blighting conditions and correct code violation in City's target area.	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$120,720
<b>Location / Service Area / Beneficiaries:</b>		<b>Administered By:</b>	
Census Tracts 9003, 9005.01, 9005.04, 9006.02, 9006.06, 9006.07, 9008.04, 9008.06, 9007.01, and 9007.04 Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

**13-08****Code Enforcement Officer II**

**Description:** Funds will be allocated for the salary and overhead costs related to hiring of additional code enforcement staff within a targeted area of the City. This effort is being provided to help promote social and physical revitalization of an older area of the City whose duties will be to help reverse the declining conditions and recent trends of deterioration within the neighborhood.

Eligibility		Requested Funding	
HUD Matrix Code:	(15) Code Enforcement	CDBG	\$120,720
Eligibility Citation:	570.202(c)	HOME	\$0
National Objective:	LMA	ESG	\$0
Accomplishment Goal:	To continue the allocation of resources to help in the reversal of blighting conditions and correct code violations in City's target area.	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$120,720
Location / Service Area / Beneficiaries:		Administered By:	
Census Tracts: 9007.01, 9007.04, 9008.04, 9008.06 Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

**13-09****Homeowner Disabled Accessibility Program**

**Description:** ADA Emergency Rehabilitation Grant consisting of one time grants to fund accesibility improvements for persons who are disabled and of low to moderate income.

Eligibility		Requested Funding	
HUD Matrix Code:	(14A) Housing Rehabilitation	CDBG	\$92,484
Eligibility Citation:	570.202(a)	HOME	\$0
National Objective:	LMH	ESG	\$0
Accomplishment Goal:	To improve accessibility for LMI handicapped persons	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$92,484
Location / Service Area / Beneficiaries:		Administered By:	
Census Tract: City wide Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

**13-10****Veteran's Rehabilitation Program**

**Description:** Veteran's Rehabilitation Grant for one-time grants to fund accessibility, emergency repair and energy efficiency improvements for veterans who are of low to very low income.

Eligibility		Requested Funding	
HUD Matrix Code:	(14A) Housing Rehabilitation	CDBG	\$92,484
Eligibility Citation:	570.202(a)	HOME	\$0
National Objective:	LMH	ESG	\$0
Accomplishment Goal:	To provide funding for emergency repair, handicap accessibility and energy efficiency for LMI veterans.	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$92,484
Location / Service Area / Beneficiaries:		Administered By:	
Census Tract: City wide Help the homeless? Yes Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	



<b>13-11</b>		<b>Lancaster Community Shelter</b>	
<b>Description:</b> Assit with costs associated with the operation and maintenance of the facility to include labor supplies and material in order to provide the City's homeless with services to find permanent supportive housing and end chronic homelessness.			
<b>Eligibility</b>		<b>Requested Funding</b>	
HUD Matrix Code:	(05) Public Service	CDBG	\$44,700
Eligibility Citation:	570.201(e)	HOME	\$0
National Objective:	LMC	ESG	\$0
Accomplishment Goal:	To prevent further deterioration and blight within designated neighborhoods	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$44,700
<b>Location / Service Area / Beneficiaries:</b>		<b>Administered By:</b>	
Census Tract: City wide Help the homeless? Yes Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

**13-12 Tierra Bonita Playground Rehabilitation**

**Description:** Fund rehabilitation improvements to a service are comprised primarily of low to moderate income persons in a service area where physical fitness and recreational opportunities are limited.

Eligibility		Requested Funding	
HUD Matrix Code:	(03F) Parks and Recreational Facilities	CDBG	\$150,000
Eligibility Citation:	570.201(c)	HOME	\$0
National Objective:	LMA	ESG	\$0
Accomplishment Goal:	To provide improved access to neighborhood facilities.	HOPWA	\$0
Start Date:	7/1/2013	Other:	\$0
End Date:	6/30/2014	Total:	\$150,000
Location / Service Area / Beneficiaries:		Administered By:	
Census Tract: 9006.05 Help the homeless? No Help persons with HIV / AIDS? No Help persons with Special Needs? No		Mr. Christopher Shaver City of Lancaster 44933 Fern Avenue Lancaster, CA 93534	
		Phone: 661-723-6233	

## **APPENDIX G – PUBLIC NOTICES**

# AFFIDAVIT OF PUBLICATION

(2015.5 C.C.P.)

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STATE OF CALIFORNIA

County of Los Angeles

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## NOTICE OF PUBLIC COMMENT/REVIEW PERIOD USE OF FUNDS

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the **Antelope Valley Press**, a newspaper of general circulation, printed and published daily in the City of Palmdale, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under date of October 24, 1931, Case Number 328601; Modified Case Number 657770 April 11, 1956; also operating as the Ledger-Gazette, adjudicated a legal newspaper June 15, 1927, by Superior Court decree No. 224545; also operating as the Desert Mailer News, formerly known as the South Antelope Valley Foothill News, adjudicated a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California on May 29, 1967, Case Number NOC564 and adjudicated a newspaper of general circulation for the City of Lancaster, State of California on January 26, 1990, Case Number NOC10714, Modified October 22, 1990; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

April 9, 2013

I certify (or declare) under penalty of perjury that the fore-going is true and correct.



Signature

Dated: April 3, 2013

Executed at Palmdale, California



37404 SIERRA HWY., PALMDALE CA 93550  
Telephone (661)267-4112/Fax (661)947-4870

LEGAL NOTICE  
CITY OF LANCASTER  
NOTICE OF PUBLIC COMMENT/REVIEW PERIOD  
PROPOSED USE OF FUNDS  
CONSOLIDATED PLAN ANNUAL ACTION PLAN  
FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
PROGRAM  
2013 PROGRAM YEAR

The City of Lancaster is soliciting public review and comment on the proposed use of Community Development Block Grant funds as well as the 2013 Draft of the Consolidated Annual Action Plan for the 2013 Program Year, beginning July 1, 2013, in compliance with the U. S. Department of Housing and Urban Development Community Block Grant funding requirements. The public review period begins April 9, 2013, which is at least 30-days as required by Federal regulations. The City of Lancaster must receive all comments on these documents by May 10, 2013. The Consolidated Plan Annual Action Plan is updated annually and submitted to the Department of Housing and Urban Development (HUD) to enable the City of Lancaster to administer approximately \$1.38 million in annual federal formula block grant funds to benefit low and moderate-income persons. The Consolidated Annual Action Plan for the 2013 Program Year has been prepared to address the objectives and needs as established in the City's Five Year Consolidated Plan. For the 2013 Program Year beginning July 1, 2013, the City of Lancaster proposes the following Community Development Block Grant (CDBG) projects incorporating the following funding sources:  
New entitlement funds (Estimated +/- 20%): \$1,400,000  
Total Budget: \$1,400,000

1. Project No. 13-01 - Program Administration - To cover the direct costs associated with administration of the CDBG Program. Project Budget: \$274,968
2. Project No. 13-02 - Fair Housing Services - To cover the contract costs associated with providing federally-required fair housing services. Project Budget: \$30,000
3. Project No. 13-03 - Repayment of Section 108 Loan Guarantee - To repay a loan secured to assist in public improvement and economic development leading to job creation for low/moderate-income persons. Project Budget: \$23,963
4. Project No. 13-04 - Repayment of Section 108 Loan Guarantee - To repay a loan secured to assist in property acquisition for the construction of a new Mental Health Association facility within the Downtown Revitalization/Transit Village project area. Project Budget: \$118,795
5. Project No. 13-05 - Repayment of Section 108 Loan Guarantee - To repay a loan secured to assist in the construction of a new Children's Center of the Antelope Valley facility within the Downtown Revitalization/Transit Village project area. Project Budget: \$126,480
6. Project No. 13-06 - Repayment of Section 108 Loan Guarantee - To repay a loan secured to assist in public improvements and economic development activities; acquisition of property for the construction of affordable housing; and elimination of blighting conditions through the development of recreational facilities. Project Budget: \$225,854
7. Project No. 13-07 - Code Enforcement Officer (A) - To cover costs incurred by a Code Enforcement Officer who will focus resources on targeted areas of the City. Project Budget: \$120,720
8. Project No. 13-08 - Code Enforcement Officer (B) - To cover costs incurred by a Code Enforcement Officer who will focus resources on targeted areas of the City. Project Budget: \$120,720
9. Project No. 13-09 - ADA Emergency Rehabilitation Grant - Funding for rehabilitating and improving accessibility to persons who are disabled and of low to very low income. \$80,000
10. Project No. 13-10 - Veteran's Home Rehabilitation Grant - Funding for rehabilitating and improving accessibility and habitability for veterans who are of low to very low income. \$80,000

Total Budget: \$1,385,360

11. Project No. 13-11 - Lancaster Community Shelter -- To cover costs associated with the operation and maintenance of the facility to include labor supplies and material. \$44,700
12. Project No. 13-12 - Tierra Bonita Park - Rehabilitate and enhance recreational and physical fitness opportunities to a service are comprised of primarily of persons of low and moderate income. \$150,000

New entitlement funds: (Estimated +/- 20%) \$1,400,000  
Total Budget: \$1,400,000

The 2013 Program Year Action Plan Summary is available April 09, 2013, for public review on the City of Lancaster's web site ([www.cityoflanasterca.org](http://www.cityoflanasterca.org)); at the Los Angeles County Public Library; the Lancaster Senior Center; United States Post Office; and at Lancaster City Hall, Department of Housing and Neighborhood Revitalization, 44933 Fern Avenue. Copies are also available to entities or individuals unable to access one of the above sources. Written comments may be submitted via facsimile (661-723-6274), or mailed to Lancaster City Hall, 44933 Fern Avenue, Lancaster, CA 93534, attention Mr. Christopher Shaver.

Dated: April 9, 2013

GER: K. BRYAN, CMC, City Clerk  
City of Lancaster  
Published: April 9, 2013 - Antelope Valley Press

LEGAL NOTICE  
CITY OF LANCASTER  
NOTICE OF PUBLIC COMMENT/REVIEW PERIOD  
PROPOSED USE OF FUNDS  
CONSOLIDATED PLAN ANNUAL ACTION PLAN  
FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM  
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6. **Project No. 13-06** – Repayment of Section 108 Loan Guarantee - To repay a loan secured to assist in public improvements and economic development activities; acquisition of property for the construction of affordable housing; and elimination of blighting conditions through the development of recreational facilities. Project Budget: \$229,654
7. **Project No. 13-07** – Code Enforcement Officer (A) – To cover costs incurred by a Code Enforcement Officer who will focus resources on targeted areas of the City. Project Budget: \$120,720
8. **Project No. 13-08** – Code Enforcement Officer (B) – To cover costs incurred by a Code Enforcement Officer who will focus resources on targeted areas of the City. Project Budget \$120,720
9. **Project No. 13-09** – ADA Emergency Rehabilitation Grant – Funding for rehabilitating and improving accessibility to persons who are disabled and of low to very low income \$80,000

10. **Project No. 13-10** – Veteran’s Home Rehabilitation Grant – Funding for rehabilitating and improving accessibility and habitability for veterans who are of low to very low income \$80,000

Total Budget: \$1,385,360

11. **Project No. 13-11** – Lancaster Community Shelter -- To cover costs associated with the operation and maintenance of the facility to include labor supplies and material.: \$44,700

12. **Project No. 13-12** – Tierra Bonita Park – Rehabilitate and enhance recreational and physical fitness opportunities to a service are comprised of primarily of persons of low and moderate income. \$150,000

New entitlement funds: (Estimated +/- 20%) \$1,400,000

Total Budget: \$1,400,000

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Dated: April 9, 2013

\_\_\_\_\_  
GERI K. BRYAN, CMC, City Clerk  
City of Lancaster

Published: April 9, 2013

- Antelope Valley Press (Public Notices)

Posted: April 9, 2013

- Lancaster City Hall  
- Lancaster Library  
- Lancaster Senior Center  
- U.S. Post Office

# AFFIDAVIT OF PUBLICATION

(2015.5 C.C.P.)

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STATE OF CALIFORNIA

County of Los Angeles

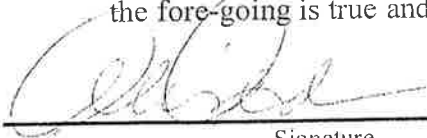
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## NOTICE OF PUBLIC HEARING ACTION PLAN

I am a citizen of the United States and a resident of the County aforesaid, I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the Antelope Valley Press, a newspaper of general circulation, printed and published daily in the City of Palmdale, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under date of October 24, 1931, Case Number 328601; Modified Case Number 657770 April 11, 1956; also operating as the Ledger-Gazette, adjudicated a legal newspaper June 15, 1927, by Superior Court decree No. 224545; also operating as the Desert Mailer News, formerly known as the South Antelope Valley Foothill News, adjudicated a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California on May 29, 1967, Case Number NOC564 and adjudicated a newspaper of general circulation for the City of Lancaster, State of California on January 26, 1990, Case Number NOC10714, Modified October 22, 1990; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

May 4, 2013

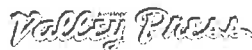
I certify (or declare) under penalty of perjury that the fore-going is true and correct.



Signature

Dated: May 6, 2013

Executed at Palmdale, California



37404 SIERRA HWY., PALMDALE CA 93550  
Telephone (661)267-4112/Fax (661)947-4870

LEGAL NOTICE  
CITY OF LANCASTER  
NOTICE OF PUBLIC HEARING  
PROPOSED CONSOLIDATED PLAN ANNUAL ACTION PLAN  
FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
PROGRAM  
2013 PROGRAM YEAR

Notice is hereby given that the City Council of the City of Lancaster will conduct a public hearing to accept comments and suggestions on the Consolidated Plan proposed Action Plan for the use of Community Development Block Grant (CDBG) funds for the 2013 Program Year, beginning July 1, 2013, as part of its compliance with the U. S. Department of Housing and Urban Development Community Block Grant funding requirements.

DATE OF PUBLIC HEARING: May 14, 2013  
TIME OF HEARING: 5:00 p.m.  
LOCATION OF HEARING: Council Chambers  
Lancaster City Hall  
44933 Fern Avenue

All interested persons are invited to attend the hearing to comment on the proposed Action Plan for the City's FY 2013 CDBG Program. Any member of the public unable to attend the public hearing may submit comments and recommendations, in writing, to the City of Lancaster, CDBG Program, 44933 North Fern Avenue, Lancaster, CA 93534, ATTN: Brigitte Lignons, CDBG Administrator, or call the Department of Housing and Neighborhood Revitalization at (661) 723-6121 with comments relative to this public hearing. The primary objective of the City of Lancaster's CDBG Program is to benefit low and moderate-income persons.

For the 2013 Program Year, beginning July 1, 2013, the City of Lancaster proposes the following Community Development Block Grant (CDBG) projects incorporating the following funding sources:

- Project No. 13-01 - Program Administration** - To cover the direct costs associated with administration of the CDBG Program. Project Budget: \$274,968
- Project No. 13-02 - Fair Housing Services** - To cover the contract costs associated with providing federally-required fair housing services. Project Budget: \$30,000
- Project No. 13-03 - Repayment of Section 108 Loan Guarantee** - To repay a loan secured to assist in public improvement and economic development leading to job creation for low/moderate-income persons. Project Budget: \$23,963
- Project No. 13-04 - Repayment of Section 108 Loan Guarantee** - To repay a loan secured to assist in property acquisition for the construction of a new Mental Health Association facility within the Downtown Revitalization/Transit Village project area. Project Budget: \$118,795
- Project No. 13-05 - Repayment of Section 108 Loan Guarantee** - To repay a loan secured to assist in the construction of a new Children's Center of the Antelope Valley facility within the Downtown Revitalization/Transit Village project area. Project Budget: \$126,480
- Project No. 13-06 - Repayment of Section 108 Loan Guarantee** - To repay a loan secured to assist in public improvements and economic development activities; acquisition of property for the construction of affordable housing; and elimination of blighting conditions through the development of recreational facilities. Project Budget: \$229,654
- Project No. 13-07 - Code Enforcement Officer (A)** - To cover costs incurred by a Code Enforcement Officer who will focus resources on targeted areas of the City. Project Budget: \$120,720
- Project No. 13-08 - Code Enforcement Officer (B)** - To cover costs incurred by a Code Enforcement Officer who will focus resources on targeted areas of the City. Project Budget: \$120,720
- Project No. 13-09 - ADA Emergency Rehabilitation Grant** - Funding for rehabilitating and improving accessibility to persons who are disabled and of low to very low income. \$80,000
- Project No. 13-10 - Veteran's Home Rehabilitation Grant** - Funding for rehabilitating and improving accessibility and habitability for veterans who are of low to very low income. \$80,000

Total Budget: \$1,385,360

- Project No. 13-11 - Lancaster Community Shelter** -- To cover costs associated with the operation and maintenance of the facility to include labor supplies and material. \$44,700
- Project No. 13-12 - Tierra Bonita Park** - Rehabilitate and enhance recreational and physical fitness opportunities to a service are comprised of primarily of persons of low and moderate income. \$150,000

New entitlement funds: (Estimated +/- 20%) \$1,400,000  
Total Budget: \$1,400,000

The City of Lancaster certifies that it has given maximum feasible priority to activities which benefit low- and moderate-income families in the development of the City's Proposed Use of Funds. For the 2013 Program Year, the City proposes to spend 70% of CDBG funds allocated (excluding those for grant administration), on new projects that will primarily benefit low- and moderate-income persons as outlined in the City of Lancaster's five-year Consolidated Plan.

It is the intention of the City of Lancaster that no activity funded under the CDBG Program will result in the displacement of individuals or businesses. If displacement should occur, the City shall abide by Department of Housing and Urban Development regulations pertaining to displacement and relocation.

Citizens interested in reviewing the proposed Action Plan may visit Lancaster City Hall, 44933 North Fern Avenue, Lancaster, CA 93534, or call Ms. Brigitte Lignons, CDBG Program Administrator, at (661) 723-6121 during regular business hours (8:00 a.m. - 6:00 p.m., Monday - Thursday, and 8:00 a.m. - 5:00 p.m. Friday). The Action Plan is also available on the City's web site at [www.cityoflanasterca.org](http://www.cityoflanasterca.org).

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk Department at (661) 723-6020. Services such as American Sign Language interpreters, a reader during the meeting, and/or large print copies of the agenda are available. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Dated: May 3, 2013

GERI K. BRYAN, CMC, City Clerk  
City of Lancaster  
Published: Saturday, May 4, 2013 Antelope Valley Press

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NOTICE OF PUBLIC HEARING  
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3. **Project No. 13-03** – Repayment of Section 108 Loan Guarantee - To repay a loan secured to assist in public improvement and economic development leading to job creation for low/moderate-income persons. Project Budget: \$23,963
4. **Project No. 13-04** – Repayment of Section 108 Loan Guarantee – To repay a loan secured to assist in property acquisition for the construction of a new Mental Health Association facility within the Downtown Revitalization/Transit Village project area. Project Budget: \$118,795
5. **Project No. 13-05** – Repayment of Section 108 Loan Guarantee – To repay a loan secured to assist in the construction of a new Children's Center of the Antelope Valley facility within the Downtown Revitalization/Transit Village project area. Project Budget: \$126,480
6. **Project No. 13-06** – Repayment of Section 108 Loan Guarantee - To repay a loan secured to assist in public improvements and economic development activities; acquisition of property for the construction of affordable housing; and elimination of blighting conditions through the development of recreational facilities. Project Budget: \$229,654
7. **Project No. 13-07** – Code Enforcement Officer (A) – To cover costs incurred by a Code Enforcement Officer who will focus resources on targeted areas of the City. Project Budget: \$120,720



8. **Project No. 13-08** – Code Enforcement Officer (B) – To cover costs incurred by a Code Enforcement Officer who will focus resources on targeted areas of the City. Project Budget \$120,720
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Total Budget: \$1,385,360
11. **Project No. 13-11** – Lancaster Community Shelter -- To cover costs associated with the operation and maintenance of the facility to include labor supplies and material.: \$44,700
12. **Project No. 13-12** – Tierra Bonita Park – Rehabilitate and enhance recreational and physical fitness opportunities to a service area comprised of primarily of persons of low and moderate income. \$150,000  
New entitlement funds: (Estimated +/- 20%) \$1,400,000  
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Dated: May 3, 2013

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GERI K. BRYAN, CMC, City Clerk  
City of Lancaster

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Published: Saturday, May 4, 2013

Antelope Valley Press

Posted: Friday, May 3, 2013

Lancaster City Hall  
AV Senior Center  
Lancaster Public Library  
U. S. Post Office

# STAFF REPORT

## City of Lancaster

PH 1
5/14/13
MVB
MVB

Date: May 14, 2013

To: Mayor R. Rex Parris and City Council Members

From: Elizabeth Brubaker, Director Housing & Neighborhood Revitalization <sup>EB</sup>

Subject: **Approval of the Community Development Block Grant (CDBG) 2013 Program Year Action Plan**

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**Recommendation:**

Approve the proposed projects described herein for the City of Lancaster's 2013 One-Year Action Plan application to be submitted to the United States Department of Housing and Urban Development.

**Financial Impact:**

Fiscal impact is estimated at \$1,400,000 new Community Development Block Grant (CDBG) entitlement funds.

**Summary:**

The City of Lancaster has been a CDBG entitlement community since 1986 and receives an annual grant for developing viable urban communities that encompasses decent housing and a suitable living environment, and expanded economic opportunities, primarily for low- and moderate-income persons. The proposed One-Year Action Plan is intended to provide a summary of proposed program activities, eligibility criteria, and funding levels for the 2013 CDBG program year. All programs and/or projects submitted in the Plan are in compliance with the U.S. Department of Housing and Urban Development (HUD) guidelines for eligible activities.

The Annual Action Plan Executive Summary for CDBG entitlement funds for the 2013 program year is available for review in the Department of Housing and Neighborhood Revitalization. In accordance with Title 24 CFR part 91, this Annual Action Plan Executive Summary outlines the needs, resources, priorities and proposed activities to be undertaken with respect CDBG funding.

In order to proceed with the City's One-Year Action Plan Application, which serves as the formal document to the U.S. Department of Housing and Urban Development for CDBG funding, it is necessary for the City Council to take public testimony on proposed projects.

Proposed Projects for the 2013 Program Year:

1. Planning / Administration	\$274,968
2. Fair Housing Services	\$30,000
3. Repayment of Section 108 Loan –	\$229,654
a. Industrial Infrastructure (Fox Field);	
b. Housing Site Property Acquisition- (Fairgrounds);	
c. Recreational Facilities -(Soccer Complex)	
4. Repayment of Section 108 Loan - (Industrial Corridor Infrastructure)	\$23,963
5. Repayment of Section 108 Loan - (Mental Health Association)	\$118,795
6. Repayment of Section 108 Loan - (Children’s Center)	\$126,480
7. Code Enforcement Officers A	\$120,720
8. Code Enforcement Officers B	\$120,720
9. ADA Emergency Accessibility Grant	\$80,000
10. Veteran’s Rehabilitation Grant	\$80,000
11. Shelter Maintenance/Operations	\$44,700
12. Tierra Bonita Playground Rehabilitation	\$150,000

Total Project Funding .....\$1,400,000

The public was given the opportunity to review and comment on the Draft Consolidated Annual Action Plan which outlined the proposed use of funds for the 2013-14 program year for a period of at least 30-days starting on April 9, 2013 and ending May 10, 2013 in accordance with HUD guidelines and the City of Lancaster’s approved Citizen Participation Plan of the 2010 – 2015 Consolidated Plan.

The list of proposed projects for the 2013 CDBG One-Year Action Plan is in compliance with the City's Five-Year Consolidated Plan and Strategy along with U.S. Department of Housing and Urban Development (HUD) project eligibility criteria and program guidelines. Approval of the proposed list of projects will enable CDBG funding availability as of July 1, 2013, the start of the 2013 program year. Action to delay submission of the current project application to HUD will substantially delay the receipt of monies and implementation of projects and activities dependent on such monies. Funds related to projects that are revised or canceled during the program year will be reprogrammed.

EB:BL


## **APPENDIX H – SF-424 AND CERTIFICATIONS**

**APPLICATION FOR  
FEDERAL ASSISTANCE**

Version 7/03

<b>1. TYPE OF SUBMISSION:</b> Application		<b>2. DATE SUBMITTED</b> 06/07/2013	<b>Applicant Identifier</b> B-13-MC-06-0558	
<input type="checkbox"/> Construction	Pre-application	<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier	
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier	
<b>5. APPLICANT INFORMATION</b>				
Legal Name: City of Lancaster		<b>Organizational Unit:</b> Department: Lancaster Housing Authority		
Organizational DUNS: 15-132-4167		Division: Housing & Neighborhood Revitalization Department		
<b>Address:</b> Street: 44933 Fern Avenue		<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b>		
City: Lancaster		Prefix: Mr.	First Name: Christopher	
County: Los Angeles		Middle Name: David		
State: California		Last Name: Shaver		
Zip Code: 93534	Suffix:			
Country:		Email: cshaver@cityoflanasterca.org		
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 95-3213004		Phone Number (give area code) (66)723-6233	Fax Number (give area code) (661)723-6274	
<b>8. TYPE OF APPLICATION:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)		<b>7. TYPE OF APPLICANT:</b> (See back of form for Application Types) C. Municipal Other (specify)		
Other (specify)		<b>9. NAME OF FEDERAL AGENCY:</b> U.S. Department of Housing and Urban Development		
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> TITLE (Name of Program): Community Development Block Grant		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> Community Development Block Grant Program		
<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> City of Lancaster, California				
<b>13. PROPOSED PROJECT</b> Start Date: 7/1/2013 Ending Date: 6/30/2014		<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. Applicant 22 & 25 b. Project 22 & 25		
<b>15. ESTIMATED FUNDING:</b>		<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>		
a. Federal	\$ 1,418,375.00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant	\$ .00	DATE:		
c. State	\$ .00	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local	\$ .00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$ .00	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>		
f. Program Income	\$ .00	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
g. TOTAL	\$ .00			
<b>18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.</b>				
<b>a. Authorized Representative</b>				
Prefix: Mr.	First Name: Mark	Middle Name: V.		
Last Name: Bozigian		Suffix:		
b. Title: City Manager	c. Telephone Number (give area code): (661)723-6000		e. Date Signed: 06/07/2013	
d. Signature of Authorized Representative: 				

**APPLICATION FOR  
FEDERAL ASSISTANCE**

<b>1. TYPE OF SUBMISSION:</b> Application		<input type="checkbox"/> Pre-application	<b>2. DATE SUBMITTED</b> 05/14/2013	Applicant Identifier B-13-MC-06-0558
<input type="checkbox"/> Construction		<input type="checkbox"/> Construction	<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier
<input checked="" type="checkbox"/> Non-Construction		<input type="checkbox"/> Non-Construction	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier
<b>5. APPLICANT INFORMATION</b>				
Legal Name: City of Lancaster			<b>Organizational Unit:</b> Department: Lancaster Housing Authority	
Organizational DUNS: 15-132-4167			Division: Housing & Neighborhood Revitalization Department	
<b>Address:</b> Street: 44933 Fern Avenue			<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b>	
City: Lancaster			Prefix: Mr.	First Name: Christopher
County: Los Angeles			Middle Name: David	
State: California			Last Name: Shaver	
Zip Code: 93534			Suffix:	
Country:			Email: cshaver@cityoflancasterca.org	
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 9 5 - 3 2 1 3 0 0 4			Phone Number (give area code) (66)723-6233	Fax Number (give area code) (661)723-6274
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<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> City of Lancaster, California			<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> Community Development Block Grant Program	
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b. Applicant	\$	<sup>00</sup>	DATE:	
c. State	\$	<sup>00</sup>	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
d. Local	\$	<sup>00</sup>	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$	<sup>00</sup>	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>	
f. Program Income	\$	<sup>00</sup>	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
g. TOTAL	\$	<sup>00</sup>		
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<b>a. Authorized Representative</b>				
Prefix: Mr.	First Name: Mark	Middle Name: V.		
Last Name: Bozigian	Suffix:			
b. Title: City Manager	c. Telephone Number (give area code): (661)723-6000			
d. Signature of Authorized Representative: 	e. Date Signed: 5/14/2013			



# Non-State Grantee Certifications

**Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.**

- This certification does not apply.  
 This certification is applicable.

## NON-STATE GOVERNMENT CERTIFICATIONS

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

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

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

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

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

8. 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;
9. 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
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

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

5-14-2013  
Date

Mark V. Bozigian
Name
City Manager
Title
44933 Fern Avenue
Address
Lancaster, CA 93534
City/State/Zip
(661)723-6133
Telephone Number



- |  |
|--|
| <input type="checkbox"/> <b>This certification does not apply.</b>           |
| <input checked="" type="checkbox"/> <b>This certification is applicable.</b> |

### 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:

11. 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);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2011, 2012, 2013 , (a period specified by the grantee consisting of one, two, or three specific consecutive program years), 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;
13. 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:

14. 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
15. 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;

City of Lancaster

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

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

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

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

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.  
 This certification is applicable.

### APPENDIX TO CERTIFICATIONS

#### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

##### 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.

##### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) 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 21.

Place Name	Street	City	County	State	Zip
City of Lancaster CA	44933 Fern Avenue	Lancaster, CA	Los Angeles County	CA	93534

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

City of Lancaster

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- All "direct charge" employees;
- all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- a. 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).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

EAB

  
Signature/Authorized Official

5-14-2013  
Date

Mark V. Bozigian

Name

City Manager

Title

44933 Fern Avenue

Address

Lancaster, CA 93534

City/State/Zip

(661)723-6133

Telephone Number