



CITY OF WESTMINSTER
CONSOLIDATED PLAN
2020/21 - 2024/25

CITY OF WESTMINSTER
GRANTS AND HOUSING DIVISION
8200 WESTMINSTER BOULEVARD
WESTMINSTER, CA 92683

CITY OF WESTMINSTER
2020/21-2024/25 CONSOLIDATED PLAN
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Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Executive Summary of the Consolidated Plan is intended to provide the U.S. Department of Housing and Urban Development (HUD), housing and service providers, City residents, and businesses with an overview of Westminster's housing and community development needs, and the City of Westminster's priorities and strategies to address those needs.

The City of Westminster (City) receives Community Development Block Grant (CDBG) and HOME funds each year from the federal government to support housing and community development activities that principally benefit low- and moderate-income households. To receive these federal funds, the City must adopt a five-year strategic plan that identifies local needs, and how these needs will be prioritized and addressed using federal funds. On June 30, 2020, the City's current five-year (FY 2015/2016–2019/2020) Consolidated Plan will terminate requiring a new five-year Consolidated Plan to be adopted by the City Council.

Westminster's new five-year (2020/2021-2024/2025) Consolidated Plan builds upon several other related planning documents, including: City's 2015/2016-2019/2020 Consolidated Plan; City's 2014-2021 Housing Element; 2019 Orange County Housing Authority Housing Choice Voucher Report; 2019 Orange County Homeless Count and Survey Report; and Orange County Continuum of Care.

Westminster's Consolidated Plan and Annual Action Plan for program year 2020/2021 (Action Plan) have been developed using HUD's electronic Consolidated Planning Suite (eCon) launched in May 2012. The system is a set of online tools to assist entitlement jurisdictions in creating market-driven, leveraged housing and community development plans. A new tool featured in the eCon is a Consolidated Plan template allowing the City to develop and submit their Consolidated Plan online through the Integrated Disbursement and Information System (IDIS). IDIS Online is a nationwide database in which the City reports accomplishment and financial activities related to entitlement grants.

Benefits of the Consolidated Plan template in IDIS OnLine include:

- Uniformity by the use of a web-based format to ensure that a City's Consolidated Plan includes all required elements per HUD regulations.
- Pre-populated data and tables with the most up-to-date housing and economic data available. This data is provided to help grantees develop their funding priorities in the Strategic Plan.

The Consolidated Plan template in IDIS Online consists of the following major components:

- Executive Summary
- The Process
- Needs Assessment
- Housing Market Analysis
- Strategic Plan
- One-Year Action Plan

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment

Overview

The U.S. Department of Housing and Urban Development (HUD) has established three predetermined objectives and outcomes designed to capture the range of community impacts that occur as a result of CDBG and HOME-funded programs. Each activity or program funded with CDBG or HOME must fall under one of three objectives and one of three outcomes. The framework of selecting these objectives and outcomes is known as HUD's CPD Outcome Performance Measurement System. The objectives and outcomes are as follows:

- **Creating Suitable Living Environments** relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment, from physical problems with their environment to social issues.
- **Providing Decent Housing** covers the wide range of housing activities where the purpose is to meet individual family or community housing needs.
- **Creating Economic Opportunities** applies to activities related to economic development, commercial revitalization, or job creation.

Outcomes

- **Availability/Accessibility** applies to activities that make infrastructure, public services, public facilities, housing, or shelter available or accessible to low- and moderate-income people, including persons with disabilities.
- **Affordability** applies to activities that provide affordability in a variety of ways to low- and moderate-income people and is appropriate to use whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household.
- **Sustainability** applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of

low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

Westminster's Consolidated Plan Needs Assessment was developed by reviewing Census statistical data and building upon already adopted planning documents, coupled with consultation with housing, homeless and service providers, City Departments, and the public via community meetings, public hearings, and a Community Needs Assessment Survey. The result was the formation of five areas of priority need, including:

1. Priority Housing Needs – The Needs Assessment supports activities that will assist with housing overpayment, households overcrowding, and the identification and rehabilitation of substandard housing due to age and lack of maintenance. There is also a need for additional housing for a growing population of elderly persons (65+ years) in Westminster, as well as for large families (5+ persons).
2. Priority Community Services – With the growing number of both elderly and homeless persons in Westminster, as well as low- and moderate-income persons in general, additional public services to support their needs ranked among the top 10 needs in the community. These needs were determined by the public via the Community Needs Survey, comments received at a Consultation Workshop with various public service and housing providers, and specific comments received from the Westminster City Council at a Needs and Priorities public hearing in January 2020.
3. Priority Parks and Recreational Facilities – Interviews with Community Services and Recreation staff found that there is a need to improve playground equipment at 22 parks throughout Westminster, specifically at Sigler, Frank Fry, and Buckingham Parks. Additionally, results of the Consolidated Plan Community Needs Survey also named the need for childcare/youth centers within the top ten priority needs.
4. Priority Infrastructure Improvements – Identified needs include pavement, sidewalk, curb, gutter, and storm drain reconstruction in the City's low- and moderate-income neighborhoods. The City's Pavement Management System (PMS) describes specific low- and moderate-income neighborhoods for which CDBG funds will be requested over the FY 2020/21 – 2024/25 Consolidated Plan. Street and alley improvements ranked within the top ten priority needs in the community needs survey.
5. Other Housing and Community Development Needs –This category is reserved for administrative activities under both the CDBG and HOME programs.

Over the next five years, the City of Westminster is proposing to fund several programs to meet the priority needs of Westminster residents. In Table 1, an objective/outcome has been selected for each program consistent with the CPD Performance Measurement System as follows:

Westminster 2020/21 – 2024/25 Consolidated Plan Programs By HUD Objectives and Outcomes			
OBJECTIVE/ OUTCOMES	AVAILABILITY/ ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
DECENT HOUSING	<i>Implementing Programs:</i> <ul style="list-style-type: none"> • Neighborhood Pride Multi-Family Housing Rehabilitation Program 	<i>Implementing Programs:</i> <ul style="list-style-type: none"> • Affordable Housing Program • Homeless Prevention and Rapid Re-Housing Program (HPRP) • Westminster Tenant Based Rental Assistance Program 	
SUITABLE LIVING ENVIRONMENT	<i>Implementing Programs:</i> <ul style="list-style-type: none"> • Senior Services • Youth Services • Family Services • General Public Services • Fair Housing Services 		<i>Implementing Programs:</i> <ul style="list-style-type: none"> • Neighborhood-Pride Multi-Family Rental Inspection Program (Code Enforcement) • Street Improvements • Parks and Recreational Facilities
ECONOMIC OPPORTUNITY			

Table 1 - 2020/21 – 2024/25 Consolidated Plan Programs

3. Evaluation of past performance

HUD requires that grantees provide an evaluation of past performance. Through the annual monitoring of CDBG and HOME sub-recipients, contractors, community-based organizations and developers, the City ensures federal compliance of CDBG and HOME, as well as reporting on outcomes of activities and programs. Since the current year, 2019-2020 is still in progress, the City of Westminster will measure performance outputs and outcomes for CDBG and HOME under the Consolidated Annual Performance Evaluation Report (CAPER) which captures progress towards meeting five-year goals and objectives. CAPERs from the prior four years have been completed and accepted by HUD.

4. Summary of citizen participation process and consultation process

The City developed its 2020/21–2024/25 Consolidated Plan through extensive consultation and coordination with housing, social service, and healthcare providers; public agencies; and the local public housing agency as presented in Table 2. As a means of gaining input from these agencies, the City conducted a consultation workshop, a community meeting, public hearings, surveys, and invited local grantees to provide comments on the draft Consolidated Plan and Action Plan. In

addition, consultation in the development of the Consolidated Plan involved several City departments.

Consulted Agencies		
American Family Housing	Family Resource Center	Project S.H.U.E.
Community Legal Aid – So Cal	Habitat for Humanity	SeniorServ
Council on Aging	Huntington Beach Union School District	Westminster School District
Fair Housing Foundation	Mercy House	Westminster Senior Center
City of Westminster Departments and Councils		
Community Development Department	Community Services and Parks Department	Police Department
Public Works Department	Westminster City Council	
Other Public Agencies		
Orange County Health Agency	Orange County Housing Authority	Orange County Transportation Authority

Table 2 – Citizen Participation Consultation

The City followed HUD’s guidelines for citizen and community involvement in preparation of the Consolidated Plan and Action Plan to encourage citizen participation in the preparation of the documents. Citizen participation actions taken for the development of the Consolidated Plan and Annual Action Plan are outlined in the City’s FY 2020/21-2024/25 Citizen Participation Plan. A draft of the five-year Consolidated Plan and 2020/21 Annual Action Plan were available for public comment for a minimum 30-day period (3/11/2020 – 5/13/2020). City Council public hearings were held on 1/29/2020 and 5/13/2020, providing residents and interested parties an opportunity to comment on the Consolidated Plan prior to adoption and submittal to HUD.

5. Summary of public comments

To be provided.

6. Summary of comments or views not accepted and the reasons for not accepting them

The City of Westminster responded to all relevant comments. All comments received were accepted.

7. Summary of Findings

The Needs Assessment of the Consolidated Plan, in conjunction with information gathered through consultations and the citizen participation process, has provided a clear picture of a Westminster’s needs related to affordable housing, special needs housing, community development, and homelessness. From the Needs Assessment, Westminster has identified those needs with the highest priority, which will form the basis for the Strategic Plan and the programs and projects to be administered over the next five years.

Key findings of the Needs Assessment include:

- Housing overpayment is the most prevalent housing problem, with 74% of Westminster's low- and moderate-income renter households (<80% AMI) facing a cost burden (>30% of income on housing costs), and 42% facing a severe cost burden (>50% of income towards housing). The impact of the high cost of rentals and low vacancy rates have contributed to long waiting lists for housing assistance, with approximately 700 Westminster households on the Orange County Housing Authority's waiting list for Section 8 rental assistance.
- Household overcrowding is a far less significant problem than overpayment in Westminster and has decreased from 39% of all renters in 2000 to 17% as documented by the 2011-15 American Community Survey. However, certain neighborhoods continue to experience high levels of overcrowding, particularly in the City's northern/central census tracts (refer to Figure 5 in Appendix B).
- The City has a need for housing for both an aging population and for families. Continued growth in the population age 65+ will demand more senior housing, both independent and assisted living, and assistance with maintenance and accessibility improvements to support seniors who wish to remain in their homes. Large families (5 or more members) comprise approximately 17% of Westminster's households, compared to 14% of large families county-wide, with 47% of the City's large families residing in rental housing (refer to Table 8).
- The data collected from 2-1-1 Orange County identifying 6,860 homeless persons within Orange County, coupled with a 2019 housing inventory raw count compiled by the County showing a total of 5,885 total year-round emergency, transitional, and permanent beds/units suggests the need for additional housing for homeless is still unmet throughout the County. In addition, the prevalence of health-related conditions such as substance abuse, mental health, alcoholism, and other issues experienced by homeless persons suggests a need for public services to assist with these conditions. Public outreach to housing, homeless, and public service providers conducted in support of the Consolidated Plan echoes this need.
- The 2019 Point in Time Count identified 159 unsheltered and 25 sheltered homeless in Westminster, whereas a December 2019 count conducted by the Police department and CityNet identified 213 total homeless persons. Furthermore, the Westminster Police Department explains that many of these homeless persons suffer from alcohol abuse, substance abuse and mental illness, signifying a local need for public services to assist them.
- Priority community facility needs include playground equipment upgrades at 22 parks throughout Westminster. The Community Services Department specifically identified improvements to the splash pad at Sigler Park and playground equipment and playground resurfacing at Sigler, Frank Fry, and Buckingham Parks as a priority need over the next five years. Results of the Consolidated Plan community needs survey also named the need for childcare/youth centers within the top ten priority needs.
- Priority infrastructure needs include pavement, sidewalk, curb, gutter, and storm drain reconstruction in the City's low- and moderate-income neighborhoods. The City's

Pavement Management System (PMS) describes specific low- and moderate-income neighborhoods for which CDBG funds will be requested over the FY 2020/21 – 2024/25 Consolidated Plan. Street and alley improvements ranked within the top ten priority needs in the community needs survey.

- Priority public service needs include services for youth, elderly, homeless and disabled persons, and anti-crime services. These needs were determined by the public via the Community Needs Survey, comments received at a Consultation Workshop with various public service and housing providers, and specific comments received from the Westminster City Council at a Needs and Priorities public hearing in January 2020.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WESTMINSTER	Grants and Housing Division
HOME Administrator	WESTMINSTER	Grants and Housing Division

Table 3 – Responsible Agencies

Narrative

The Lead Agency for the five year (2020/2021 - 2024/2025) Consolidated Plan is the City of Westminster, Grants and Housing Division.

Consolidated Plan Public Contact Information

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PR-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City developed its five-year (2020/2021 - 2024/2025) Consolidated Plan through consultation with City departments; social and health service providers; the Orange County Housing Authority; and adjacent local governments. As a means of gaining input from housing, homeless and social service providers, the City conducted a consultation workshop on September 24, 2019. Approximately 50 agencies were invited to attend (refer to mailing list in Appendix C), with sixteen agencies/departments participating in the workshop. The purpose of the workshop was to discuss what each of these agencies define as the key housing and social service issues in Westminster, to identify gaps in service, and to brainstorm potential recommendations. Another function of the workshop was to establish a dialogue among agencies/departments to enhance collaboration and sharing of information.

In addition to those agencies/departments participating in the workshop, additional agencies were contacted as necessary to gain comprehensive information on the community's needs, such as the Orange County Health Agency and Orange County Housing Authority.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The City of Westminster participates in the Orange County Continuum of Care, led and coordinated by 2-1-1 Orange County and the OC Community Services. This public - nonprofit partnership helps ensure comprehensive, regional coordination of efforts and resources to reduce the number of homeless and persons at risk of homelessness throughout Orange County. This group serves as the regional convener of the year-round CoC planning process and as a catalyst for the involvement of the public and private agencies that make-up the regional homeless system of care.

The Orange County Continuum of Care system consists of six basic components:

1. **Advocacy** on behalf of those who are homeless or at-risk of becoming homeless.
2. A system of **outreach, assessment, and prevention** for determining the needs and conditions of an individual or family who is homeless.
3. **Emergency shelters** with appropriate supportive services to help ensure that homeless individuals and families receive adequate emergency shelter and referrals.
4. **Transitional housing** to help homeless individuals and families who are not prepared to make the transition to permanent housing and independent living.

5. **Permanent housing**, or permanent supportive housing, to help meet the long-term needs of homeless individuals and families.
6. **Reducing chronic homelessness** in Orange County and addressing the needs of homeless families and individuals using motels to meet their housing needs.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City of Westminster does not receive ESG funds, so this is not applicable.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
City of Westminster	Other government - Local	Housing Need Assessment Homeless Needs Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Non-Housing Community Development Strategy Anti-Poverty Strategy Lead-based Paint Strategy	Agency Consultation Workshop. City will continue maintaining its strong relationships with service providers and local jurisdictions to implement the 5-year strategy.
Westminster City Council	Civic Leaders	Housing Need Assessment Non-Homeless Special Needs Market Analysis Economic Development Non-Housing Community Development Strategy Anti-Poverty Strategy	Public hearings. City Council members reflect the needs of their constituents in the community, which have been reflected in the needs and priorities identified in the Plan.
Orange County Health Care Agency	Health Agency	Non-Housing Special Needs Lead-based Paint Strategy	Email correspondence. The City will continue its partnership with the County Health Care Agency.
Orange County Housing Authority	PHA	Housing Need Assessment Public Housing Needs Market Analysis	Email correspondence. The City will continue its strong partnership with the Housing Authority.

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
Orange County Transportation Authority	Other government - County	Non-Housing Community Development Strategy	Agency Consultation Workshop. The City will continue coordination with in providing transportation services to low- and moderate- income households.
American Family Housing	Housing	Housing Needs	Telephone Interview. The City will continue supporting housing targeted to at-risk and low-income families.
Community Legal Aid – So Cal	Services – Elderly Persons	Non-Homeless Special Needs	Agency Consultation Workshop. The City will continue supporting housing and service programs to address the needs of seniors.
Council on Aging	Services – Elderly Persons	Non-Homeless Special Needs	Agency Consultation Workshop. The City will continue supporting housing and service programs to address the needs of seniors.
Fair Housing Foundation	Services-Fair Housing	Housing Needs Assessment	Agency Consultation Workshop. The City will continue to provide fair housing and tenant/landlord services to residents.
Family Resource Center	Other government - Local	Housing Needs Non-Homeless Special Needs	Agency Consultation Workshop. The City will continue supporting programs for Westminster's lower income families.
Habitat for Humanity	Housing	Housing Needs	Agency Consultation Workshop. The City will continue supporting housing targeted to at-risk and low- income families.
Huntington Beach Union High School District	Education	Homeless Needs Homeless Strategy	Agency Consultation Workshop. The City will continue supporting housing and service programs to address homelessness.
Mercy House	Services - Homeless	Homeless Needs Homeless Strategy	Agency Consultation Workshop. The City will continue supporting housing and service programs to address homelessness.
Project S.H.U.E.	Services - Children	Housing Needs Assessment	Agency Consultation Workshop.

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/ Group/ Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
			The City will continue supporting service programs to address underserved children.
SeniorServ	Services – Elderly Persons	Non-Homeless Special Needs	Agency Consultation Workshop. The City will continue supporting housing and service programs to address the needs of seniors.
Westminster School District	Education	Homeless Needs Homeless Strategy	Email correspondence. The City will continue supporting housing and service programs to address homelessness.
Westminster Senior Center	Other government - Local	Non-Homeless Special Needs	Agency Consultation Workshop. The City will continue supporting programs for Westminster's lower income seniors, including senior meals.

Table 4 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

The City of Westminster developed its Consolidated Plan through consultation with housing, social and health service providers; local agencies/governments; and the Orange County Housing Authority. The City is unaware of any Agency types relevant to the Consolidated Plan that were not consulted.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	OC Partnership, 2-1-1 Orange County and the OC Community Services.	Leadership and coordination of Orange County’s Continuum of Care planning process is the shared responsibility of OC Partnership, 2-1-1 Orange County and the OC Community Services. These organizations use housing and demographic data obtained through HMIS and Homeless Counts to determine needs and to pinpoint gaps in housing and services. This in turn helps to pool and coordinate resources with the County and cities to develop coordinated homeless access and assessment centers. Westminster participates in building the regional continuum of care to address the homeless and persons at-risk of homelessness.
Westminster 2014-2021 Housing Element	City of Westminster Planning Division	The City’s current Housing Element covers the 2014-2021 period. Key housing policies and programs from the Housing Element have been reflected within the Consolidated Plan.
Orange County Housing Authority Administrative Plan	Orange County Housing Authority (OCHA)	The purpose of OCHA’s Administrative Plan is to establish policies and procedures to implement the Section 8 Program in a manner consistent with HUD requirements and local objectives. The Consolidated Plan reflects the policies set forth in the Administrative Plan.

Table 5 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The City of Westminster notified the adjacent local governments of Anaheim, Costa Mesa, Cypress, Fountain Valley, Garden Grove, Huntington Beach, Santa Ana, Seal Beach, and Tustin of the availability of the draft Consolidated Plan for 30-day review and comment. Westminster coordinates with the cities of Garden Grove, Anaheim, Huntington Beach, and Santa Ana in implementation of the Consolidated Plan's homeless strategy.

PR-15 Citizen Participation

Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City followed HUD's guidelines for citizen and community involvement in preparation of the Consolidated Plan and Action Plan. To encourage citizen participation in the preparation of the documents, the City undertook several activities as summarized below.

Housing and Community Development Needs Survey

In order to evaluate public opinion of specific housing and community development needs, the City utilized an on-line Needs Survey in which respondents were asked to rank the level of need for a particular service, capital improvement, and public benefit. Hard copies of the survey were also distributed at the Consultation Workshop and Community Meeting. Questions about specific needs were grouped into the following five categories:

- Housing Needs.
- Homeless Needs.
- Public Service Needs.
- Infrastructure Needs; and
- Economic Development Needs.

A total of 225 residents completed the Needs Survey, with respondents rating the need for each of the 36 identified activities as "high", "low", or "no such need". The ten top activities with the highest percentage of "high" needs are as follows, with the complete survey results included in Appendix C:

- Anti-Crime Services (79% rated as high need)
- Mental Health Services for the Homeless (75% rated as high need)
- Short-term Emergency Assistance to Prevent Homelessness (72% rated as high need)
- Homeless Outreach/Case Management Services (70% rated as high need)
- Street/Alley Improvements (69% rated as high need)
- Substance Abuse Services for the Homeless (68% rated as high need)
- Property Maintenance/Code Enforcement (64% rated as high need)
- Storefront/Façade Improvements (63% rated as high need)
- Sidewalk Improvements (63% rated as high need)
- Youth Services (62% rated as high need)

Focus Groups

On September 24, 2019, key City stakeholders and representatives of housing and social service organizations participated in a morning focus group meeting that covered the following:

- Barriers to affordable housing, community facilities, and services
- Housing, homeless and public service needs and gaps in service

- Community priorities

Attendees of the focus group expressed the immediate needs to serve the community, with the need for additional affordable housing opportunities, services for seniors and families, code enforcement and street improvements most commonly cited as Westminster's priority needs. A summary of the input received at the meeting is included in Appendix C.

Community Meeting

City staff conducted a community workshop during the evening of October 22, 2019 to solicit input on community needs. The need for affordable housing was key, along with the desire to see a variety of housing options spread throughout the community, including the conversion of dilapidated motels to permanent housing. Property maintenance and code enforcement were also raised as issues.

The City Council conducted a Needs Assessment Public Hearing on January 22, 2020 to receive additional input. The meeting was advertised in the Westminster Journal and noticed per the Ralph M. Brown Act.

At the Needs Assessment Public Hearing, City staff provided background on the Consolidated Plan, and the process for preparation of Westminster's 2020/21 Annual Action Plan. Comments received at the hearing are summarized in Appendix C of the Consolidated Plan.

Citizen Participation Outreach

Citizen Participation Outreach Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Internet Outreach	Non-targeted/ broad community	A total of 225 Community Needs Assessment surveys were received.	See attached results in Appendix C.	N/A	N/A
Public Meeting	Housing and Service providers representing low/moderate income, special needs and homeless population	Twenty-two individuals representing City staff and housing and service providers attended and participated in the morning meeting. (9/24/19)	See attached summary of comments in Appendix C.	All comments received were accepted.	N/A
Public Meeting	Non-targeted/ broad community	A community workshop was conducted to solicit input on community needs. (10/22/19)	See attached summary of comments in Appendix C.	All comments received were accepted.	N/A
Public Meeting	Non-targeted/ broad community	A public meeting was held before the City Council to solicit input on needs and priorities for the Consolidated Plan. (1/29/2020)	See attached summary of comments in Appendix C.	All comments were received and accepted.	N/A

Citizen Participation Outreach

Citizen Participation Outreach Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Meeting	Non-targeted/ broad community	A public meeting was held before the City Council to present the draft 2020/21-2024/25 Consolidated Plan and initiate the 30-day public review of the Draft Plan (3/11/2020).	See attached summary of comments in Appendix C.	N/A	N/A
Newspaper Ad	Non-targeted/ broad community	A newspaper advertisement was made soliciting public comment on the draft 2020/21-2024/25 Consolidated Plan.	See attached summary of comments in Appendix C.	N/A	N/A
Public Meeting	Non-targeted/ broad community	A final public meeting (5/13/2020) was held before the City Council for adoption of the 2020/21-2024/25 Consolidated Plan.	See attached summary of comments in Appendix C.	N/A	N/A

Table 6 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Consolidated Plan's Housing and Community Development Needs Assessment was conducted in a variety of ways, including data review and analysis¹; consultation with housing, homeless and service providers, and City Departments; Community Needs Assessment Survey available on-line; and community meetings to take public input on community needs. Key findings of the Needs Assessment include:

- Housing overpayment is the most prevalent housing problem, with 74% of Westminster's low- and moderate-income renter households (<80% AMI) facing a cost burden (>30% of income on housing costs), and 42% facing a severe cost burden (>50% of income towards housing). The impact of the high cost of rentals and low vacancy rates have contributed to long waiting lists for housing assistance, with approximately 700 Westminster households on the Orange County Housing Authority's waiting list for Section 8 rental assistance.
- Household overcrowding is a far less significant problem than overpayment in Westminster and has decreased from 39% of all renters in 2000 to 17% as documented by the 2011-15 American Community Survey. However, certain neighborhoods continue to experience high levels of overcrowding, particularly in the City's northern/central census tracts (refer to Figure 5 in Appendix B).
- The City has a need for housing for both an aging population and for families. Continued growth in the population age 65+ will demand more senior housing, both independent and assisted living, and assistance with maintenance and accessibility improvements to support seniors who wish to remain in their homes. Large families (5 or more members) comprise approximately 17% of Westminster's households, compared to 14% of large families county-wide, with 47% of the City's large families residing in rental housing (refer to Table 8).
- The data collected from 2-1-1 Orange County identifying 6,860 homeless persons within Orange County, coupled with a 2019 housing inventory raw count compiled by the County showing a total of 5,885 total year-round emergency, transitional, and permanent beds/units suggests the need for additional housing for homeless is still unmet throughout the County. In addition, the prevalence of health-related conditions such as substance abuse, mental health, alcoholism, and other issues experienced by homeless

¹ The American Community Survey (ACS), performed by the U.S. Census Bureau, is an ongoing Census statistical survey that samples a small percentage of the population every year, and publishes five-year averages of this data. Many of the tables in the Consolidated Plan are "pre-populated" by HUD with data from the 2011-2015 ACS, and thus the City has utilized the 2011-2015 ACS as the primary data source throughout the Plan.

persons suggests a need for public services to assist with these conditions. Public outreach to housing, homeless, and public service providers conducted in support of the Consolidated Plan echoes this need.

- The 2019 Point in Time Count identified 159 unsheltered and 25 sheltered homeless in Westminster, whereas a December 2019 count conducted by the Police department and CityNet identified 213 homeless persons. Furthermore, the Westminster Police Department explains that many of these homeless persons suffer from alcohol abuse, substance abuse and mental illness, signifying a local need for public services to assist them.
- Priority community facility needs include playground equipment upgrades at 22 parks throughout Westminster, specifically at Sigler, Frank Fry, and Buckingham Parks. Results of the Consolidated Plan community needs survey also named the need for childcare/youth centers within the top ten priority needs.
- Priority infrastructure needs include pavement, sidewalk, curb, gutter, and storm drain reconstruction in the City's low- and moderate-income neighborhoods. The City's Pavement Management System (PMS) describes specific low- and moderate-income neighborhoods for which CDBG funds will be requested over the FY 2020/21 – 2024/25 Consolidated Plan. Street and alley improvements ranked within the top ten priority needs in the community needs survey.
- Priority public service needs include services for youth, elderly, homeless and disabled persons and anti-crime services. These needs were determined by the public via the Community Needs Survey, comments received at a Consultation Workshop with various public service and housing providers, and specific comments received from the Westminster City Council at a Needs and Priorities public hearing in January 2020.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a, b, c)

Summary of Housing Needs

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	89,701	91,720	2%
Households	26,238	27,310	4%
Median Income	\$58,846.00	\$53,455.00	-9%

Table 7 - Housing Needs Assessment Demographics

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	6,760	4,585	5,415	2,830	7,725
Small Family Households	2,500	1,915	2,475	1,455	4,260
Large Family Households	830	1,080	885	490	1,350
Household contains at least one person 62-74 years of age	1,600	1,155	1,535	695	1,805
Household contains at least one-person age 75 or older	1,640	955	805	295	715
Households with one or more children 6 years old or younger	1,105	814	1,025	339	445

Table 8 - Total Households Table

Data Source: 2011-2015 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	250	50	55	35	390	15	35	4	10	64
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	355	235	215	60	865	40	30	50	15	135
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	490	505	195	100	1,290	125	65	160	120	470
Housing cost burden greater than 50% of income (and none of the above problems)	2,335	755	195	0	3,285	1,030	610	540	105	2,285
Housing cost burden greater than 30% of income (and none of the above problems)	520	825	1,069	180	2,594	215	375	615	475	1,680

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Zero/negative Income (and none of the above problems)	260	0	0	0	260	85	0	0	0	85

Table 9 – Housing Problems Table

Data 2011-2015 CHAS
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	3,425	1,545	660	195	5,825	1,215	740	760	250	2,965
Having none of four housing problems	1,235	1,050	1,964	880	5,129	535	1,255	2,030	1,505	5,325
Household has negative income, but none of the other housing problems	260	0	0	0	260	85	0	0	0	85

Table 10 – Housing Problems 2

Data 2011-2015 CHAS
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,625	1,075	704	3,404	430	400	595	1,425
Large Related	590	620	205	1,415	180	275	220	675
Elderly	1,179	330	205	1,714	640	370	380	1,390
Other	415	185	320	920	135	45	70	250

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Total need by income	3,809	2,210	1,434	7,453	1,385	1,090	1,265	3,740

Table 11 – Cost Burden > 30%

Data 2011-2015 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,360	490	105	1,955	385	260	330	975
Large Related	505	240	10	755	160	215	45	420
Elderly	899	90	25	1,014	525	180	165	870
Other	345	115	55	515	75	25	35	135
Total need by income	3,109	935	195	4,239	1,145	680	575	2,400

Table 12 – Cost Burden > 50%

Data 2011-2015 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	770	510	245	60	1,585	165	65	120	85	435
Multiple, unrelated family households	100	245	155	85	585	4	30	85	55	174
Other, non-family households	25	0	10	15	50	0	0	0	0	0
Total need by income	895	755	410	160	2,220	169	95	205	140	609

Table 13 – Crowding Information – 1/2

Data 2011-2015 CHAS
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present								

Table 14 – Crowding Information – 2/2

Describe the number and type of single person households in need of housing assistance.

As described later under the Plan's Market Analysis (Section MA-10), 20% of Westminster's renters consist of one person households, whereas only 4% of the rental stock consists of studio (no bedroom) units. While one-bedroom units comprise an additional 21% of Westminster's rental housing, high rental prices render these units unaffordable to low- and moderate-income single individuals. As presented in Tables 11 and 12, 920 low- and moderate- income "other" renter households (non-senior, single-person households) are spending greater than 30% of income on housing costs. Over half of these single-person households (515 households) face severe cost burden, spending greater than 50% of income on housing costs.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

Among the 1,754 Westminster residents reported by the Orange County Housing Authority (OCHA) as receiving Housing Choice Vouchers, over 72% (1,269) have elderly program participants while about 7 percent (115) have a disabled member. An additional 142 Westminster residents with disabilities are on OCHA's waiting list for assistance. These statistics confirm the significant need for housing assistance among the City's disabled population.

What are the most common housing problems?

Based on the CHAS tables provided by HUD (extrapolated from 2011-2015 ACS data), the following summarizes two key housing problems in Westminster:

- Among Westminster's approximately 10,139 low- and moderate-income (<80% AMI) renter households, 7,453 (74%) face a cost burden of spending greater than 30% of income on rent. Over 40% of the City's low- and moderate-income renters face a severe cost burden, with 4,239 spending more than 50% of income on rent. As depicted in Figure 4 located in Appendix B, census tracts with the highest concentrations of severe renter overpayment (40-50% of all renters spending >50% income on rent) are located on the eastern edge of the City in Little Saigon; in the neighborhoods south of Midway City; west of Beach Boulevard in the neighborhoods between the hospital and cemetery; and immediately south of the Garden Grove freeway between Goldenwest and Edwards Streets. Consultation with housing, homeless and public service providers identify the

shortage of affordable rental housing as the most significant issue facing Westminster's low- and moderate-income residents.

- Household overcrowding, (defined as greater than one person per room, excluding kitchens, porches and hallways), is a less pervasive issue than overpayment in Westminster, and has decreased from 39% of all renters in 2000 to 17% for the 2011-2015 CHAS data period. Among low- and moderate-income renters, Table 13 identifies 2,060 overcrowded households, comprising 20% of Westminster's 10,139 low- and moderate-income renter households. Severe overcrowding (defined as more than 1.5 persons per room), impacts 7% of renters in Westminster, with the highest incidence evidenced in the City's northernmost census tracts between Edwards and Bushard streets (refer to Figure 5 in Appendix B).

For homeless persons or persons at-risk of becoming homeless, the most significant problem is the lack of affordable rental housing. This problem has been compounded by decreases in funding available through Section 8 and HOME, and the loss of approximately \$7 million in annual Redevelopment Housing funds. Homeless services are the most significant need at the Family Resource Centers in the County of Orange due to the limited availability of funding to address getting individuals and families stabilized. The Westminster School District identifies 180 students who qualify as homeless under the McKinney-Vento Act (2018-19 School Year), with an additional 156 homeless students in the Huntington Beach Union High School District residing in Westminster. While the exact number of homeless families in the City is unknown, the School Districts report that the vast majority of homeless students are temporarily doubled-up or tripled-up with other families due to economic hardship.

Are any populations/household types more affected than others by these problems?

Renters are for more impacted by all housing problems than owners. As reflected in Tables 11 and 12, small related households are most impacted by renter cost burden, comprising 46% of Westminster's 7,453 low- and moderate-income renters spending greater than 30% of income on housing costs. Small related households are also most impacted by severe cost burden (spending greater than 50% of income of housing costs) among low- and moderate-income renters, comprising 46% of the total.

Among extremely low income (less than 30% AMI) renters, large families (five persons or more) are most impacted by cost burden, with 99% spending more than 30% of income on rent, compared with 94% of small families and 85% of seniors.

Based on input from local service providers, low- and moderate-income populations particularly impacted by housing overpayment in Westminster include senior citizens on fixed incomes, large families, single-parent families, and persons suffering from a physical or mental disability.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either

residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Rising rents in Westminster have placed many lower-income persons at greater risk of homelessness. In particular, family households and single mothers are vulnerable due to the high costs associated with childcare. Rent increases have also hurt those with low-wage jobs. A lack of funding and limited Section 8 vouchers also places households at risk.

Low income (<50% AMI) renter households facing extreme cost burden (>50% income on rent) with low paying jobs or unemployed and with family members with serious health problems are at particular risk of becoming homeless.

In September 2014, the Homeless Prevention and Rapid Re-Housing Program (HPRP) was approved by the Westminster Mayor and City Council. The HPRP is a collaboration between the Family Resource Center, Westminster Police Department, and City Grants and Housing Division. Financial assistance for rent due, deposits, utilities, moving costs, help with locating housing, legal aid, and mediation to help prevent evictions are just some of the services to be offered through the HPRP. To supplement the City's initiatives in addressing homelessness, the Mayor and City Council approved an agreement with the nonprofit agency, CityNet, to provide street outreach to homeless neighbors, to engage them in case management with the goal of exiting them from the streets, and with the long-term goal of dramatically reducing street-level homelessness locally.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

Not applicable.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

As shown in Table 12, an estimated 4,239 low- and moderate-income renter households and 2,400 owner households in Westminster are paying more than half of their gross monthly income for housing costs. Food, transportation, healthcare, utilities and other costs reduce disposable income and the ability to save, and thus make these households vulnerable to eviction and homelessness if their income is suddenly reduced for any reason (e.g., job loss, cut in work hours or government benefits) or they encounter an unexpected expense (e.g., medical emergency, major car repair) or experience serious illness and cannot work.

Discussion

As discussed above, housing affordability is a critical issue among Westminster's renter population. With over 40% low- and moderate-income (<80% AMI) renter households spending more than half their incomes on housing, severe housing cost burden is the most pervasive housing problem in the community. The need far exceeds the resources available through the Consolidated Plan and is further exacerbated by the loss of Redevelopment funding which has historically served as Westminster's primary source of funds for affordable housing.

Westminster's age profile suggests the need for housing for both an aging population, while at the same time meeting the needs for family housing. With the aging of the baby boomer population, projected growth in the population age 65+ will demand more senior housing, both independent and assisted living, and assistance with maintenance and accessibility improvements to support seniors who wish to remain in their homes.

Large families (5 or more members) comprise 17% of Westminster's households, with 47% of large families residing in rental housing. The 2012 SCAG Existing Housing Needs Data estimates that housing overpayment is experienced by 64% of the City's low- and moderate-income large family renters, and 39% of low- and moderate-income large family owners. This condition indicates assistance should be targeted to larger households to reduce high levels of overpayment. *(Source: City of Westminster 2014-2021 Housing Element).*

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A disproportionately greater housing need exists when the members of a racial or ethnic group at an income level experience housing problem at a greater rate (10% or more) than the income level as a whole. The following tables identify the presence of one or more housing problems among households of differing race/ethnicities and income levels, with the analysis that follows identifying any racial/ethnic group evidencing a disproportionate housing need.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	5,370	1,040	345
White	1,210	249	140
Black / African American	0	0	0
Asian	2,945	714	140
American Indian, Alaska Native	15	0	15
Pacific Islander	10	0	0
Hispanic	1,125	70	50

Table 15 - Disproportionally Greater Need 0 - 30% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,485	1,105	0
White	625	465	0
Black / African American	20	0	0
Asian	1,880	475	0

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
American Indian, Alaska Native	0	0	0
Pacific Islander	55	0	0
Hispanic	870	145	0

Table 16 - Disproportionally Greater Need 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,099	2,305	0
White	880	985	0
Black / African American	50	20	0
Asian	1,224	795	0
American Indian, Alaska Native	20	0	0
Pacific Islander	0	14	0
Hispanic	865	395	0

Table 17 - Disproportionally Greater Need 50 - 80% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,095	1,730	0

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
White	430	750	0
Black / African American	0	25	0
Asian	400	580	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	270	370	0

Table 18 - Disproportionally Greater Need 80 - 100% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

Tables 15-18 above identify the presence of one or more housing problems (lacks complete kitchen, lacks complete plumbing, overcrowding at > 1 person per room, or overpayment at > 30%) for different racial/ethnic groups within a given income category. The following summarizes the results of these CHAS tables, and identifies groups experiencing disproportionate housing need in Westminster.

Extremely Low Income (0-30% AMI)

- 80% of extremely low-income households in Westminster have one or more housing problems, ranging from 50% to 100% by racial or ethnic group.
- The highest incidence of housing problems (100%) is experienced by Pacific Islanders, representing a disproportionate need based on the CHAS data provided by HUD. However, at just 10 households, the total number of extremely low-income Pacific Islander households in Westminster is minimal, representing just 0.2% of the total 6,755 extremely low-income households in the City.
- Hispanic households earning extremely low incomes evidence a disproportionate housing need, with 90% experiencing one or more housing problems, 10% greater than the Citywide average of 80%. Hispanic households represent 18% of Westminster's extremely low-income households.

Low Income (30-50% AMI)

- 76% of low-income households in Westminster have housing problems, ranging from 57% (Whites) to 100% (African Americans and Pacific Islanders) by racial or ethnic group.

- While HUD’s CHAS data identifies both African Americans and Pacific Islanders as having a disproportionate housing need, at 20 and 55 households respectively, the actual number of such low-income households is limited.

Moderate Income (50-80% AMI)

- 57% of moderate-income households in Westminster have housing problems. The 14 Pacific Islander households in this income category did not have any of the four identified housing problems. For the other racial or ethnic groups, the percentages of housing problems ranged from 47% (Whites) to 100% (American Indian, Alaska Native).
- Hispanic households earning moderate incomes evidence a disproportionate housing need, with 69% experiencing one or more housing problems. At 1,260 households, Hispanic households represent 23% of Westminster's moderate-income households.
- Asian households represent the largest racial or ethnic group of the city’s moderate-income households at 37%. A large portion (61%) of these household’s experience one or more housing problems.
- While moderate income African Americans and American Indian, Alaska Natives also face a disproportionate housing need, they make up 70 and 20 households, respectively.

Median Income (80-100% AMI)

- 39% of all households in Westminster in the median income bracket have housing problems, ranging from 0% to 42% by racial or ethnic group.
- Hispanic households evidence the highest incidence of problems (42%) and represent a disproportionate need given that they represent about 23% of all households in this income category.
- Median income White households and Asian households experienced 36% and 41% incidence of housing problems, respectively.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A disproportionately greater housing need exists when the members of a racial or ethnic group at an income level experience housing problem at a greater rate (10% or more) than the income level as a whole. The following tables identify the presence of *severe* housing problems among households of differing race/ethnicities and income levels, with the analysis that follows identifying any racial/ethnic group evidencing a disproportionate housing need.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,640	1,770	345
White	1,060	399	140
Black / African American	0	0	0
Asian	2,515	1,149	140
American Indian, Alaska Native	15	0	15
Pacific Islander	10	0	0
Hispanic	980	220	50

Table 19 – Severe Housing Problems 0 - 30% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,285	2,305	0
White	315	780	0
Black / African American	10	10	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Asian	1,290	1,065	0
American Indian, Alaska Native	0	0	0
Pacific Islander	50	4	0
Hispanic	605	405	0

Table 20 – Severe Housing Problems 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,420	3,994	0
White	350	1,510	0
Black / African American	10	60	0
Asian	640	1,389	0
American Indian, Alaska Native	0	20	0
Pacific Islander	0	14	0
Hispanic	410	850	0

Table 21 – Severe Housing Problems 50 - 80% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	445	2,385	0
White	80	1,100	0
Black / African American	0	25	0
Asian	205	775	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	150	480	0

Table 22 – Severe Housing Problems 80 - 100% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

Tables 19-22 above identify the presence of one or more *severe* housing problems (lacks complete kitchen, lacks complete plumbing, overcrowding at > 1.5 person per room, or overpayment at > 50%) for different racial/ethnic group within a given income category. The following summarizes the results of these CHAS tables, and identifies groups experiencing disproportionate housing need in Westminster.

Extremely Low Income (0-30% AMI)

- 69% of all extremely low-income households in Westminster experience one or more of the identified severe housing problems, ranging from 50% to 100% by racial or ethnic group.
- The highest incidence of severe housing problems (100%) is experienced by Pacific Islanders, representing a disproportionate need. However, at just 10 households, the total number of extremely low-income Pacific Islander households in Westminster is minimal, representing approximately 1% of the total extremely low-income households in the City.
- Hispanic households earning extremely low incomes evidence a disproportionate housing need, with 78% experiencing one or more severe housing problems, 9% greater than the Citywide average of 69%. Hispanic households represent 19% of Westminster's extremely low-income households.

Low Income (30-50% AMI)

- 50% of low-income households in Westminster have severe housing problems, ranging from 29% to 93% by racial or ethnic group.
- At 93%, low income Pacific Islander households evidence a disproportionate housing need, although at just 54 households, Pacific Islander represent 1.2% of Westminster's total low-income households.
- Hispanic households earning low incomes evidence a disproportionate housing need, with 60% experiencing one or more severe housing problems, 10% greater than the Citywide average of 50%. Hispanic households represent 22% of Westminster's low-income households.

Moderate Income (50-80% AMI)

- 26% of moderate-income households in Westminster have severe housing problems, ranging from 0% to 33% by racial or ethnic group. No group evidences a disproportionate housing need.

Median Income (80-100% AMI)

- 16% of median income households in Westminster experience severe housing problems, ranging from 0% to 24% by racial or ethnic group. No group evidences a disproportionate housing need.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	14,070	6,029	6,835	375
White	5,825	1,715	1,730	140
Black / African American	155	50	20	0
Asian	5,645	2,540	3,645	170
American Indian, Alaska Native	20	20	15	15
Pacific Islander	24	55	10	0
Hispanic	2,145	1,575	1,325	50

Table 23 – Greater Need: Housing Cost Burdens AMI

Data Source: 2011-2015 CHAS

Discussion:

A disproportionately greater housing need exists when the members of a racial or ethnic group at an income level experience housing problem at a greater rate (10% or more) than the income level as a whole. Table 23 above identifies cost burden for each racial and ethnic group in Westminster, including no cost burden (<30% income towards housing), cost burden (30-50%), severe cost burden (>50%), and not computed due to no/negative income. According to the CHAS data on which this table is based, 22% of Westminster households experience a cost burden, with an additional 25% experiencing a severe cost burden. In comparison with this citywide average, American Indian, Alaska Native and Pacific Islander households experience disproportionate housing cost burdens. However, with a total of just 55 households and 89 households respectively identified as residing in Westminster by the 2011-2015 American Community Survey (ACS), combined with the sampling methodology utilized by the ACS, the results for such a small sample size are less than statistically significant.

Westminster's primary racial and ethnic groups are Asians, Whites and Hispanics, which comprise 44%, 34% and 19% of the City's households, respectively. The incidence of overpayment (>30% income) is 52% among Asian households and 37% for White households. In comparison to the Citywide overpayment average at 48%, the most recent data shows Hispanic households have a disproportionate need at 58%.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

The analysis of housing problems and severe housing problems in sections NA-15 and NA-20 identify Hispanic, Asian, American Indian/Alaska Native, Pacific Islander, and African American households as evidencing a disproportionate housing need. Tables 24A and 24B below identify the specific income categories among these racial groups where disproportionate need is apparent:

Income Category	% Households with Housing Problems (# Households with Housing Problems)					
	Citywide	Hispanic	Asian	American Indian/Alaska Native	Pacific Islander	African American
0-30%	80% 5,370	90% 1,125	--	--	100% 10	--
30-50%	76% 3,485	86% 870	--	-	100% 55	100% 20
50-80%	57% 3,099	69% 865	--	100% 20	--	71% 50
80-100%	39% 1,095	--	--	--	--	--

Table 24A – Housing Problems: Greater Disproportionate Need

Income Category	% Households with Severe Housing Problems (# Households with Severe Housing Problems)			
	Citywide	Hispanic	African American	Pacific Islander
0-30%	68.7% 4,640	78.4% 980	--	100% 10
30-50%	50% 2,285	60% 605	--	93% 50
50-80%	26% 1,420	--	--	--
80-100%	16% 445	--	--	--

Table 24B – Severe Housing Problems: Greater Disproportionate Need

As illustrated in the above tables, the actual number of households within the American Indian/Alaska Native, Pacific Islander and African American racial groups identified by the HUD CHAS data as experiencing disproportionate housing problems is extremely limited. As previously mentioned, given this small number of households, combined with the sampling methodology utilized by the American Community Survey, the results in such a small sample size are less than statistically significant.

In contrast, disproportionate housing needs among extremely low, low- and moderate-income Hispanic households are evident in Westminster.

If they have needs not identified above, what are those needs?

Not applicable.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

To show where different racial and ethnic groups are located in Westminster, Figures 6 and 7 (located in Appendix B) depict the relative numbers of Hispanic and Asian residents by census tract. The following summarizes each map.

- Hispanic residents comprise 23% of Westminster's population, totaling approximately 21,200 persons (2011-2015 ACS). As depicted in Figure 6, census tracts with the highest Hispanic populations are generally located in the northern portions of the City, bordering the City of Garden Grove. A comparison with Figure 5 indicates areas with the highest proportions Hispanic residents correspond to census tracts with the highest rates of renter overcrowding.
- The 2011-2015 ACS identifies approximately 44,200 Asian residents in Westminster, comprising 48% of the City's population. As illustrated in Figure 7, census block groups with the highest proportions of Asian residents are generally located in the eastern half of the City, east of Bushard Street. Some, but not all census tracts with the highest Asian populations also correspond to areas with high levels of renter overpayment.

NA-35 Public Housing – 91.205(b)

Introduction

The Housing Choice Voucher (HCV) program, formerly called the Section 8 program, is HUD’s largest program that helps low-income families, the elderly, and the disabled find affordable decent, safe, and sanitary housing in the private market. Participants receive federally subsidized vouchers that they can use to rent the home or apartment of their choosing, provided that it meets the requirements of the program and agreement of the landlord. The funding assistance is provided to the family or individual, the voucher holder, and can move with the family or individual rather than being tied to the property or unit.

The Orange County Housing Authority (OCHA) is the local public agency providing Housing Choice Vouchers within Westminster. According to a special data run conducted by OCHA for the City, as of October 2019, there were a total of 1,734 Westminster households receiving tenant-based Housing Choice Vouchers; 8 of these were Veterans Affairs Supportive Housing Vouchers, 11 were Family Unification Vouchers, and 1 was a special purpose voucher for the disabled. Elderly households comprise almost three-quarters of the City’s Section 8 recipients (1,269 households), indicative of several large senior housing complexes with significant numbers of Section 8 tenants. Approximately 7% of the vouchers are for disabled households, although many of these households are also likely to be seniors. There are no public housing projects located within Westminster.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	0	1,754	0	1,734	8	11	1

Table 25 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Data Source: Orange County Housing Authority (OCHA), October 2019
 Note: Does not include the 200 portability vouchers in use in Westminster issued by PHAs other than the OCHA.

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	0	\$16,476	0	\$16,470	\$17,239	\$15,594
Average length of stay	0	0	0	8 years	0	8 years	0	4 years
Average Household size	0	0	0	2	0	2	1	3
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	0	1,269	0	1,269	2	0
# of Disabled Families	0	0	0	115	0	115	1	3
# of Families requesting accessibility features	0	0	0	0	0	0	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 26 – Characteristics of Public Housing Residents by Program Type

Data Source: Orange County Housing Authority, October 2019

Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	147	0	133	5	9	0
Black/African American	0	0	0	12	0	8	3	0	1
Asian	0	0	0	1,583	0	1,581	0	2	0
American Indian/Alaska Native	0	0	0	9	0	9	0	0	0
Pacific Islander	0	0	0	3	0	3	0	0	0
Other	0	0	0		0		0	0	0

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Table 27 – Race of Public Housing Residents by Program Type

Data Source: Orange County Housing Authority, October 2019

Ethnicity of Residents

Ethnicity	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	66	0	58	1	7	0
Not Hispanic	0	0	0	1,688	0	1,676	7	4	1

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Table 28 – Ethnicity of Public Housing Residents by Program Type

Data Source: Orange County Housing Authority, October 2019

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

Not Applicable, as OCHA does not have public housing.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

Available, affordable rental units that fall within the rent levels of HUD's Fair market Rents.

How do these needs compare to the housing needs of the population at large

High rents and low vacancy rates in Orange County effect the population at large, not just low- and extremely low-income residents. The increase in home prices has led to a decline in housing affordability, contributing additional demand for rental housing.

Discussion

The impact of the high cost of rentals and low vacancy rates is evidenced in the increase in renter overpayment over the past decade. The 2011-2015 American Community Survey (ACS) documents 58% of renters spending greater than 30% of their income on rent, compared to 51% in 2000. Furthermore, the ACS documents 17.8% of Westminster's population as below the poverty level, compared to a poverty rate of 12.8% countywide. These conditions have contributed to a lengthy waiting list for housing assistance, both for Housing Choice Vouchers from OCHA and for occupancy within the affordable rental projects within the City. As of November 2019, 723 Westminster residents were on the Orange County Housing Authority wait list for Section 8 assistance. Elderly households accounted for approximately half of the wait list (355 persons), while families with children accounted for 34% (248) and disabled persons were approximately 19% (142 persons). Asian households comprised 85% of Westminster residents on the waitlist, followed by White households (12%).

NA-40 Homeless Needs Assessment – 91.205(c)

The U.S. Department of Housing and Urban Development (HUD) requires that all Continuum of Care jurisdictions across the country complete a biennial unsheltered count and an annual sheltered count of all individuals experiencing homelessness in the community on a single point in time during the last ten days of January. Orange County’s 2019 Sheltered Point in Time (PIT) Count took place the night of Tuesday, January 22, 2019, with client-level demographic information collected from all emergency shelter and transitional housing programs throughout the County. The 2019 Unsheltered PIT Count took place over two days, Wednesday January 23 and Thursday January 24, to ensure the 800 square mile county jurisdiction was canvassed effectively. Because of an improved PIT process, methodology and data quality from the use of GIS technology, the results of the 2019 PIT reflect the most accurate count of Orange County’s homeless population ever. It is important to note that the new PIT Count goes beyond just the physical counting of persons experiencing homeless and, in some instances, uses a formula to extrapolate the total number of homeless present.

Orange County

As depicted in Table 29, the January 2019 PIT count enumerated 6,860 homeless individuals in Orange County, reflecting an over 40% increase from the 2017 tally of 4,792 homeless people. However, Orange County officials said it would be misleading to make a direct comparison to prior years due to the change in methodology and more thorough accounting of homeless. Among the 6,860 homeless counted, 2,899 (42%) were in some kind of emergency or transitional shelter. This reflects an increase of 691 sheltered homeless from 2017, or 31%.

	Sheltered Homeless		Unsheltered Homeless		Total	
	#	%	#	%	#	% of County Population
2009	2,609	31%	5,724	69%	8,333	0.28%
2011	2,667	38%	4,272	62%	6,939	0.23%
2013	2,573	61%	1,678	39%	4,251	0.14%
2015	2,251	51%	2,201	49%	4,452	0.14%
2017	2,208	46%	2,584	54%	4,792	0.15%
2019	2,899	42%	3,961	58%	6,860	0.21%

Table 29 – Orange County Homeless Population Change 2009-2019

Data Source: Orange County Homeless Count and Survey Report, July 2019

In addition to providing an accurate count of the numbers of people experiencing homelessness at a given point in time, the count provides a deeper look into who is homeless in Orange County (see Table 30). The results include findings that:

- 37% of homeless people (sheltered and unsheltered) live in a household that includes a minor child, although the vast majority of homeless children are sheltered.
- 36% of homeless individuals are chronically homeless.
- 26% of homeless individuals have substance abuse issues.

- 24% of homeless individuals are living with mental illness.
- 21% of homeless individuals have a physical disability.
- 5% of homeless individuals are veterans.
- 2% of homeless individuals have HIV/AIDS

Population	Est # experiencing homelessness on a given night		Estimate # experiencing homelessness each year	Estimate # becoming homeless each year	Estimate # exiting homelessness each year	Estimate # of days persons experience homelessness
	Unsheltered	Sheltered				
Persons in HH with Adults & Children	396	1,154				
Persons in HH with only Children	3	11				
Persons in HH with only Adults	3,562	1,734				
Chronically Homeless	1,932	559				
Veterans	212	99				
Unaccompanied Youth	3	11				
Persons with HIV	67	39				
Substance Abuse Issues	1,223	578				
Physical Disability	1,145	326				
Mental Health Issues	984	670				

Table 30 - 2019 Point-In-Time Summary for Orange County Continuum of Care

Data Source: Orange County Homeless Count and Survey Report, July 2019

Westminster

As part of the PIT Count in January 2019, a total of 184 homeless persons were reported in the City of Westminster. More detailed information is provided in Table 31 and the subsections which follow.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Orange County

As shown in Table 30, in their July 2019 Orange County Homeless Count & Survey Report, 2-1-1 Orange County estimates there are 2,491 chronically homeless persons on any given night, representing approximately 36% of the County's total homeless population. Of this number, 1,932 are unsheltered, and 559 are sheltered. Among the chronically homeless population, just ten were in families, nine of which were sheltered and one unsheltered.

Also shown in Table 30, 1,564 homeless persons live in a household that includes children. Of these, approximately 62% are children (includes 14 unaccompanied youth) and 38% are adults. The vast majority of homeless families (those including at least one adult and one child) are sheltered in either emergency shelters or transitional housing programs.

Another subpopulation of homeless in Orange County are veterans and their families. 2-1-1 Orange County estimates 311 homeless veterans live in Orange County, 212 of whom are unsheltered, and 99 who are sheltered.

Westminster

In January 2019, the PIT Count reported a total of 184 homeless persons in the City of Westminster as shown in Table 31 below. Only 14% of these persons were sheltered, with the remaining 86% (159 persons) unsheltered. The data showed that 16 of these persons were 18 to 24 years of age, 21 were seniors (age 62 and older), 20 were families and 10 were veterans.

Population	Est # experiencing homelessness on a given night		
	Unsheltered	Sheltered	Total
Individuals	159	25	184
Families	16	4	20
Transitional Age Youth	6	10	16
Seniors	14	7	21
Veterans	9	1	10

Table 31 – 2019 Point-In-Time Summary for City of Westminster

Data Source: Orange County Homeless Count and Survey Report, July 2019

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

There are many factors that contribute to homelessness in Orange County, and Westminster specifically. Unemployment, mental illness, family problems, and substance abuse are a few common factors. Individuals and families experience homelessness for a variety of reasons, and therefore a homeless population may have a variety of needs. A homeless person may need medical care, job training, childcare assistance, mental health care, credit counseling, substance abuse treatment, and/or English language education, among other services. Homeless families

have special needs with regard to housing, such as size to accommodate adequate personal space, affordable childcare, and various forms of counseling and life skills training.

According to the 2019 PIT Count, a total of 985 homeless children under the age of 18 were identified in Orange County, with 3/4s of these in shelters. The Westminster School District identifies 180 students who qualify as homeless under the McKinney-Vento Act (2018-19 School Year), with an additional 156 homeless students in the Huntington Beach Union High School District residing in Westminster.² While the exact number of homeless families in the City is unknown, the School Districts report that the vast majority of homeless students are temporarily doubled-up or tripled-up with other families due to economic hardship and would thus not have been included in the PIT Count.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

The January 2019 PIT Count identified 3,961 unsheltered homeless persons in Orange County. Of these, 2,880 (73%) are White, 485 (12%) are Other, 333 (8%) are Black or African American, 123 (3%) are Asian, 74 (2%) are American Indian or Alaska Native, and 66 (less than 2%) are Pacific Islanders. As well, 34 percent (1,354 persons) were identified as Hispanic.

Race	Sheltered	Unsheltered
White	2,103	2,880
Black or African American	435	333
Asian	95	123
American Indian or Alaska Native	112	74
Pacific Islander	35	66
Other	119	485
Ethnicity	Sheltered	Unsheltered
Hispanic	1,126	1,354
Not Hispanic	1,773	2,607

Table 32 - 2019 Point-In-Time Summary for Orange County Continuum of Care

Data Source: Orange County Homeless Count and Survey Report, July 2019

² Students qualify as homeless under the McKinney-Vento Act if they lack fixed, regular or adequate housing. The following living situations would qualify a student for services under the Act: 1) hotel or motel; 2) campground, park or car; 3) awaiting foster care placement; 4) renting or sharing with others due to loss of housing or economic hardship

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

Orange County

The 2019 Point in Time Count identified a total of 2,899 sheltered and 3,961 unsheltered homeless throughout the County. Of the 3,961 unsheltered homeless persons encountered, 247 were 17 years old or younger, 158 were between the ages of 18 and 24, and 3,556 were 25 or older. Male unsheltered homeless made up 71 percent (2,814 persons) of total unsheltered homeless, 28 percent (1,138) were female, 4 persons were transgender, and 5 persons were gender non-conforming.

2-1-1 Orange County also identified 66% (2,607 persons) of this population as being non-Hispanic/Latino and 34% (1,354 persons) were Hispanic/Latino. Additionally, subpopulations of the homeless included 984 unsheltered homeless reported as having severe mental illness, 1,223 as having chronic substance abuse issues, and 67 persons living with HIV/AIDS.

Westminster

As shown in Table 31 above, the January 2019 Point in Time count estimated there were 184 homeless persons within the City of Westminster. Just 14% of these persons (25) were sheltered, with the remaining 86% (159 persons) unsheltered. The data showed that 16 of these persons were 18 to 24 years of age, 21 were seniors (age 62 and older), 20 were families and 10 were veterans.

While the 2019 Point in Time Count identified 159 unsheltered homeless in Westminster, the City's Police Department and City's homeless outreach contractor, CityNet, surveyed 213 unsheltered homeless in December 2019. The Police Department's homeless liaison indicates that homeless persons generally congregate along the City's major commercial corridors (Westminster Boulevard, Beach Boulevard and Bolsa Avenue), and in some of the City's parks. The majority of Westminster's visible homeless population is made up of single, adult males, with many appearing to suffer from mental health or substance abuse problems. Homeless individuals may be well served by SRO units and transitional housing. Transitional housing facilities offer personal development programs, often augmented with health maintenance and professional counseling. Personal skills must be developed if true self-sufficiency is to be achieved.

Discussion

Orange County

The data collected from 2-1-1 Orange County identifying 6,860 homeless persons within Orange County, coupled with a 2019 housing inventory raw count compiled by the County showing a total of 5,885 total year-round emergency, transitional, and permanent beds/units suggests a continued need for additional housing for homeless throughout the County. In addition, the

prevalence of health-related conditions such as substance abuse, mental health, alcoholism, and other issues experienced by homeless persons suggests a need for public services to assist with these conditions. Public outreach to housing, homeless, and public service providers conducted in support of the Consolidated Plan echoes this need.

Westminster

Westminster addresses the emergency and transitional needs of the homeless and other persons needing shelter by actively participating in programs administered by public and quasi-public agencies. In adjacent Midway City, American Family Housing recently opened a new 16-unit permanent supportive housing facility for homeless veterans (Potters Lane) located at 15171 Jackson Street.

The City is actively working on additional shelter and housing resources for the homeless. The Della Rosa project, being developed by Affirmed Housing, is anticipated to be completed in August 2020. This project will have a total of 50 units, including 25 units of permanent supportive housing, 24 deed-restricted affordable units, and one manager's unit. Also, under construction is Westminster Crossing (to be operated by Meta Housing) which will provide 20 permanent supportive housing units and 44 deed-restricted affordable units for large families and individuals.

To continue addressing the needs of the City's homeless population, the Westminster City Council recently formed a Homeless Task Force. The scope of the Task Force will include examining the characteristics of the homeless population, the City's current efforts to address affordable housing and permanent supportive housing, the City's General Plan and Zoning Code as they relate to the feasibility of the creation of an emergency homeless shelter, and the availability of properties for the creation of an emergency homeless shelter. The Task Force is composed of various "stakeholders" including representatives from the City Police Department, the Westminster School District, the City's Economic Development Advisory Task Force and five community residents. The Task Force is anticipated to submit recommendations and findings to the City Council by April 2020.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b, d)

Introduction:

Certain segments of the population may have greater difficulty finding adequate and affordable housing due to their unique special needs and circumstances. Such circumstances range from fixed incomes to limited mobility to the need for supportive services. The groups that categorically fall under special needs are the elderly and frail elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with substance abuse problems. These groups represent a significant part of Westminster's population, and efforts must be made to ensure that decent, affordable and accessible housing is available to all such special needs populations.

Describe the characteristics of special needs populations in your community:

Elderly

The elderly and frail elderly special needs population (age 65 and above) comprise 14,744 residents in Westminster (16%), reflecting a greater proportion of seniors in comparison with Orange County (13%) and California (12%) as a whole (source: 2011-2015 ACS). The number and proportion of elderly is projected to continue to increase over the coming decades due to the aging of the "Baby Boom" generation and longer life expectancies, increasing the demand for senior housing, both independent and assisted living. While more than half of Westminster's seniors own their own home (60%), a substantial proportion (40%) are renters, and thus are particularly vulnerable to rent increases due to their lower fixed incomes. As shown earlier in Table 8, among Westminster's 4,415 households with at least one member age 75 or above, nearly 60% are low income (<50% AMI). And over half the City's residents 75 years and above have some type of disability, which may limit their abilities to live independently.

The housing needs of the elderly include affordable housing located near transportation and services, home maintenance assistance, and various levels of supportive housing. For seniors remaining in their homes, they may require ramps, handrails, lower cabinets, and counters to facilitate greater access and mobility, and a variety of services to support independent living.

Persons with Disabilities

Approximately 12% of Westminster's population report having some type of disability, with seniors comprising over half of those with disabilities (source: 2011-2015 ACS). Among the approximately 10,700 persons with disabilities:

- 56% have ambulatory disabilities
- 46% have difficulty living independently
- 44% have cognitive disabilities
- 27% have hearing difficulty
- 22% have difficulty with self-care
- 15% have vision difficulty

Depending on the nature and extent of the disability, the housing needs of persons living with disabilities include accessible housing, supportive housing, and community care facilities.

Another serious problem that people with disabilities face is one of housing affordability. The incidence of poverty is higher among Westminster's disabled population (22%) compared to those without disabilities (16%). Similarly, persons with disabilities have a higher rate of unemployment: the unemployment rate for Westminster's disabled population aged 18-64 was 14.6%, compared to 8.5% for non-disabled persons in the same age group (source: 2011-2015 ACS). Households with a disabled member comprise a sizable number of the households on the Orange County Housing Authority's Section 8 waiting list, further indication that the unmet housing needs of the disabled population are significant.

Victims of Domestic Violence

Individuals fleeing domestic violence are generally women and children. It is difficult to estimate the number of victims of domestic violence, as many victims do not call the police or seek services. Women between the ages of 18 and 44 are at an increased risk for domestic violence, with lower-income and immigrant women particularly vulnerable to abuse. This needs group needs transitional housing with counseling and supportive services.

Persons with HIV/AIDS

Persons with HIV/AIDS are considered a special needs group due their need for affordable housing, health care, counseling and other supportive services. The Orange County Health Care Agency tracks AIDS cases, and reports that as of 12/31/18, there were 6,369 persons living with HIV disease (PLWHD) in Orange County, with an estimated additional 893 who are unaware of their HIV status. Short-term housing needs for persons with AIDS – many of whom face homelessness – may include hospice facilities, shelters or transitional housing. Long term needs include affordable housing in close proximity to public transportation and health care facilities.

Alcohol/Other Drug Abuse

According to the National Council on Alcoholism and Drug Dependence, 18 million Americans suffer from alcohol dependencies, while five to six million Americans suffer from drug addictions. Furthermore, more than nine million children live with a parent dependent on alcohol and/or illicit drugs.

Persons with drug and or alcohol addictions often need a supportive living environment to break their habit. Supportive housing for persons with substance addictions is typically transitional housing programs that also offer counseling and job training. The County serves as the primary funding source for these types of programs. Westminster has no facilities that serve persons with substance abuse problems. However, facilities in surrounding communities are available to Westminster residents.

What are the housing and supportive service needs of these populations and how are these needs determined?

Housing and service needs are addressed under each group heading in the prior section. The housing needs of persons with disabilities is further elaborated on below.

Persons with Disabilities

Some people with disabilities may live comfortably without special housing accommodations, but persons with physical and/or sensory disabilities often require specially designed, barrier-free housing that allows freedom of movement not only to and from the housing unit, but also within the unit itself. Special modifications to permit free access are especially important in maintaining independence. The California Code of Regulations Title 24 requirements set forth access and adaptability requirements for the disabled population. These regulations apply to public buildings and require that ramps, larger door widths, restroom modifications, and other special facilities be incorporated into building designs. However, these standards are not mandatory for new single-family residential construction. Therefore, conventional housing may require modification to ensure its suitability for occupancy by a disabled person.

The City of Westminster has adopted a Reasonable Accommodation Ordinance (ordinance 2456). The ordinance enacted a process for disabled individuals or those acting on their behalf to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices, and/or procedures of the City, and includes a provision for a representative to the request.

Many developmentally disabled persons can live and work independently within a conventional housing environment. More severely disabled individuals require a group living environment where supervision is provided. The most severely affected individuals may require an institutional environment where medical attention and physical therapy are provided. Because developmental disabilities exist before adulthood, the first issue in supportive housing for the developmentally disabled is the transition from the person's living situation as a child to an appropriate level of independence as an adult.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

As reported in the Orange County Health Care Agency Disease Control Division "2018 HIV Disease Fact Sheet", at the end of 2018, there were 6,369 persons living with HIV disease in Orange County. Of these persons, 280 (4%) were newly diagnosed with HIV in 2018, with men continuing to represent the overwhelming majority of new HIV cases (89%). Evaluation of the 2016-2018 average rate of HIV cases per year by race/ethnicity reveals that Blacks continue to have the highest rate at 29.8 persons per 100,000 population, followed by Hispanics (12.9 persons/100,000), Whites (7.4 persons/100,000) and Asians (6.6 persons/100,000). In terms of the age distribution of individuals diagnosed during 2016-2018, the highest rate per 100,000 population were individuals 26-35 years (26.9 persons/100,000), followed by 19-25 years (23.2 persons/100,000).

Discussion

There is a small but significant population of non-homeless special needs persons in the City. Particular attention should be paid to elderly and disabled populations. Seniors 65 and over make up 16% of Westminster's population, and persons with disabilities comprise 12% of the population. It's notable that the elderly population in the City is higher compared to the proportion of seniors in Orange County (13%) and the State as a whole (12%).

In addition, 40% of elderly households in Westminster are renters, with the vast majority of senior renters being low-income or below. This population is particularly vulnerable to rent increases as the majority are on fixed incomes.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The Westminster Community Services and Recreation Department (CSD) operates 24 park facilities that provide a variety of amenities such as activity/recreation centers, barbeque areas, basketball courts, children's play areas, handball courts, picnic tables, public restrooms, shade shelters, skate parks, softball fields, splash pads, and tennis courts. Additionally, the CSD operates a Family Resource Center and a Senior Center where many of the community's critical public services are offered. These facilities provide a wide range of services and recreational opportunities to residents.

The City is in the process of developing its first Parks and Recreation Facilities Master Plan. The objectives of the Plan include:

- Evaluate existing parks and facilities to recommend improvements
- Determine where new recreation opportunities are needed and feasible
- Identify trends and population changes relevant to future recreation and community needs
- Recommend opportunities to enhance events, programs, and activities in parks
- Prioritize park maintenance and management to take care of City assets
- Identify funding priorities and a plan to carry out priority projects

CDBG funds may be used to finance needed improvements or provision of new facilities. For example, during the prior Consolidated Plan period CDBG funds were allocated to rehabilitation improvements at the Senior Center and adult fitness improvement projects at Westminster and Goldenwest Parks. The new Park and Recreational Facilities Master Plan will identify and prioritize needed improvements and may identify CDBG funds to implement these improvements within the next five years. For example, the Master Plan identifies improvements to the splash pad at Sigler Park and playground equipment upgrades and playground resurfacing needs at Sigler, Frank Fry and Buckingham Parks which would be eligible for CDBG funding over the course of this Consolidated Plan. The Consolidated Plan community survey ranked youth/childcare centers as the top public facility needs.

How were these needs determined?

The Westminster Community Services and Recreation Department and the Public Works Department have been instrumental in determining the City's parks/recreation facility needs, along with needed improvements to the Family Resource Center and Senior Center. These Departments provided input as part of the City's public outreach efforts for this Consolidated Plan.

Describe the jurisdiction's need for Public Improvements:

Street resurfacing and sidewalk, curb, and gutter improvements are a critical need for persons with disabilities and/or mobility restrictions. The City's Pavement Management Program (PMP) identifies streets, alleys, sidewalks, sewers, storm drains, and traffic improvements planned over fiscal years 2018 through 2025. The 2018 PMP confirms that key slurry seal and a strong Arterial overlay program will be needed to maintain the street networks high level of condition. Street improvements have been identified throughout the City, including within Westminster's low- and moderate-income neighborhoods. In particular, CDBG funds may be targeted to the City's Neighborhood Pride Improvement Area bound by Trask Avenue to the north, Edwards Street to the west, Hazard Avenue to the south, and Hoover Street to the east. Major improvements to Westminster Boulevard, one of the city's busiest arterial thoroughfares, has been identified in the PMP as requiring approximately \$1 million in improvements in the next five years. Other streets in the PMP that could be eligible for CDBG funding include 21st Street, Texas Street, Wyoming Street, Iowa Street, Roxanne Drive, Rondeau Street and Homer Street. Public Works completes approximately ten street improvement projects annually in low/mod neighborhoods.

The Consolidated Plan Needs Survey distributed to local residents also recognized street, alley and sidewalk improvements as some of the most critical community development needs in Westminster. Many streets lack sidewalks and/or are not accessible to persons with disabilities.

How were these needs determined?

The City prepared a comprehensive update of its Pavement Management Plan in 2018 to assist the City by providing current data on Westminster's street network and to develop cost-effective maintenance strategies. The Pavement Management Plan will continue to be instrumental in determining the need for street resurfacing improvements, street and sidewalk repairs, and accessibility improvements. Responses from the community survey confirmed the importance of street/alley and sidewalk improvements to the community.

Describe the jurisdiction's need for Public Services:

Westminster's special needs populations, as well as low- and moderate-income households in general, have a variety of public service needs. The following highlights the primary public service needs identified through the Consolidated Plan process, including the Consultation Workshop with Housing and Service Agencies, the Community Workshop and the Community Survey.

- Youth Services: counseling/intervention programs, after-school programs, recreation activities, summer programs,
- Senior Services: nutritional services, mental health services, transportation, educational/recreation programs, support services for independent living
- Homeless Services: mental health services, substance abuse services, homeless outreach/case management, navigation centers/centralized services

- Services for the Disabled
- Anti-crime services

How were these needs determined?

Consultation with social service providers active in Westminster and distribution of a Community Survey provided extensive input on the needs of the populations they serve. The Westminster Community Services and Recreation Department has also provided key direction in prioritizing public service needs.

Housing Market Analysis

MA-05 Overview

Table 33 presents the City's housing unit mix, as documented by the 2011-2015 American Community Survey (ACS). The City has approximately 28,400 housing units, with single-family detached homes remaining the predominant housing type. Over the past fifteen years, most of the housing growth in Westminster occurred in multi-family units and multifamily developments of five or more units. The reduction in housing production and construction favoring attached housing types reflects the increasingly limited availability of vacant land for new housing development. In recent years, the City has engaged in infill development and recycling of lower density development to higher densities. *(Source: 2014-2021 Housing Element)*

Housing tenure refers to whether a housing unit is owned, rented or is vacant. Tenure is an important indicator of the housing climate of a community, reflecting the relative cost of housing opportunities, and the ability of residents to afford housing. Tenure also influences residential mobility, with owner units generally evidencing lower turnover rates than rental housing. As indicated in Table 34, the 2011-2015 ACS identifies 53% of Westminster's households as owners and 47% as renters. Over the past three decades, owner occupancy has been declining in Westminster. This shift in tenure may be attributed in part to the increasing cost of home ownership and the trend of developing multifamily housing to maximize use of the City's residentially zoned lands.

Another important characteristic of the City's housing supply is the size of units with respect to the number of bedrooms. Large households, defined as households with five or more members, generate the need for units with three or more bedrooms. With 33% of Westminster's rental stock consisting of units with three or more bedrooms, compared to 19% of renter households having five or more members, the supply of large rental units appears to be sufficient to accommodate renter households, though may not be affordable, particularly since many of these large rental units are likely single-family homes.

As for single-person households, approximately 21% of the City's renters consist of one person households, whereas only 4% of the rental stock consists of studio (no bedroom) units. While one-bedroom units comprise an additional 21% of Westminster's rental housing, high rental prices render these units unaffordable to the majority of single individuals. In summary, the need for small rental units exceeds that for units with three or more bedrooms.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	15,520	55%
1-unit, attached structure	2,375	8%
2-4 units	2,350	8%
5-19 units	1,575	6%
20 or more units	3,500	12%
Mobile Home, boat, RV, van, etc.	3,035	11%
Total	28,355	100%

Table 33 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	40	0%	475	4%
1 bedroom	150	1%	2,715	21%
2 bedrooms	2,085	14%	5,430	42%
3 or more bedrooms	12,115	84%	4,300	33%
Total	14,390	99%	12,920	100%

Table 34 – Unit Size by Tenure

Data Source: 2011-2015 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

As presented in the Publicly Assisted Rental Projects Table (Table 35), Westminster currently has 517 deed-restricted affordable units within 29 projects serving very low, low- and moderate-income households. Approximately three-quarters (387 units) of these affordable units are for senior citizens, with one-quarter available to family households. Affordable homeownership units, such as Habitat for Humanity, are not included in this table of assisted rental housing.

The City has two additional projects currently under construction. Della Rosa will provide a total of 49 units designed to address chronic homelessness and the needs of low-income households. This project reflects a partnership between the City of Westminster and Orange County and includes 25 SRO units designated as permanent supportive housing for chronic homeless, and another 25 one-and two-bedroom units for lower income families. Westminster Crossing is another City/County partnership and will provide 45 very low-income units for large families and individuals, and 20 units of permanent supportive housing. In addition, American Family Housing is rehabilitating the home at 7372 Wyoming Street to provide as permanent affordable housing.

Project Name	Location	Project Type	Affordable Units	Earliest Expiration Date
American Family Housing - Triplex	13942 Cedar St	Family	3 very low	2060
American Family Housing - Single Family	8022 Worthy Dr	Family	1 low income	2057
Windsor Court	8140 13th St	Senior	58 very low	2060
Stratford Place	8144-8158 13th St	Senior	8 very low, 20 low	2060
Coventry Heights	7521 Wyoming St	Senior	75 very low	2058
AMCAL Royale Apartments	280 Hospital Circle	Family	26 very low, 9 low	2065
Newland Street SRO	14041 Newland St	Family	53 very low	2061
Westminster Senior Apartments	7632 21st St	Senior	29 very low, 64 low	2058
Rose Gardens	8190 13th St	Senior	132 low	2026
Village Way	14282 Village Way	Family	4 moderate	2067
Locust Street	14242, -46, -48 Locust St	Family	12 low	2069
Affordable Living Solutions	13811 Locust St	Family	3 low	2074
American Family Housing - 6861 Homer Street #56	6861 Homer St #56	Family	1 very low	2066
American Family Housing - 6925 Homer Street #32	6925 Homer St #32	Family	1 low	2066
American Family Housing - 6972 Homer Street #68	6972 Homer St #68	Family	1 very low	2066
American Family Housing - 6908 Homer Street #100	6908 Homer St #100	Family	1 low	2066
American Family Housing - 6909 Homer Street #44	6909 Homer St #44	Family	1 low	2066
American Family Housing - 6921 Homer Street #25	6921 Homer St #25	Family	1 low	2066
American Family Housing - 14161 Goldenwest Street #7	14161 Goldenwest St #7	Family	1 low	2066
American Family Housing - 14161 Goldenwest Street #5	14161 Goldenwest #5	Family	1 low	2066
American Family Housing - 14181 Goldenwest Street #3	14181 Goldenwest St #3	Family	1 very low	2057
Abrazar - 13861 Cedar Street	13861 Cedar St	Family	1 very low, 3 low	2057
Abrazar - Village Green Condos	6902 Homer St #94	Family	1 moderate	2066
Abrazar - Village Green Condos	6869 Homer St #62	Family	1 low	2066
Abrazar - Village Green Condos	6954 Homer St #79	Family	1 very low	2066

Abrazar - Village Green Condos	6889 Homer St #50	Family	1 low	2066
Abrazar - Village Green Condos	6921 Homer St #27	Family	1 low	2066
Abrazar - Village Green Condos	6908 Homer St #99	Family	1 low	2066
Abrazar - 13782 Charleville Drive	13782 Charleville De	Family	1 low	2021
Della Rosa	14800 Beach Blvd	Family Homeless	24 25	Under Construction
Westminster Crossing	7122 Westminster Blvd	Family Homeless	44 20	Under Construction
American Family Housing - 7372 Wyoming	7372 Wyoming St	Senior	1 low	Under Construction
Total			631 units	

Table 35 – Publicly Assisted Rental Projects

Data Source: City of Westminster Community Development Department, November 2019.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

In return for the financial assistance the City provides, the developer/owners of the City’s affordable housing stock are required to make the units affordable to low income households for a specified period of time. The City provides most of its financial assistance to local nonprofit organizations since few for-profit firms have approached the City for assistance in building affordable housing. Regardless of whether they are for profit or nonprofit, all developer/owners sign affordability covenants that specify allowable rent and income levels for the project.

Upon expiration of a project’s affordability controls, the affordable units are at risk of being sold or converted to market rate housing. Two of the affordable rental housing projects listed in Table 35 have affordability controls that may expire during the next 10 years (2020 through 2030). Rose Gardens, a 132-unit low income senior project has a possible expiration date of 2026. In addition, 1 unit at Abrazar may expire in the year 2021.

Does the availability of housing units meet the needs of the population?

The available housing units do not meet the needs of low-income City residents, as evidenced by the high rates of housing overpayment discussed in the following section on Cost of Housing, and the presence of more than 700 Westminster families on the Orange County Housing Authority waiting list for rental assistance.

Describe the need for specific types of housing:

The following types of housing are not being provided for in the market without some level of public assistance:

- Rental housing affordable to extremely low- and low-income households.
- Rental housing with three or more bedrooms affordable to low- and moderate-income households.
- Homeownership housing affordable to the middle-income workforce.
- Affordable, accessible housing for persons living with disabilities.
- Permanent supportive housing for persons with special needs, including homeless individuals and families, persons living with HIV/AIDS and their families, transition age (emancipated foster care) youth, persons with chronic mental illness, and others.

Discussion

The City of Westminster, the City's former Redevelopment Agency and non-profit partners have played an active role in providing affordable housing not otherwise being provided for in the market, including rental housing for seniors, and small and large families. With the elimination of Redevelopment Agency funds, and reductions in federal HOME funds, the City will be more reliant on outside sources of funds, such as Low-Income Housing Tax Credits, to fund future affordable housing activities. As such, the City must also continue to support legislation changes that would address increased funding for affordable housing.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Many housing problems such as overcrowding and overpayment are directly related to the cost of housing in a community. If housing costs are high relative to household income, a corresponding high prevalence of housing problems occurs. This section evaluates the affordability of housing in Westminster to lower and moderate-income households.

Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	545,600	470,400 ¹	(14%)
Median Contract Rent	1,173	1,299 ¹	11%

Table 36 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

¹The most current data available from the Census (2018) documents Westminster's median housing value at \$581,900 and median rent at \$1,489.

Rent Paid	Number	%
Less than \$500	1,815	14.0%
\$500-999	1,860	14.4%
\$1,000-1,499	5,260	40.7%
\$1,500-1,999	2,824	21.9%
\$2,000 or more	1,150	8.9%
Total	12,909	99.9%

Table 37 - Rent Paid

Data Source: 2011-2015 ACS

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	1,510	No Data
50% HAMFI	2,945	1,035
80% HAMFI	8,955	1,855
100% HAMFI	No Data	2,755
Total	13,410	5,645

Table 38 – Housing Affordability

Data Source: 2011-2015 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$1,410	\$1,607	\$1,995	\$2,789	\$3,221
High HOME Rent	\$1,331	\$1,428	\$1,714	\$1,972	\$2,180
Low HOME Rent	\$1,038	\$1,113	\$1,336	\$1,543	\$1,721
Westminster 2019 Market Rents	\$1,512	\$1,750	\$2,080	none	none

Table 39 – Monthly Rent

Data Source: HUD FMR and HOME Rents; November 2019 internet rent survey (Craigslist.com)

Is there sufficient housing for households at all income levels?

No; the greatest need remains for extremely low-income households, but due to high rent levels, even moderate-income households have a difficult time finding housing in Westminster.

Table 38, Housing Affordability, identifies the number of owner and renter housing units in Westminster affordable to households in each income range, based on an affordability standard of spending no greater than 30% of income on total housing costs. Incorporating information into the Table on the number of owner and renter households by income category (based on the 2011-2015 CHAS from Table 8) provides insight on the shortage of housing units affordable to low- and moderate-income households. For example, the Table identifies just 4,455 rental units in Westminster affordable to low income (<50% AMI) households, compared to the presence of 7,515 lower income renter households, indicating a need for low income rental housing of more than 3,000 units. In terms of owner housing, the 2011-2015 CHAS identifies just 5,645 affordable homeowner units to meet the needs of 8,375 owner households earning less than 100% AMI. Such disparities in household incomes and housing costs results in a large segment of Westminster's population spending greater than 30% of income on housing costs.

How is affordability of housing likely to change considering changes to home values and/or rents?

High prices and low inventory keep home ownership out of reach for many Westminster residents. Rents have been pushed to record high levels, at the same time there has been an increased demand for apartments.

The “Great Recession” and housing crisis in 2008 and 2009 resulted in many previous homeowners becoming renters. This increased demand for rental housing has placed upward pressure on rents, negatively impacting housing affordability.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

An internet rental survey conducted in November 2019 documented the following median apartment rents in Westminster: \$1,512 for studio units, \$1,750 for one-bedroom units, and \$2,080 for two-bedroom units; no three- or four-bedroom units were identified as available for rent. As presented in Table 39, HUD Fair Market Rents (FMRs) are approximately \$100 below market rents, though excluding the newer, luxury apartments in the rent survey, market rents in Westminster fall well within FMRs. Consistency between market rents and FMR payment standards facilitates the participation of private landlords in the Housing Authority’s Section 8 rental subsidy program, as evidenced by nearly 1,800 active Section 8 leases in Westminster.

Discussion

Table 40 presents the maximum affordable rents for extremely low, low- and moderate-income households by household size, and compares with median apartment rents in Westminster (as documented previously in Table 39). As the table below indicates, citywide median rents are well above the level of affordability for all extremely low- and low-income households. Small one and two-person moderate income households (earning up to 80% area median income) are able to afford market rents in Westminster, but as household size increases, so does the affordability gap.

Income Level	Maximum Affordable Rent After Utilities Allowance*		
	Studio (1 person)	1 Bedroom (2 person)	2 Bedroom (3 person)
Extremely Low Income (0 - 30% AMI)	\$518	\$590	\$631
Low Income (31 - 50% AMI)	\$932	\$1,065	\$1,166
Moderate Income (51 - 80% AMI)	\$1,557	\$1,778	\$1,968
Westminster Median Apartment Rents	\$1,512	\$1,750	\$2,080

Table 40 – Comparison of Market and Affordable Rents

*For comparability with advertised rentals, affordable rent calculations subtract the following utility expenses based on the Orange County Housing Authority 2020 utility allowance schedule: \$106 for studios, \$122 for 1 bdrms, and \$170 for 2 bdrms.

Source: Karen Warner Associates, Inc.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The term “standard housing condition” is defined as a dwelling unit being in conformance with California State Health and Safety codes. Under that definition, substandard conditions pursuant to the State Health and Safety Code 17920.3, would involve a dwelling with any of the following conditions that would pose a danger to health or safety: (a) inadequate sanitation, (b) structural hazards, (c) nuisances, (d) wiring, (e) plumbing, (f) mechanical equipment, (g) faulty weather protection, (h) risk of fire or explosion, and other unsafe conditions. A substandard unit is generally considered suitable for rehabilitation if the cost of rehabilitation does not exceed 75% of the unit’s replacement value.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	5,270	37%	6,870	53%
With two selected Conditions	380	3%	1,760	14%
With three selected Conditions	15	0%	65	1%
With four selected Conditions	0	0%	0	0%
No selected Conditions	8,730	61%	4,230	33%
Total	14,395	101%	12,925	101%

Table 41 - Condition of Units

Data Source: 2011-2015 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	490	3%	1,255	10%
1980-1999	1,325	9%	2,710	21%
1950-1979	12,110	84%	8,070	62%
Before 1950	465	3%	880	7%
Total	14,390	99%	12,915	100%

Table 42 – Year Unit Built

Data Source: 2011-2015 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	12,575	87%	8,950	69%
Housing Units build before 1980 with children present	1,024	7%	369	3%

Table 43 – Risk of Lead-Based Paint

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

Table 44 - Vacant Units

Need for Owner and Rental Rehabilitation

The age of a community’s housing stock can provide an indicator of overall housing conditions. Typically housing over 30 years in age is likely to need rehabilitation work to major elements of the structure, such as roofing, siding, plumbing and electrical systems. As a mature community, the majority of Westminster's housing stock consists of units older than 30 years of age, as depicted in Table 42. Among owner-occupied housing, 87% of units were constructed prior to 1980, reflective of post WWII building boom throughout much of Orange County. Similarly, a substantial proportion of Westminster's rental housing is greater than 30 years in age (69%); this housing typically suffers more wear-and-tear from tenants than owner-occupied housing.

The Condition of Units in Table 41 presents the number of housing units in Westminster with one or more housing problems, including: 1) lacks complete plumbing facilities, 2) lacks complete kitchen facilities, 3) more than one person per room, and 4) cost burden greater than 30%. As presented, 40% of owner units have one or more of these problems (or “conditions”), and 68% of renter units have one or more problems. The vast majority of these problems are associated with housing cost burden, rather than household overcrowding or the physical condition of the unit, as confirmed by Table 9 Housing Problems (among households earning up to 100% AMI) which identifies just 454 units in Westminster as lacking complete plumbing or kitchen facilities, and approximately 2,800 overcrowded households, in comparison to approximately 9,800 households experiencing overpayment.

As indicated in Table 44, given the strength of Westminster's housing market, City Code Enforcement staff are unaware of any homes sitting vacant or bank-owned in need of rehabilitation or replacement.

Estimated Number of Housing Units Occupied by Low- or Moderate-Income Families with LBP Hazards

The age of the housing stock is the key variable for estimating the number of housing units with lead-based paint. Starting in 1978, the use of lead-based paint on residential property was prohibited. National studies estimate that 75% of all residential structures contain lead-based paint and that older structures have the highest percentage of lead-based paint. As shown in Table 42, 87% of Westminster's owner-occupied units were built prior to 1980, and of these

12,575 units, just 7% or 1,024 units have occupants that include children. Similarly, among Westminster's rental housing, 69% was built prior to 1980 (8,950 units), with children present in just 3% or 369 of these units.

Pre-1980 housing units with children pose the greatest threat of lead poisoning. With an estimated 1,393 such households in Westminster, lead exposure among children is not a sizable issue. Another risk factor is household income, with lower income households having a greater risk of exposure. The 2011-2015 CHAS identifies 61% of Westminster's households as earning less than 80% HAMFI (refer to Table 8), translating to an estimated 16,800 low- and moderate-income households residing in the City's approximately 21,500 pre-1980 housing units.

Discussion

As documented in Westminster's 2014-2021 Housing Element, a windshield survey was conducted of the City's housing stock to assess maintenance and rehabilitation needs. A ranking system with basic criteria was established for classifying various housing conditions. The ranking system designed guidelines for evaluating a combination of factors including the structural condition of the building, as well as the condition and age of building materials and fixtures, such as windows, painting and garages. The ranking system utilizes numerical values of 1 through 4:

- 1 – Excellent: New or well-maintained housing unit requiring little or no rehabilitation
- 2 – Good: Housing condition appropriate to age with minimal maintenance issues
- 3 – Fair: Obvious deferred maintenance, potentially correctable
- 4 – Poor: Significant deferred maintenance, uncorrectable; replacement required

Using these criteria, a citywide parcel-by-parcel windshield survey was performed, assigning a value to each housing unit or multifamily building based on its condition as viewed from the public right-of-way. Survey results indicate that an estimated 25.8 percent of the housing stock is in excellent condition and does not require any rehabilitation. As shown in Table 45, the majority of units, 65.4 percent, are in good condition. An estimated 8 percent are in need of maintenance and rehabilitation. Approximately 151 units (0.6 percent of the housing stock) are in need of replacement.

Rating	Single-Family Units	Multi-family Units	Total Units	Percentage
Excellent	4,699	1,397	6,096	25.8%
Good	9,125	6,239	15,364	65.4%
Fair	780	1,091	1,871	8.0%
Poor	37	114	151	0.6%
TOTAL	14,641	8,841	23,482	100%

Table 45 - Housing Conditions Survey

Source: City of Westminster 2014-2021 Housing Element.

The survey results indicate that additional rehabilitation efforts should concentrate on multifamily housing. More multifamily properties appear to need rehabilitation and demolition than single-family properties. An estimated 13.6 percent of multifamily properties exhibited signs of fair or poor condition opposed to 5.6 percent of single-family properties. Approximately three-quarters of the properties in need of replacement and one-half of properties in need of repair are multifamily.

While multifamily properties are scattered throughout Westminster, there is a concentration of these properties deemed in fair or poor condition in the area bound by Trask Avenue to the north, Edwards Street to the west, Hazard Avenue to the south, and Hoover Street to the east in the west side of Westminster. A combination of code enforcement and accessibility to rehabilitation assistance would be an appropriate use of CDBG funds in this target area.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

The following section discusses the Housing Assistance Voucher (formerly Section 8) rental assistance program administered by the Orange County Housing Authority (OCHA), consisting of 1,754 vouchers for low income households in use in the City of Westminster (October 2019). The City’s inventory of 517 units of assisted rental housing (with an additional 50 units under construction), and units at risk of conversion to market rate, is discussed in the earlier section MA-10. OCHA does not have any public housing.

As of November 2019, a total of 723 Westminster residents were on OCHA’s waiting list for Housing Assistance Vouchers. This includes 355 elderly households, 248 families with children, and 142 households with a disabled member. 85% of residents on the wait list were Asian and 12% were White. Waiting list statistics highlight both the tremendous need for affordable housing in Westminster, and the need to assist a variety of family needs from differing demographics. The data indicates the need to serve special needs populations that are disabled and/or homeless, as well as the growing need to serve the expanding senior citizen population.

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
				Veterans Affairs Supportive Housing	Family Unification Program	Disabled *			
# of units vouchers available				1,754		1,734	8	11	1
# of accessible units									

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 46 – Total Number of Units by Program Type

Data Orange County Housing Authority (OCHA), October 2019

Source: Note: Does not include the 200 portability vouchers in use in Westminster issued by PHAs other than the OCHA.

Describe the supply of public housing developments:

Not applicable.

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

Not applicable.

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

Not applicable.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

Not applicable.

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

The emergency shelter, transitional, and permanent supportive housing facilities located in and around Westminster are presented in Table 47 which follows. Transitional housing is intended to facilitate the transition of homeless individuals and families to permanent housing. This type of housing limits the length of stay and re-circulates the assisted unit to another eligible individual or family. Supportive housing is defined as permanent rental housing linked to a range of support services designed to enable residents to maintain stable housing. A 2019 housing inventory raw count compiled by the County shows a total of 5,885 year-round emergency, transitional, and permanent beds/units throughout the County. The number of beds available in and around Westminster specifically is 2,066, as presented in Table 47.

The narrative which follows describes these facilities, as well as homeless services available to Westminster’s homeless population.

Facilities and Housing Targeted to Homeless Households					
	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year-Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	Family Promise of Orange County (Fountain Valley) – 14 Interval House Family Shelter (Various cities) – 68 Mercy House Regina House (Santa Ana) – 21 Mercy House The Link (Santa Ana) – 40 Orange County Rescue Mission ES Village of Hope (Tustin) - 33	Mercy House Regina House Emergency Shelter (Santa Ana) - 4	Colette’s Children’s Home #1/#2/Dairyview (Huntington Beach) – 55 Human Options Second Step – 48 OC Gateway to Housing (Tustin) – 24 OC Gateway to Housing (Santa Ana) – 8 Orange County Rescue Mission Village of Hope (Tustin) – 98 The Salvation Army (Tustin) – 18 Thomas House Family Shelter #10 (Garden Grove) - 64	American Family Housing Permanent Collaborative Housing (Huntington Beach) – 27 Colette’s Children’s Home Housing First (Huntington Beach) - 18	

Facilities and Housing Targeted to Homeless Households					
	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year-Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Only Adults	Illumination Foundation Recuperative Care Program (Midway City) – 34	Interval House Shelter (Various cities) – 4	Colette’s Children’s Home #1/#2/Dairyview (Huntington Beach) – 12	American Family Housing Permanent Collaborative Housing (Huntington Beach) – 10	Della Rosa (Westminster) – 25
	Tustin Emergency Shelter - 50	Mercy House Armory Shelter (Santa Ana) – 200	Grandma’s House of Hope (Garden Grove) – 10	OC Housing Authority Jackson Aisle (Midway City) – 29	Westminster Crossing (Westminster) - 20
	Interval House Shelter (Various cities) – 3	The Midnight Mission Courtyard in OC (Santa Ana) - 25	Grandma’s House of Hope Men’s Transitional Hsg (Santa Ana) – 34		
	Mercy House Shelter (Costa Mesa) – 50		Grandma’s House of Hope Women’s Transitional Hsg (Santa Ana) – 54		
	Mercy House The Link (Santa Ana) – 160		Orange County Rescue Mission Village of Hope (Tustin) – 98		
	Orange County Rescue Mission ES Village of Hope (Tustin) – 33		WISEPlace Positive Steps House (Santa Ana) – 5		
	Salvation Army Hospitality House (Santa Ana) – 75		WISEPlace Steps to Independence (Santa Ana) - 34		
	The Midnight Mission Courtyard in OC (Santa Ana) – 400				
	WISEPlace Safe Place Shelter (Santa Ana) - 56				

Facilities and Housing Targeted to Homeless Households					
	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year-Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Veterans			Orange County Rescue Mission Veteran's Outpost for Individuals and Families (Tustin) - 26	Potter's Lane (Midway City) – 16 OC Housing Authority VASH Newport Veteran's Housing (Huntington Beach) - 6	
Persons with HIV/AIDS		Radiant Health Services Short Term Supportive Housing - 9			
Transitional Aged or Unaccompanied Youth	Waymakers Youth Shelter (Huntington Beach) - 8	Build Futures Emergency Housing for Youth (Various Cities) - 40			

Table 47 - Facilities and Housing Targeted to Homeless Households

Data Source: County of Orange, Office of Care Coordination, August 2019; American Family Housing; City of Westminster.

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

The City of Westminster is committed to helping the homeless. Since 2014, Westminster has had a Comprehensive Citywide Homeless Prevention and Rapid Rehousing Program (HPRP). Eligible services under the HPRP include:

- Short-term or medium-term rental assistance
- Housing relocation and stabilization services, such as:
 - Housing search
 - Mediation or outreach to property owners
 - Credit repair
 - Security or utility deposits
 - Utility payments
 - Rental assistance for first month's rent
 - Moving costs assistance
 - Case management

Rapid re-housing is available for persons who are homeless, are living at or below 50% AMI, lack financial resources and support networks to obtain housing, and are one of the following:

- Sleeping in an emergency shelter
- Sleeping in a place not meant for human habitation, such as parks, cars, abandoned buildings, streets/sidewalks.
- Staying in a hospital or other institution for up to 180 days, but was sleeping in an emergency shelter or other place not meant for human habitation immediately prior to entry into the hospital or institution and;
- Graduating from, or timing out of, a transitional housing program.

The HPRP is funded with SB 341 funds. Under SB 341, the City is able to expend up to \$250,000 per year in Housing Authority Supplemental Education Revenue Augmentation Funds (SERAF) for homeless prevention efforts. As part of the HPRP, the City contracts with the non-profit agency, CityNet, to conduct homeless outreach in Westminster. In addition to outreach, CityNet also provides outreach to the Westminster Police Department, assists in special projects, provides case management to homeless persons, is on call with the Westminster Family Resource Center, and provides housing navigation and stabilization services. From April 2017 to September 2019, CityNet made 1,460 outreach contacts, made 1,015 client engagements, and assisted 164 homeless persons in exiting street homelessness. Of the 164 persons exiting homelessness, 57 were children. CityNet will continue to reach out to homeless persons in Westminster, especially unsheltered persons, and assess their individual needs.

In another effort to address the needs of the City's homeless population, the Westminster City Council recently formed a Homeless Task Force. The scope of the Task Force will include examining the characteristics of the homeless population, the City's current efforts to address

affordable housing and permanent supportive housing, the City's General Plan and Zoning Code as they relate to the feasibility of the creation of an emergency homeless shelter, and the availability of properties for the creation of an emergency homeless shelter. The Task Force is composed of various "stakeholders" including representatives from the City Police Department, the Westminster School District, the City's Economic Development Advisory Task Force and five community residents. The Task Force is anticipated to submit recommendations and findings to the City Council by March 2020. The City's goal is to expand on current homeless programs and activities with a greater emphasis on homeless veterans and families to assist with their successful transition toward self-sufficiency.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

Emergency Shelter: While no permanent shelter exists within Westminster, over 1,000 emergency shelter beds are located in adjacent communities in the central part of Orange County, plus an additional 282 seasonal beds. A few shelters are described below:

- Mercy House Family Redirection Program - Families with children who seek shelter at Mercy Houses' Armory Shelters are immediately redirected into a temporary congregation/alternate family shelter site. During the first 14 days, each family receives a thorough assessment and will continue to receive ongoing case management during their stay to set housing and financial goals and help clients enter into transitional and/or permanent housing.
- Salvation Army Hospitality House – This program provides emergency housing for the most needy – the homeless and the out-of-work. This shelter accepts women, children, and families.
- Community Service Program Huntington Beach Youth Shelter - The Youth Shelter offers a short-term crisis intervention residential program with the goal on family reunification. Children at risk of homelessness, institutionalization, incarceration, or hospitalization are given emergency shelter, meals, 24-hour supervision, individual, group and family counseling, academic tutoring, prevention, education, and life skills development activities as well as aftercare services.

Transitional Housing: The 2019 housing inventory raw count compiled by the County's Office of Care Coordination identifies a total of 588 transitional housing beds in communities adjacent to Westminster. Of this total, 331 are available to families with children, and 257 are designed for adults only. The following describes a couple of the facilities:

- Thomas House Homeless Family Shelter – Located in Garden Grove, this facility offers a goal oriented, life changing program with comprehensive services designed to help families attain permanent housing and self-sufficiency.
- Colette’s Children’s Home – Serving women and children in nearby Huntington Beach and Fountain Valley, Colette’s Children’s Home offers 67 beds and self-sufficiency services including case management, employment assistance, and classes on financial planning and budgeting, and life skills. Childcare is also offered to children in the program. Lastly, participants are assisted with food cards, bus passes, hygiene supplies, and household items.

Permanent Supportive Housing: According to the 2019 housing inventory raw count compiled by the County, 106 permanent supportive housing beds are available in and around Westminster; 45 for families with children and 61 for homeless adults. American Family Housing, one of Westminster’s local affordable housing developers, owns and manages 53 supportive housing units in Midway City and Huntington Beach. In addition to providing housing, formerly homeless tenants are able to utilize supportive services in order to increase their income, self-determination, and eventually move on to independence. Clients have access to services such as: case management, counseling, and life skills classes in order to achieve short- and long-term goals.

In 2017, American Family Housing opened Potters Lane in Midway City, a sixteen-unit permanent housing facility for chronically homeless veterans. Potters Lane is the first project of its kind to use recycled shipping containers to create housing, thereby substantially reducing construction costs. Two projects under construction in Westminster will provide 45 additional units of permanent supportive housing: the 50 unit Della Rosa project by Affirmed Housing will include 25 supportive units for chronically homeless, and the 60 unit Westminster Crossing by Meta Housing will include 20 supportive units for homeless and Orange County Health Care Agency clients.

Homeless Services: As described in the section above, the City has a Comprehensive Homeless Prevention and Rapid Re-Housing Program (HPRP) that provides a variety of services and programs to help the homeless. In addition, the City’s recently formed Homeless Task Force is studying ways to expand services and resources, including facilities that could be located in Westminster.

MA-35 Special Needs Facilities and Services – 91.210(d)

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Elderly and Frail Elderly

The table below summarizes existing supportive housing for elderly persons in Westminster, including assisted living facilities, residential care homes, and nursing homes. In addition to these residential facilities, Westview Vocational Services operates an adult day care in Westminster with capacity for 60 adults and senior citizens.

Supportive Housing	Assisted Living Facilities (13+ beds)	Residential Care Homes (<13 beds)	Nursing Homes	Beds/Units
Angels Haven		✓		6
Bellehurst Home		✓		4
Brookdale Brookhurst	✓			164
Candlewood Manor		✓		5
Diamond Manor		✓		6
Extended Care Hospital			✓	48
Fountain Valley Sweet Home		✓		6
Golden Care Home		✓		6
Heartwell Care Villa		✓		5
Living Waters Elderly Care		✓		6
Mission Palms Healthcare Center			✓	99
Princeville-Bolsa Chica		✓		6
Saint Andrews Home for Aged		✓		6
San Gabriel Care Home		✓		6
Stanley Healthcare Center			✓	30
Sweetest Homes 4 Seniors		✓		4
Welcome Christian Home	✓			122
West Glenn Manor	✓			98
Westminster Terrace	✓			76

Table 48 - Supportive Housing for Seniors in Westminster

A variety of resources are available to seniors at the Westminster Senior Center. In addition to social and recreational activities, the Center offers daily lunches, monthly commodities, transportation, limited medical and legal services, and information and referral services.

The County of Orange Office on Aging is another valuable resource for Westminster seniors. The Office on Aging operates the InfoVan, a traveling library of outreach materials for seniors and their caregivers that makes scheduled stops throughout the County. Another resource provided by the Office on Aging is a weekly Vietnamese-language radio program that discusses a variety of senior-interest topics.

Persons with Disabilities

There are a number of resources available throughout the County to serve the disabled and mentally ill residents of Westminster. The Table below identifies some of the organizations in or near Westminster that specialize in providing services for the disabled and mentally ill population.

Organization Name	Type of Service Provided	Population Served
The Blind Children’s Learning Center of Orange County	Braille instruction, occupational and communication therapies, and vision services	Children from birth to 12 th grade
Dayle McIntosh Center for the Disabled	Skills training, adaptive life skills, referrals, etc.	Disabled persons
Goodwill Industries of Orange County	Vocational evaluation, training, and employment opportunities	Adults with physical, psychiatric, and developmental disabilities
John Henry Foundation	Medically supervised residential facility	Mentally disabled persons
Mental Health Association of Orange County	Medication support, case management, vocational rehabilitation, etc.	Mentally disabled persons
Orange County Arc	Educational, vocational, and life skills training	Developmentally disabled adults
Regional Center of Orange County	Educational and vocational skills training	Developmentally disabled adults
Providence Speech and Hearing Center	Complete diagnostic and treatment services	Children and adults with speech and hearing impairments
United Cerebral Palsy Association of Orange County, Inc.	Support group, life skills training	Persons with cerebral palsy and similar disabilities
Visiting Nurse Association Home Health Systems	Home-based nursing, rehabilitation, etc.	Ill, injured, or physically disabled persons
Vocational Visions	Health-related services and job placement support	Developmentally disabled adults

Table 49 - Inventory of Facilities and Services for the Disabled and Mentally Ill Population: Westminster and Surrounding Areas

Source: City of Westminster 2014-2021 Housing Element.

Substance Abuse Facilities and Services

The County's Health Care Agency offers programs that target the substance abuse problem. Alcohol and Drug Abuse Services (ADAS) provides a range of outpatient and residential treatment programs designed to reduce or eliminate the abuse of alcohol and other drugs within the community. Services include crisis intervention, assessment and evaluation; individual, group and family counseling, HIV education, pre- and post-test counseling, and voluntary testing; TB education, counseling and testing; referrals to other programs when indicated; and outreach to schools and the general community. Specialized programs provide services for pregnant and parenting women, persons who require methadone maintenance and detoxification, adolescents, persons who have been dually diagnosed with substance abuse and mental health problems, and individuals referred by the Orange County Drug Court. The County's Alcohol and Drug Education and Prevention Team (ADEPT) offers education and training to community groups, organizations, and schools on alcohol and other drug (AOD) prevention.

HIV/AIDS

There are six beds/units for persons with AIDS/HIV, which is operated by HOMES, Inc. and is located about three blocks from the City Hall in the City of Westminster.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

CA Health and Safety Code Section 1262 prohibits a mental health patient to be discharged from facilities including psychiatric, skilled nursing, and hospitals without a written aftercare plan. The Orange County Health Care Agency determines when and where clients diagnosed with serious and persistent mental illnesses are discharged from either inpatient stays or outpatient services. The County contracts with a number of inpatient providers who provide a range of levels of care. Contracts state that state law mandates regarding "anti-dumping" policies are followed to ensure that patients are not discharged to the streets or other living arrangements that are considered unsuitable for human habitation.

County Health Care Agency determines when and to where clients diagnosed with serious and persistent mental illnesses are discharged from either inpatient stays or outpatient services. The County contracts with a number of inpatient providers and contracts with them to follow the mandates of state laws in regard to "anti-dumping" policies. Patients leaving inpatient settings are assessed for level and type of residential setting. They might be placed in Adult Residential Facilities or Residential Facilities for the Elderly if over age 60 for care and supervision. Some are placed in more enhanced licensed facilities such as contracted Residential Rehabilitation beds, or programs (STEPS) which include placement in either a "basic" ARF or a Res. Rehab. Others might be discharged back to a former residence or family home. Others are linked to clinics where they are placed in supported short-term housing programs or room and boards or other independent living arrangements, for those capable of living on their own and who are funded or working. Patients determined to be able to live independently, are assisted into S+C or MHSA units as they become available.

A number of agencies work together in various roles to ensure housing for the mentally ill in Orange County. Each plays a different but coordinating role. The Continuum of Care, OC Community Services, Orange County Health Care Agency, Mercy House, Friendship Shelter, all of the inpatient programs serving County of Orange clients, Community Care Licensing, the California Hispanic Commission on Drugs and Alcohol, and the Illumination Foundation are among the most active.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

Westminster, as a community, plans to undertake the following activities during the next year to address the housing and service needs of its special needs population by: allocating CDBG funding for activities and programs; through partnerships and collaborations; and engaging service providers and local non-profits in order to meet the service needs. A list of these activities is described below:

- Nutritious meals will be delivered to the elderly and frail elderly through the City's partnership with Meals on Wheels Orange County
- Nutrition, health, transportation, case management, educational and recreational program for senior citizens via the Senior Outreach Center

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

See above.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Governmental regulations through the implementation of land use plans and ordinances as well as through growth management restrictions can affect the price of housing in a community. However, such regulations are also designed to ensure the health, safety, and compatibility of uses within the City. The following presents various governmental regulations in effect in Westminster, as evaluated within the City's 2014-2021 Housing Element and certified by the State Department of Housing and Community Development.

The Land Use Element of the Westminster General Plan and implementing Zoning Ordinance directly impact the amount, size, type, location and thus, cost of residential development. The control over land use is designed to ensure that new housing is compatible with adjacent uses and built to the standards of quality and livability of the City's neighborhoods. Westminster's Land Use Element provides for three residential land use districts ranging in density from 4 to 25 dwelling units per acre, or over 32 units per acre if maximizing development potential through affordable housing density bonus provisions.

The Zoning Code accommodates a range of housing types and housing for special needs populations. With the exception of senior housing, adult day care/residential care facilities, and motel conversions to SRO units, the Zoning Code permits all residential uses by right in the residential zone appropriate to their density. Transitional and supportive housing are subject to the same regulations and development standards that apply to other residential uses in the same zone. The City permits emergency shelters by right in the P/SP zone and the ES overlay zone and within the C2 and CM zones with a Conditional Use Permit. The city does not establish maximum densities or development standards for senior housing, but instead utilizes a conditional use permit to provide flexibility in development standards.

The City of Westminster's development review process is designed to accommodate development while ensuring public safety and aesthetic quality. As part of the City's 2010 zoning code update, the prior site plan review process and design review process were combined into a single streamlined process called "Development Review," for the purpose of streamlining the project review process. Furthermore, the City's adopted design standards, which established codified and mandatory design requirements, were changed to guidelines, which establish design principles while also providing flexibility in design.

Westminster has a strong history of supporting affordable housing. The City has adopted numerous provisions in its Zoning Ordinance that facilitate a range of residential development types and encourage affordable housing, including a density bonus ordinance, planned development zone and reasonable accommodation procedures for persons with disabilities. In addition, the City and its former Redevelopment Agency have provided direct financial assistance to support affordable and mixed income housing projects. The loss of Redevelopment Housing Funds, which generated approximately \$7 million annually for housing activities in Westminster, will dampen the level of future affordable housing production in the City.

In addition to funding constraints, the primary barrier to the provision of affordable housing in Westminster is the lack of vacant land suitable for residential development. Separate owners of smaller parcels hold much of the underdeveloped and residentially zoned land in the City. This calls for alternative policy tools such as lot consolidation and/or demolition of existing older structures to accommodate higher density infill development.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

The tables and narrative that follow describe the local economic condition of Westminster and compares the ability of the local work force to satisfy the needs of local business. The tables give data on the primary industries in the City, the total population in the labor force, the unemployment rate, occupations by sector, travel time to work, the educational attainment of Westminster residents by age, and median earnings.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	316	78	1	0	-1
Arts, Entertainment, Accommodations	4,983	2,722	14	13	0
Construction	1,724	1,035	5	5	0
Education and Health Care Services	5,856	4,912	16	24	8
Finance, Insurance, and Real Estate	2,131	1,204	6	6	0
Information	810	205	2	1	-1
Manufacturing	5,449	791	15	4	-11
Other Services	1,307	901	4	4	1
Professional, Scientific, Management Services	3,288	757	9	4	-5
Public Administration	0	0	0	0	0
Retail Trade	4,238	5,336	12	26	15
Transportation and Warehousing	884	173	2	1	-2
Wholesale Trade	2,090	516	6	3	-3
Total	33,076	18,630	--	--	--

Table 50 - Business Activity

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	46,140
Civilian Employed Population 16 years and over	42,110
Unemployment Rate	8.68
Unemployment Rate for Ages 16-24	16.16
Unemployment Rate for Ages 25-65	6.29

Table 51 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	9,625
Farming, fisheries and forestry occupations	2,240
Service	5,615
Sales and office	10,355
Construction, extraction, maintenance and repair	3,090
Production, transportation and material moving	3,060

Table 52 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	21,885	55%
30-59 Minutes	14,365	36%
60 or More Minutes	3,335	8%
Total	39,585	100%

Table 53 - Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	6,295	555	3,360

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	7,740	970	2,930
Some college or Associate's degree	11,725	1,040	3,045
Bachelor's degree or higher	9,375	545	1,755

Table 54 - Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18–24 yrs.	25–34 yrs.	35–44 yrs.	45–65 yrs.	65+ yrs.
Less than 9th grade	225	640	1,190	3,350	2,921
9th to 12th grade, no diploma	725	845	1,350	2,835	1,974
High school graduate, GED, or alternative	2,530	2,390	2,935	6,320	3,515
Some college, no degree	3,945	3,160	2,550	5,534	2,560
Associate degree	530	1,195	1,195	2,205	1,070
Bachelor's degree	720	2,970	2,225	3,525	1,945
Graduate or professional degree	40	770	930	1,250	749

Table 55 - Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	16,421
High school graduate (includes equivalency)	47,682
Some college or Associate's degree	65,363
Bachelor's degree	69,931
Graduate or professional degree	75,585

Table 56 – Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Table 50 above shows the distribution of employed City residents and jobs by industry. In Westminster, the local economy includes the following primary industries:

- Retail trade (29% of jobs)

- Education and health care services (26% of jobs)
- Arts, entertainment, and accommodations (15% of jobs)
- Finance, insurance, and real estate (7% of jobs)
- Construction (6% of jobs)

Jobs in retail comprise approximately 29 percent of all jobs in Westminster, which is indicative of the City's position as the internationally recognized social, cultural, and retail hub of the Vietnamese American community. With the continued development of Little Saigon into a destination retail attraction, the City expects to increase its amount of captured retail sales. This national and international marketplace serves as an important economic engine and is bolstered by the fact that it is an authentic cultural retail center, which is unique in Orange County. Coupled with the real estate demands in the area, retailers are provided with the opportunity to reach a broad demographic base that is actively looking for variety in shopping and entertainment choices, from large, well-established brands to emerging and specialty boutiques. Westminster is also home to many national retailers including Lexus, Toyota, Honda, Wal-Mart, Home Depot, Best Buy, Target, and the Westminster Mall.

Jobs in education and health care represent 26 percent of all jobs, while over 17 percent of all Westminster workers are employed in the industry. The high concentration of jobs in this industry is the result of Westminster being the home of 13 elementary schools, two middle schools, one intermediate school, three high schools, Coastline Community College, as well as several medical and beauty schools.

Jobs in the arts/entertainment/accommodations, finance/insurance/real estate, and construction round out the top five industries in Westminster.

Describe the workforce and infrastructure needs of the business community:

With nearly half of Westminster's employment base in the retail and arts/ entertainment/accommodations industries, a large segment of the City's economy does not necessarily require an educated workforce. However, as indicated in Table 54, 33 percent of Westminster's employed workforce has at least some college education. Over a quarter (27%) of the employed population has a bachelor's degree or higher. Furthermore, approximately 54 percent (39,068 persons) ages 18 and over have at least some college experience. Persons with a bachelor's degree or higher make up 21 percent of the 18 years and older population.

Westminster has adequate transportation infrastructure to support its growing retail community. The City is served by two major freeways, Interstate 405 and California State Route 22, and the following transit systems:

- Amtrak - regional and nationwide rail service.
- Orange County Transportation Authority (OCTA) - regional and local bus service.
- Metrolink Light Rail - Orange County Line and Inland Empire/Orange County Line with stations in nearby Anaheim, Orange, and Santa Ana.

- Westminster on Wheels (WOW) Senior Transportation Program - pre-scheduled door-to-door service for the elderly and disabled individuals.
- Private bus and taxi operators.
- School bus systems.

The City recognizes the importance of providing a transportation system that supports the economic vitality of the City. In fact, the City has made the provision of an efficient transit system offering residents, workers, and visitors of Westminster a viable alternative to the automobile a goal in the City's Transportation/Circulation Element. Policies and implementation strategies to meet this goal include the following:

- Coordinate and assist Little Saigon business associations in the provision of remote parking areas and shuttle services wherever feasible.
- Work closely with the Orange County Transportation Authority (OCTA), AMTRAK, the Southern California Association of Governments (SCAG), and private businesses to expand and improve the public transit service within and adjacent to the City.
- Encourage the possibility of developing rail transit service in or near the City of Westminster.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create. How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The City of Westminster is preparing a Specific Plan for the Westminster Mall, a nearly 100-acre site located on the southwestern edge of the City and adjacent to Interstate 405. With the City's 2016 General Plan update, this location was designated for a mix of commercial and residential uses. The Specific Plan will establish design guidelines and development standards for the site and will identify necessary infrastructure improvements. The Environmental Impact Report being prepared for the Specific Plan assumes the following maximum development on the site:

- Up to 3,000 housing units
- Up to 425 hotel rooms
- Up to 1.2 million square feet of retail and office

Invigorating this large site could bring important benefits to the community, including significant job growth and sales tax revenue. Improving the City's financial position is critical to affording high quality services and facilities, such as police, fire, parks, and roads. A lively destination-type project could enhance the community's image and attract more visitors to stop and shop in Westminster.

In general, Westminster has a moderately educated workforce, with 54 percent of its labor force completing some college/receiving an associate degree (29%) or attaining a bachelor's degree or higher (21%). Retail offers the highest number of jobs (5,336 jobs) for Westminster's workforce,

employing approximately 13 percent (4,238 persons) of the labor force. The second largest occupation, education/health care, employs 18 percent of the labor force (5,856 persons) with a total of 4,912 jobs. With 46 percent of the labor force having a high school diploma or less, these persons may be employed in the service or retail sector earning minimum wage and could benefit from job training opportunities. The planned expansion at the Westminster Mall will provide additional employment opportunities for these residents.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The City of Westminster supports a variety of economic development activities that create and retain jobs for low- and moderate-income households. Micro-enterprise assistance, job training services, and technical assistance are some areas that may warrant consideration for funding during the Consolidated Plan period.

Also available to Westminster business owners, is an economic development team to help entrepreneurs develop a plan, utilize market research, secure funding, navigate incentives, as well as foster innovative private-public partnerships. The city helps propel Westminster's economy forward by offering the following economic development services:

- Access: The City is dedicated to working with businesses to create a streamlined process. Economic Development staff acts as a liaison to other City departments and agencies in order to ensure that businesses have all the resources it needs to thrive.
- Business Attraction and Retention: The City's Economic Development Division works closely with other city, regional, and state agencies to ensure the business community has the resources and knowledge necessary to prosper.
- Information Resources: The Economic Development Division provides demographic and marketing information to businesses wishing to locate in Westminster.
- Site Selection: Opportunities sites are maintained by Economic Development staff.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

No.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

Examples of Westminster's current economic development efforts include:

- Creation of the Westminster Mall Specific Plan to help reinvigorate the site and attract new stores and patrons.

- Shepherding the Bolsa Row development through the permit process to facilitate a high-quality hotel, event space, new housing, and retail.
- Development of affordable housing that provides safe and reasonably priced housing for families and individuals, who then in turn are able to participate in the local economy.
- Creation of the City's first Parks Master Plan to attract and retain residents with these critical community assets.
- Retention and attraction of retailers through direct outreach and indirect networking.
- Social media and other transparency measures to inform and engage the community; and
- New landscaping, signage, and utility undergrounding along major corridors to attract private investment and encourage businesses to locate in these areas.

One of the outcomes of the City's 2016 General Plan was the creation of an Economic Development Action Task Force (EDATF). The EDATF provides feedback and recommendations on economic development initiatives and projects throughout the city, in accordance with the General Plan's Implementation Plan.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

Low- and moderate-income households are most impacted by housing problems in Westminster. The City defines an area of low/mod concentration as a census block group in which a minimum of 51% of households earn 80% or below the area median income; the census block groups that meet these criteria are depicted in Figure 2 - Low- and Moderate-Income Areas, located in Appendix B. As reflected in this Figure, low- and moderate-income areas are located throughout the city, with the exception of the northwest and southeast portions of the city.

Certain minority populations are also more affected by multiple housing problems in Westminster. As shown in Table 57, among households earning up to 80% of the Area Median Income (AMI), Hispanic and Asian households evidence a greater percentage of housing problems than households that are White.

	Households Earning 0 - 80% Area Median Income (AMI)			
	Total	White Non-Hispanic	Hispanic	Asian/Pacific Islander
Total Households	16,750	4,554	3,520	8,252
Households with any housing problems	11,954	2,715	2,860	6,114
% Racial/Ethnic Group with any housing problems	71%	60%	81%	74%

Table 57 – Westminster Housing Problems by Race/Ethnicity

Table reflects compilation of housing problems by race/ethnicity and income derived from the 2011-2015 CHAS, as presented previously in Tables 19-22.

Housing problems include: 1) Lacks complete kitchen facilities, 2) Lacks complete plumbing facilities, 3) > than one person per room (overcrowded), or 4) Cost Burden > than 30%.

Figures 6 and 7 (located in Appendix B) depict the relative numbers of Hispanic and Asian residents by census tract. The following summarizes each map.

- Hispanic residents comprise 23% of Westminster's population, totaling approximately 21,200 persons (2011-2015 ACS). As depicted in Figure 6, census tracts with the highest Hispanic populations are generally located in the northern portions of the City, bordering the City of Garden Grove. A comparison with Figure 5 indicates areas with the highest proportions Hispanic residents correspond to census tracts with the highest rates of renter overcrowding.
- The 2011-2015 ACS identifies approximately 44,200 Asian residents in Westminster, comprising 48% of the City's population. As illustrated in Figure 7, census block groups with the highest proportions of Asian residents are generally located in the

eastern half of the City, east of Bushard Street. Some, but not all census tracts with the highest Asian populations also correspond to areas with high levels of renter overpayment.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

Refer to response above.

What are the characteristics of the market in these areas/neighborhoods?

Westminster's low- and moderate-income areas are characterized by a mix of both single- and multi-family units, with the strong housing demand keeping vacancies low and housing well maintained. The housing market within Westminster's low- and moderate-income census block groups is not distinctly different than the high-priced market prevalent throughout the City.

Are there any community assets in these areas/neighborhoods?

Westminster has numerous public parks and neighborhood community centers within its low and moderate areas/neighborhoods. The City utilizes CDBG funds to improve these facilities to better serve neighborhood residents.

Are there other strategic opportunities in any of these areas?

The following two large scale development projects will generate economic opportunities and provide community assets in low- and moderate-income areas of the City:

- The Bolsa Row project will bring a mixed-use complex to Little Saigon that is comprised of 200 multi-family units, a boutique hotel, banquet facility, and approximately 45,000 square feet of retail space.
- Redevelopment of the 100-acre Westminster Mall into a regional lifestyle/entertainment center will bring up to 3,000 housing units, up to 425 hotel rooms, and up to 1.2 million square feet of retail and office.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households – 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

No guidance on how to quantify this data is currently available from HUD.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

No guidance on how to quantify this data is currently available from HUD.

MA-65 Hazard Mitigation – 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction’s increased natural hazard risks associated with climate change.

No guidance on how to quantify this data is currently available from HUD.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on analysis of data, findings and methods.

No guidance on how to quantify this data is currently available from HUD.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Housing and Community Development Strategy is the centerpiece of the Consolidated Plan. Its purpose is to describe how Westminster will address its priority needs. The strategies outlined in the Strategic Plan reflect the current condition of the market, expected availability of funds, and local capacity to administer the Plan. The Strategy describes:

- General **priorities** for assisting households
- **Programs** to assist those households in need
- Five-year **objectives** identifying proposed accomplishments

The Strategic Plan also addresses the following areas:

- Financial resources
- Anti-poverty strategy
- Lead-based paint hazard reduction
- Reduction of barriers to affordable housing
- Institutional Structure/Coordination among agencies

In establishing five-year priorities for assistance with CDBG and HOME funds, the City of Westminster has taken several factors into consideration: 1) those households most in need of housing and community development assistance, as determined through the Consolidated Plan Needs Assessment, Agency consultation, Community Needs Survey, and public participation process; and 2) the extent of other non-federal resources and programs available to address the needs.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Table 1 - Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The City utilizes CDBG and HOME funds for projects and programs operated citywide. However, the majority of CDBG-funded infrastructure and facility projects are targeted to the most-needy neighborhoods: those census tracts where 51% or more of the residents are low- or moderate-income. These areas also generally correspond to areas with the highest concentrations of Asian households, the predominant minority group in Westminster at 48% of the City's population as described in the 2011-2015 American Community Survey (refer to Figure 7 in Appendix B). The other primary minority group in the City are Hispanics who represent 23% of the City's population. A comparison with Figures 2 and 3 indicates areas with the highest proportions of Asian and Hispanic residents correspond to the City's low- and moderate-income census block groups, and block groups with the highest rates of poverty.

More specifically for the 2020/21-2024/25 Consolidated Plan period, Westminster has identified the area known as *Neighborhood Pride Improvement Area No. 3* to provide concentrated and coordinated efforts to improve overall housing, infrastructure, park, and facility conditions. The area is bound by Trask Avenue to the north, Hazard Street to the south, Edwards Street to the west, and Hoover Street to the east. The area is 100% low- to moderate-income and was selected based on the concentration of multi-family housing observed to be in violation of the Westminster Municipal Code and the Property Standards Ordinance. The effort to identify deteriorated geographical areas was undertaken to meet the U.S. Department of Housing and Urban Development (HUD) guidelines to utilize Community Development Block Grant (CDBG) funding for special code enforcement and preservation activities in deteriorating areas. Activities such as a multi-family rental housing inspection program (code enforcement), a multi-family rental rehabilitation program, infrastructure improvements, and park improvements are proposed to be undertaken during the Con Plan timeframe in Neighborhood Pride Improvement Area No. 3.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Priority Need Name	Priority Level	Populations Impacted	Goals Addressing Priority Needs
Priority Housing Needs	High	Extremely Low Low Moderate Large Families Families with Children Elderly & Frail Elderly Homeless Persons with Disabilities Veterans Persons with HIV/AIDS Victims of Domestic Violence	Sustain and Strengthen Neighborhoods <ul style="list-style-type: none"> Multi-Family Rental Inspection Program (Code Enforcement) Multi-Family Rental Rehabilitation Loan Program Other Housing Rehabilitation Grant and Loan Programs Preserve Existing and Create New Affordable Housing <ul style="list-style-type: none"> Acquisition/Rehab/New Construction Affordable Housing Projects Section 8 Housing Choice Voucher Program Westminster Tenant Based Rental Assistance Program
Priority Community Services	High	Extremely Low Low Moderate Homeless Elderly Frail Elderly Persons with Disabilities Large Families Families with Children Veterans Persons with HIV/AIDS Victims of Domestic Violence	Support Agencies that Assist Special Needs Populations <ul style="list-style-type: none"> Senior Outreach Center Meals on Wheels Home Delivered Meals Program Other Special Needs Programs Provide Needed Community Services to Low- and Moderate-Income Persons <ul style="list-style-type: none"> Family Resource Center (General Public Services) Community Services Department Summer Youth Program (Youth Services) Project S.H.U.E. (Youth Services) Other Community Services
Priority Parks and Recreational Facilities	High	Non-housing Community Development	Preserve Existing and Create New Community Facilities <ul style="list-style-type: none"> Community Centers, Parks and Facilities

Priority Infrastructure Improvements	High	Non-housing Community Development	Provide Needed Infrastructure Improvements in Low to Moderate Income Neighborhoods <ul style="list-style-type: none"> • Street Improvements
Other Housing and Community Development Needs	High	Other	Planning for Housing and Community Development <ul style="list-style-type: none"> • HOME Administration • CDBG Administration • Fair Housing Program

Table 58 – Priority Needs Summary

Narrative (Optional)

In establishing five-year priorities for assistance with CDBG and HOME funds, the City of Westminster considered input from various sources including: the Housing and Community Development Needs Survey, demographical and empirical data analysis, interviews with staff, and direct input by residents and stakeholders during the citizen participation process. City staff has also taken several factors into consideration: 1) those households most in need of housing and community development assistance, as determined through the Consolidated Plan needs assessment, consultation, and public participation process; 2) which activities will best meet the needs of those identified households; and 3) the extent of other non-federal resources and programs available to address these needs.

Westminster’s primary source of funds used to address the community's housing needs are HOME, CDBG, CDBG-CV (CARES Act), Section 8, and Supplemental Educational Revenue Augmentation Fund (SERAF). CDBG funds are directed almost entirely towards community development activities. The unmet housing needs identified in this section are based on 2011-2015 ACS statistics of households with housing problems compiled as part of the 2011-2015 CHAS, as well as consultation with housing providers and concerned citizens regarding affordable housing.

Westminster’s priority non-housing community development needs include unmet community facility, infrastructure, community service, and planning needs. Identified needs and priorities reflect the results of input from various City departments, as well as input from agency consultations and the citizen participation process.

Efforts to address homelessness in Westminster is currently being addressed with both federal and non-federal funds. The City utilizes the Supplemental Educational Revenue Augmentation Fund (SERAF) to provide homeless outreach, emergency shelter and transitional housing, rapid re-housing, and prevention efforts via the City’s Homeless Prevention and Rapid Re-Housing (HPRP) Program. CARES Act funding that was awarded in April 2020 to be used to prepare, prevent, and respond to the Novel Coronavirus (COVID-19) pandemic will be used to assist homeless with temporary shelter during Orange County’s Stay at Home Order, and will also be used for short-term emergency rental assistance for households experiencing a loss of income

due to COVID-19. Federal HOME funds will also be used to implement the Westminster Tenant Based Rental Assistance Program beginning in FY 2020/21. The Program will address homelessness by providing rental subsidies to eligible Westminster households.

Finally, over the next five years, the City may opt to invest other federal funds including CDBG or HOME in permanent rental housing, public facility, or community services to specifically address homelessness in Westminster.

SP-30 Influence of Market Conditions – 91.215 (b)

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
<p>Tenant Based Rental Assistance (TBRA)</p>	<p>TBRA is the fastest way to provide affordable housing to those in need as it partners existing rental housing owners with voucher holders. With approximately 5,700 low- and moderate-income renter households cost burdened, and approximately 700 applicants on OCHA's Section 8 waiting list, the need for additional rental assistance is substantial. The challenge is that the use of TBRA is completely dependent on landlords' willingness to accept tenant-based rental assistance and to participate in a contractual relationship with Subgrantees, OCHA and/or HUD.</p> <p>Other market characteristics that will influence the need and use of HOME funds for TBRA is the current national emergency and disaster declaration brought on by the Novel Coronavirus (COVID-19) pandemic. With social distancing and guidelines that prohibit group gathering, coupled with the Orange County Stay at Home Order, many Westminster residents will suffer sudden income loss due to a loss or reduction of employment. The U.S. Department of Housing and Urban Development has initiated TBRA-specific waivers to assist grantees in expediting TBRA implementation to prevent additional homelessness in Westminster. The City received TBRA-specific waivers on April 21, 2020.</p>
<p>TBRA for Non-Homeless Special Needs</p>	<p>Similar market characteristics that influence the use of TBRA above are applicable to the use of TBRA to serve persons with special needs, such as veterans and senior citizens. However, special needs populations, on average, are likely to have an even greater need for TBRA than the general low- and moderate-income population. An additional market characteristic that may influence the use of TBRA for special needs tenants is the willingness and ability of service providers to assist TBRA clients to remain stable in their housing.</p>
<p>New Unit Production</p>	<p>As documented in the Needs Assessment, 74% of low- and moderate-income Westminster renter households are cost burdened, and 42% face a severe cost burden. These households would theoretically qualify for new affordable housing if sufficient resources existed to build them. The cost of land, labor and materials affects the total development costs and the number of units the City can support in any given year. While funds are limited, the City will use regulatory tools - such as flexible development standards, density bonus and other incentives - to support in the expansion of needed affordable housing.</p>

Rehabilitation	As documented in Westminster’s 2014-2021 Housing Element, an estimated 8% of the City's housing stock is in need of maintenance and rehabilitation, with an additional 0.6% of housing units in need of replacement. Many of the City's approximately 3,000 manufactured housing units do not meet State and local codes and are predominately occupied by low- and moderate-income households. In addition, the predominance of older housing (built prior to 1980) in Westminster increases the likelihood of exposure to lead based paint hazards. Low- and moderate-income households occupying units in substandard condition and/or with the presence of lead-based paint would theoretically qualify for rehabilitation assistance if sufficient resources existed. Typically, the City's rehabilitation resources support combined acquisition and rehabilitation projects in partnership with non-profits that leverage City dollars with other funding sources. In addition, low-cost rehabilitation loans to owners of multi-family rental housing units could provide cost effective means to improving the over 1,200 rental units deemed as in fair or poor condition per the Housing Element.
Acquisition, including preservation	With nearly 6,000 low- and moderate-income Westminster renter households cost burdened and nearly 2,000 overcrowded, these households would theoretically qualify for newly acquired and rehabilitated affordable housing if sufficient resources existed. Typically, the City's rehabilitation resources support combined acquisition and rehabilitation projects in partnership with non-profits that leverage city dollars with other funding sources. The cost of land, labor and materials affects the total development costs and the number of units that the City can support in any given year. Another critical issue that influences the use of funds to acquire properties for the creation or preservation of affordable units is the lack of a permanent source of financing. The elimination of the Westminster Redevelopment Agency, coupled with continued reductions in the HOME entitlement, makes addressing priority housing needs more challenging.

Table 59 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c) (1,2)

Introduction

Table 60 summarizes the major sources of funding available to carry out housing and community development activities during this Consolidated Plan period. As a federal entitlement jurisdiction, Westminster receives HOME and CDBG funds directly from HUD. The City's annual HOME entitlement is approximately \$430,000 and annual CDBG funds total \$1,000,000. While HOME funds are directed entirely towards affordable housing activities, CDBG may be directed towards both housing and community development activities.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Section 8	Public-Federal	Rental Subsidy	\$127,045,879	\$	\$0	\$127,045,879	\$508,183,516	Orange County Housing Authority Section 8 Housing Choice Voucher Program Funds for recipients countywide.
CDBG	Public-Federal	Acquisition, Planning, Economic Development, Housing, Public Improvements, Public Services	\$999,185	\$0	\$619,951	\$1,619,136	\$3,996,740	Entitlement allocation plus estimated program income plus prior-year resources.
HOME	Public-Federal	Acquisition, Homeowner rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, TBRA	\$433,144	\$25,000	\$994,135	\$1,452,279	\$1,832,576	Entitlement allocation plus estimated program income plus prior year resources.

Low-Income Housing Tax Credits	Public – State	Acquisition, Multifamily rental new construction,	\$500,000,000	\$0	\$0	\$500,000,000	\$0	State low income tax credits competitively available for 4% credit new construction multifamily housing projects.
McKinney-Vento Homeless Assistance Act Funds	Public – State		\$74,000	\$0	\$0	\$74,000	\$0	Westminster School District Funds used for homeless assistance.
HOME Match	Public – Local	Acquisition, Homeowner rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, TBRA	\$0	\$0	\$3,309,594	\$3,309,594	\$0	Former Westminster redevelopment tax increment funds used to meet the required HOME match requirement.
SB2 Permanent Local Housing Allocation (PLHA) Program	Public – State	Affordable housing	\$400,000	\$0	\$0	\$400,000	\$1,600,000	Westminster’s share of California Department of Housing and Community Development funds generated by the recordation of real estate documents.

Supplemental Educational Revenue Augmentation Fund (SERAF)	Public-State	Acquisition, Homebuyer assistance, Homeowner rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, Homeless prevention and rapid rehousing	\$250,000	\$0	\$0	\$250,000	\$1,000,000	
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Table 60 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds play a crucial role in implementing the Consolidated Plan. Local private and non-federal funds are usually insufficient to meet the heavy demand for housing and services in our community. Agencies receiving CDBG and HOME funds use those funds as a commitment to receiving other funding sources.

Likewise, the City also leverages other resources among the formula grant programs. For example, the HOME program is matched by a variety of sources, including private and public investment and the City's Housing Authority Funds, and could use Supplemental Educational Revenue Augmentation Fund (SERAF) for future affordable housing projects.

HUD requires a 25% match on HOME funds drawn down for affordable housing. Historically, the City has met the match requirement with the use of former Westminster redevelopment tax increment funds that were layered with HOME funds in developing affordable housing. While redevelopment tax increment funds are no longer available for future match requirements, the City has been utilizing a match surplus derived from prior contributions by the former Westminster Redevelopment Agency in developing affordable housing developments. The City's match surplus is approximately \$3,309,594.15 (as of end of September 30, 2018).

Due to the National Emergency concerning the Novel Coronavirus (COVID-19) pandemic, HUD has waived the City's HOME Match requirement for all expenditures beginning October 1, 2019 and will continue to do so through September 30, 2021. The City received approval of this waiver on April 21, 2020.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

With the dissolution of redevelopment in 2011, Westminster has very little wholly owned land. Periodically, there has been discussion about considering different economic development uses at the Westminster Civic Center given that the new Police Department parking structure provides additional Civic Center parking, yielding a consideration of other uses for the north and west parking lots.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Westminster Community Development Department / Grants and Housing Division	Government	Affordable Housing, Economic Development, Neighborhood Improvements, Planning	Jurisdiction
Westminster Community Services and Recreation Department	Government	Public Facilities, Public Services	Jurisdiction
Westminster Public Works Department	Government	Infrastructure	Jurisdiction
Orange County Housing Authority (OCHA)	PHA	Section 8 Tenant-Based Housing Choice Voucher Program (Rental Subsidy)	Countywide
Fair Housing Foundation	Non-profit Organization	Public Services	Countywide
Orange County Continuum of Care 2-1 -1 Orange County	Regional Organization	Homelessness	Countywide
Homeless, Special Needs, and General Services Providers	Non-Profit Agencies	Public Services	Jurisdiction
TBD TBRA Program Operator	Non-Profit Agencies	Westminster Tenant Based Rental Assistance Program (Rental Subsidy)	Jurisdiction

Table 61 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

Due to financial constraints, Westminster is limited in its ability to alone meet all housing needs of low- to moderate-income households. The City, therefore, works with both non-profit agencies and for-profit developers in planning affordable housing through various programs. Westminster will use regulatory tools, such as modified parking and development standards, density bonuses, and other incentives to support the expansion of needed affordable housing. The City helps developers by working with City Departments to streamline the process of project approval. Lastly, Westminster will expand its existing relationships with local

jurisdictions through cooperative agreements, and with the County and State by applying for funds available for producing affordable housing.

The Community Development Department (CDD) maintains direct communication with other City departments when revising or updating housing policies, issues and services. Through daily contact and inter-working relations, City staff implements programs and services and tracks issues of concern. This process allows easy access to data on building activity, housing conditions, code requirements, zoning, employment trends, and other demographic data.

In addition to the City’s internal network, through its federal entitlement and other resources, Westminster interacts with various non-profit agencies and public service groups in the delivery of programs. These agencies are assisted by City staff in planning programs and projects, ensuring activity eligibility and costs, complying with federal regulations and requirements, and monitoring the timely expenditure of annually allocated program funds. The City requires agencies to submit quarterly and annual reports to meet federal requirements, and periodically conducts sub-recipient audits and on-site reviews.

Furthermore, the City of Westminster performs project monitoring of all rent restricted affordable units assisted with HOME, CDBG, and former Redevelopment Agency housing funds.

- Annually, audits are performed to ensure compliance with regulatory agreements and affordability covenants; and
- Periodic, on-site visits are conducted, which will include a property inspection and an in-depth review of all the rent restricted affordable unit files assisted with HOME, CDBG, and the former Redevelopment Agency.

As part of the Consolidated Plan process, the City received input from housing and public service agencies through a combination of consultation workshops, interviews and a Housing and Community Development Survey. These agencies provided valuable input into the identification of needs and gaps in service, and in development of the City’s five-year Strategic Plan.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance		X	
Mortgage Assistance			
Rental Assistance	X	X	X
Utilities Assistance	X	X	X

Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services	X	X	
Supportive Services			
Alcohol & Drug Abuse		X	X
Child Care	X	X	
Education		X	
Employment and Employment Training		X	
Healthcare		X	X
HIV/AIDS			X
Life Skills		X	
Mental Health Counseling		X	X
Transportation	X	X	X
Other			
Other			

Table 62 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

There are many institutions in the service delivery system that provide services to the homeless, particularly the chronically homeless, veterans and their families, and unaccompanied youth. The following list summarizes the services available to this community.

- **Westminster Homeless Prevention and Rapid Rehousing Program (HPRP)** – The City’s Police Department, Family Resource Center, and Grants and Housing Division have partnered to provide the Westminster homeless population, and those at risk of becoming homeless, with critical assistance such as rental and utility financial assistance to prevent homelessness, moving cost assistance, case management, housing search, credit repair, and mediation or outreach to property owners.
- **Westminster Short-Term Homeless Prevention Rental Assistance Program** – by Substantial Amendment to the FY 2019/20 Annual Action Plan, the Westminster Short-Term Homeless Prevention Rental Assistance Program provides up to 3-months of emergency rental assistance to households experiencing a sudden loss of income because of COVID-19. The program is targeted to households that have housing but are experiencing financial hardship due to the COVID-19 pandemic. Emergency rental assistance will cap at \$4,500 per household over a 3-month period. Beneficiaries must be income eligible to qualify for assistance and income determinations will be made each month that the household is enrolled in the program.

- **Westminster Short-Term Homeless Rapid Re-Housing Program** - The Westminster Short-Term Homeless Rapid Re-Housing Program was created in response to the Novel Coronavirus (COVID-19) pandemic. The Program will provide short-term hotel and motel vouchers to shelter homeless persons during the Orange County Stay at Home Order. Funds can also be used to provide food and other essential necessities to homeless persons in Westminster during the City's response to the Coronavirus pandemic.
- **Interval House Tenant Based Rental Assistance (TBRA) Program Operator** – The City will partner with the Westminster School District, the City's Family Resource Center and Interval House, a TBRA program operator, to provide eligible Westminster households with rental subsidies, case management, and wrap around services to assist them with self-sufficiency and transition into permanent housing. Eligible households will include households that are homeless or at-risk of becoming homeless.
- **American Family Housing (AFH)** - AFH offers transitional housing for homeless persons in need of more intensive support during their transition back to economic stability and housing. Transitional housing participants enter with little or no income and complex barriers to housing such as disability, long term homelessness and/or unemployment, domestic violence, or legal issues. Services offered include, but are not limited to, mental health counseling, employment services, support groups, life skills training, budgeting, housing placement, and intensive case management. Program goals are to secure sustainable income and secure permanent housing while addressing life issues that led to homelessness.
- **Collette's Children's Home** – Located in nearby Huntington Beach, Collette's Children's Home serves homeless single women and homeless mothers with children throughout Orange County
- **Thomas House Family Shelter** – Thomas House offers transitional shelter for homeless families with children, as well as food and supplies, for homeless families with children. In return, each family is required to save a portion of their income after necessary expenses, enabling families to build savings and learn life skills.
- **Illumination Foundation** – This organization offers case management services for homeless persons with children. Case managers discuss resources available to homeless persons and create a housing plan for longer term housing.
- **Build Futures** - Build Futures is a nonprofit organization dedicated to taking homeless, unaccompanied youth ages 18 to 24 off the streets of Orange County and providing them with the resources necessary to reach self-sufficiency. The agency uses a structured, step-by-step program called Steps to Success which is tailored to each youth and connects them to services and resources needed to obtain and maintain long term independence.

Build Futures collaborates with existing nonprofits, county services, housing providers, faith-based organizations, job programs, educational institutions and volunteers to close the gap in the service continuum.

- **Casa Youth Shelter** - Casa Youth Shelter provides emergency temporary shelter for youth aged 12-17. Youth eligible for short term shelter care include those who have run away from home, are at risk of running away because of abuse or any other reason, or for those who have exited their homes or are at risk of being kicked out. In addition to temporary housing, short term shelter care residents receive three nutritious meals with snacks per day, basic needs such as hot showers, clean clothing, and fresh linens for their beds, and are provided with a variety of counseling services.
- **Community Service Program Huntington Beach Youth Shelter** - The Youth Shelter offers a short-term crisis intervention residential program with the goal of family reunification. Children at risk of homelessness, institutionalization, incarceration, or hospitalization are given emergency shelter, meals, 24-hour supervision, individual, group and family counseling, academic tutoring, prevention, education, and life skills development activities as well as aftercare services.
- **Radiant Health Centers (formerly AIDS Services Foundation Orange County)** – Radiant Health Centers provides a variety of services to persons living with HIV/AIDS including case management, financial assistance, food pantry and nutritional program, housing assistance, transportation, mental health services, drug and alcohol abuse services, and free testing and prevention services. Radiant Health Centers is located in Irvine, but serves persons living with HIV/AIDS countywide.
- **Volunteers of America of Los Angeles (VOALA) Orange County** – This agency offers Supportive Services for Veteran Families (SSVF) which includes short-term assistance (move in costs, security deposit, rent, etc.) to maintain permanent housing stability for low income Veteran households in Orange County, case management, financial planning, housing location assistance, assistance in obtaining benefits, and referral services.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Coordination between public agencies providing housing resources, assisted housing providers, private and governmental health, mental health and human service agencies are critical to the delivery of viable products/services. In an effort to enhance coordination, the City is a member of the Orange County Continuum of Care to address homeless needs.

The primary gap in Westminster's service delivery system is a function of the significant cuts in public and private funding and associated reductions in service. Loss of Redevelopment Agency funding, and funding cuts in the CDBG and HOME programs over the last several years, combined

with the increased demand for services stemming from increases in housing and rental costs has resulted in significant gaps in service.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City proposes to strengthen, coordinate and integrate the governmental institutions, non-profit and private delivery systems to implement the City's five-year strategy and to address the priority needs outlined in the Consolidated Plan for Fiscal Years 2020/21 – 2024/25. Engaging the community and stakeholders in the delivery of services and programs for the benefit of low to moderate residents will be vital in the overcoming gaps in service delivery. The City will also utilize public notices, Community Workshops and Meetings (as appropriate), the City's website, and other forms of media to deliver information on carrying out the Consolidated Plan strategies.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Sustain and Strengthen Neighborhoods	2020	2024	Affordable Housing Non-Housing Community Development	Neighborhood Pride Improvement Area No. 3 Citywide	Priority Housing Needs	CDBG: \$952,600 CDBG: \$1,250,000	Housing Code Enforcement/Foreclosed Property Care: 1,000 Household Housing Unit (Multi-Family Rental Housing Inspection Program) Rental Units Rehabilitated: 70 Household Housing Unit (Multi-Family Housing Rehabilitation Loan Program)
2	Preserve Existing & Create New Affordable Housing	2020	2024	Affordable Housing	Citywide	Priority Housing Needs	HOME: \$2,003,311 HOME: \$1,000,000	Rental units rehabilitated: 10 Household Housing Unit (Acquisition / Rehabilitation / New Construction) Tenant Based Rental Assistance 40 Households (Westminster Tenant Based Rental Assistance Program)

3	Support Agencies that Assist Special Needs Populations	2020	2024	Non-Homeless Special Needs	Citywide	Priority Special Needs Populations	CDBG: \$389,770	Public service activities other than Low/Moderate Income Housing Benefit: 1,100 Persons Assisted (Senior Outreach Center = 775; Home Delivered Meals = 325)
4	Provide Needed Community Services to LMI Persons	2020	2024	Non-Housing Community Development	Citywide	Priority Community Services	CDBG: \$359,610	Public service activities other than Low/Moderate Income Housing Benefit: 1,545 Persons Assisted (Family Resource Center = 1,250; CSD Summer Youth Program = 175; Project S.H.U.E.= 120)
5	Preserve Existing and Create New Community Facilities	2020	2024	Non-Housing Community Development	Neighborhood Pride Improvement Area No. 3 Low- and Moderate-Income Areas Citywide	Priority Community Facilities	CDBG: \$857,355	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 69,700 Persons Assisted (Sigler Park Splashpad and Playground Upgrades; Other Community Facility Projects)
6	Provide Needed Infrastructure Improvements in Low/Mod Neighborhoods	2020	2024	Non-Housing Community Development	Neighborhood Pride Improvement Area No. 3 Low- and Moderate-Income Areas	Priority Infrastructure Improvements	CDBG: \$807,356	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5,000 Persons Assisted (Various Street Improvements)

7	Planning for Housing and Community Development	2020	2024	Other: Administration	Citywide	Other Housing and Community Development Needs	CDBG: \$999,185 HOME: \$281,544	Not Applicable. (CDBG Program Administration; Fair Housing Foundation) Not Applicable. (HOME Program Administration)
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Table 63 – Goals Summary

Goal Descriptions

1	Goal Name	Sustain and Strengthen Neighborhoods
	Goal Description	Using CDBG funds, the City will sustain and strengthen neighborhoods by eliminating unsafe conditions and blight while improving the quality of life of residents within the community. (Projects: Multi-Family Rental Housing Inspection Program; Multi-Family Housing Rehabilitation Loan Program)
2	Goal Name	Preserve Existing & Create New Affordable Housing
	Goal Description	To the extent possible, based upon the availability of funds and a project's viability, HOME funds will also be used to assist affordable housing developers in the acquisition, construction and/or rehabilitation of low-income rental and/or owner housing units. Additionally, the City will use HOME funds on tenant based rental assistance programs. (Projects: Acq/Rehab/New Construction; Westminster Tenant Based Rental Assistance Program)
3	Goal Name	Support Agencies that Assist Special Needs Populations
	Goal Description	Using CDBG public service funds, the City will provide assistance to special needs service providers. (Project: Senior Outreach Center; Home Delivered Meals)
4	Goal Name	Provide Needed Community Services to LMI Persons
	Goal Description	Using CDBG public service funds, the City will provide assistance to various social service agencies for programs for youth and general public services. Services must benefit at least 51 percent low/mod persons. (Projects: Family Resource Center; CSD Summer Youth Program; Project S.H.U.E.)
5	Goal Name	Preserve Existing and Create New Public Facilities
	Goal Description	Using CDBG funds, the City will provide financial assistance to improve existing public facilities and parks or create new ones. Such facilities include neighborhood facilities, senior centers, homeless shelters, youth centers, and other eligible facilities. (Projects: Sigler Park Splashpad and Playground Equipment Renovation Project; Other TBD Projects)
6	Goal Name	Provide Needed Infrastructure Improvements
	Goal Description	Using CDBG funds, the City will provide financial assistance to improve public infrastructure within the Neighborhood Pride Improvement Area No. 3 or within other low- and moderate-income areas. (Projects: Various Street Improvements)

7	Goal Name	Planning for Housing and Community Development
	Goal Description	The City will conduct the following administration/planning activities: (1) General Administration of CDBG and HOME Program, including preparation of budget, applications, certifications and agreements, (2) Coordination of CDBG-funded capital improvement projects, (3) Coordination of Public Service Subrecipients, (4) Coordination of HOME-funded housing projects, (5) Monitoring of CDBG and HOME projects/programs to ensure compliance with federal regulations, (6) Preparation of Annual Action Plan, and (7) Preparation of the CAPER. Up to 20% of the annual CDBG entitlement and up to 10% of the HOME entitlement is allowed for administration activities. (Note, the HOME Administration cap was increased to 25% for 2020/21 via a HOME waiver granted to the city on April 21, 2020.) (Project: CDBG Administration; Fair Housing Services; HOME Administration)

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

As presented in Table 63 above, the City’s five-year goal is to provide affordable housing opportunities to 82 extremely low, low, and moderate-income households through the following activities:

- Acquisition / Rehabilitation / New Construction: In the next five years, Westminster will pursue affordable transitional or permanent housing projects totaling approximately 10 units to be managed and operated by a local CHDO. While project sites are yet to be determined, the City anticipates that all 10 units will be made available to extremely low- and low-income households.
- Westminster Tenant Based Rental Assistance Program: The City will offer rental assistance in the form of rental subsidies to qualified Westminster households experiencing homelessness or who are at-risk of becoming homeless. Over the next five years, it is estimated that 40 households could be assisted.
- Multi-Family Housing Rehabilitation Loan Program: The City will offer rehabilitation assistance to owners of multi-family rental housing in the Neighborhood Pride Improvement Area No. 3 which is bound by Trask Avenue to the north, Hazard Street to the south, Edwards Street to the west, and Hoover Street to the east. It is anticipated at during the 2020/21-2024/25 Consolidated Plan period, 70 rental units will be rehabilitated. Program parameters include the following:
 - Occupancy: At least 51% of units at completion must be occupied by low- and moderate-income households (gross annual income not exceeding 80% of the Orange County area family median income, as adjusted annually for household size).
 - Affordability: Initial occupancy of rental units by low- and moderate-income households must be at “affordable” rents, as defined by the City of Westminster as High HOME rents published annually for the HOME program.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

Not applicable.

Activities to Increase Resident Involvements

Not applicable.

Is the public housing agency designated as troubled under 24 CFR part 902?

No.

Plan to remove the ‘troubled’ designation

Not applicable.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

Westminster has a strong history of supporting affordable housing. The City has adopted numerous provisions in its Zoning Ordinance that facilitates a range of residential development types and encourages affordable housing, including a density bonus ordinance, planned development zone and reasonable accommodation procedures for persons with disabilities. In addition, the City and its former Redevelopment Agency have provided direct financial assistance to support affordable and mixed income housing projects. The loss of Redevelopment Housing Funds, which generated approximately \$7 million annually for housing activities in Westminster, will dampen the level of future affordable housing production in the City.

In addition to funding constraints, the primary barrier to the provision of affordable housing in Westminster is the lack of vacant land suitable for residential development. Separate owners of smaller parcels hold much of the underdeveloped and residentially zoned land in the City. This calls for alternative policy tools such as lot consolidation and/or demolition of existing older structures to accommodate higher density infill development.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

To address the decline in sources of housing funds, the City will continue to advocate for and pursue federal, state, local and private funding sources for affordable housing. In addition, the City will implement the following actions identified in its 2014-2021 Housing Element:

Program IIB1.1: Continue to support new construction of affordable housing by re-designating or rezoning, where appropriate and desirable, to permit higher density residential development.

Program IIB1.1: Systematically review existing vacant and underdeveloped commercial, industrial, and public facilities land for possible re-designation/rezoning to residential use, where consistent with General Plan goals and policies and where compatible with surrounding uses.

Program IIB1.2: Continue to offer a waiver of development application filing fees for development proposals at maximum density.

Program IIB1.2: Continue to consider other incentives that will increase the overall feasibility of affordable housing projects, such as a reduction in parking standards, allowance for shared parking arrangements in mixed use projects, a reduction in FARs, and modification of setback requirements.

Program IIB1.3: Utilize funds as available through the HOME Program and SERAF Repayments, as applicable, to assist development and make land available at reasonable

cost to developers who have demonstrated the ability to build affordable housing. Subsidize the cost of off-site improvements for the provisions of affordable housing for lower and moderate-income households.

Program IIB1.4: Consider opportunities and incentives to revitalize the City's major corridors with affordable and market rate midblock housing through the General Plan Update process.

Program IIB2.1: Increase home ownership opportunities for the City's workforce by providing loans to low- and moderate-income household to acquire their first home.

Program IIB3.1: Consider development fee waivers for low-income housing as part of the City's development fee study process.

SP-60 Homelessness Strategy – 91.215(d)

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

In February 2017, the City Council retained the non-profit agency CityNet to conduct homeless outreach in Westminster, primarily to individuals. CityNet makes outreach contacts to unsheltered homeless persons offering support toward the long-term goal of connecting them with emergency shelter, housing, and critical services such as medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living. CityNet also links homeless individuals with housing stability case management using Federal, State, local, or private assistance. Case managers work with clients to achieve progress on a mutually agreed upon plan to attain housing and supportive services. Case managers follow-up with housed clients for 6 months after housing to ensure a successful placement.

Westminster also administers a Homeless Prevention and Rapid Re-Housing Program (HPRP), an intradepartmental effort between the Westminster Police Department, Community Services Department, Family Resource Center, and the Grants and Housing Division. Funded with Westminster Housing Authority funds, the HPRP provides emergency hotel/motel vouchers, bus tokens, food, and other emergency services on an as-needed basis.

Addressing the emergency and transitional housing needs of homeless persons

In September 2019, the Westminster City Council approved the creation of a City Manager's Homeless Taskforce made up of community stakeholders and key staff to study the impact of homelessness in the City of Westminster. One of the goals of the new Taskforce is to assess local and county homelessness and to recommend efforts to address it, including the construction of a new homeless emergency shelter within city limits. While no permanent year-round homeless shelter exists in Westminster, 500 beds are available in nearby Garden Grove, Huntington Beach, Santa Ana, Fountain Valley, and Orange. The city's Homeless Prevention and Rapid Re-Housing Program staff help to coordinate overnight stays in these nearby facilities.

Westminster also actively participates in programs administered by public and quasi-public agencies. For example, Westminster is part of Orange County's Central Service Planning Area, or Central "SPA," along with Garden Grove, Huntington Beach, Fountain Valley, Seal Beach, Stanton, Santa Ana, Tustin, Newport Beach, Costa Mesa, and the adjacent unincorporated area of Midway City. This group has been meeting to discuss opportunities for coordinated regional solutions to homelessness and potentially sharing funding resources.

The City is also a member of the Orange County Housing Finance Trust. The primary focus of the Trust is to obtain and share funding for regional homelessness solutions. Though minimal funding currently exists, the Trust may be a future source of funds for cooperative solutions including emergency and transitional housing.

Finally, during the National Emergency concerning the Coronavirus, the City was allotted \$587,788 in CDBG-CV (CARES Act) funds to be used to prepare, prevent, and respond to COVID-19. A portion of these funds was allocated to a new program at the end of FY 2019/20 called the Westminster Short-Term Homeless Rapid Re-Housing Program in which homeless persons are provided emergency hotel and motel vouchers to keep them safely housed during Orange County's Safer at Home Order, instituted to promote social distancing and to further reduce the risk of contracting the virus. The program was included in the Annual Action Plan by substantial amendment and approved by Council on May 13, 2020.

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

In an ongoing effort to continue to address the needs of the homeless and those at risk of homelessness, the City has continued to focus on the development of sustainable and effective programming, which consists of: applying for short and long-term funding; partnering with experienced service providers capable of leveraging other funding such as American Family Housing (local non-profit housing developer) and CityNet; creating and securing affordable housing; performing homeless case management; and engaging homeless through street outreach in order to connect them to available services.

Beginning in FY 2020/21, the City will implement the Westminster Tenant Based Rental Housing Program, a program designed to assist households experiencing homelessness or who are at risk of becoming homeless. The City will partner with the Westminster School District, the Family Resource Center, and Interval House to select eligible participants. The program operator will also be responsible for providing case management and other wrap around services to ensure a successful transition to permanent housing upon their exit from the Westminster TBRA Program. The Program will be funded with \$400,000 in HOME funds.

Finally, with the creation of the City Manager's Homeless Task Force, additional options to use HOME funds for other transitional/permanent affordable rental housing will be analyzed.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

Westminster will continue to contract with a fair housing provider to offer a wide range of fair housing services to ensure equal housing opportunities for its residents.

Homeless individuals or families and those at-risk of homelessness have the opportunity to get connected to supportive services, treatments, public resources, and support groups through the City's Homeless Prevention and Rapid Re-Housing Program (HPRP) or through CityNet.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

As a means of better protecting children and families against lead poisoning, in 1999 HUD instituted revised lead-based paint regulations focused around the following five activities:

- Notification
- Lead Hazard Evaluation
- Lead Hazard Reduction
- Ongoing Maintenance
- Response to Children with Environmental Intervention Blood Lead Level

The City has implemented HUD Lead Based Paint Regulations (Title X), which requires federally funded rehabilitation projects to address lead hazards. Lead-based paint abatement is part of the City's Manufactured Housing Rehabilitation Program and the Acquisition/Rehabilitation of Affordable Rental Housing Program. Units within rental housing projects selected for rehabilitation are tested if not statutorily exempt. Elimination or encapsulation remedies are implemented if lead is detected, and is paid for through CDBG or HOME funds, as appropriate.

How are the actions listed above related to the extent of lead poisoning and hazards?

As discussed earlier in the Housing Market Analysis, 87% of Westminster's owner-occupied units were built prior to 1980, and of these 12,575 units, just 7% or 1,024 units have occupants that include children. Similarly, 69% of Westminster's rental housing was built prior to 1980 (8,950 units), with children present in just 3% or 369 of these units. Pre-1980 housing units with children present the greatest threat of lead poisoning. With an estimated 1,393 such households in Westminster, lead exposure among children is not a sizable issue. Another risk factor is household income, with lower income households having a greater risk of exposure. The 2011-2015 CHAS identifies 61% of Westminster's households as earning less than 80% HAMFI, translating to an estimated 13,130 low- and moderate-income households residing in the City's approximately 21,500 pre-1980 housing units.

How are the actions listed above integrated into housing policies and procedures?

To reduce lead-based paint hazards in existing housing, all housing rehabilitation projects supported with federal funds are tested for lead and asbestos. When a lead-based paint hazard is present, the City or the City's sub-grantee contracts with a lead consultant for abatement or implementation of interim controls, based on the findings of the report. Tenants are notified of the results of the test and the clearance report. In Section 8 programs, the Orange County Housing Authority annually inspects units in the existing program and new units as they become available. In all cases defective paint surfaces must be repaired. In situations where a unit is occupied by a household with children under the age of six, corrective actions will include testing and abatement if necessary, or abatement without testing.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The 2011-2015 American Community Survey reported that 17.8% of City residents had incomes below the poverty level. Of greatest concern is an increase in the number of individuals and families becoming homeless or at risk of becoming homeless due to the rising costs of housing and other costs, especially of safety-net expenditures like insurance and health care.

The City's major objectives in reducing poverty within Westminster are to enhance employment opportunities for all residents and promote self-sufficiency. This shall include creating job opportunities, additional tax revenue, new investment opportunities and overall community improvement for Westminster residents by supporting existing businesses and bringing additional economic forces and investment to Westminster.

In other efforts to reduce the number of families living in poverty, the Economic Development Division has established the Westminster Mall and Bolsa Row Specific Plans to encourage new business, jobs, and residential uses; the retention and attraction of retailers through direct outreach and indirect networking; and landscaping, signage, and utility undergrounding along major corridors to attract private investment and encourage the relocation of businesses to Westminster.

Additionally, the City encourages the efforts of social service providers, government, housing providers/developers and the private sector to provide services and development programs that enhance job opportunities for Westminster residents, particularly low-income persons.

As funding permits, the City may support the following Public Services to increase family stability for lower income households:

- Counseling
- Domestic Violence Prevention Services
- Provision of food
- Substance Abuse Services
- Job Training

The City will fully comply with Section 3 of the Housing and Community Development Act, which helps foster local economic development and individual self-sufficiency. This set of regulations require that to the greatest extent feasible, the City will provide job training, employment, and contracting opportunities for low or very low-income residents in connection with housing and public construction projects.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

Westminster's overall program for affordable housing is integral to the City's strategy for reducing the number of poverty level families and individuals in the community. Examples of the inter-relatedness of Westminster's housing programs to poverty reduction include:

- Participation by over 1,700 low and extremely low-income Westminster households in the Housing Choice Rental Assistance Voucher Program administered by the Orange County Housing Authority (OCHA).
- Participation by a number of Westminster households in OCHA's Family Self-Sufficiency Program to help Section 8 participants become more economically self-sufficient.
- Beginning in FY 2020/21, the City will fund a tenant based rental assistance program to help homeless households and those at risk of homelessness get out of poverty by paying a portion of their rent. The rental assistance program will be supplemented with a self-sufficiency component including case management and wrap around services to help them transition to permanent housing once they exit the program.
- Implementation of the intradepartmental Homeless Prevention and Rapid Rehousing Program (HPRP). Financial assistance for rent due, deposits, utilities, moving costs, help with locating housing, legal aid, and mediation to help prevent evictions are just some of the services to be offered through the HPRP.
- The City will consider proposals to develop affordable rental housing using federal HOME funds. All HOME-funded projects comprise units to be made available to extremely low and low-income households.

SP-80 Monitoring – 91.230

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

Westminster follows monitoring procedures for CDBG-funded public service subrecipients which includes desk reviews of quarterly progress reports and expenditures, and periodic on-site visits to ensure compliance with federal regulations. All subrecipients are required by their subrecipient agreement to submit quarterly performance reports that demonstrate work is being performed in accordance with the scope of service, that evidences progress in meeting performance milestones, and that shows expenditures are allowable under the agreement. Staff also conducts periodic on-site monitoring of project activities to document compliance with HUD eligibility guidelines, performance in reaching contract goals, to determine if administrative and fiscal systems are adequate, and to ensure compliance with other crosscutting federal regulations.

CDBG-funded capital projects are monitored by regular status and fiscal reports for Davis/Bacon requirements throughout the course of the project, as well as frequent site visits by staff. For some projects, the City's Grants and Housing Division outsources the monitoring and project inspections on construction work.

The City is also responsible to HUD for monitoring HOME-assisted rental projects (e.g., transitional, permanent and special needs housing projects) throughout the period of affordability to ensure that these projects are in continued compliance with Federal and State regulations. Monitoring guidelines are intended to assist City staff in making informed judgments about asset management, HOME Investment Partnerships Act (HOME) Program compliance, and management efficiency of HOME-assisted rental projects. The City's monitoring protocol serves to determine if HOME-assisted rental housing remains affordable, its occupants are low- and very low-income, and that the property is maintained in standard condition throughout the affordability period.

Rental project monitoring occurs at four levels:

- Annually, a desk audit is performed wherein the owner/property manager will submit information certifying household sizes, household incomes and rents for all HOME-restricted units.
- An on-site visit will be conducted triennially during which an in-depth review will occur of all HOME and federal crosscutting requirements, e.g., affirmative marketing and tenant selection procedures.

- Projects are inspected in accordance with the HOME regulations at HOME Final Rule at 24 CFR 92.504(d):
- Upon receipt of a developer's project pro forma, the City conducts an economic analysis to ensure that, in accordance with the City's adopted underwriting and layering review guidelines, the amount of warranted HOME assistance is necessary to provide affordable housing.

The City has the prerogative to monitor on-site more frequently, especially if a project is at risk because of outstanding findings or insufficient capacity.

The City has adopted layering review guidelines in compliance with HOME Investment Partnerships Act (HOME) requirements set forth under Section 212(f) of the Cranston-Gonzalez National Affordable Housing Act, as amended, 24 CFR 92.250(b) of the FY 2013 HOME Final Rule and 24 CFR Part 91, the Consolidated Plan Final Rule. The City asserts that (a) prior to the commitment of funds to a project, the project is to be evaluated based upon its layering guidelines, and that (b) it will not invest any more HOME funds in combination with other governmental assistance than is necessary to provide affordable housing.

The City's layering review guidelines is also to be used when determining the level of HOME funds to be used in a project absent other governmental assistance. In the event that additional sources of funds not initially contemplated are later infused, the City may opt to update the evaluation.

The City shall also follow steps to monitor beneficiaries of the Single-Family Residential Rehabilitation Program and Homebuyer Program:

- During the pre-monitoring phase, applicants will sign a clause on the application form certifying that the property is the principal residence.
- Until such time as the deferred payment loan is repaid, the City will verify annually that borrowers in a Homebuyer Program continually occupy the housing unit as the household's principal residence.

Project and financial data on CDBG and HOME-funded activities is maintained using HUD's IDIS (Integrated Disbursement Information System) software. Use of this system allows HUD staff easy access to local data for review and progress evaluation.

Annual Plan

AP-15 Expected Resources – 91.220(c) (1,2)

For fiscal year 2020/21, the City of Westminster will have a total of \$1,619,136 in CDBG funds. This total amount is comprised of an estimated \$999,185 in Fiscal 2020/21 CDBG entitlement funds and \$619,951 in prior year unallocated CDBG funds carried forward. The City does not have any income from float-funded activities or surplus from urban renewal settlements, sale of real property, prior period adjustments, loans outstanding or written off, CDBG acquired property available for sale, or lump sum drawdown payments. Nor is the City funding any “urgent need activities.” CDBG funds will be used for public services, community facility improvements, public infrastructure improvements, a multi-family rental inspection program (code enforcement), a multi-family rental rehabilitation program, CDBG administration, and fair housing services.

The City will also have \$1,452,279 in HOME Program funds comprised of an estimated FY 2020/21 allocation of \$433,144, an unallocated funds carryover balance of \$994,135, and estimated program income in the amount of \$25,000. The City will use HOME funds for administration of the HOME program, and an affordable housing project that is yet to be determined.

In January 2019, SB2 was implemented, which levies an additional tax on the sale of property. These revenues are collected by the state and distributed to local jurisdictions to fund affordable housing projects. HCD recently released the initial program guidelines for public comment. Under the proposed guidelines, Westminster would receive approximately \$400,000 per year from this source. At this time, all Orange County cities are in conversation to initiate a county-wide affordable housing trust. This process is in the early stages, but initial plans are to utilize the Trust to pool SB2 funding resources to address homelessness in critical areas on a regional basis.

The Westminster Housing Authority has approximately \$250,000 in Supplemental Educational Revenue Augmentation Fund (SERAF) annually it is required to expend. SERAF are currently being used to fund the City’s Homeless Prevention and Rapid Re-Housing Program (HPRP) including the City’s contract with CityNet for homeless outreach and other homelessness services.

The City will pursue competitive public and private grants for the development and preservation of programs, housing, and services and work to support legislation that promotes funding for future affordable housing during the Consolidated Plan period.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-Federal	Acquisition, Planning, Economic Development, Housing, Public Improvements, Public Services	\$999,185	\$0	\$619,951	\$1,619,136	\$3,996,740	Entitlement allocation plus estimated program income plus prior-year resources.
HOME	Public-Federal	Acquisition, Homeowner rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, TBRA	\$433,144	\$25,000	\$994,135	\$1,452,279	\$1,832,576	Entitlement allocation plus estimated program income plus prior year resources.

Table 64 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds play a crucial role in implementing the Annual Action Plan. Local, private and non-federal funds are usually insufficient to meet the heavy demand for housing and services in the community. The City leverages other resources among the formula grant programs. For example, the HOME program is matched by a variety of sources, including private and public investment and the City's Housing Authority Funds, and could use Supplemental Educational Revenue Augmentation Funds (SERAF) or SB2 funds for future affordable housing projects.

HUD requires a 25% match on HOME funds drawn down for affordable housing. Historically, the City has met the match requirement with the use of former Westminster redevelopment tax increment funds that were layered with HOME funds in developing affordable housing. While redevelopment tax increment funds are no longer available for future match requirements, the City has been utilizing a match surplus derived from prior contributions by the former Westminster Redevelopment Agency in developing affordable housing developments. The City's match surplus is approximately \$3,309,594.15 (as of September 2018).

Due to the National Emergency concerning the Novel Coronavirus (COVID-19) pandemic, HUD has waived the City's HOME Match requirement for all expenditures beginning October 1, 2019 and will continue to do so through September 30, 2021. The City requested this waiver on April 20, 2020.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

With the dissolution of redevelopment in 2011, Westminster has very little wholly owned land. Periodically, there has been discussion about considering different economic development uses at the Westminster Civic Center given that the new Police Department parking structure provides additional Civic Center parking, yielding a consideration of other uses for the north and west parking lots.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Sustain and Strengthen Neighborhoods	2020	2021	Non-Housing Community Development Affordable Housing	Neighborhood Pride Improvement Area No. 3	Priority Housing Needs	\$190,520 (CDBG) \$250,000 (CDBG)	Housing Code Enforcement/Foreclosed Property Care – 200 Housing Units (Neighborhood Pride Multi-Family Rental Inspection Program) Rental Units Rehabilitated – 14 Housing Units (Neighborhood Pride Multi-Family Rental Rehabilitation Program)
2	Preserve Existing and Create New Affordable Housing	2020	2021	Affordable Housing	Citywide	Priority Housing Needs	\$943,993 (HOME) \$400,000 (HOME)	Rental Units Rehabilitated – 5 Housing Units (Acq/Rehab/New Construction) Tenant-Based Rental Assistance 8 Households (Westminster TBRA Program)
3	Support Agencies that Assist Special Needs Populations	2020	2021	Non-Homeless Special Needs	Citywide	Priority Special Needs	\$48,181 (CDBG) \$29,773 (CDBG)	Public service activities other than Low/Moderate Income Housing Benefit – 155 Persons Assisted (Senior Outreach Center) Public service activities other than Low/Moderate Income Housing Benefit – 65 Persons Assisted (Home Delivered Meals Program)

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Provide Needed Community Services to Low and Moderate-Income Persons	2020	2021	Non-Housing Community Development	Citywide	Priority Community Services	\$46,940 (CDBG)	Public service activities other than Low/Moderate Income Housing Benefit – 250 Persons Assisted (Family Resource Center)
							\$14,887 (CDBG)	Public service activities other than Low/Moderate Income Housing Benefit – 24 Persons Assisted (Project S.H.U.E.)
							\$10,095 (CDBG)	Public service activities other than Low/Moderate Income Housing Benefit – 35 Persons Assisted (CSD Summer Youth Program)
5	Preserve Existing and Create New Community Facilities	2020	2021	Non-Housing Community Development	Neighborhood Pride Improvement Area No. 3	Priority Community Facilities	\$350,000 (CDBG)	Public Facility or Infrastructure Activities other than Low/Mod Income Housing Benefit – 69,700 Persons Assisted (Sigler Park Playground and Splashpad Improvement Project)
6	Provide Needed Infrastructure Improvements	2020	2021	Non-Housing Community Development	Neighborhood Pride Improvement Area No. 3	Priority Infrastructure Improvements	\$300,000 (CDBG)	Public Facility or Infrastructure Activities other than Low/Mod Income Housing Benefit – 4,095 Persons Assisted (Street Improvement Projects)
7	Planning for Housing and Community Development Needs	2020	2021	Other: Administration	N/A	Other Housing and Community Development Needs	\$108,286 (HOME) \$199,837 (CDBG)	N/A (HOME Program Administration, CDBG Program Administration, Fair Housing Foundation)
	Unallocated Funds	2020	2021	N/A	N/A	N/A	\$178,903 (CDBG)	N/A (Unallocated Funds)

Table 65 – Annual Goals Expected Resources – Priority Table

Goal Descriptions

1	Goal Name	Sustain and Strengthen Neighborhoods
	Goal Description	Using CDBG funds, the City will sustain and strengthen neighborhoods by eliminating unsafe conditions and blight while improving the quality of life of residents within the community. (Projects: Neighborhood Pride Multi-Family Rental Inspection Program; Neighborhood Pride Multi-Family Rental Rehabilitation Program)
2	Goal Name	Preserve Existing and Create New Affordable Housing
	Goal Description	To the extent possible, based upon the availability of funds and a project's viability, HOME funds will also be used to assist affordable housing developers in the acquisition, construction and/or rehabilitation of low-income rental and/or owner housing units. HOME funds will also be used for tenant based rental assistance programs. (Projects: TBD Acquisition/Rehabilitation/New Construction Project; Westminster Tenant Based Rental Assistance Program)
3	Goal Name	Support Social Service Agencies that Assist Special Needs Populations
	Goal Description	Using CDBG public service funds, the City will provide assistance to special needs service providers. (Project: Senior Outreach Center; Home Delivered Meals)
4	Goal Name	Provide Needed Community Services to Low/Mod Persons
	Goal Description	Using CDBG public service funds, the City will provide assistance for programs benefitting youth and general public services. Services must benefit at least 51 percent low/mod persons. (Projects: Family Resource Center; Project S.H.U.E.; CSD Summer Youth Program)
5	Goal Name	Preserve Existing and Create New Community Facilities
	Goal Description	Using CDBG funds, the City will provide financial assistance to improve existing or create new community facilities. (Projects: Sigler Park Playground and Splashpad Improvement Project)
6	Goal Name	Provide Needed Infrastructure Improvements
	Goal Description	Using CDBG funds, the City will provide financial assistance to improve public infrastructure. (Projects: Street Improvements)
7	Goal Name	Planning for Housing and Community Development
	Goal Description	The City will conduct the following administration/planning activities: (1) General Administration of CDBG and HOME Program, including preparation of budget, applications, certifications and agreements, (2) Coordination of CDBG-funded capital improvement projects, (3) Coordination of Public Service Subrecipients, (4) Coordination of HOME-funded housing projects, (5) Monitoring of CDBG and HOME projects/programs to ensure compliance with federal regulations, (6) Preparation of Annual Action Plan, and (7) Preparation of the CAPER. Up to 20% of the annual CDBG entitlement and up to 10% of the HOME entitlement is allowed for administration activities. (Note, the HOME Administration cap was increased to 25% for 2020/21 via a HOME waiver granted to the city on April 21, 2020.) (Project: CDBG Administration; Fair Housing Services; HOME Administration)

Projects

AP-35 Projects – 91.220(d)

Introduction

The City plans to undertake the following CDBG and HOME funded activities during Fiscal Year 2020/21 to address its priority housing and community development needs. All proposed activities are eligible and meet program service targets. Additionally, the City of Westminster has not exceeded any of its maximum allocations for CDBG public services, CDBG administration, or HOME administration. With a CDBG allocation of \$999,185, the City of Westminster is allowed to allocate a maximum of 15%, or \$149,877, in public services. This Annual Action Plan proposes to allocate the maximum 15% in public services towards the following activities: Senior Outreach Center (\$48,181); Home Delivered Meals (\$29,773); Family Resource Center (\$46,940); Project S.H.U.E. (\$14,887); and the Summer Youth Program (\$10,095). CDBG regulations also permit a maximum allocation of 20%, or \$189,471, for CDBG administration activities. The City has allocated \$179,837 for CDBG Administration and \$20,000 to the Fair Housing Foundation, for a total of \$199,837, the maximum allowed. Lastly, a maximum of 25%, or \$108,286, in HOME administration activities is allowed to be allocated in FY 2020/21 by HOME waiver that was authorized for the City of Westminster on April 21, 2020. The City has allocated this amount for the HOME Program Administration activity in the Annual Action Plan.

Projects

Project Name	Target Area	Goals Supported	Needs Addressed	Funding
Neighborhood Pride Multi-Family Rental Inspection Program	Neighborhood Pride Improvement Area No. 3	Sustain and Strengthen Neighborhoods	Priority Housing Needs	CDBG: \$190,520
Neighborhood Pride Multi-Family Rental Rehabilitation Program	Neighborhood Pride Improvement Area No. 3	Sustain and Strengthen Neighborhoods	Priority Housing Needs	CDBG: \$250,000
Acquisition / Rehabilitation / New Construction Affordable Housing Project	City of Westminster	Preserve Existing and Create New Affordable Housing	Priority Housing Needs	HOME: \$943,993
Westminster Tenant Based Rental Assistance Program	City of Westminster	Preserve Existing and Create New Affordable Housing	Priority Housing Needs	HOME: \$400,000
Senior Outreach Center	City of Westminster	Support Agencies that Assist Special Needs Populations	Priority Community Services	CDBG: \$48,181

Home Delivered Meals Program	City of Westminster	Support Service that Assist Special Needs Populations	Priority Community Services	CDBG: \$29,773
Family Resource Center	City of Westminster	Provide Needed Community Services to Low and Moderate-Income Persons	Priority Community Services	CDBG: \$46,940
Project S.H.U.E.	City of Westminster	Provide Needed Community Services to Low and Moderate-Income Persons	Priority Community Services	CDBG: \$14,887
CSD Summer Youth Program	City of Westminster	Provide Needed Community Services to Low and Moderate-Income Persons	Priority Community Services	CDBG: \$10,095
Sigler Park Playground and Splashpad Improvement Project	Neighborhood Pride Improvement Area No. 3	Preserve Existing and Create New Community Facilities	Priority Parks and Recreational Facilities	CDBG: \$350,000
Street Improvements	Neighborhood Pride Improvement Area No. 3	Provide Needed Infrastructure Improvements	Priority Infrastructure Improvements	CDBG: \$300,000
HOME Administration	City of Westminster	Planning for Housing and Community Development	Other Housing and Community Development Needs	HOME: \$108,286
CDBG Administration	City of Westminster	Planning for Housing and Community Development	Other Housing and Community Development Needs	CDBG: \$179,837
Fair Housing Foundation	City of Westminster	Planning for Housing and Community Development	Other Housing and Community Development Needs	CDBG: \$20,000
CDBG Unallocated Funds	City of Westminster	N/A	N/A	CDBG: \$178,903

Table 66 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Housing and Homeless Needs Assessment of the Consolidated Plan discusses housing need by income category. Income levels identified are 1) extremely low-income; 2) very low-income, and; 3) low- and moderate-income households. Based on HUD recommendations, general relative priorities for funding will be as follows:

HIGH PRIORITY: Activities to address this need will be funded during the five-year period.

MEDIUM PRIORITY: If funds are available, activities to address this need may be funded by the City during the five-year period. The City may also use other sources of funds and take actions to locate other sources of funds.

LOW PRIORITY: It is not likely the City will fund activities to address this need during the five-year period.

The highest priority has been assigned to the needs of the lowest income residents, based on the assumption that in this high cost real estate market, they are at greater risk of displacement, homelessness or other serious housing situations due to limited financial resources and other challenges they may face.

The Consolidated Plan identifies several obstacles in meeting underserved needs, including the high and sustained demand for public services, as well as the shortage of funding to address the community's needs.

AP-38 Project Summary

Project Summary Information

1 Project Name	Neighborhood Pride Multi-Family Rental Inspection Program
Target Area	Neighborhood Pride Improvement Area No. 3
Goals Supported	Sustain and Strengthen Neighborhoods
Needs Addressed	Priority Housing Needs
Funding	CDBG: \$190,520
Description	The Neighborhood Pride Multi-Family Rental Inspection Program will address the issue of substandard conditions in residential housing units and motel guest rooms, promote greater compliance with health and safety standards and preserve the quality of Westminster's neighborhoods and available housing. The City will proactively identify and inspect deteriorated or deteriorating housing stock that negatively affects property values and introduces public health and safety challenges to the community. The program is intended to: maintain community property values, identify vacant properties that may become targets for illegal activity, and ensure rehabilitation and preservation of rental housing that does not meet applicable building and housing codes, City Municipal Code standards, or is not safe to occupy.
Target Date	June 30, 2021
Location Description	The Neighborhood Pride Improvement Area No. 3 is bound Trask Avenue to the north, Hazard Street to the south, Edwards Street to the west, and Hoover Street to the east. The Neighborhood Pride Target Area is comprised of 14,515 persons, 11,935, or 82.23%, of which are of low – moderate income.
Planned Activities	Same as description.

2	Project Name	Neighborhood Pride Multi-Family Rental Rehabilitation Loan Program
	Target Area	Neighborhood Pride Improvement Area No. 3
	Goals Supported	Sustain and Strengthen Neighborhoods
	Needs Addressed	Priority Housing Needs
	Funding	CDBG: \$250,000
	Description	The Neighborhood Pride Multi-Family Rental Rehabilitation Loan Program provides rehabilitation assistance to owners of rental properties permitted under 24 CFR 570.202(a)(1) that are substandard, or that meet the City's definition of "deteriorated" in the neighborhoods designated for code enforcement described under 24 CFR 570.202(a)(3). The program promotes rehabilitation by underwriting allowable work items listed in the City's Neighborhood Pride Multi-Family Rental Rehabilitation Program Protocols, and supports other activities expected to revitalize and strengthen the designated area. The Program may provide a 0% CDBG loan to property owners with rental units of seven (7) or less on a lot for an amount up to \$75,000 per property, or \$15,000 per unit (whichever is lower) to address health and safety code deficiencies.
	Target Date	June 30, 2021
	Location Description	The Neighborhood Pride Improvement Area No. 3 is bound Trask Avenue to the north, Hazard Street to the south, Edwards Street to the west, and Hoover Street to the east. The Neighborhood Pride Target Area is comprised of 14,515 persons, 11,935, or 82.23%, of which are of low – moderate income.
	Planned Activities	Same as Description.
3	Project Name	Acquisition / Rehabilitation / New Construction Affordable Housing Project
	Target Area	City of Westminster / Citywide
	Goals Supported	Preserve Existing and Create New Affordable Housing
	Needs Addressed	Priority Housing Needs
	Funding	HOME: \$943,993
	Description	The City is proposing to use HOME funds on an affordable housing project with a local Community Housing Development Organization (CHDO). The City will extend gap financing to acquire and support construction or rehabilitation of affordable transition or permanent rental housing. While a location is yet to be determined, the City will attempt to address the two key problems in Westminster as identified in the Consolidated Plan's Housing Needs Assessment: 1) renter cost burden; and 2) household overcrowding.
	Target Date	June 30, 2021
	Location Description	To be determined.
	Planned Activities	Same as Description.

4	Project Name	Westminster Tenant Based Rental Assistance Program
	Target Area	City of Westminster / Citywide
	Goals Supported	Preserve Existing and Create New Affordable Housing
	Needs Addressed	Priority Housing Needs
	Funding	HOME: \$400,000
	Description	The City is proposing to use HOME funds to provide tenant based rental assistance to eligible households in Westminster that are currently experiencing homelessness or are at-risk of becoming homeless. Eligible households must demonstrate that they were last housed in Westminster, work in Westminster, or have children enrolled in the Westminster School District. Additionally, during the COVID-19 pandemic, the TBRA program will also be an integral component of the City's ability to respond to its effect on Westminster's residents. The City will partner with the Westminster School District and with the City's Family Resource Center to identify eligible households. Further, the City will contract with Interval House, an experienced TBRA operator, to administer the program and provide case management and wrap around services to participants. The City is proposing to assist 8 households over a 24-month period
	Target Date	June 30, 2021
	Location Description	Citywide.
	Planned Activities	Same as Description.
5	Project Name	Senior Outreach Center
	Target Area	City of Westminster / Citywide
	Goals Supported	Support Agencies that Assist Homeless Populations
	Needs Addressed	Priority Community Services
	Funding	CDBG: \$48,181
	Description	The Senior Outreach Program assists seniors (>62 years of age) and the disabled population needing support services to allow them to live independently and remain in their own home. The Program provides seniors and/or their adult children with information, referrals, services, and programs to provide for their essential needs to prevent early placement in a board and care or convalescent home. An added key element to this program is the American Red Cross Lifeline Program, a personal response system for persons who may need assistance during an emergency. This service enables homebound seniors to continue to live independently in their own homes. In FY 2020/21, the Senior Outreach Center will assist 155 seniors.
	Target Date	June 30, 2021
	Location Description	8200 Westminster Boulevard, Westminster
	Planned Activities	Same as description.

6	Project Name	Home Delivered Meals Program
	Target Area	City of Westminster / Citywide
	Goals Supported	Support Agencies that Assist Homeless Populations
	Needs Addressed	Priority Community Services
	Funding	CDBG: \$29,773
	Description	The Home Delivered Meals (HDM) Program provides three meals per day, five days per week to frail elderly participants age 62 or over in the City of Westminster. In addition to the meals, all participants receive case management services and have access to in home safety services. The program benefits participants by assisting with basic food and nutritional needs which in turn improves overall health. The HDM program will assist at least 65 seniors in FY 2020/21.
	Target Date	June 30, 2021
	Location Description	The Home Delivered Meals Program is administered by Meals on Wheels (formerly Community SeniorServ) located at 1200 N. Knollwood Circle, Anaheim. However, the meals are delivered to Westminster elderly residents on a daily basis.
	Planned Activities	Same as description.
7	Project Name	Family Resource Center
	Target Area	City of Westminster / Citywide
	Goals Supported	Provide Needed Community Services to Low and Moderate-Income Persons
	Needs Addressed	Priority Community Services
	Funding	CDBG: \$46,940
	Description	The Westminster Family Resource Center is a family-friendly, community-based site that offers a comprehensive range of services and support systems to families. It is designed to be a one-stop shop where services provided are offered in partnership with private and public agencies working together to enhance each family's capacity to become self-sufficient. In FY 2020/21, the FRC will assist 250 persons.
	Target Date	June 30, 2021
	Location Description	7200 Plaza Street, Westminster
	Planned Activities	Same as description.

8	Project Name	Project S.H.U.E.
	Target Area	City of Westminster / Citywide
	Goals Supported	Provide Needed Community Services to Low and Moderate-Income Persons
	Needs Addressed	Priority Community Services
	Funding	CDBG: \$14,887
	Description	Project S.H.U.E. (Safety, Health, Understanding, and Education) is an intergenerational afterschool program that is designed to provide underserved children, ages 6-9, a safe afterschool environment at the Westminster Senior Center. With the support of volunteer seniors, S.H.U.E. staff will create a structured setting that focuses on learning while fostering a healthy social development of each individual child. The environment this program creates helps to reduce the risk of negative peer pressure, gang/drug involvement, and low academic achievement. Project S.H.U.E. anticipates assisting 24 youth in FY 2020/21.
	Target Date	June 30, 2021
	Location	The program is available to eligible youth citywide but is offered at the Westminster Senior Center located at 8200 Westminster Boulevard, Westminster.
	Planned Activities	Same as description.
9	Project Name	CSD Summer Youth Program
	Target Area	City of Westminster / Citywide
	Goals Supported	Provide Needed Community Services to Low and Moderate-Income Persons
	Needs Addressed	Priority Community Services
	Funding	CDBG: \$10,095
	Description	The CSD Summer Youth Program is an eight-week Summer program that provides summer recreational activities to Westminster school aged children. To meet the low-income eligibility requirement, invitations will be extended to Family Resource Center families and Project SHUE participants. The hub of the Summer Youth Program will be at the Community Services Center, combined with walking over to Freedom Park. The program estimates serving 35 youth in FY 2020/21.
	Target Date	June 30, 2021
	Location	The program is available to eligible youth citywide.
	Planned Activities	Same as description.

10	Project Name	Sigler Park Playground and Splashpad Improvement Project
	Target Area	Neighborhood Pride Improvement Area No. 3
	Goals Supported	Preserve Existing and Create New Community Facilities
	Needs Addressed	Priority Community Facilities
	Funding	CDBG: \$350,000
	Description	Located in Neighborhood Pride Improvement Area No. 3, Sigler Park is one of the most popular and heavily used parks in all of Westminster. The Community Services Department is proposing to use CDBG funds to replace the splashpad water features and renovate two playgrounds, both widely used particularly during the summer months.
	Target Date	June 30, 2021
	Location	7200 Plaza Avenue, Westminster, CA 92683
	Description	
	Planned Activities	Same as description.
11	Project Name	Street Improvements
	Target Area	Neighborhood Pride Improvement Area No. 3
	Goals Supported	Provide Needed Infrastructure Improvements
	Needs Addressed	Priority Infrastructure Improvements
	Funding	CDBG: \$300,000
	Description	The Street Improvement Project for FY 2020/21 involves resurfacing five (5) residential streets: 21 st Street, Texas Street, Wyoming Street, Iowa Street, and Alleys 7 & 8. The improvements include removing and reconstructing damaged concrete curbs, gutters, cross gutters, driveway approaches, deteriorated pavement areas, grinding surfaces, constructing new asphalt concrete pavement, adjusting sewer and storm drain manholes, water/hydrant valves to finished grade, installing slurry seal coat, and new striping to match with the existing configuration. It is estimated that 4,095 low- and moderate-income residents will benefit from improved streets in FY 2020/21.
	Target Date	June 30, 2021
	Location	Census Tracts 999042, 999044, and 999045.
	Description	
	Planned Activities	Same as description.

12	Project Name	HOME Program Administration
	Target Area	City of Westminster / Citywide
	Goals Supported	Planning for Housing and Community Development
	Needs Addressed	Other Housing and Community Development Needs
	Funding	CDBG: \$108,286
	Description	The City may use up to ten (10) percent of the HOME allocation for the overall administration of the HOME Program. The City will use HOME funds to ensure the overall development, management, coordination (including coordination with Community Housing Development Organizations) and monitoring of all HOME-funded projects/programs to ensure compliance with federal regulations of the HOME program.
	Target Date	June 30, 2021
	Location Description	Not applicable.
	Planned Activities	Same as description.
13	Project Name	CDBG Program Administration
	Target Area	City of Westminster / Citywide
	Goals Supported	Planning for Housing and Community Development
	Needs Addressed	Other Housing and Community Development Needs
	Funding	CDBG: \$179,837
	Description	The City will conduct the following administration/planning activities: (1) General Administration of the overall CDBG Program, including preparation of budget, applications, certifications, agreements and CDBG Service Area Resolution, (2) Coordination of all CDBG-funded capital improvement projects, (3) Coordination of the Public Service Subrecipients, (4) Monitoring of all CDBG projects/programs to ensure compliance with federal regulations, (5) Preparation of the Annual Action Plan, and (6) Preparation of the Consolidated Annual Performance and Evaluation Report (CAPER).
	Target Date	June 30, 2021
	Location Description	Not applicable.
	Planned Activities	Same as description.

14	Project Name	Fair Housing Foundation
	Target Area	City of Westminster / Citywide
	Goals Supported	Planning for Housing and Community Development
	Needs Addressed	Other Housing and Community Development Needs
	Funding	CDBG: \$20,000
	Description	The Fair Housing Services Program will provide fair housing education, counseling and enforcement services to Westminster residents. This program helps the City to comply with HUD's regulatory requirements to affirmatively further fair housing and includes counseling on landlord/tenant law and other aspects of housing.
	Target Date	June 30, 2021
	Location	Citywide.
	Description	
	Planned Activities	Same as Description.
15	Project Name	CDBG Unallocated Funds
	Target Area	City of Westminster / Citywide
	Goals Supported	Not applicable.
	Needs Addressed	Not applicable.
	Funding	CDBG: \$178,903
	Description	Funds available for future reprogramming of eligible CDBG activities.
	Target Date	June 30, 2021
	Location	Not applicable.
	Description	
	Planned Activities	Same as description.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City utilizes CDBG and HOME funds for projects and programs operated citywide. However, the majority of CDBG-funded infrastructure and facility projects are targeted to the most-needy neighborhoods: those census tracts where 51% or more of the residents are low- or moderate-income. These areas also generally correspond to areas with the highest concentrations of Asian households, the predominant minority group in Westminster at 48% of the City's population as described in the 2011-2015 American Community Survey (refer to Figure 7 in Appendix B). The other primary minority group in the City are Hispanics who represent 23% of the City's population. A comparison with Figures 2 and 3 indicates areas with the highest proportions of Asian and Hispanic residents correspond to the City's low- and moderate-income census block groups, and block groups with the highest rates of poverty.

More specifically for the 2020/21-2024/25 Consolidated Plan period, Westminster has identified the area known as *Neighborhood Pride Improvement Area No. 3* to provide concentrated and coordinated efforts to improve overall housing, infrastructure, park, and facility conditions. The area is bound by Trask Avenue to the north, Hazard Street to the south, Edwards Street to the west, and Hoover Street to the east. The area is 100% low- to moderate-income and was selected based on the concentration of multi-family housing observed to be in violation of the Westminster Municipal Code and the Property Standards Ordinance. The effort to identify deteriorated geographical areas was undertaken to meet the U.S. Department of Housing and Urban Development (HUD) guidelines to utilize Community Development Block Grant (CDBG) funding for special code enforcement and preservation activities in deteriorating areas. Activities such as a multi-family rental housing inspection program (code enforcement), a multi-family rental rehabilitation program, infrastructure improvements, and park improvements are proposed to be undertaken during the Con Plan timeframe in Neighborhood Pride Improvement Area No. 3. The Neighborhood Pride Target Area is comprised of 14,515 persons, 11,935, or 82.23%, of which are of low – moderate income.

**Neighborhood Pride Improvement Area No. 3
Total Population v. Low and Moderate-Income Population
2011-2015 American Community Survey Income Summary Data**

Census Tract	Total LMI Persons	Total Persons	Percentage
0996011	1,350	1,835	73.57%
0996012	2,275	2,875	79.13%
0996013	1,050	1,185	88.61%
0999031	1,210	1,585	76.34%
0999032	1,955	2,430	80.45%
0999042	1,780	2,100	84.76%
0999044	790	900	87.78%
0999045	1,525	1,605	95.02%
TOTAL	11,935	14,515	82.23%

Geographic Distribution

Target Area	Percentage of Funds
Citywide Projects	36%
Neighborhood Pride Improvement Area No. 3	64%
Low- and Moderate-Income Areas	0%

Table 67- Geographic Distribution

Rationale for the priorities for allocating investments geographically

All CDBG-funded public service programs and HOME-funded affordable housing projects will be available to eligible persons citywide. The City will also allocate CDBG funds for a variety of projects intended to alleviate blighted and deteriorating conditions in Neighborhood Pride Improvement Area No. 3. Activities include a multi-family rental inspection Program (code enforcement), a multi-family rental rehabilitation loan program, street improvements, and a park improvement project.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Housing Needs Assessment in the FY 2020/21 – 2024/25 Consolidated Plan has identified these key housing problems in Westminster:

- **Renter Cost Burden:** Housing overpayment is the most prevalent housing problem, with 74% of Westminster's low- and moderate-income renter households (<80% AMI) facing a cost burden (>30% of income on housing costs), and 42% facing a severe cost burden (>50% of income towards housing).
- **Household Overcrowding:** While household overcrowding citywide (17%) is a far less significant problem than overpayment in Westminster, certain neighborhoods continue to experience high levels of overcrowding, particularly in the City's northern/central census tracts.
- **Housing for Elderly:** The Needs Assessment found that there continues to be growth in Westminster's aging population (65+). Elderly households can benefit from more housing dedicated to seniors and from assistance with housing maintenance and accessibility improvements for those who wish to remain in their homes.
- **Families with 5+ Persons:** Large families in Westminster comprise 17% of all households, and 47% of them are living in rental units. Larger, more affordable rental units would benefit this population.
- **Homeless:** The City's growing homeless population of approximately 200 persons suggests not just a need for additional public services, but also additional permanent and transitional housing opportunities.

The lack of affordable rental housing in Westminster has created the largest need for affordable rental housing for Westminster's low- and moderate-income households, in general, and for large families, elderly, and homeless populations, in particular.

In addition to the lack of affordable rental housing, the City's Consolidated Plan recognizes the need for owner and renter rehabilitation. The age of a community's housing stock can provide an indicator of overall housing conditions. Typically housing over 30 years in age is likely to need rehabilitation work to major elements of the structure, such as roofing, siding, plumbing and electrical systems. As a mature community, the majority of Westminster's housing stock consists of units older than 30 years of age. Among owner-occupied housing, 87% of units were constructed prior to 1980, reflective of the post WWII building boom throughout much of Orange County. Similarly, a substantial proportion of Westminster's rental housing is greater than 30 years in age (69%); this housing typically suffers more wear-and-tear from tenants than owner-occupied housing.

One Year Goals for the Number of Households to be Supported	
Homeless	8
Non-Homeless	19
Special-Needs	
Total	27

Table 68 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	8
The Production of New Units	
Rehab of Existing Units	19
Acquisition of Existing Units	
Total	27

Table 69- One Year Goals for Affordable Housing by Support Type

Discussion

The City will allocate \$250,000 in CDBG funds to Neighborhood Pride Multi-Family Rental Rehabilitation Program. The program is available to assist property owners of substandard multi-family housing rental developments with a maximum of \$75,000 to make health and safety improvements to the units in need. The Program is available to properties located in a local target area known as Neighborhood Pride Improvement Area No. 3 which consists of the area bound by Trask Avenue to the north, Hazard Street to the south, Edwards Street to the west, and Hoover Street to the east. The City is proposing to assist 14 units in FY 2020/21.

The City will fund the Westminster Tenant Based Rental Assistance Program with \$400,000 in HOME funding. The Program will be administered by Interval House, a service provider with vast experience in providing HOME-funded rental assistance programs along with wrap around services to achieve stability and self-sufficiency including case management, counseling, legal assistance, housing relocation, education, employment, financial support, life skills, children/youth programs, childcare, transportation, community outreach, and more. The Program aims to provide rental subsidies to families experiencing homelessness or are at risk of homelessness, particularly those that have been affected by the COVID-19 pandemic. Eligible households will include those who were last housed in Westminster, work in Westminster, have children enrolled at the Westminster School District, and those financially impacted by the COVID-19 pandemic. It is estimated that 8 households could be assisted over a 24-month period.

The City has available approximately \$943,993 in HOME funds to provide gap financing to support the acquisition and rehabilitation/construction of affordable rental housing with a local Community Housing Development Organization (CHDO). While a site and project are yet to be determined, the City estimates that approximately 5 units can be developed with the amount of HOME funds available.

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Choice Voucher (HCV) program, formerly called the Section 8 program, is HUD's largest program that helps low-income families, the elderly, and the disabled find affordable decent, safe, and sanitary housing in the private market. Participants receive federally subsidized vouchers that they can use to rent the home or apartment of their choosing, provided that it meets the requirements of the program and agreement of the landlord. The funding assistance is provided to the family or individual, the voucher holder, and can move with the family or individual rather than being tied to the property or unit.

The Orange County Housing Authority (OCHA) is the local public agency providing Housing Choice Vouchers within Westminster. According to a special data run conducted by OCHA for the City, as of October 2019, there were a total of 1,734 Westminster households receiving tenant-based Housing Choice Vouchers; 8 of these were Veterans Affairs Supportive Housing Vouchers, 11 were Family Unification Vouchers, and 1 was a special purpose voucher for the disabled. Elderly households comprise almost three-quarters of the City's Section 8 recipients (1,269 households), indicative of several large senior housing complexes with significant numbers of Section 8 tenants. Approximately 7% of the vouchers are for disabled households, although many of these households are also likely to be seniors. There are no public housing projects located within Westminster.

Actions planned during the next year to address the needs to public housing

Not applicable.

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

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Once every two years, Orange County undertakes an effort to enumerate all of the sheltered and unsheltered homeless people within the county in a given twenty-four-hour period. This effort, known as the Homeless Point-in-Time (PIT) Count, is congressionally mandated for all communities that receive U.S. Department of Housing and Urban Development (HUD) funding for homeless programs. HUD's requirement includes a count of both sheltered and unsheltered homeless people, as well as the incidence of certain subpopulation characteristics among the homeless population. HUD requires that the PIT be conducted during the last ten days in January. The most recent PIT Count in Orange County was conducted between January 22 and January 24, 2019. On the night of January 22nd, sheltered facilities (emergency shelters and transitional housing programs) gathered client data and found that on that night, 25 (14%) Westminster homeless persons were counted. Similarly, the unsheltered count was gathered on January 23rd and 24th, and on these days, 159 (86%) Westminster homeless persons were counted, for a total homeless count of 184 during the 3-day PIT period. The data showed that 16 of these persons were 18 to 24 years of age, 21 were seniors (age 62 and older), 20 were families and 10 were veterans.

The City's 2014-2021 Housing Element documents that the transient nature of homeless persons in Westminster specifically poses a challenge to identifying the exact number of homeless persons and their specific needs. The Westminster Police Department and CityNet, the City's homeless outreach provider, estimates that the City's daytime homeless population consists of approximately 213 homeless persons (December 2019). The Police Department generally observes homeless persons congregating in large commercial areas and in the section of the Bolsa Avenue corridor known as Little Saigon. The majority of Westminster's visible homeless population is made up of single, adult males. Most appear to leave the City in the evening. Those who do reside in Westminster at night sleep in cars or in temporary structures behind commercial buildings and out of public view. According to the Police Department, many appear to suffer from mental health or substance abuse problems. Homeless individuals may be well served by SRO units and transitional housing. Transitional housing facilities offer personal development programs, often augmented with health maintenance and professional counseling. Personal skills must be developed if true self-sufficiency is to be achieved.

The Housing Element also observes that homeless families in Westminster are less visible because they may stay in a different home, motel, or shelter each day of the week. The Westminster School District (kindergarten through 8th grade) reported as part of their McKinney-Vento Homeless Education Funding a total of 180 homeless children in the District (2018-19 School Year), with an additional 156 homeless students in the Huntington Beach Union High School District residing in Westminster. While the exact number of homeless families in the City is unknown, the School Districts report that the vast majority of homeless students are temporarily doubled-up or tripled-up with other families due to economic hardship and would thus not have been included in the PIT Count. Homeless families have special needs with regard

to housing, such as size to accommodate adequate personal space, affordable childcare, and various forms of counseling and life skills training.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

In February 2017, the City Council retained the non-profit agency CityNet to conduct homeless outreach in Westminster, primarily to individuals. CityNet makes outreach contacts to unsheltered homeless persons offering support toward the long-term goal of connecting them with emergency shelter, housing, and critical services such as medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living. CityNet also links homeless individuals with housing stability case management using Federal, State, local, or private assistance. Case managers work with clients to achieve progress on a mutually agreed upon plan to attain housing and supportive services. Case managers follow-up with housed clients for 6 months after housing to ensure a successful placement.

Westminster will also administer their Homeless Prevention and Rapid Re-Housing Program (HPRP), an intradepartmental effort between the Westminster Police Department, Community Services Department, Family Resource Center, and the Grants and Housing Division. Funded with Westminster Housing Authority funds, the HPRP provides emergency hotel/motel vouchers, bus tokens, food, and other emergency services on an as-needed basis.

Addressing the emergency shelter and transitional housing needs of homeless persons

In September 2019, the Westminster City Council approved the creation of a City Manager's Homeless Taskforce made up of community stakeholders and key staff to study the impact of homelessness in the City of Westminster. One of the goals of the new Taskforce is to assess local and county homelessness and to recommend efforts to address it, including the construction of a new homeless emergency shelter within city limits. While no permanent year-round homeless shelter exists in Westminster, 500 beds are available in nearby Garden Grove, Huntington Beach, Santa Ana, Fountain Valley, and Orange. The city's Homeless Prevention and Rapid Re-Housing Program staff help to coordinate overnight stays in these nearby facilities.

Westminster also actively participates in programs administered by public and quasi-public agencies. For example, Westminster is part of Orange County's Central Service Planning Area, or Central "SPA," along with Garden Grove, Huntington Beach, Fountain Valley, Seal Beach, Stanton, Santa Ana, Tustin, Newport Beach, Costa Mesa, and the adjacent unincorporated area of Midway City. This group has been meeting to discuss opportunities for coordinated regional solutions to homelessness and potentially sharing funding resources.

The City is a member of the Orange County Housing Finance Trust. The primary focus of the Trust is to obtain and share funding for regional homelessness solutions. Though minimal funding currently exists, the Trust may be a future source of funds for cooperative solutions including emergency and transitional housing.

Finally, during the National Emergency concerning the Coronavirus, the City was allotted \$587,788 in CDBG-CV (CARES Act) funds to be used to prepare, prevent, and respond to COVID-19. A portion of these funds will be allocated to a new program called the Westminster Short-Term Homeless Rapid Re-Housing Program in which homeless persons will be provided emergency hotel and motel vouchers to keep them safely housed during Orange County's Stay at Home Order, instituted to promote social distancing and to further reduce the risk of contracting the virus. The program was included in the Annual Action Plan by substantial amendment and approved by Council on May 13, 2020.

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

In an ongoing effort to continue to address the needs of the homeless and those at risk of homelessness, the City has continued to focus on the development of sustainable and effective programming, which consists of: applying for short and long-term funding; partnering with experienced service providers capable of leveraging other funding such as American Family Housing (local non-profit housing developer) and CityNet; creating and securing affordable housing; performing homeless case management; and engaging homeless through street outreach in order to connect them to available services.

Beginning in FY 2020/21, the City will implement the Westminster Tenant Based Rental Housing Program, a 24-month program to assist households experiencing homelessness or who are at risk of becoming homeless. The City will partner with the Westminster School District, the Family Resource Center, and Interval House to select eligible participants. Interval House will also be responsible for providing case management and other wrap around services to ensure a successful transition to permanent housing upon their exit from the Westminster TBRA Program. The Program is funded with HOME funds.

Finally, with the creation of the City Manager's Homeless Task Force, additional options to use HOME funds for other transitional/permanent affordable rental housing will be analyzed.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded

institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Westminster will continue to contract with a fair housing provider to offer a wide range of fair housing services to ensure equal housing opportunities for its residents.

Homeless individuals or families and those at-risk of homelessness have the opportunity to get connected to supportive services, treatments, public resources, and support groups through the City's Homeless Prevention and Rapid Re-Housing Program (HPRP) or through CityNet.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Westminster has a strong history of supporting affordable housing. The City has adopted numerous provisions in the Zoning Ordinance that facilitates a range of residential development types and encourages affordable housing, including a density bonus ordinance, planned development zone and reasonable accommodation procedures for persons with disabilities. In addition, the City and its former Redevelopment Agency have provided direct financial assistance to support affordable and mixed income housing projects. The loss of Redevelopment Housing Funds, which generated approximately \$7 million annually for housing activities in Westminster, will dampen the level of future affordable housing production in the City.

In addition to funding constraints, the primary barrier to the provision of affordable housing in Westminster is the lack of vacant land suitable for residential development. Separate owners of smaller parcels hold much of the underdeveloped and residentially zoned land in the City. This calls for alternative policy tools such as lot consolidation and/or demolition of existing older structures to accommodate higher density infill development.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

To address the decline in sources of housing funds, the City will continue to advocate for and pursue federal, state, local and private funding sources for affordable housing. In addition, the City will implement the following actions identified in its 2014-2021 Housing Element:

Program IIB1.1: Continue to support new construction of affordable housing by re-designating or rezoning, where appropriate and desirable, to permit higher density residential development.

Program IIB1.1: Systematically review existing vacant and underdeveloped commercial, industrial, and public facilities land for possible re-designation/rezoning to residential use, where consistent with General Plan goals and policies and where compatible with surrounding uses.

Program IIB1.2: Continue to offer a waiver of development application filing fees for development proposals at maximum density.

Program IIB1.2: Continue to consider other incentives that will increase the overall feasibility of affordable housing projects, such as a reduction in parking standards, allowance for shared parking arrangements in mixed use projects, a reduction in FARs, and modification of setback requirements.

Program IIB1.3: Utilize funds as available through the HOME Program and SERAF Repayments, as applicable, to assist development and make land available at reasonable cost to developers who have demonstrated the ability to build affordable housing. Subsidize the cost of off-site improvements for the provisions of affordable housing for lower and moderate-income households.

Program IIB1.4: Consider opportunities and incentives to revitalize the City's major corridors with affordable and market rate midblock housing through the General Plan Update process.

Program IIB2.1: Increase home ownership opportunities for the City's workforce by providing loans to low- and moderate-income household to acquire their first home.

Program IIB3.1: Consider development fee waivers for low-income housing as part of the City's development fee study process.

AP-85 Other Actions – 91.220(k)

Actions planned to address obstacles to meeting underserved needs

The City of Westminster has identified long-range strategies, activities and funding sources to implement the goals in the areas of housing and community development services for the benefit of the residents.

- The City will continue to seek other resources and funding sources to address the biggest obstacle to meeting the community's underserved needs, which is the lack of funding and/or inadequate funding.
- The City will look for innovative and creative ways to make its delivery systems more comprehensive and will continue existing partnerships with both for-profit and not-for-profit organizations.
- The City has structured its use of HOME funds to concentrate on both affordable rental housing and rental rehabilitation programs.
- The City is currently addressing certain housing needs with federal funds such as availability, condition, and fair housing practices to prevent homelessness.
- The City is also addressing community development needs with federal funds such as infrastructure, improving public facilities and code enforcement.

Actions planned to foster and maintain affordable housing

The City's Consolidated Plan has identified the preservation of existing, and the creation of new, affordable housing as a priority need during the 2020/21 – 2024/25 timeframe. During FY 2020/21, the City will pursue an affordable rental housing project with the City's estimated \$1 million available in HOME funding.

The City will also begin the implementation of the Westminster Tenant Based Rental Assistance Program to assist Westminster households experiencing homelessness or who are at risk of becoming homeless. The program will be targeted to households with a last residency in Westminster, who work in Westminster, who have children enrolled in the Westminster School District, or those financially impacted by the COVID-19 pandemic. With a contribution of \$400,000 in HOME funds, the City expects to assist at least 8 households over a 24-month period. Participants will receive case management and other wrap around services to support their transition into permanent housing upon their exit from the program.

The City will also fund a multi-family rental rehabilitation program in FY 2020/21. The City is targeting this Program to the Neighborhood Pride Improvement Area No.3 which is bound by Trask Avenue to the north, Hazard Street to the south, Edwards Street to the west, and Hoover Street to the east. The area was selected based on the concentration of multi-family housing observed to be in violation of the Westminster Municipal Code and the Property Standards Ordinance. The Program will provide a loan of up to \$75,000 to rehabilitate properties with 7 or

less rental units. The City is allocating \$250,000 to this effort and proposes to bring at least 14 substandard units up to code. At least 51% of units receiving rehabilitation assistance must be rented to eligible low- and moderate-income households upon completion of the project.

Finally, with approval of Amendment No. Four to the 2019/20 Annual Action Plan, the City will offer a public service that provides short-term emergency rental assistance to help households suffering from a loss of income because of the COVID-19 virus. The Westminster Short-Term Homeless Prevention Rental Assistance Program will provide up to \$4,500 in rental assistance over a maximum three-month period to help households affected by the Coronavirus maintain their current housing.

Actions planned to reduce lead-based paint hazards

As a means of better protecting children and families against lead poisoning, in 1999 HUD instituted revised lead-based paint regulations focused around the following five activities:

- Notification
- Lead Hazard Evaluation
- Lead Hazard Reduction
- Ongoing Maintenance
- Response to Children with Environmental Intervention Blood Lead Level

The City has implemented HUD Lead Based Paint Regulations (Title X), which requires federally funded rehabilitation projects to address lead hazards. Lead-based paint abatement is part of the City's Neighborhood Pride Multi-Family Rental Rehabilitation Loan Program and the Acquisition/Rehabilitation/New Construction of Affordable Rental Housing Program. Units within rental housing projects selected for rehabilitation are tested if not statutorily exempt. Elimination or encapsulation remedies are implemented if lead is detected, and is paid for through CDBG or HOME funds, as appropriate.

To reduce lead-based paint hazards in existing housing, all housing rehabilitation projects supported with federal funds are tested for lead and asbestos. When a lead-based paint hazard is present, the City or the City's sub-grantee contracts with a lead consultant for abatement or implementation of interim controls, based on the findings of the report. Tenants are notified of the results of the test and the clearance report. In Section 8 programs, staff annually inspects units on the existing program and new units as they become available. In all cases, defective paint surfaces must be repaired. In situations where a unit is occupied by a household with children under the age of six, corrective actions will include testing and abatement if necessary, or abatement without testing.

Actions planned to reduce the number of poverty-level families

The 2011-2015 American Community Survey reported that 17.8% of City residents had incomes below the poverty level. Of greatest concern is an increase in the number of individuals and families becoming homeless or at risk of becoming homeless due to the rising costs of housing and other costs, especially of safety-net expenditures like insurance and health care.

The City's major objectives in reducing poverty within Westminster are to enhance employment opportunities for all residents and promote self-sufficiency. This includes creating job opportunities, additional tax revenue, new investment opportunities and overall community improvement for Westminster residents by supporting existing businesses and bringing additional economic forces and investment to Westminster.

In other efforts to reduce the number of families living in poverty, the Economic Development Division has established the Westminster Mall and Bolsa Row Specific Plans to encourage new business, jobs, and residential uses; the retention and attraction of retailers through direct outreach and indirect networking; and landscaping, signage, and utility undergrounding along major corridors to attract private investment and encourage the relocation of businesses to Westminster.

Additionally, the City encourages the efforts of social service providers, government, housing providers/developers and the private sector to provide services and development programs that enhance job opportunities for Westminster residents, particularly low-income persons.

As funding permits, the City may support the following Public Services to increase family stability for lower income households:

- Counseling
- Domestic Violence Prevention Services
- Provision of food
- Substance Abuse Services
- Job Training

The City will fully comply with Section 3 of the Housing and Community Development Act, which helps foster local economic development and individual self-sufficiency. This set of regulations require that to the greatest extent feasible, the City will provide job training, employment, and contracting opportunities for low or very low-income residents in connection with housing and public construction projects.

Actions planned to develop institutional structure

As the recipient of CDBG and HOME funds, the City has delegated the Housing and Grants Division to be the lead department responsible for the overall administration of HUD grants. In that regard, the Division will prepare the Consolidated Plan and Analysis of Impediments to Fair Housing Choice every five years, draft the Annual Action Plan and CAPER, as well as all other reports required by federal rules and regulations.

The City will work with non-profit agencies, for-profit developers, advocacy groups, clubs, and organizations, neighborhood leadership groups, City departments and with the private sector to implement the City's five-year strategy to address the priority needs outlined in the Consolidated Plan for Fiscal Years 2020/21 – 2024/25. Engaging the community and stakeholders in the delivery of services and programs for the benefit of low- to moderate-income residents will be vital in overcoming gaps in service delivery. The City will also utilize public notices, Community Workshops and Meetings (as appropriate), the City's website, and other forms of media to deliver information on carrying out the Consolidated Plan strategies.

Actions planned to enhance coordination between public and private housing and social service agencies

In an ongoing effort to bridge the gap of various programs and activities, the City has developed partnerships and collaborations with local service providers and City departments that have been instrumental in meeting the needs and demands of the homeless, low-income individuals and families, and other special needs. Over the years, the City has partnered with the Westminster Police, Community Services, and Public Works Departments; American Family Housing; Community SeniorServ; the Orange County Housing Authority; and 2-1-1 Orange County and OC Community Services (Orange County Continuum of Care). During FY 2020/21, the City will continue to develop these partnerships.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I) (1,2,4)

Introduction:

The City of Westminster participates in HUD's CDBG Program that is used for creating decent affordable housing, suitable living environments, and economic opportunities. The new program year (2020/21) will begin on July 1, 2020. The FY 2020/21 CDBG allocation is estimated to be \$999,185.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	The City's program income for FY 2019/20 has been programmed.
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	The City does not participate in a Section 108 Loan Guarantee Program.
3. The amount of surplus funds from urban renewal settlements	The City does not receive any urban renewal settlement funds.
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	At this time, there have been no additional grant funds returned to the line of credit for new activities or programs.
5. The amount of income from float-funded activities	The City's CDBG Program does not receive income from float-funded activities.
Total Program Income	Total Program Income anticipated in FY 2020/21 is \$0.

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low to moderate income.	100%

The City's CDBG Program will not have activities to fund in FY 2020/21 under Urgent Needs.

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

The City of Westminster participates in HUD's HOME Program that can be used to promote affordable housing in the City through activities such as homeowner rehabilitation and housing development. The 2020/21 Program Year will commence on July 1, 2020. The FY 2020/21 HOME allocation is estimated to be \$433,144.

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City will provide grants, interest-bearing and non-interest-bearing deferred payment loans or residual receipts loans permitted under 24 CFR 92.206 (b) (1). The City will not institute other forms of investment forms not described in the aforementioned section nor provide loan guarantees described under 24 CFR 92.206 (b) (21).

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Westminster is not proposing any homebuyer activities in FY 2020/21; however, the following resale or recapture guidelines will apply should the City opt to fund these homebuyer activities:

HOME Loan. The City provides a "silent second" deferred trust deed mortgage to fund the difference between the market sales price (up to a maximum sale price established by HUD) and a mortgage amount that will provide an affordable housing cost to low and moderate-income households. The City loan is structured as a junior deferred loan to allow the borrower's repayment ability to be fully utilized under the primary loan. The City HOME loan will be recorded as a lien on the property and will be due upon sale or transfer of title or when the borrower no longer occupies the home as his/her principal residence as required under 24 CFR 92.254. Homebuyers will sign a HOME Agreement pursuant to §92.504 (c) (5) of the HOME rule, which outlines the affordability restrictions and recapture guidelines, as well as a Promissory Note and Deed of Trust.

Affordability Requirements. The affordability period in connection with the resale of HOME-assisted units will be consistent with HOME affordability guidelines.

Recapture Provisions. Should the property cease to be the principal residence of the homebuyer, the City will recapture the full amount of HOME investment (HOME subsidy) to the extent there are net proceeds following the sale of the property and repayment of non-HOME loan repayments and closing costs. Net proceeds are defined as the amount of sale proceeds remaining (if any) after payment of any superior loan(s) (non-HOME funds) and customary closing costs. This limitation applies regardless of the nature of the sale (voluntary sales including short sales, and involuntary sales including foreclosures). This indebtedness

becomes due and payable upon sale or transfer of the property, prior to the expiration of the period of affordability, to the extent there are sufficient “net proceeds”. If upon the voluntary or involuntary sale of the property prior to the expiration of the period of affordability there are insufficient net proceeds to pay the balance remaining of the City HOME loan, the Homebuyer is relieved from any further obligation to pay the indebtedness.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City does not propose to use HOME funds for a homebuyer program. The City previously provided the HUD L.A. Field Office with the City’s Homebuyer Assistance Program Protocols, which includes the following characteristics:

- The City loan is structured as a junior deferred loan to allow the borrower’s repayment ability to be fully utilized under the primary loan. The City HOME loan will be recorded as a lien on the property and will be due upon sale or transfer of title or when the borrower no longer occupies the home as his/her principal residence as required under 24 CFR 92.254. Homebuyers will sign a HOME Agreement pursuant to §92.504(c)(5) of the HOME rule, which outlines the affordability restrictions and recapture guidelines, as well as a Promissory Note and Deed of Trust.
- Affordability Requirements. The affordability period in connection with the resale of HOME-assisted units will be consistent with HOME affordability guidelines.
- Recapture Provisions. Should the property cease to be the principal residence of the homebuyer, the City will recapture the full amount of HOME investment (HOME subsidy) to the extent there are net proceeds following the sale of the property and repayment of non-HOME loan repayments and closing costs. Net proceeds are defined as the amount of sale proceeds remaining (if any) after payment of any superior loan(s) (non-HOME funds) and customary closing costs. This limitation applies regardless of the nature of the sale (voluntary sales including short sales, and involuntary sales including foreclosures). This indebtedness becomes due and payable upon sale or transfer of the property, prior to the expiration of the period of affordability, to the extent there are sufficient “net proceeds”. If upon the voluntary or involuntary sale of the property prior to the expiration of the period of affordability there are insufficient net proceeds to pay the balance remaining of the City HOME loan, the Homebuyer is relieved from any further obligation to pay the indebtedness.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not propose to provide refinancing with HOME funds as described under 24 CFR 92.206(b). However, when lending HOME funds for single-family dwellings, the City may find it necessary to allow refinancing to permit or continue affordability under §92.252. If so,

the City will amend its Consolidated Plan to describe refinancing guidelines that include the following refinancing general guidelines:

- a) Demonstrate the rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
- b) Require review of management practices to demonstrate that disinvestment in the property has not occurred, that the long-term needs of the project can be met and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
- c) State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
- d) Specify the required period of affordability, whether it is the minimum 15 years or longer.
- e) Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area.
- f) State that HOME funds cannot be used to refinance multifamily loans made or insured by any Federal program, including CDBG.



APPENDIX A

GLOSSARY OF TERMS

Glossary of Terms

This glossary contains definitions for a short list of terms used in the Consolidated Plan and Action Plan. The list is provided to assist readers who may be unfamiliar with local and statewide housing issues.

Affordable Housing:

Affordable housing is generally defined as housing where the occupant is paying no more than 30 percent of his gross income for gross housing costs, including utility costs.

AIDS and Related Diseases:

The disease of acquired immunodeficiency syndrome or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome.

Alcohol/Other Drug Addiction:

A serious and persistent alcohol or other drug addiction that significantly limits a person's ability to live independently.

Area Median Income (AMI):

The figure from which eligibility for very low, low and moderate income housing is calculated. The area median income is revised periodically by the U.S. Department of Housing and Urban Development.

Assisted Household or Person:

For the purpose of specifying one-year goals for assisting households or persons, a household or person is assisted if, during the coming Federal fiscal year, they will benefit through one or more programs included in the jurisdiction's investment plan. A renter is benefited if the person takes occupancy of affordable housing that is newly acquired, newly rehabilitated, or newly constructed, and/or receives rental assistance. An existing homeowner is benefited during the year if the home's rehabilitation is completed. A first-time homebuyer is benefited if a home is purchased during the year. A homeless person is benefited during the year if the person becomes an occupant of transitional or permanent housing. A non-homeless person with special needs is considered as being benefited, however, only if the provision of supportive services is linked to the acquisition, rehabilitation, or construction of a housing unit and/or the provision of rental assistance during the year. Households or persons who will benefit from more than one program activity must be counted only once. To be included in the goals, the housing unit must, at a minimum, satisfy the HUD Section 8 Housing Quality Standards (see 24 CFR Section 882.109).

CHAS:

HUD's Comprehensive Housing Affordability Strategy.

Chronically Homeless:

An unaccompanied homeless individual with a disabling condition that has been continually homeless for a year, or has had four episodes of homelessness in the past 3 years.

Committed:

Generally means there has been a legally binding commitment of funds to a specific project to undertake specific activities.

Concentration of Low/Moderate Income:

An area of low/moderate income concentration is a census block group in which a minimum of 51% of households earn 80% or below the area median income. The census block groups in Westminster that meet this criteria are depicted in Figure 2 - Low and Moderate Income Areas, located in Appendix B.

Consistent with the CP:

A determination made by the jurisdiction that a program application meets the following criterion: The Annual Plan for that fiscal year's funding indicates the jurisdiction planned to apply for the program or was willing to support an application by another entity for the program; the location of activities is consistent with the geographic areas specified in the plan; and the activities benefit a category of residents for which the jurisdiction's five-year strategy shows a priority.

Cost Burden > 50% (Severe Cost Burden):

The extent to which gross housing costs, including utility costs, exceed 50 percent of gross income, based on data published by the U.S. Census Bureau.

Cost Burden > 30%:

The extent to which gross housing costs, including utility costs, exceed 30 percent of gross income, based on data published by the U.S. Census Bureau.

Disabled Household:

A household composed of one or more persons at least one of whom is an adult (a person of at least 18 years of age) who has a disability. A person shall be considered to have a disability if the person is determined to have a physical, mental or emotional impairment that: (1) is expected to be of long-continued and indefinite duration, (2) substantially impeded his or her ability to live independently, and (3) is of such a nature that the ability could be improved by more suitable housing conditions. A person shall also be considered to have a disability if he or she has a developmental disability as defined in the Developmental Disability Assistance and Bill of rights Act (42 U.S.C. 6001-6006). The term also includes the surviving member or members of any household described in the first sentence of this paragraph who were living in an assisted unit with the deceased member of the household at the time of his or her death.

Disproportionate Housing Need:

A disproportionately greater housing need exists when the members of a racial or ethnic group at an income level experience housing problems at a greater rate (10% or more) than the income level as a whole.

Elderly (Census Bureau):

A person aged 65 or older. Includes the frail elderly population: those aged 75 or older.

Elderly (HUD):

A person aged 62 or older, as defined in 24 CFR 91.5 and 24 CFR 5.100.

Family Self-Sufficiency (FSS) Program:

A program enacted by Section 554 of the National Affordable Housing Act which directs Public Housing Agencies (PHAs) and Indian Housing Authorities (IHAs) to use Section 8 assistance under the rental certificate and rental voucher programs, together with public and private resources to provide supportive services, to enable participating families to achieve economic independence and self-sufficiency.

Family:

A household composed of two or more people related by birth, marriage, or adoption and residing together.

Federal Preference for Admission:

The preference given to otherwise eligible applicants under HUD's rental assistance programs who, at the time they seek housing assistance, are involuntarily displaced, living in substandard housing, or paying more than 50 percent of family income for rent. (See, for example, 24 CFR 882.219).

First-Time Homebuyer:

An individual or family who has not owned a home during the three-year period preceding the HUD-assisted purchase of a home that must be used as the principal residence of the homebuyer, except that any individual who is a displaced homemaker (as defined in 24 CFR 92) or a single parent (as defined in 24 CFR 92) may not be excluded from consideration as a first-time homebuyer on the basis that the individual, while a homemaker or married, owned a home with his or her spouse or resided in a home owned by the spouse.

Frail Elderly:

A person aged 75 or older (See **Elderly**).

Group Quarters:

Facilities providing living quarters that are not classified as housing units. (U.S. Census definition). Examples include: prisons, nursing homes, dormitories, military barracks, and shelters.

HOME:

The HOME Investment Partnership Program, largest federal block grant program for states and local governments; designed to provide decent and affordable housing for low-income families.

Homeless Youth:

Unaccompanied person 17 years of age or younger who is living in situations described by terms "sheltered" or "unsheltered".

Homeless Family:

Family that includes at least one parent or guardian and one child under the age of 18, a homeless pregnant woman, or a homeless person in the process of securing legal custody of a person under the age of 18.

Homeless Individual:

An unaccompanied person 18 years of age or older who is living in situations described by terms "sheltered" or "unsheltered".

Household:

One or more persons occupying a housing unit (U.S. Census definition). See also "Family".

Housing Problems:

Households with housing problems include those that: (1) occupy units lacking a complete kitchen and/or complete plumbing; (2) meet the definition of overcrowded at greater than 1 person per room; and/or (3) meet the definition of cost burden at greater than 30% of income on housing. Households with *severe* housing problems include those that: (1) occupy units lacking a complete kitchen and/or complete plumbing; (2) meet the definition of severely overcrowded at greater than 1.5 persons per room; and/or (3) meet the definition of severely cost burdened at greater than 50% of income on housing costs.

Housing Unit:

An occupied or vacant house, apartment, or a single room (SRO housing) that is intended as separate living quarters. (U.S. Census definition)

Illegal Units:

A building or portion thereof designated or occupied for residential purposes including one family, two family, and multiple family dwellings which has not received the proper discretionary approvals and/or building permits or may not meet the zoning code requirements necessary for the structure.

Income levels (HUD):

Income levels serve as eligibility criteria for persons, households, and areas participating in federally funded programs. Income levels are based on median family income (MFI), which varies geographically and by family size.

- **Extremely Low-Income:** Between 0 and 30 percent of MFI
- **Very Low-Income:** Between 30.1 and 50 percent of MFI
- **Low-Income:** Between 50.1 and 80 percent of MFI
- **Moderate-Income:** Between 80.1 and 100 percent of MFI

Incomplete kitchen facilities:

A housing unit is classified as lacking complete kitchen facilities when any of the following are not present: a sink with piped hot and cold water, a range or cook top and oven, and a refrigerator.

Incomplete plumbing facilities:

A housing unit is classified as lacking complete plumbing facilities when any of the following are not present: piped hot and cold water, a flush toilet, and a bathtub or shower.

Infrastructure:

Facilities and services, such as streets, parking lots, water lines, libraries, schools, parks, Police and Fire Departments needed to sustain industry, residential and commercial activities.

Institutions/Institutional:

Group quarters for persons under care or custody. (U.S. Census definition)

Lead-based paint hazard:

Any condition that causes exposure to lead, such as lead-contaminated dust; soil; or paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects.

Large Related:

A household of 5 or more persons which includes at least one person related to the householders by blood, marriage or adoption.

Legally Nonconforming:

Structures or uses that were legally built and met zoning requirements at the time of construction but do not meet current zoning requirements due to subsequent changes in the code.

Median Household Income:

The median household income is the middle value of all household incomes. One half of all households earn more than the median income and one half of all the households

earn less than the median income. Also referred to as median income or area median income.

Non-Elderly Household:

A household which does not meet the definition of "Elderly Household," as defined above.

Non-Institutional:

Group quarters for persons not under care or custody. (U.S. Census definition used)

Occupied Housing Unit:

A housing unit that is the usual place of residence of the occupant(s).

Other Household:

A household of one or more persons that does not meet the definition of a Small Related household, Large Related household or Elderly Household.

Overcrowded Conditions:

The U.S. Department of Housing and Urban Development defines overcrowding as 1.01 or more persons per room per unit. Rooms include living rooms, dining rooms, kitchens, bedrooms, finished recreation rooms, enclosed porches suitable for year-round use, and lodger's rooms. Excluded are strip or pullman kitchens, bathrooms, open porches, balconies, halls or foyers, half-rooms, utility rooms, unfinished attics or basements, or other unfinished space used for storage. A partially divided room is a separate room only if there is a partition from floor to ceiling, but not if the partition consists solely of shelves or cabinets.

Period of Affordability:

The length of time a HOME-assisted unit must remain available to low-income families. The HUD required period of affordability is dependent upon the total amount of HOME funds invested in the housing.

Physical Defects:

A housing unit lacking complete kitchen or bathroom. (U.S. Census definition) Jurisdiction may expand upon the Census definition.

Project-Based (Rental) Assistance:

Rental Assistance provided for a project, not for a specific tenant. Tenants receiving project based rental assistance give up the right to that assistance upon moving from the project.

Recapture:

The HUD regulation that ensures that the participating jurisdiction (City) recoups all or a portion of the HOME assistance to homebuyers, if the housing does not continue to be the principal residence of the family for the duration of the period of affordability.

Rent Burden > 50% (Severe Cost Burden):

The extent to which gross rents, including utility costs, exceed 50 percent of gross income, based on data published by the U.S. Census Bureau.

Rent Burden > 30% (Cost Burden):

The extent to which gross rents, including utility costs, exceed 30 percent of gross income, based on data published by the U.S. Census Bureau.

Rental Assistance:

Provides financial assistance for rental housing costs through either project-based (property) or tenant-based (portable with tenant) assistance.

Resale Restrictions:

The HUD regulation that ensures that housing is made available for subsequent purchase only to a buyer whose family qualifies as a low-income family and will use the property as its principal residence for the duration of the period of affordability.

Secondary Dwelling Unit:

An additional small residential unit which is attached or detached to an existing single family dwelling in a single-family zone. Sometimes referred to as a granny unit.

Service Needs:

The particular services identified for special needs populations, which typically may include transportation, personal care, housekeeping, counseling, meals, case management, personal emergency response, and other services to prevent premature institutionalization and assist individuals to continue living independently.

Severe Mental Illness:

A serious and persistent mental or emotional impairment that significantly limits a person's ability to live independently.

Severe Cost Burden:

See Cost Burden > 50%.

Sheltered:

Families and persons whose primary nighttime residence is a supervised publicly or privately operated shelter, including emergency shelters, transitional housing for the homeless, domestic violence shelters, residential shelters for runaway and homeless youth, and any hotel/motel/apartment voucher arrangement paid because the person is homeless. This term does not include persons living doubled up or in overcrowded or

substandard conventional housing. Any facility offering permanent housing is not a shelter, nor are its residents homeless.

Small Related:

A household of 2 to 4 persons that includes at least one person related to the householder by birth, marriage, or adoption.

Special needs populations:

Include the elderly and the frail elderly; neglected or abused children; persons with physical or sensory disabilities (including mobility impaired, blind, deaf, or chemically/environmentally sensitive); persons suffering from mental illness; victims of domestic violence; persons with disabilities related to substance abuse and chemical dependency; and emancipated foster youth.

Standard:

Any new buildings and older ones which have been adequately maintained and which exhibit no structural, plumbing, or electrical-deficiencies.

Substandard Condition and not Suitable for Rehab:

Any unit that could not be made to meet Section 8 standards.

Substandard Condition and Suitable for Rehab:

Any buildings which exhibit structural, plumbing, and/or electrical deficiencies, all of which can be repaired in conformity with current codes and ordinances for a sum not-to-exceed 80% of the value of the property...and which, by such repairs, the building (with normal maintenance) can provide decent, safe, and sanitary housing for an additional 30-40 years.

Substantial Rehabilitation:

Rehabilitation of residential property at an average cost for the project in excess of \$25,000 per dwelling unit.

Substantial Amendment:

A major change in an approved housing strategy. It involves a change to the five-year strategy, which may be occasioned by a decision to undertake activities or programs inconsistent with that strategy.

Supportive Housing:

Housing (including housing units and group quarters) linked with social services tailored to the needs of the population being housed; designed to help those with special needs live more stable, productive lives.

Supportive Services:

Services provided to residents of supportive housing for the purpose of facilitating the independence of residents. Some examples are case management, medical or psychological counseling and supervision, childcare, transportation, and job training.

Tenant-Based (Rental) Assistance:

A form of rental assistance in which the assisted tenant may move from a dwelling unit with a right to continued assistance elsewhere. The assistance is provided for the tenant, not for the project.

Transitional Housing:

Temporary housing designed to provide a safe living environment for homeless individuals and families while facilitating their transition to permanent housing within a reasonable amount of time (usually 24 months).

Unsheltered:

Families and individuals whose primary nighttime residence is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (e.g., streets, parks, alleys, automobiles).

Worst-Case Needs:

Unassisted, very low-income renter households who pay more than half of their income for rent, live in seriously substandard housing (which includes homeless people) or have been involuntarily displaced.



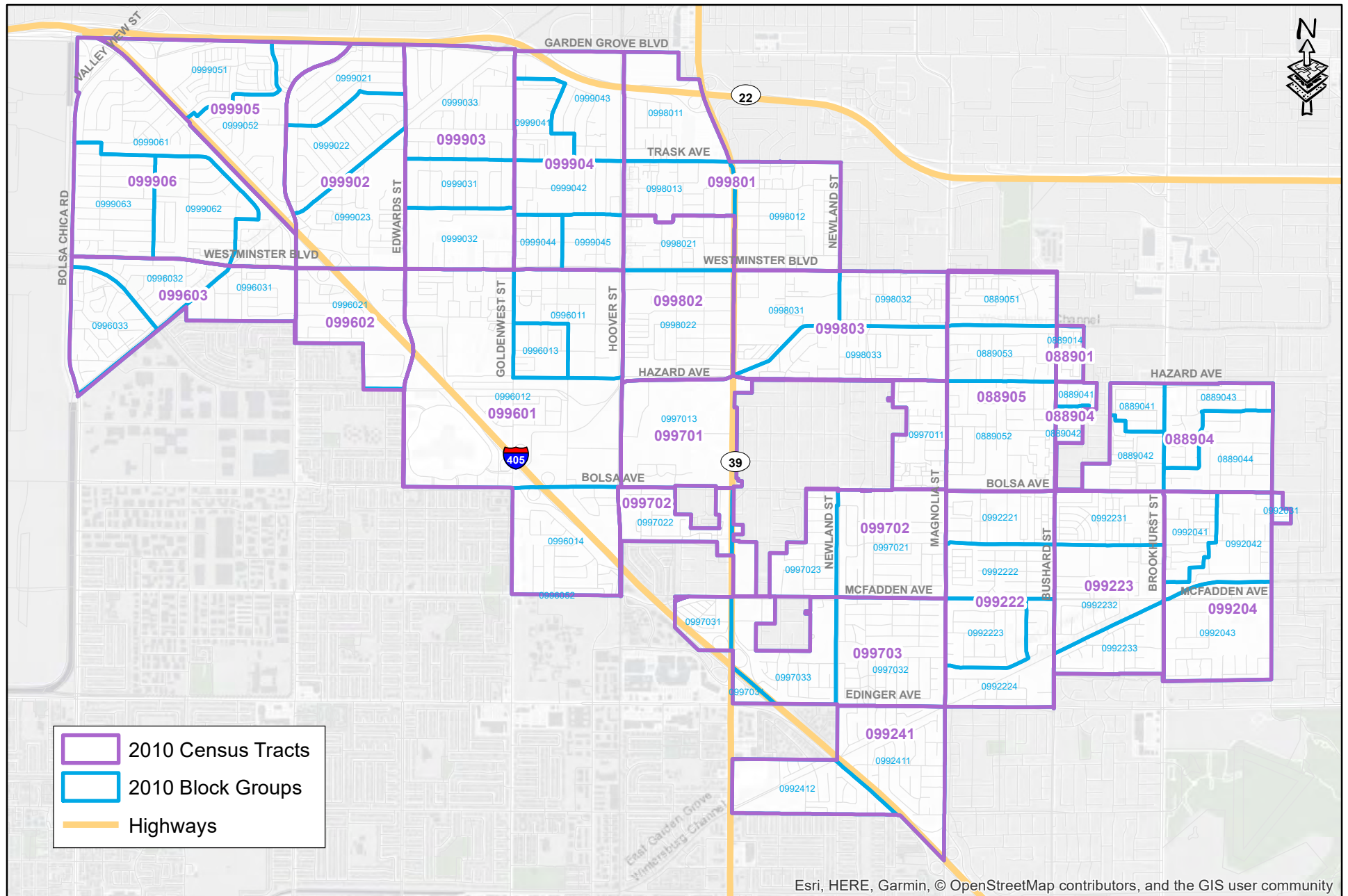
APPENDIX B

FIGURES

- Figure 1 2010 Census Tracts and Block Groups
- Figure 2 Low and Moderate Income Areas
- Figure 3 Population in Poverty
- Figure 4 Severe Renter Overpayment
- Figure 5 Severe Owner Overpayment
- Figure 6 Severe Renter Overcrowding
- Figure 7 Hispanic Population
- Figure 8 Asian Population

City of Westminster 2010 Census Tracts & Block Groups

Figure 1.



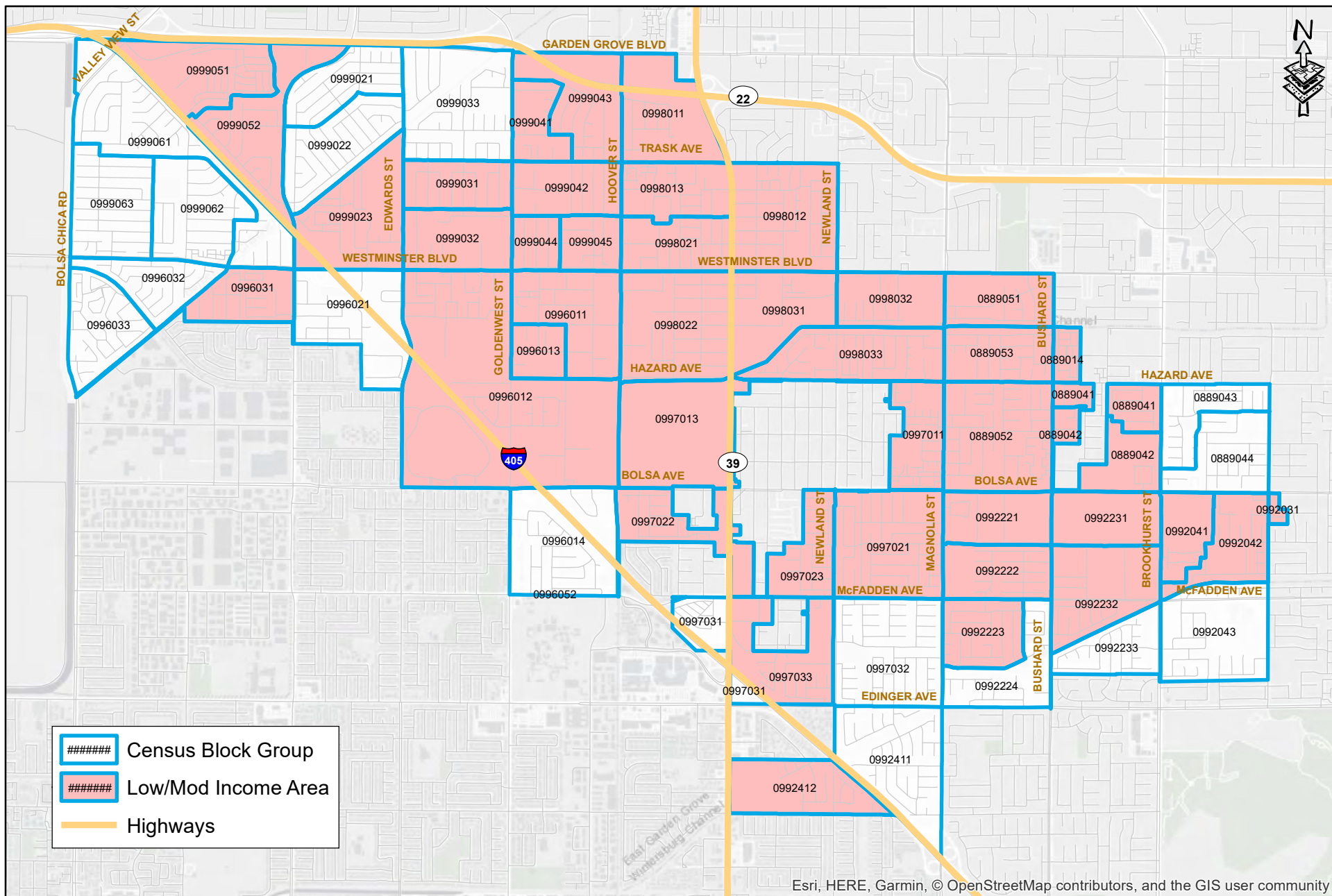
0 0.375 0.75 1.5 Miles

Esri, HERE, Garmin, © OpenStreetMap contributors, and the GIS user community

Source: 2010 Census

City of Westminster Low & Moderate Income Areas (>51% Low/Mod)

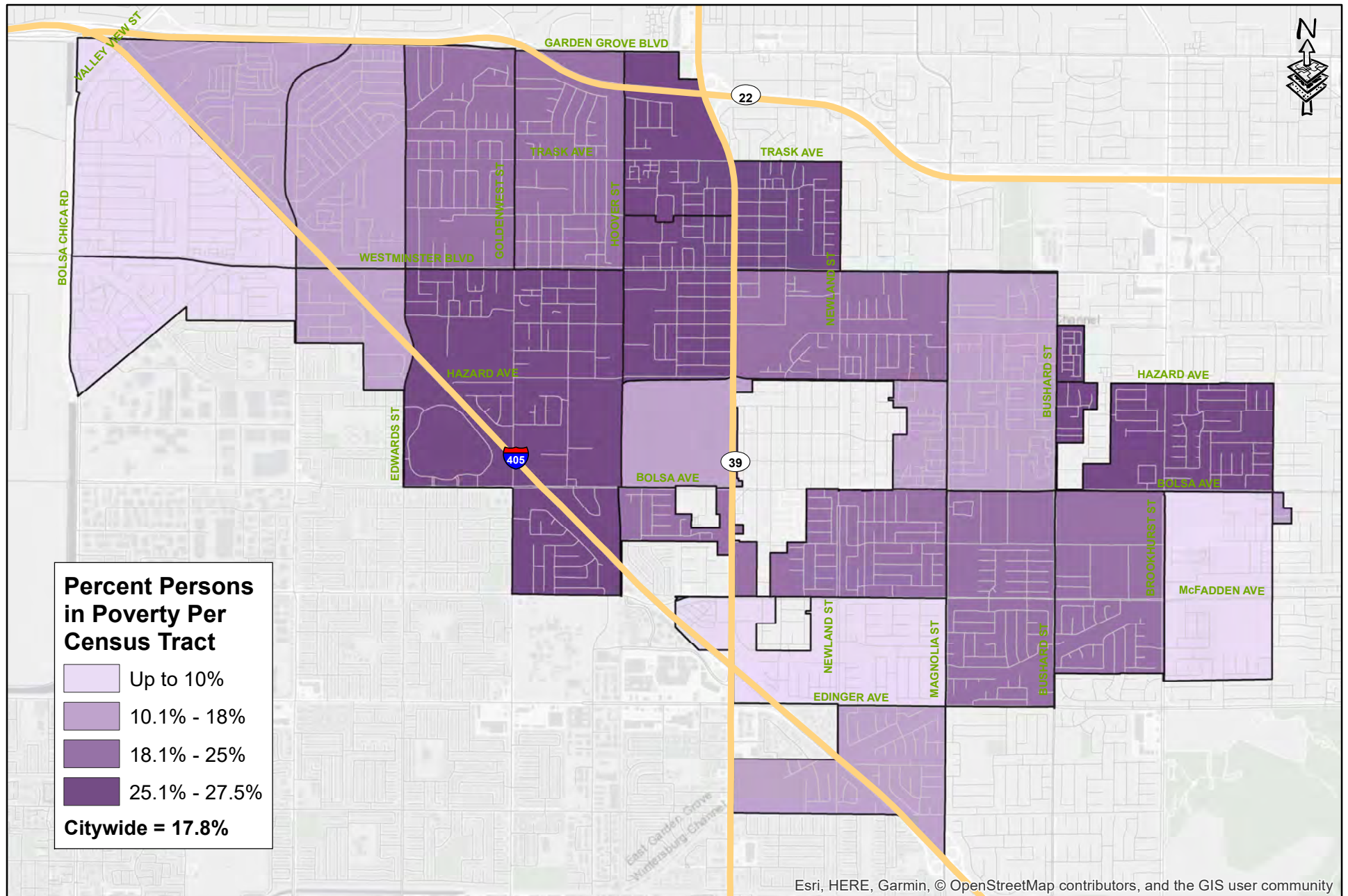
Figure 2.



Source: HUD Low/Mod Income Summary (2011-2015, American Community Survey)

City of Westminster Population in Poverty

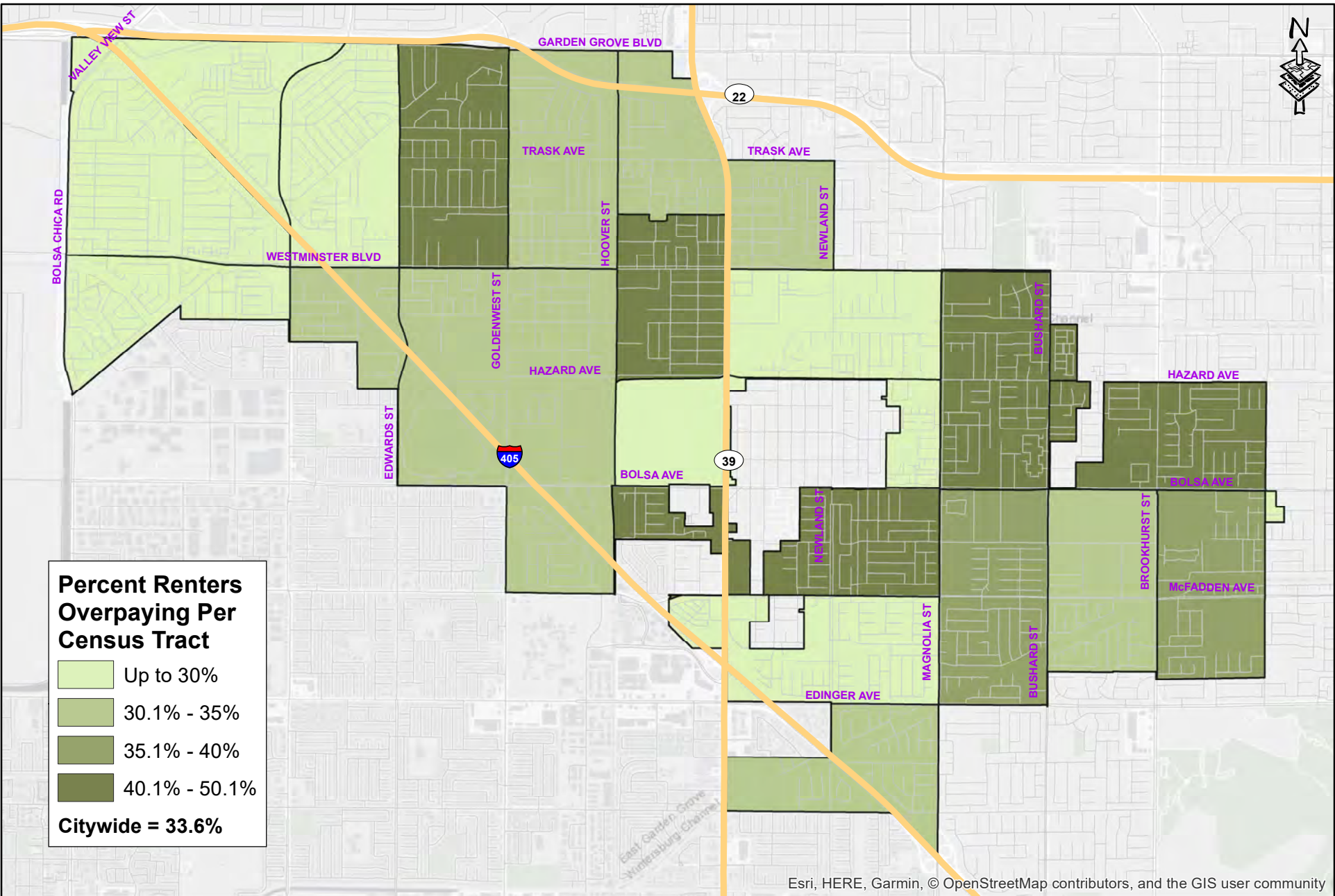
Figure 3.



Source: American Community Survey
2011-2015, Table B17001.

City of Westminster Severe Renter Overpayment (> 50% Income on Rent)

Figure 4.



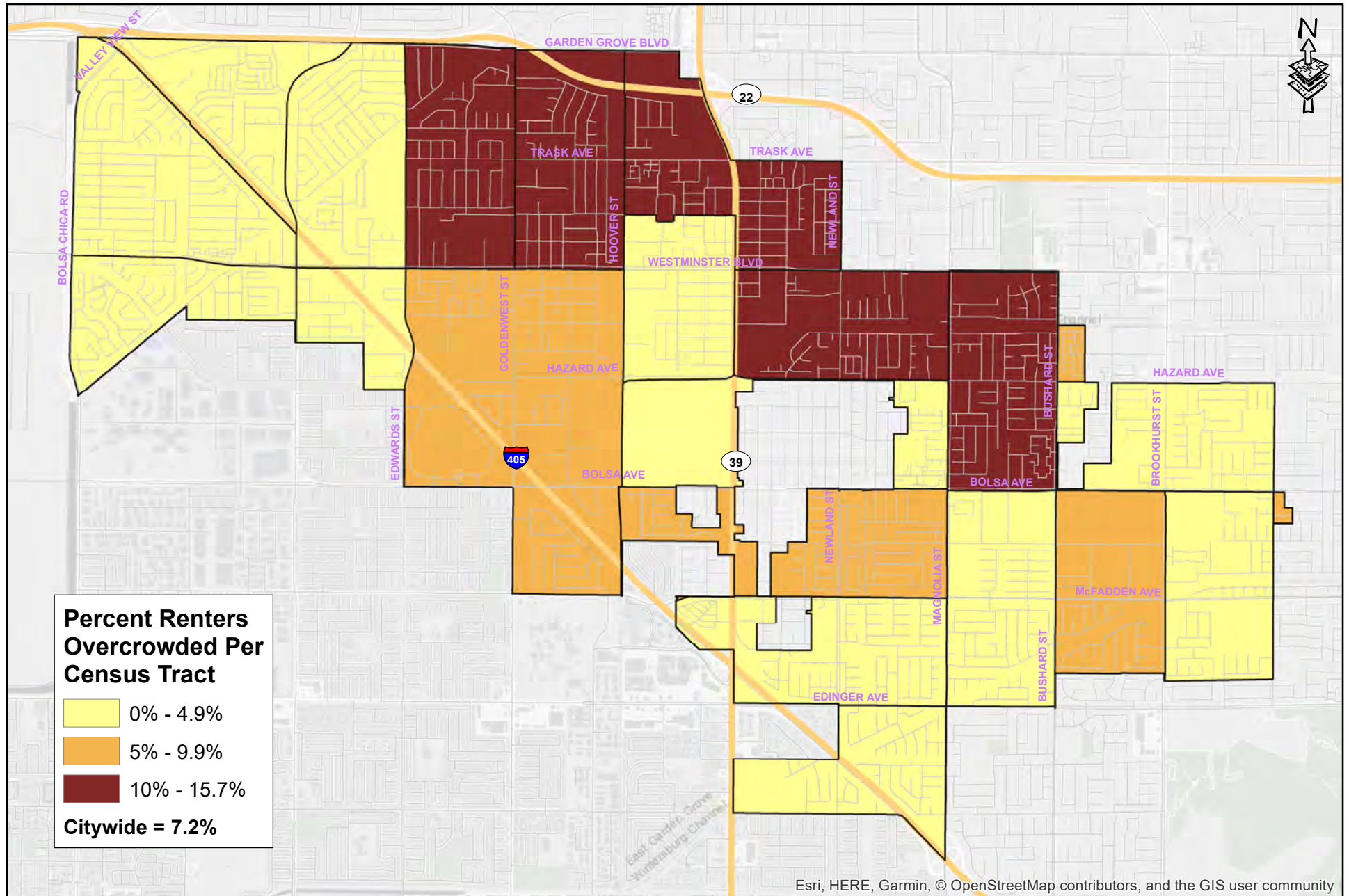
0 0.375 0.75 1.5 Miles

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Source: American Community Survey 2011 - 2015, Table B25070.

City of Westminster Severe Renter Overcrowding (> 1.51 Persons/Room)

Figure 5.

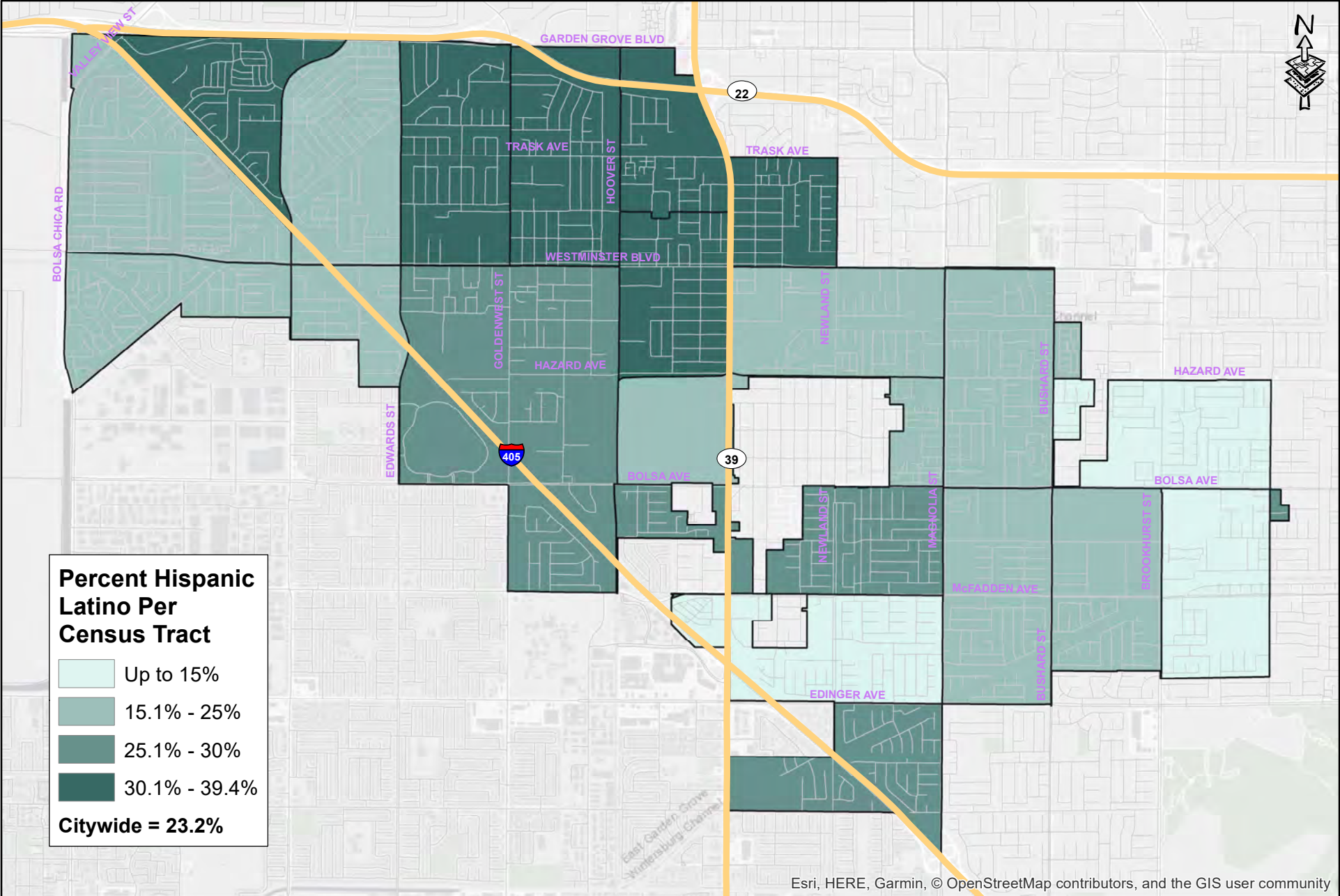


0 0.375 0.75 1.5 Miles

Source: American Community Survey
2011-2015, Table B25014.

City of Westminster Hispanic Population

Figure 6.



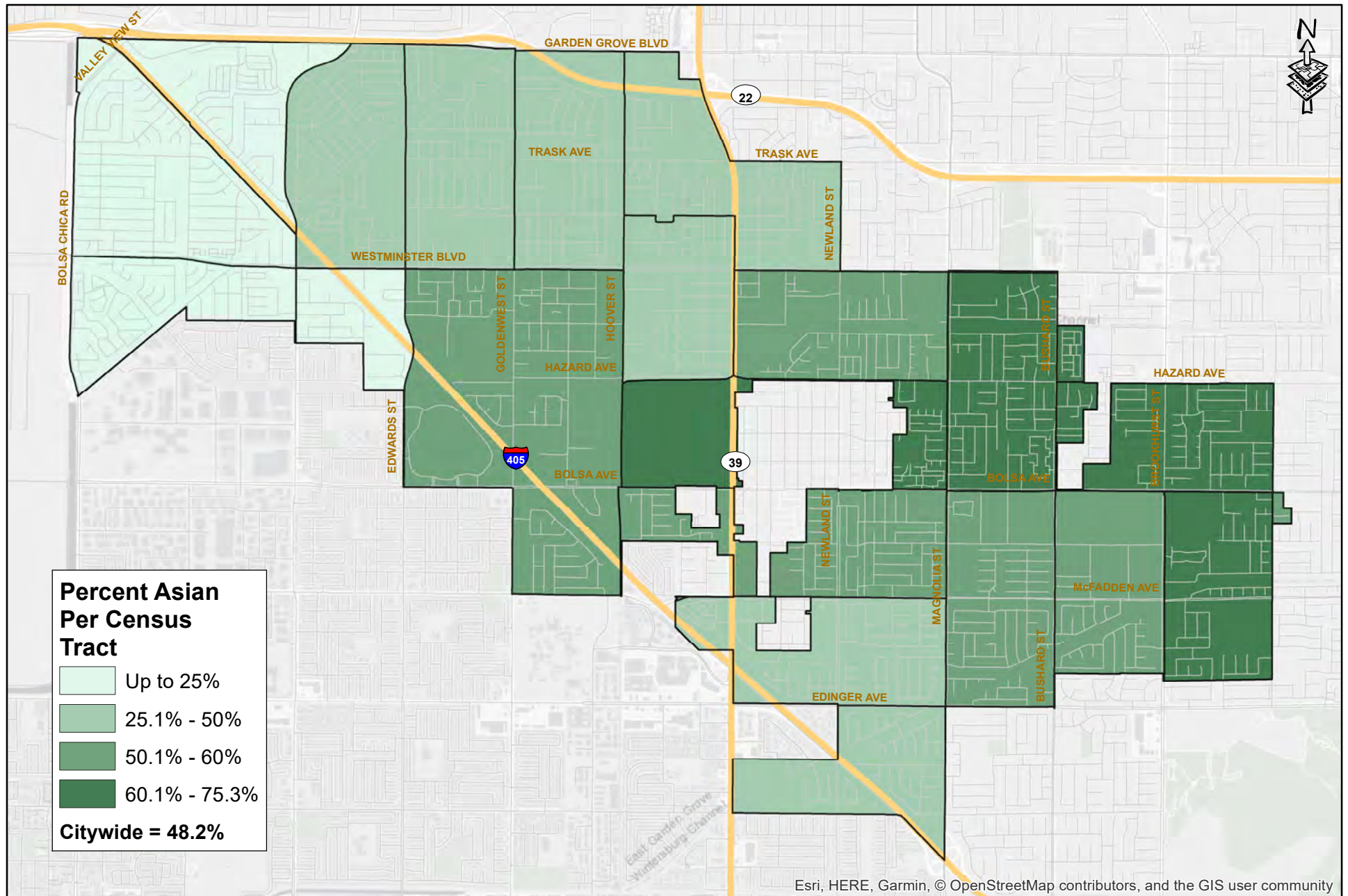
0 0.375 0.75 1.5 Miles

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Source: American Community Survey 2011 -2015, Table B03003.

City of Westminster Asian Population

Figure 7.



Source: American Community Survey
2011 -2015, Table B02001.



APPENDIX C

COMMUNITY AND AGENCY PARTICIPATION COMMUNITY NEEDS SURVEY



City of Westminster

8200 Westminster Boulevard, Westminster, CA 92683 714.898.3311
www.westminster-ca.gov

September 5, 2019

**RE: Westminster Consolidated Plan Meeting Invitation –
Tuesday, September 24, 2019**

Dear Westminster Service Provider:

The City of Westminster is in the process of preparing its 2020-2024 HUD Consolidated Plan, which will identify the community development needs of the City's low- and moderate-income residents, and influence how federal grant funds (i.e., CDBG and HOME) will be used to address those needs over the next five years. For example, in accordance with our 2015-2019 Consolidated Plan, this year the City allocated funds for the following programs and projects.

- Senior Outreach Program
- Project S.H.U.E. (after school tutoring and mentorship)
- Family Resource Center
- Summer Youth Program
- Code Enforcement Activities
- Homeowner Rehabilitation
- Home Delivered Senior Meals
- Street Improvements
- Boys and Girls Club Facility Improvements
- Fair Housing Services

We are interested in receiving your agency's input on the current needs and concerns of the clientele you serve, and in identifying gaps in services. Your input will be used to help the City develop funding priorities for the next Consolidated Plan. Although cities have seen a reduction in HUD funds, it is critical that the entire community service provider network be consulted on the wise expenditure of the remaining federal funds.

The City needs to hear your views as an on-the-ground service provider in our community in order to craft a successful Consolidated Plan. We are conducting a workshop to get your input on what community needs should be addressed, and hope that a representative of your agency can attend. Please **RSVP** to me by **Thursday, September 19th** at asmittle@westminster-ca.gov or 714-548-3674.

TRI TA
Mayor

KIMBERLY HO
Vice Mayor

SERGIO CONTRERAS
Council Member

TAI DO
Council Member

CHI CHARLIE NGUYEN
Council Member

EDDIE MANFRO
City Manager

**Consolidated Plan Consultation Workshop: Service and Housing Providers
Tuesday, September 24th 10:00-11:30 am
Miriam Warne Community Room
14491 Beach Blvd, Westminster**

We appreciate your time and willingness to assist us in this process, and look forward to developing a successful strategy for our shared community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alexa Smittle', written in a cursive style.

Alexa Smittle
Economic Development Manager

**Westminster 2020-2024 Consolidated Plan
Outreach to Agencies and Providers List
August 2019**

City Departments

Community Services Department (Senior Center, Family Resource Center, SHUE)
Public Works Department
Police Department (Code Enforcement, homeless liaison, SRO)

Social Service Providers and Housing Providers

Abrazar
Mario Ortega, CEO
7101 Wyoming Street
Westminster, CA 92683
m.ortega@abrazarinc.com

Habitat for Humanity
Dallas Imbimbo, President
200 S. Ritchey Street
Santa Ana, CA 92705
info@habitatoc.org

American Family Housing
Milo Peinemann, Executive Director
15161 Jackson Street
Midway City, CA 92655
milo@afhusa.org

Mercy House
Larry Haynes, Executive Director
P.O. Box 1905
Santa Ana, CA 92702
Elizabeth Andrade
elizabetha@mercyhouse.net

Community SeniorServ
Holly Hagler, President & CEO
1220 N. Knollwood Circle
Anaheim, CA 92801
hhagler@seniorserv.org

Westminster Senior Center Foundation
8200 Westminster Boulevard
Westminster, CA 92683

CityNet
4508 Atlantic Avenue
Suite 292
Long Beach, CA 90807
matt@citynet.org
jessica@citynet.org

Radiant Health Centers
Philip Yaeger, Executive Director & CEO
17982 Sky Park Circle, Suite J
Irvine, CA 92614

Fair Housing Foundation
Barbara Shull, Executive Director
3605 Long Beach Boulevard
Long Beach, CA 90807
bshull@fhfca.org

HPP Cares
Katherine Peoples
3939 Long Beach Boulevard
Long Beach, CA 90807
info@hppcares.org

Interval House
Carol Williams, Executive Director
P.O. Box 3356
Seal Beach, CA 90740

Acacia Adult Day Services
Mallory Vega, Executive Director
11391 Acacia Parkway
Garden Grove, CA 92840
Mallory.vega@alzoc.org

Legal Aid Society of Orange County
Kate Marr, Executive Director
2101 N. Tustin Avenue
Santa Ana, CA 92705

Orange County Health Care Agency
1725 W. 17th Street
Santa Ana, CA 92706

Orange County Housing Authority
1501 E. St. Andrew Pl
Santa Ana, CA 92705

Hall of Administration
333 W. Santa Ana Blvd.
Santa Ana, CA 92701
Susan.Price@ocgov.com

2-1-1 Orange County
Karen B. Williams, President & CEO
P.O. Box 10473
Santa Ana, CA 92711

Dayle McIntosh Disability Resource Center
Paula Margeson, Executive Director
13272 Garden Grove Boulevard
Garden Grove, CA 92843

Kennedy Commission
Cesar Covarrubias, Executive Director
17701 Cowan Avenue, Suite 20
Irvine, CA 92614
cesarc@kennedycommission.org

Veterans First
1611 N. Broadway
Santa Ana, CA 92706

Child Abuse Prevention Center
2390 E. Orangewood Avenue, Suite #300
Anaheim, CA 92806

OC Partnership
1505 E. 17th Street, Suite 180
Santa Ana, CA 92705

Thomas House Family Shelter
Natalie Julien, Executive Director
P.O. Box 2737
Garden Grove, CA 92842

Commission to End Homelessness
Susan Price, MSW
Director of Care Coordination
County Executive Office

Orange County Transportation Authority
Kevin Khouri
550 E. Main Street
Orange, CA 92868
kkhouri@octa.net

Orange County Community Services
1300 S. Grand Avenue, Building B
Santa Ana, CA 92705

Talk Straight Talk HIV/AIDS Awareness
5712 Camp Street
Cypress, CA 90630

Westminster Chamber of Commerce
14491 Beach Blvd, Suite B
Westminster, CA 92683

Kiwanis
P.O. Box 10303
Westminster, CA 92685

Orange County One-Stop Center
7077 Orangewood Avenue, Suite #200
Garden Grove, CA 92841

American Red Cross
601 N. Golden Circle Drive
Santa Ana, CA 92705

Boys and Girls Club of Westminster
Jeovan Davila, Chief Professional Officer
14400 Chestnut Street
Westminster, CA 92683
jeovan@club4kids.net

Boat People SOS
Hang Nguyen, Executive Director
13950 Milton Avenue, Suite #301
Westminster, CA 92683
hang.nguyen@bpsos.org

Orange County Office on Aging
OC Community Services
1300 S. Grand Avenue, Building B
Santa Ana, CA 92705

Alzheimer's Orange County
2515 McCabe Way, Suite 200
Irvine, CA 92614

Alzheimer's Associates Orange County Chapter
770 The City Drive South, Suite #7400
Orange, CA 92868

The Courtyard Transitional Center
400 W. Santa Ana Boulevard
Santa Ana, CA 92701

WISEPlace
Brateil Aghasi, Executive Director
1411 N. Broadway
Santa Ana, CA 92706
BAghasi@wiseplace.org

Veterans Service Office
1300 S. Grand Avenue, Building B
Santa Ana, CA 92705

Family Caregiver Resource Center OC
130 W. Broadway Road
Fullerton, CA 92835

Council on Aging Southern CA
Lisa Wright Jenkins, President & CEO
2 Executive Circle, Suite 175
Irvine, CA 92614

Straight Talk Counseling, Inc.
3785 South Plaza Drive
Santa Ana, CA 92704

Vietnamese American Chamber of Commerce
16027 Brookhurst Street, #I-304
Fountain Valley, CA 92708
board@vacoc.com

Asian Business Association Orange County
3943 Irvine Blvd. #14
Irvine, CA 92602
Linda Nguyen
linda@lindanguyen.com

Orange County Hispanic Chamber of Commerce
1 Banting Suite A
Irvine, CA 92618

OC Black Chamber of Commerce
17891 Cartwright Rd #100
Irvine, CA 92614

OC Library – Westminster Branch
8180 13th St
Westminster, CA 92683
Tim Scott, Library Manger
Tim.Scott@occr.ocgov.com

Westminster School District
14121 Cedarwood Avenue
Westminster, CA 92683
Trish Montgomery, PIO
Reagan Lopez, Director of Student Services

Garden Grove School District
10331 Stanford Ave.
Garden Grove, CA 92840
Att: Dante Urzua, Community Outreach Coordinator

Huntington Beach Union High School District
5832 Bolsa Ave.
Huntington Beach, CA 92649
Att: Doug Siembieda
Att: Cheryl McKenzie

United Way
18012 Mitchell South
Irvine, CA 96214
Att: Yahaira Ortiz
yahairao@unitedwayoc.org
Att: Jocelin Jimenez
jocelinj@unitedwayoc.org

**City of Westminster
2020-2024 Consolidated Plan
Agency Consultation Workshop Notes
Tuesday, September 24, 2019**

What are the greatest needs of your clientele and are there gaps in the services provided?

PROJECT S.H.U.E.

- More resources/services for youth

COUNCIL ON AGING – SOUTHERN CALIFORNIA

- Lack of affordable housing for seniors, seniors are on waiting lists for 3-5 years
- Grants/loans for housing rehabilitation, esp. for owners that participate in Section 8 program
- Mental health service
- Need for short-term rental assistance to offset housing costs

HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT

- Transitional housing, particularly for families with children in school
- Homeless prevention services

FAMILY RESOURCE CENTER – CITY OF WESTMINSTER

- Affordable housing
- Overcrowding (i.e. families residing in 1 bedroom), families do not have sufficient storage
- Undocumented families struggle with getting into affordable housing; fear of providing confidential information to agencies
- Families not wanting to go to shelters due to strict restrictions; sanitary concerns with shelters

SENIOR CENTER – CITY OF WESTMINSTER

- Provides 30-50 meals per day to seniors
- Affordable housing for seniors
- Increase in homeless seniors
- Seniors need activities to keep them active

COMMUNITY SERVICES – CITY OF WESTMINSTER

- Affordable housing
- FRC, Senior Center, and Project S.H.U.E. work in coordination to serve the community

SENIORSERV – CITY OF WESTMINSTER

- Provides services for care coordination and adult day care
- Home repair programs
- Housing is big issue for seniors
- Language barriers – need for translation
- Healthcare is expensive
- Support services important to keep seniors stable and independent

ORANGE COUNTY TRANSPORTATION AUTHORITY

- Lack of transportation services for affordable housing developments
- Affordable housing should be located near major transportation hubs in City

PUBLIC WORKS – CITY OF WESTMINSTER

- Complete roughly 10 street improvement projects per year in low/mod neighborhoods
- Additional funding needed to address worn out streets
- Need for more public facility improvements (ADA, health and safety)

WESTMINSTER POLICE DEPARTMENT – HOMELESS LIAISON OFFICER

- Coordination with FRC and school district
- Slight resistance from homeless parents not accepting services being offered
- Need for emergency shelter beds, where to house the homeless?
- Homeless have limited options for housing
- Public health and safety concerns, particularly in public parks which are being underutilized because of homeless presence
- Challenge with getting homeless to take action/steps to getting off the streets

COMMUNITY PRESERVATION UNIT – CITY OF WESTMINSTER

- Decline in physical aesthetics of City (blight)
- Majority of cases involve bare lawns/unkept landscaping – landscaping is expensive
- Increase in bulky items being left out in public view
- Aging community needs assistance with maintaining yards

FAIR HOUSING

- Assists clients with rent accommodations, eviction prevention
- Increase in calls relating to health and safety – inhabitable units
- Need for mental health services, issues related to hoarding are common
- Rental assistance is needed

WESTMINSTER LIBRARY

- Lack of available space to accommodate increase in foot traffic at library
- Need for online services/internet access
- Need for emergency shelter – homeless sleeping around library

COMMUNITY LEGAL AID – SOCAL

- Provides civil legal services to low-income households
- No income limit for senior services
- Agency has provided services for Westminster's Senior Center for over 20 years
- Housing is expensive, rents are constantly rising
- Seniors are on fixed income; any increase in cost of living is detrimental

HABITAT FOR HUMANITY – ORANGE COUNTY

- Need for more affordable housing
- In addition to new housing, Habitat provides home repair programs to low-income households

MERCY HOUSE

- Lack of affordable housing
- Operates several emergency shelters in Orange County (Kraemer, the LINC, Family Care Center in Orange, Armory Shelter)

City of Westminster
2020-2024 Consolidated Plan
Community Workshop Notes
Tuesday, October 22, 2019

What are Westminster's greatest housing and community development needs?

Housing Element Comments

- Suggestion to convert dilapidated motels to permanent housing
- Rezone mobile home parks to residential; didn't think mobile home parks counted towards RHNA
- Thinks the projected 3,000 housing units at mall is too much; would like to see different housing options spread throughout the City (homeownership, rental, affordable, emergency shelters)

CDBG/HOME Comments

- Asked about Civic Center development; pointless to put money into rehab project in Civic Center if it's eventually going to be torn down in future

Input

- How will the City accommodate new housing given the increasing density of the City? Figure out ways to accommodate for parking
 - Widening streets
 - Public transportation
 - Use underutilized land for affordable housing, permanent housing, housing for the homeless
- Part of a community forum and states community is all on board with code enforcement until a Notice of Violation is issued; community feels like they are being picked on
 - How to get homeowners and property owners to maintain their property



CITY OF WESTMINSTER
2020-2024 CONSOLIDATED PLAN
HOUSING and COMMUNITY DEVELOPMENT NEEDS SURVEY
RESULTS (225 Respondents)

In order to evaluate public opinion of specific housing and community development needs, the City utilized an on-line Needs Survey in which respondents were asked to rank their priority needs for expenditure of CDBG and HOME funds amongst activities within each of the following categories: housing needs, homeless needs, public facility needs, public service needs, infrastructure needs, and economic development needs. A total of 225 residents completed the Needs Survey, with respondents rating the need for each of the 36 identified activities as “high”, “low”, or “no such need”. The rating distribution for each activity is presented below, with the ten top activities with the highest percentage of “high” needs highlighted. Many survey respondents also included written comments on community needs, included in their entirety following the survey.

NEEDS CATEGORY	High	Low	No Such Need
HOUSING NEEDS			
Rental Payment Assistance	38%	34%	28%
Grants/Loans for Housing Improvements	45%	41%	14%
New Affordable Rental Housing	48%	28%	24%
New Affordable Ownership Housing	51%	32%	17%
Property Maintenance/ Code Enforcement	64%	26%	10%
First-time Homebuyer Downpayment Assistance	47%	34%	19%
Improvements for Handicapped Accessibility	44%	41%	15%
HOMELESS NEEDS			
Permanent Housing with Support Services	50%	35%	15%
Emergency/Overnight Shelters	60%	29%	11%
Homeless Outreach/Case Management Services	70%	22%	8%
Navigation Centers/Centralized Services	39%	41%	20%
Mental Health Services	75%	18%	7%
Substance Abuse Services	68%	25%	7%
Short-Term Emergency Assistance to Prevent Homelessness	72%	21%	7%
PUBLIC FACILITY NEEDS			
Senior Citizen Centers	44%	45%	10%
Community Centers	49%	43%	8%
Child Care/Youth Centers	56%	34%	10%



NEEDS CATEGORY	High	Low	No Such Need
PUBLIC SERVICE NEEDS			
Senior Citizen Services	51%	42%	7%
Services for the Disabled	54%	41%	5%
Youth Services	62%	31%	7%
Child Care Services	55%	33%	12%
Domestic Violence Services	50%	41%	9%
Public Transit and Transportation Services	36%	44%	20%
Health Care Services	51%	35%	14%
Anti-Crime Services	79%	19%	2%
Tenant/Landlord Counseling	24%	46%	30%
INFRASTRUCTURE NEEDS			
Street/Alley Improvements	69%	26%	5%
Sidewalk Improvements	63%	31%	6%
Street Lighting	51%	40%	9%
Water/Sewer Improvements	50%	40%	10%
Accessibility Improvements (ADA)	36%	51%	13%
ECONOMIC DEVELOPMENT NEEDS			
Job Creation/Retention	53%	35%	11%
Grants/Loans to Small Business	33%	45%	22%
Job Readiness Programs	53%	31%	16%
Counseling/Training for Small Business Owners	31%	49%	20%
Storefront/Facade Improvements	63%	25%	12%

Tell Us a Little About Yourself (optional):

1. In which age bracket are you? 2% under 18 24% 18-34 21% 35-44 39% 45-64 14% 65+
2. Do you own or rent your home? 72% Own 28% Rent
3. Do you have children under the age of 18 in your home? 47% Yes 53% No



APPENDIX D

HUD APPLICATIONS AND CERTIFICATIONS

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text"/>	4. Applicant Identifier: B-20-MC-06-0509
---	---

5a. Federal Entity Identifier: 95-6005897	5b. Federal Award Identifier: <input type="text"/>
--	---

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

8. APPLICANT INFORMATION:

* a. Legal Name: City of Westminster	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 95-6005897	* c. Organizational DUNS: 1342826230000

d. Address:

* Street1:	8200 Westminster Boulevard
Street2:	<input type="text"/>
* City:	Westminster
County/Parish:	<input type="text"/>
* State:	CA: California
Province:	<input type="text"/>
* Country:	USA: UNITED STATES
* Zip / Postal Code:	92683-0000

e. Organizational Unit:

Department Name: Community Development Dept.	Division Name: Grants and Housing Division
---	---

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mrs.	* First Name: Alexa
Middle Name: <input type="text"/>	
* Last Name: Smittle	
Suffix: <input type="text"/>	

Title: Community Development Director

Organizational Affiliation: City of Westminster
--

* Telephone Number: (714) 548-3674	Fax Number: (714) 373-4684
------------------------------------	----------------------------

* Email: ASmittle@Westminster-CA.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

Community Development Block Grant (CDBG) Program

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

The CDBG Program is designed to develop viable urban communities by providing decent housing, a suitable living environment and economic opportunities for low and moderate income persons.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="999,033.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value="780,594.00"/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="1,779,627.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:



* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Interim City Manager
APPLICANT ORGANIZATION City of Westminster	DATE SUBMITTED 05/14/2020

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text"/>	4. Applicant Identifier: M-20-MC-06-0556
---	---

5a. Federal Entity Identifier: 95-6005897	5b. Federal Award Identifier: <input type="text"/>
--	---

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

8. APPLICANT INFORMATION:

* a. Legal Name: City of Westminster	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 95-6005897	* c. Organizational DUNS: 1342826230000

d. Address:

* Street1: 8200 Westminster Boulevard
Street2: <input type="text"/>
* City: Westminster
County/Parish: <input type="text"/>
* State: CA: California
Province: <input type="text"/>
* Country: USA: UNITED STATES
* Zip / Postal Code: 92683-0000

e. Organizational Unit:

Department Name: Community Development Dept.	Division Name: Grants and Housing Division
--	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mrs.	* First Name: Alexa
Middle Name: <input type="text"/>	
* Last Name: Smittle	
Suffix: <input type="text"/>	

Title: Interim Community Development Director

Organizational Affiliation: City of Westminster

* Telephone Number: (714) 548-3674	Fax Number: (714) 373-4684
------------------------------------	----------------------------

* Email: ASmittle@Westminster-CA.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-239

CFDA Title:

Home Investment Partnership Act Funds (HOME)

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

The HOME Program is designed to expand the supply of decent, safe, sanitary, and affordable housing to very low and low income households.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="433,030.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value="1,071,830.00"/>
* f. Program Income	<input type="text" value="25,000.00"/>
* g. TOTAL	<input type="text" value="1,529,860.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

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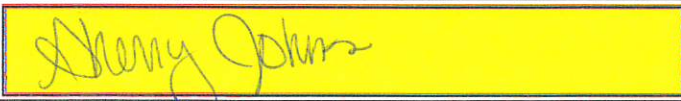
Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

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18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Interim City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Westminster	05/14/2020

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.

Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official

5-14-2020
Date

Interim City Manager
Title

Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020/21 [a period specified by the grantee 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.

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

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

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

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

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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


Signature of Authorized Official


Date


Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;



Signature of Authorized Official



Date



Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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.