



CITY OF MISSION VIEJO

2020-2024 CONSOLIDATED PLAN &
2020-2021 ANNUAL ACTION PLAN

APRIL 1, 2020
DRAFT

Table of Contents

Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) 1

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)..... 4

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) and 91.315(l) 5

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)..... 12

Needs Assessment

NA-05 Overview 15

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c) 15

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2) 24

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2) 27

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2) 29

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

NA-35 Public Housing – 91.205(b) 31

NA-40 Homeless Needs Assessment – 91.205(c)..... 36

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)..... 40

NA-50 Non-Housing Community Development Needs – 91.215 (f) 43

Housing Market Analysis

MA-05 Overview 44

MA-10 Number of Housing Units – 91.210(a)&(b)(2)..... 45

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a) 48

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)..... 51

MA-25 Public and Assisted Housing – 91.210(b) 54

MA-30 Homeless Facilities and Services – 91.210(c)..... 56

MA-35 Special Needs Facilities and Services – 91.210(d)..... 58

MA-40 Barriers to Affordable Housing – 91.210(e)	60
MA-45 Non-Housing Community Development Assets – 91.215 (f)	61
MA-50 Needs and Market Analysis Discussion	67
MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)	68
MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)	70
Strategic Plan	
SP-05 Overview	71
SP-10 Geographic Priorities – 91.215 (a)(1)	72
SP-25 Priority Needs - 91.215(a)(2).....	73
SP-30 Influence of Market Conditions – 91.215 (b).....	76
SP-35 Anticipated Resources - 91.215 (a)(4), 91.220 (c)(1,2)	77
SP-40 Institutional Delivery System - 91 (215) (k).....	79
SP-45 Goal Summary - 91.2015(a)(4).....	82
SP-50 Public Housing Accessibility and Involvement – 91.215(c)	84
SP-55 Barriers to affordable housing – 91.215(h).....	85
SP-60 Homelessness Strategy – 91.215(d).....	87
SP-65 Lead based paint Hazards – 91.215(i)	89
SP-70 Anti-Poverty Strategy – 91.215(j)	90
SP-80 Monitoring – 91.230	91
2020-2021 Action Plan	
AP-15 Expected Resources – 91.220(c)(1,2)	92
AP-20 Annual Goals and Objectives.....	95
AP-35 Projects – 91.220(d).....	97
AP-38 Project Summary	98
AP-50 Geographic Distribution – 91.220(f).....	104

AP-55 Affordable Housing – 91.220(g)..... 105

AP-60 Public Housing – 91.220(h)..... 106

AP-65 Homeless and Other Special Needs Activities – 91.220(i)..... 107

AP-75 Barriers to affordable housing – 91.220(j) 109

AP-85 Other Actions – 91.220(k)..... 110

Program Specific Requirements..... 112

Attachments

Attachment 1: Summary 2015-2019 Consolidated Plan Accomplishments

Attachment 2: Citizen participation notices and information

Attachment 3: Maps

- A. Hispanic Concentration
- B. Housing Cost Burden
- C. CDBG-Eligible Areas

Appendices

Appendix A: 2020-2024 Orange County Analysis of Impediments to Fair Housing
(Executive Summary)

Appendix B: Citizen Participation Plan

Certifications and Standard Forms 425 and 425D

Executive Summary

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

1. Introduction

The 2020-2024 Consolidated Plan for the City of Mission Viejo satisfies federal requirements to receive Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). The CDBG program was created by the Housing and Community Development Act of 1974. The primary objective of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income. The City has been a recipient of CDBG funds since 2000.

CDBG funds are allocated on a formula basis to over 1,200 local governments and States. The formula for the allocation of CDBG is based on variables including current population, projected population growth, age of housing stock, and poverty rate. Each activity to be undertaken with these funds must meet one of the three CDBG program national objectives:

- Benefit low- and moderate-income persons
- Aid in the prevention or elimination of slums and blight, or
- Meet a community urgent need such as a presidentially declared disaster

HUD requires recipient communities to prepare a Consolidated Plan every three to five years. The City prepared the current Consolidated Plan in 2015. The 2020-2024 Consolidated Plan will cover five years - Fiscal Year 2020-2021 through Fiscal Year 2024-2025. The Consolidated Plan is a planning document that identifies a City's housing and community needs and outlines a strategy to address these needs utilizing CDBG funds. The Plan includes the following components:

- An assessment of the jurisdiction's housing and community needs and market conditions
- A strategy that establishes priorities for addressing identified needs over a five-year period
- A one-year investment plan (the Annual Action Plan) that outlines how the City will use CDBG funds.

The City will receive \$382,021 for Fiscal Year 2020-2021.

Fair Housing Act of 1968 prohibits the City from discrimination in housing-related activities and requires the City to affirmatively further fair housing. The Analysis of Impediments (AI) to Fair Housing Choice is the policy document the City will use for this purpose. The City joined other Orange County cities and the County of Orange to develop a county-wide AI. Based on extensive analysis of housing and community indicators, and the input of residents, a list of impediments to fair housing choice has been developed. A corresponding set of action steps to address fair housing barriers has also been prepared. A summary of the 2020-2024 Orange County AI is incorporated into the Consolidated Plan.

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

Listed below is a synopsis of five-year goals listed in the Consolidated Plan. The listed activities will address priority needs identified through the City's citizen participation process.

- Infrastructure and Facility Improvements: 5-year Goal: Assist 6,000 Persons
- Housing Preservation: Five-year Goal: Assist 41 Units
- Public Social Services: Five-year Goal: Assist 8,250 Persons
- Homeless Continuum of Care: Five-year Goal: Assist 2,450 Persons
- Administration and Planning: Five-year Goal: Assist 375 Households (fair housing services) and provide five years of program administration

Non-CDBG Funded High Priority Objective & Outcomes

- Housing Assistance Vouchers: Rental Housing Choice vouchers and certificates provided by the Orange County Housing Authority - Five-year Goal is to assist an average of 250 Mission Viejo renter households per year
- Social Service Grants: City grants for a variety of social services that benefit Mission Viejo residents

3. Evaluation of past performance

At the time of the preparation of the 2020-2024 Consolidated Plan, the City of Mission Viejo has partially completed the final year of the 2015-2019 Consolidated Plan cycle. **Attachment 1** provides a summary of the City's 2015-2019 Consolidated Plan accomplishments through Fiscal Year (FY) 2018-2019.

4. Summary of citizen participation process and consultation process

City staff encouraged residents and local and regional organizations to participate during the 2020–2024 Consolidated Plan preparation process. There were several opportunities for residents and agencies/organizations to offer input during the Consolidated Plan preparation process:

- The City co-hosted a meeting of South Orange County public service providers at which the City solicited input from the attendees regarding priority community needs.
- The City hosted a meeting of Mission Viejo public service providers to discuss grant funding opportunities and priority community needs.
- The City hosted a Fair Housing Workshop to provide residents with an opportunity to discuss fair housing issues and ways to advance fair housing for all county resident.
- The City's Community Services Commission held a public hearing on February 18, 2020, to obtain public comments regarding the social service needs of the community and to develop public service grant recommendations.

- The City held a 30-day public review and comment period to solicit input from residents regarding the draft Consolidated Plan, Analysis of Impediments to Fair Housing, and 2020-21 CDBG funding recommendations. The comment period began on March 14, 2020, and ended on April 13, 2020.
- The City’s Planning and Transportation Commission held a public hearing on June 8, 2020, to obtain public input regarding priority needs and CDBG funding recommendations. (Originally scheduled for April 13, 2020, but continued due to COVID 19 Stay at Home Order.)
- The City Council approved and authorized submission of the Consolidated Plan, Analysis of Impediments to Fair Housing, and the 2020-21 Annual Action Plan to HUD on June 23, 2020.

5. Summary of public comments

See **Attachment 2**.

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

See **Attachment 2**.

7. Summary

The City’s Community Department has prepared the 2020-2024 Consolidated Plan to continue to receive CDBG funds directly from HUD. The primary objective of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income. Additionally, each activity to be funded with CDBG funds must meet a national objective.

The 2020-2024 Consolidated Plan will cover the five years of FY 2020-21 through FY 2024-25. As required by HUD, the City prepared the Consolidated Plan using HUD’s electronic template. The template includes over 50 community profile and housing market data tables prepopulated with data from HUD.

The 2020-2021 Annual Action Plan is the first year of the 2020-2024 Consolidated Plan cycle. The Annual Action Plan is the City’s one-year expenditure plan for CDBG funds. The City will receive \$382,021 in CDBG funds for FY 2020-21. The Action Plan details the activities the City will undertake during a twelve-month period with CDBG funds to address community needs that support the broad objectives and goals identified within the Consolidated Plan.

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	MISSION VIEJO	Community Development

Table 1 – Responsible Agencies

Narrative

The City’s Community Development Department is primarily responsible for the preparation of the Consolidated Plan and the administration of CDBG funds and related regulations.

Consolidated Plan Public Contact Information

Mr. Larry Longenecker, Planning Manager, 200 Civic Center, Mission Viejo, CA 92691, (949) 470-3024 - llongenecker@cityofmissionviejo.org

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

Pursuant to HUD regulations, the City has taken several steps to obtain and incorporate the input of community residents and stakeholders into the development of the Consolidated Plan. Consultation efforts include a survey to determine priority community needs, and public meetings and hearings. The City consulted with local social service providers, the County of Orange, State and regional agencies, as well as special districts and neighboring cities. By use of the City's internet webpage and newspaper notices, the City provided residents with an opportunity to review and comment on the draft Consolidated Plan, Analysis of Impediments to Fair Housing (OC-AI), and the allocation of FY 2020-21 CDBG funds.

The City also supported the actions taken by regional partners to obtain public input on the OC-AI. **Appendix A** of the Consolidated Plan includes a summary of these action steps.

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(I)).

The City of Mission Viejo works closely with the County of Orange Housing Authority (OCHA) in its efforts to assist renter households with housing vouchers and certificates. Through its annual process to solicit funding requests for public and social service, City staff can ascertain the needs of City residents. Community Development staff also works closely with the City's Community Services staff to ensure CDBG funding and City Social Service grant funding are addressing priority community needs. Consistent with the City's Housing Element, the City's Community Development staff also provides private housing developers with information regarding incentives for the development of affordable housing units.

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

211 Orange County and the Orange County Community Services Department coordinate the Orange County Continuum of Care (OC-CoC) planning process. This nonprofit-public 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 partnership is also the regional coordinator of the year-round CoC planning process and is a catalyst for the involvement of the public and private agencies that make-up the regional homeless system of care.

The City participates in the OC-CoC planning process by providing information regarding the activities it will fund to address local homeless issues. This information is used by the OC-CoC to prepare the County's application to HUD for Homeless Assistance Grant funds. City staff will also expedite

certifications of consistency with the Consolidated Plan and other forms of support for the OC-CoC, and is a supporter and participant in the biennial Point-In-Time survey of the region's homeless.

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 is not a recipient of Emergency Solutions Grant (ESG) funds; therefore, it does not assist the OC-CoC with the determination of ESG allocations nor evaluating the outcomes, or developing policies and procedures for the administration of the regional Homeless Management Information System (HMIS).

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 (see Table 2):

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Orange County Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided data regarding households receiving HUD rental assistance and regarding households on the waitlist for housing assistance
2	Agency/Group/Organization	211 Orange County
	Agency/Group/Organization Type	Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homeless Management Information System (HMIS)
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided data regarding regional homeless, housing/service gaps for homeless, and HMIS management
3	Agency/Group/Organization	Fair Housing Foundation
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Impediments to Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided data regarding fair housing issues in the community and input related to impediments to fair housing, and assisted in developing action steps to address impediments to fair housing
4	Agency/Group/Organization	Age Well Senior Services
	Agency/Group/Organization Type	Services-Elderly Persons

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided input regarding the housing and service needs of seniors, including homebound seniors
5	Agency/Group/Organization	Families Forward
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Families with children Anti-poverty Strategy Needs of Low/Mod persons
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided input regarding the housing and service needs of homeless families with children and families that are s at risk of becoming homeless
6	Agency/Group/Organization	Family Assistance Ministry
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Anti-poverty Strategy Needs of Low/Mod persons
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided input regarding the housing and service needs of homeless households and households at risk of becoming homeless
7	Agency/Group/Organization	South County Outreach
	Agency/Group/Organization Type	Homeless Needs - Families with children Anti-poverty Strategy Needs of Low/Mod persons
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Needs of Low/Mod persons

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided input regarding the housing and service needs of homeless households and households at risk of becoming homeless
8	Agency/Group/Organization	Vocational Visions
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided input regarding the needs of adults with developmental disabilities, specifically developing economic opportunities for this special needs population.
9	Agency/Group/Organization	Camino Health Center
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Needs of Low/Mod persons
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided input regarding the medical/dental service needs of the community, including homeless individuals
10	Agency/Group/Organization	Mercy House Transitional Living Centers
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided input regarding the needs of lower-income households, specifically homeless individuals
11	Agency/Group/Organization	Council on Aging - Orange County
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Provided information regarding the housing and service needs of elderly and disabled individuals living in managed care facilities
12	Agency/Group/Organization	County of Orange
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Regional program information
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Various county departments provided information regarding public health, public safety, and housing programs
13	Agency/Group/Organization	State of California
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	State program information
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Various state departments provided information regarding demographics, public safety, and economics

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

The City held an open consultation process and did not knowingly exclude any agency from the consultation process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Orange County 211	Provides regional and local point in time homeless survey data, development of the regional 10-Year Plan to End Homelessness, and development of the regional Discharge Plan
City of Mission Viejo 2013-2021 Housing Element	City of Mission Viejo	Provides housing priorities and program goals
City of Mission Viejo Capital Improvement Plan	City of Mission Viejo	Identifies priority capital improvement projects which may be CDBG-eligible
5-Yr & 1 Yr PHA Plan	Orange County Housing Authority	Identifies OCHA resources to address the housing needs of lower-income renter householders in the County and City
Orange County Analysis of Impediments to Fair Housing	Orange County HUD Grantee Cities and the County of Orange	Countywide document that identifies fair housing impediments within participating cities and outlines a plan to address fair housing issues

Table 3 – 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(I))

The California Department of Health cooperated with the Orange County Health Care Agency to provide information regarding elevated lead blood levels in children as part of the City’s assessment of lead-based paint hazards. The City also consulted with State agencies to obtain updated housing and population information. The County of Orange was contacted to get an array of data, including information regarding the number of households receiving rental assistance and homeless count. Local governments also assisted the City with the preparation of the Consolidated Plan. As the current recipient of Housing Opportunities for Persons with AIDS (HOPWA) funds, the City of Anaheim was consulted regarding the number of Mission Viejo residents living with HIV and AIDS and available HOPWA program resources. The City also participated in roundtable meetings with other Orange County CDBG recipients to discuss the preparation of a regional analysis of impediments to fair housing and other regional housing and community needs.

Narrative (optional):

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City's Citizen Participation Plan (see **Appendix B**) outlines the City's process to obtain public participation in the development of the Consolidated Plan, Annual Action Plan (AAP), and other facets of the CDBG Program (including the OC-AI). The opportunities for public input are delineated in Table 4 and summarized below.

- Workshops: Social service agencies and local nonprofits provided input regarding housing and public service needs. The City also hosted a workshop for residents to learn about the preparation and goals of the OC-AI.
- Public Hearings: The Community Services Commission held a public hearing on February 18, 2020, at which time Commission members provided input on public service needs, and accepted public testimony from service providers and residents regarding the social services needs of the community. The City's Planning and Transportation Commission also held a public hearing June 8, 2020 to take additional public input on the Consolidated Plan, the OC-AI, and to make recommendations on the allocation of CDBG funds. (This hearing was originally scheduled for April 13, 2020, but continued to a new date due to COVID 19 Stay at Home Order.) Finally, the City Council accepted additional public input and approved the submission of the plan to HUD on June 23, 2020.
- Notices/Website: All meetings were notices in a local newspaper of general circulation. Additionally, the City posted the draft Consolidated Plan and OC-AI on its website and had copies available during the required 30-day public comment period. The comment period began on March 14, 2020, and ended on April 13, 2020, although public comments were accepted for additional time due to COVID 19 Stay at Home Order (see **Attachment 2**).

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Social Service Providers	The City conducted a public workshop on 11/6/19 to obtain input regarding community service needs from local service providers. 16 individuals representing 11 organizations attended	Meeting comments centered on local service needs and the CDBG public service grant application process	All comments were accepted	Not Applicable
2	Public Meeting	Social Service Providers	The City conducted a public workshop on 1/8/20 to obtain input regarding community service needs from local service providers. Representatives of 13 organizations attended	None	All comments were accepted	Not Applicable
3	Public Meeting	Non-targeted/ broad community	South County region OC-AI public input meeting on 1/9/20	See Appendix A for a summary of public comments	Not Applicable	Not Applicable
4	Public Hearing	Non-targeted/ broad community	Community Services Commission provided input on priority social service needs, also accepted public input on public service grant recommendations	See Attachment 2 for a summary of the public comments	Not Applicable	Not Applicable

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	Non-targeted/ broad community	30-day public review period. No public comments were received	None	NA	NA
6	Public Hearing	Non-targeted/ broad community	6/8/20 Planning & Transportation Commission meeting to accept input on priority housing & community needs; also accepted public input regarding the draft Consolidated Plan, OC-AI, and 2020-21 Annual Action Plan	See Attachment 2	See Attachment 2	NA
7	Public Meeting	Non-targeted/ broad community	6/23/20 City Council public meeting to accept public comments and approve submission of 2020-24 Consolidated Plan, OC-AI and 2020-21 Annual Action Plan	See Attachment 2	See Attachment 2	NA

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

This Needs Assessment provides a summary of Mission Viejo’s needs related to affordable housing, homelessness, special needs populations, and community development needs. From this Needs Assessment, the City can identify those needs with the highest priority, which will form the basis for the Strategic Plan, and the programs and projects to be administered during the five-year planning cycle of the 2020-2024 Consolidated Plan. Information contained in the assessment is primarily provided by HUD and data gathered through the consultation process. Most of the data tables in this section contain default data from the Comprehensive Housing Affordability Strategy (CHAS) developed by the Census Bureau for HUD based on the 2011–2015 American Community Survey (ACS). Other current data sources are used throughout the Consolidated Plan when available.

The housing and community needs assessed in this section of the Consolidated Plan include the following:

- Households experiencing “housing problems” (defined below)
- The extent to which housing problems are experienced disproportionately by one or more racial or ethnic groups
- Public housing – **NOTE THE CITY OF MISSION VIEJO DOES NOT OWN OR MANAGE PUBLIC HOUSING**
- An assessment of homeless needs
- Non-housing community development needs

HUD’s housing needs estimates are based on an evaluation of Census data of households that are experiencing one or more “housing problems.” Per HUD, a household is experiencing a housing problem if their residential unit is subject to one or more of the following:

- Lack of a complete kitchen facility
- Lack of complete plumbing facilities
- Cost burdened: A household spends more than 30% of total gross income on housing costs. For renters, housing costs include rent paid by the tenant plus utilities. For owners, housing costs include the mortgage payment, taxes, insurance, and utilities.
- Severely Cost Burdened: A household spends more than 50% of total gross income on housing costs. For renters, housing costs include rent paid by the tenant plus utilities. For owners, housing costs include the mortgage payment, taxes, insurance, and utilities.
- Overcrowded: Defined as a housing unit with more than 1.01 to 1.5 persons per room excluding bathrooms, porches, foyers, halls, or half-rooms.
- Severely Overcrowded: Defined as housing with more than 1.51 persons per room excluding bathrooms, porches, foyers, halls, or half-rooms.

HUD data also characterizes households by types:

- Small Related: a household with two to four related members
- Large Related: a household with five or more related members
- Elderly: a household whose head, spouse, or sole member is at least 62 years of age
- Other: All other households (including one-person households)

HUD defines a “household” as, “All the people who occupy a housing unit. A household includes the related family members and all the unrelated people, if any, such as lodgers, foster children, wards, or employees who share the housing unit. A person living alone in a housing unit, or a group of unrelated people sharing a housing unit such as partners or roomers, is also counted as a household.”

Finally, HUD categorizes households by income:

- Extremely low-income: A household with income equal to 0 to 30% of the Area Median Income (AMI) (also references as HUD Area Median Family Income or HAMFI)
- Very low-income: A household with income equal to 30 to 50% of the AMI
- Low-income: A household with income equal to 50 to 80% of the AMI
- Low- and moderate-income or Lower-income: A household with income less than 80% of AMI
- Moderate-income: A household with an income equal to 80 to 100% of AMI

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

Summary of Housing Needs

During the past decade, Mission Viejo has experienced moderate population growth. According to U.S. Census Bureau data presented in Table 5 below, the City’s population grew by 3% between 2009 and 2015.

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	93,305	95,980	3%
Households	33,502	33,485	-0%
Median Income	\$94,333.00	\$100,366.00	6%

Table 5 - Housing Needs Assessment Demographics

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

UPDATED INFORMATION:

A search of current data found that the California Department of Finance estimates Mission Viejo’s January 1, 2019 population at 96,434 – an increase of 3.4% from the 2009 “Base Year” identified in Table 5. In comparison, during roughly the same period, the County’s population grew 2.7%, while California’s population grew 6.7%. The 2013-2017 American Community Survey 5-Year Estimates indicates there are 33,833 households in the City, and the median income is \$107,988.

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	2,925	3,215	4,575	3,365	19,400
Small Family Households	925	875	1,875	1,555	10,985
Large Family Households	105	170	530	320	2,060
Household contains at least one person 62-74 years of age	485	925	1,195	805	4,555
Household contains at least one person age 75 or older	960	1,015	965	445	1,370
Households with one or more children 6 years old or younger	170	315	540	585	1,670

Table 6 - 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	65	155	40	10	270	0	15	4	0	19
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	4	50	75	0	129	0	10	15	0	25
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	85	95	135	15	330	4	70	25	65	164
Housing cost burden greater than 50% of income (and none of the above problems)	745	760	325	25	1,855	1,255	705	780	240	2,980
Housing cost burden greater than 30% of income (and none of the above problems)	10	175	900	420	1,505	250	345	940	1,025	2,560
Zero/negative Income (and none of the above problems)	105	0	0	0	105	115	0	0	0	115

Table 7 – Housing Problems Table

Data Source: 2011-2015 CHAS

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	905	1,060	570	50	2,585	1,255	800	820	310	3,185
Having none of four housing problems	110	255	1,030	835	2,230	435	1,100	2,155	2,175	5,865
Household has negative income, but none of the other housing problems	105	0	0	0	105	115	0	0	0	115

Table 8 – Housing Problems 2

Data Source: 2011-2015 CHAS

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	330	460	665	1,455	450	290	845	1,585
Large Related	55	55	190	300	45	80	75	200
Elderly	235	590	250	1,075	770	595	670	2,035
Other	255	135	195	585	240	155	150	545
Total need by income	875	1,240	1,300	3,415	1,505	1,120	1,740	4,365

Table 9 – Cost Burden > 30%

Data Source: 2011-2015 CHAS

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	330	330	100	760	420	225	460	1,105
Large Related	45	30	50	125	35	80	25	140
Elderly	235	490	145	870	615	350	245	1,210
Other	255	105	30	390	185	115	45	345
Total need by income	865	955	325	2,145	1,255	770	775	2,800

Table 10 – Cost Burden > 50%

Data Source: 2011-2015 CHAS

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	89	145	165	15	414	4	14	30	50	98
Multiple, unrelated family households	0	0	45	0	45	0	65	10	15	90
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	89	145	210	15	459	4	79	40	65	188

Table 11 – Crowding Information – 1/2

Data Source: 2011-2015 CHAS

	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	NA	NA	NA	NA	NA	NA	NA	NA

Table 12 – Crowding Information – 2/2

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

Data provided by HUD's Consolidated Plan template does not provide information for single-person households in need of housing assistance. According to the Census Bureau (2013-2017 ACS), there are 6,241 one-person households in Mission Viejo – 4,319 of these households are owners (69.2% of total one-person households), and 1,922 are renters (30.81%). According to Table 9, housing cost burden impacts 545 "Other" lower-income owner households and 585 "Other" lower-income renter households. This data indicates a significant number of one-person renter households may need housing assistance.

According to information from the OCHA, 68 one-person households are presently on the waitlist for federal rental assistance. Twenty-nine of these households are age 62 or older, and 31 are disabled. OCHA reports that 171 one-person Mission Viejo households presently receive federal rental assistance.

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.

Disabled Households: According to the 2013-2017 ACS data, there are an estimated 9,452 Mission Viejo residents with a disability – approximately 9.8% of the City's population. Federal laws define a person with a disability as, "Any person who has a physical or mental impairment that substantially limits one or more major life activities..." Of residents with a disability, 975 (10.3%) are living below the poverty level. According to OCHA, 160 Mission Viejo households that currently receive federal rental assistance are disabled households - 38 disabled Mission Viejo households are on the waitlist for federal rental assistance.

The City's elderly population has significant levels of disabilities. The ASC estimates 14.4% of seniors, age 65 over, have a disability. Since seniors have a much higher probability of being disabled, the housing and service needs for persons with disabilities should grow considerably with senior population growth. Accessibility housing needs of the disabled population, including the elderly, can typically be addressed through housing rehabilitation programs that provided improvements such as ramps, grab bars, wider doorways, lower sinks, and specialized kitchen cabinets. The City of Mission Viejo's housing rehabilitation program will assist homeowners with mobility limitations to improve their residence to improve accessibility.

Victims of Domestic Violence: The National Coalition Against Domestic Violence (NCADV) estimates that nationwide, domestic violence hotlines receive 20,000 calls per day. NCADV also reports that one in three women have experienced rape, physical violence, or stalking by an intimate partner in their lifetime. The State of California Department of Justice reports that in 2018, there were 286 calls for assistance related to domestic violence in Mission Viejo. However, Laura's House, a leading domestic violence service provider in South Orange County, estimates that only one in seven incidents are reported. Laura's House also estimates that for each victim of domestic violence that receives shelter and support services, 15 to 20 individuals are turned away due to lack of space. The Orange County

2019 Point In Time Survey of the region's homeless estimates that 13.4% of unsheltered homeless and 15.4% of sheltered homeless in South Orange County are victims of domestic violence.

What are the most common housing problems?

According to HUD data from Table 7, the most common housing problem in Mission Viejo is severe housing cost burden. This housing problem impacts both renter and owner households; crowding and substandard housing (as defined by HUD) are not a significant housing problem.

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

Table 9 provides estimates regarding the number of lower-income households impacted by housing cost burden. Among lower-income households, approximately one-third have a housing cost burden. Specifically, among extremely low-income households, most impacted are "Other" households (43.6% of renters and 44.0% of homeowners). Among very low-income households, housing cost burden most impacts elderly renters and large-related households (54.9% and 40.0% respectively.) Finally, among low-income households, large-related renter and small-related homeowners have higher rates of housing cost burden (63.3% and 53.3%, respectively).

Table 10 provides a summary of information regarding households that pay more than 50% of their income toward housing. According to this HUD data, approximately one-third of all lower-income households have a severe housing cost burden. Specifically, among extremely low-income households, most impacted are "Other" households (65.4% of renters and 53.6% of homeowners). Among very low-income households, severe housing cost burden most affects elderly renters and large-related households (56.3% and 57.1% respectively.) Finally, among low-income households, large-related renter and small-related homeowners have higher rates of severe housing cost burden (40.0% and 41.6%, respectively).

As indicated above, crowding is not a significant issue in Mission Viejo. According to Table 11, 647 households live in "crowded" housing. HUD's data indicates that 459 of these households are renters, and 188 are owners. According to the City's Code Enforcement staff, overcrowding is not a significant issue in the City.

According to Table 7, substandard housing impacts 220 Mission Viejo households. The City's Code Enforcement staff reports, substandard housing is not a significant issue in the City. Most code enforcement activity is related to deferred property maintenance.

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

The National Alliance to End Homelessness states that households at risk of homelessness are often low-income households on a fixed income (such as some retired seniors) or marginally employed. Due to limited income and high area housing costs, at-risk households are typically severely cost-burdened. Based on HUD data, 2,120 extremely low-income households in Mission Viejo pay more than 50% of household income for housing (see Table 10). Of these households, approximately 40.1% are “Elderly” households (850), and 35.4% are “Small Related” households (750).

OCHA reports that as of November 2019, there are 102 Mission Viejo households on the waitlist for federal rental assistance - 22 of these households have one or more children. OCHA waitlist data also indicates 19 waitlist households are small-related, 39 are elderly households, and ten households report they are homeless (including three households with a minor child). OCHA data supports the finding that several extremely low-income families need an affordable housing option.

The City of Mission Viejo does not receive Emergency Solutions Grant (ESG) funds or other HUD funds for rapid re-housing. Consequently, the City does not have information regarding formerly homeless families and individuals receiving rapid re-housing assistance that may be nearing the termination of assistance.

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:

As indicated above, extremely low-income households that experience severe housing cost burden are most at risk of becoming homeless. Outlined above is the methodology for estimating the number of households that may be at risk of homelessness.

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

The origins of involuntary homelessness are multi-faceted but can be grouped into two general categories: physiological and economic factors. Examples of physiological factors include physical or mental illness and addiction disorders. Economic factors include the impact of high housing and medical costs. As indicated previously, Mission Viejo households with extremely low-incomes and severe housing cost burden have a high risk of becoming homeless.

Discussion

According to HUD data provided in the Consolidated Plan template, substandard and crowded housing are not a significant housing problem in Mission Viejo; however, housing cost is the most prevalent housing problem. Most impacted by housing costs appear to be extremely low-income households. According to the National Alliance to End Homelessness, low-income households are at a high risk of becoming homeless. A disability, or the need to escape an abusive relationship, can also increase a household’s risk of homelessness.

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

Introduction

According to HUD, “A disproportionately greater need exists when the members of a racial or ethnic group at a given income level experience a housing problem at a greater rate (10% points or more) than the income level as a whole.” For example, if 60% of all low-income households within a jurisdiction have a housing problem, and 70% of low-income Hispanic households have a housing problem, low-income Hispanic households have a disproportionately greater 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	2,420	290	220
White	1,670	270	150
Black / African American	24	0	0
Asian	130	10	30
American Indian, Alaska Native	14	0	0
Pacific Islander	0	0	15
Hispanic	490	4	19

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2011-2015 CHAS

*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	2,380	835	0
White	1,530	685	0
Black / African American	40	10	0
Asian	255	90	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	520	34	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2011-2015 CHAS

*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	3,230	1,345	0
White	2,195	960	0
Black / African American	190	30	0
Asian	190	100	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	10	0
Hispanic	615	210	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2011-2015 CHAS

*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	1,800	1,565	0
White	1,175	1,135	0
Black / African American	0	15	0
Asian	125	105	0
American Indian, Alaska Native	0	0	0
Pacific Islander	25	0	0
Hispanic	415	265	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2011-2015 CHAS

*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%

UPDATED INFORMATION

The U.S. Census Bureau provides current information regarding the City's race and ethnic composition, which is vital information to evaluate if there is a disproportional impact of housing problems on one or more race/ethnic populations.

Race	Estimate	Percent
White	76,253	79.0%
Black or African American	1,558	1.6%
American Native and Alaska Native	289	0.3%
Asian	10,327	10.7%
Native Hawaiian and Other Pacific Islander	131	0.1%
Some other race	3,251	3.4%
Two or more races	4,726	4.9%
Total:	96,535	

Ethnicity	Estimate	Percent
Not Hispanic or Latino	80,185	83.1%
Hispanic or Latino	16,350	16.9%
Total:	96,535	

Source: 2013-2017 American Community Survey

Discussion

Based on Census race/ethnicity data, and data from Tables 13 through 16, Black/African Americans, Pacific Islanders, and Hispanics are disproportionately experiencing a housing problem:

- Extremely Low-Income: Black/African Americans (100.0%) and Hispanics (95.5%)
- Very Low-Income: Black/African Americans (80.0%) and Hispanics (93.9%)
- Low-Income: Black/African Americans (86.4%)
- Moderate-Income: Pacific Islanders (100%)

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

Introduction

HUD’s definition of disproportionately greater need is provided above. The HUD data below relate to households that pay more than 50% of income toward housing costs (a severe housing problem).

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	2,160	545	220
White	1,475	470	150
Black / African American	24	0	0
Asian	130	10	30
American Indian, Alaska Native	14	0	0
Pacific Islander	0	0	15
Hispanic	470	25	19

Table 17 – Severe Housing Problems 0 - 30% AMI

Data Source: 2011-2015 CHAS

*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	1,860	1,355	0
White	1,170	1,045	0
Black / African American	40	10	0
Asian	205	140	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	415	140	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data Source: 2011-2015 CHAS

*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	1,390	3,185	0
White	1,020	2,140	0
Black / African American	25	195	0
Asian	95	195	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	10	0
Hispanic	255	575	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data Source: 2011-2015 CHAS

*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	360	3,010	0
White	215	2,095	0
Black / African American	0	15	0
Asian	35	195	0
American Indian, Alaska Native	0	0	0
Pacific Islander	25	0	0
Hispanic	60	620	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data Source: 2011-2015 CHAS

*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

Based on Census race/ethnicity data, and data from Tables 17 through 20, Black/African Americans, Pacific Islanders, and Hispanics are disproportionately experiencing a severe housing problem:

- Extremely Low-Income: Black/African Americans (100.0%), American Indian/Alaska Native (100.0%), and Hispanics (91.4%)
- Very Low-Income: Black/African Americans (80.0%) and Hispanics (74.8%)
- Low-Income: None
- Moderate-Income: Pacific Islanders (100%)

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

Introduction:

HUD’s definition of disproportionately greater need is provided above. The HUD data below relate specifically to housing cost burden, which is the most prevalent housing problem in Mission Viejo.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	20,700	7,075	5,465	245
White	16,055	4,880	3,920	160
Black / African American	220	215	65	0
Asian	1,875	535	390	40
American Indian, Alaska Native	10	0	14	0
Pacific Islander	20	10	15	15
Hispanic	2,020	1,175	975	35

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2011-2015 CHAS

Discussion:

HUD data from Table 21 indicates that regardless of race or ethnicity, most extremely low-income Mission Viejo households are experiencing a housing cost burden; however, no population is disproportionately impacted.

- Extremely Low-Income: None
- Very Low-Income: Black/African Americans (43.0%)
- Low-Income: American Indian/Alaska Native (58.3%) and Pacific Islanders (33.3%)

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?

Based on HUD data from the above tables, Black/African American, American Indian/Alaska Native, and Hispanic households consistently appear to be experiencing housing problems disproportionately to the community as a whole, especially in the lower-income categories. According to Census data, Hispanics/Latinos are the largest racial or ethnic minority population in Mission Viejo (16.9% of the City's population). Black/African American and American Indian/Alaska Native comprise a small percentage of the City's population (1.6% and 0.3%, respectively).

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

As previously outlined, housing cost burden is the City's most prevalent housing problem. Based on HUD data and City staff input, crowded and substandard housing are not a significant issue in Mission Viejo.

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

In general, the City's racial/ethnic minority residents live throughout the City. HUD's CPD Maps program identifies two Census Tracts with a significant percentage of Hispanic residents, but not a majority of residents (see **Attachment 3 Map A**).

- Census Tract 0320.22 – 46.5% Hispanic/Latino (shared tract with the City of San Juan Capistrano)
- Census Tract 0320.27 – 46.5% Hispanic/Latino (shared tract with the City of Lake Forest)

NA-35 Public Housing – 91.205(b)

Introduction

There is no public housing located in the City of Mission Viejo; however, the Orange County Housing Authority (OCHA) administers the Housing Choice Voucher (a.k.a. Section 8) Program in the City of Mission Viejo. The Housing Choice Voucher Program (Voucher Program) provides rental subsidies to low-income families that spend more than 30% of the gross income on housing costs. The Voucher Program pays the difference between the excess of 30% of the recipient’s monthly income and the federally approved Fair Market Rent (FMR).

The number of vouchers administered by a housing authority fluctuates due to the availability of new vouchers from HUD and changes in housing costs. As of November 2019, OCHA manages 11,091 rental assistance vouchers throughout Orange County – 282 vouchers are in Mission Viejo. Data illustrated in the tables below represent County-wide statistics. Below each table is Mission Viejo-specific information.

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	10,825	0	10,418	187	207	10

Table 22 - Public Housing by Program Type

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

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							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	0	8	0	4
Average Household size	0	0	0	2	0	2	1	3
# Homeless at admission	0	0	0	87	0	5	72	10
# of Elderly Program Participants (>62)	0	0	0	4,926	0	4,884	38	3
# of Disabled Families	0	0	0	2,163	0	2,075	64	14
# of Families requesting accessibility features	0	0	0	10,825	0	10,418	187	207
# 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 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

UPDATED INFORMATION

Demographic information for Mission Viejo households receiving rental assistance from OCHA as of November 2019.

Average Annual Income	\$18,328
Average length of stay	NA
Average Household size	2
# Homeless at admission	17
# of Elderly Program Participants (>62)	126
# of Disabled Families	160
# of Families requesting accessibility features	NA
# of HIV/AIDS program participants	NA
# of DV victims	NA

Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	5,857	0	5,528	139	182	6
Black/African American	0	0	0	745	0	693	39	10	2
Asian	0	0	0	4,128	0	4,107	4	15	2
American Indian/Alaska Native	0	0	0	64	0	60	4	0	0
Pacific Islander	0	0	0	31	0	30	1	0	0
Other	0	0	0	0	0	0	0	0	0

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

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

UPDATED INFORMATION

Demographic information for Mission Viejo households receiving rental assistance from OCHA as of November 2019.

White	235
Black/African American	22
Asian	22
American Indian/Alaska Native	2
Pacific Islander	0
Other	1

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	1,941	0	1,814	34	87	4
Not Hispanic	0	0	0	8,884	0	8,604	153	120	6

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

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

UPDATED INFORMATION

Demographic information for Mission Viejo households receiving rental assistance from OCHA as of November 2019.

Ethnicity	No. of Households
Hispanic/Latino	35
Non-Hispanic/Latino	247

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

Not applicable. There are no public housing units in Mission Viejo.

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

Not applicable.

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

Not applicable.

Discussion

Not applicable.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

Homeless researchers typically use one of two methods to measure homelessness. One method attempts to count all persons that are homeless on a given day/week (point-in-time counts). The second examines the number of people who are homeless over a given period - period prevalence counts. The Orange County Continuum of Care (OC-CoC) uses the first method for its biennial enumeration of the region's homeless. To facilitate the census of the homeless and the allocation of limited resources, the OC-CoC has geographically divided the county into three Service Planning Areas (SPA). Homeless data from the 2019 Point-In-Time Survey (PITS) is provided on a county-wide basis, by SPA, and to a lesser degree, by jurisdiction. Because there is limited data regarding Mission Viejo's homeless population, it is assumed that the characteristics of the City's homeless population are similar to those of the South SPA. General demographic information regarding the South SPA's homeless population include the following:

- Gender: An estimated 36.0% of the South SPA's homeless are female, 63.8% male, and 0.1% transgender or gender non-conforming.
- Race/Ethnicity: The 2019 PITS estimates 79.1% of the South SPA's homeless are racially White, 9.5% Black/African American, 8.3% "multi-racial or other," 1.6% Asian, 1.2% Native Hawaiian/Pacific Islander, and 0.5% American Indian/Alaska Native. An estimated 27.3% are Hispanic/Latino.
- Age: The 2019 PITS estimates 21.9% of the South SPA's homeless are under the age of 18, 5.6% age 18-24, 24.9% age 25-39, 16.0% age 40-49, 21.6% age 50-61, and 10.0% age 62 and older.

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	9	4				
Persons in Households with Only Children						
Persons in Households with Only Adults		18				
Chronically Homeless Individuals						
Chronically Homeless Families						
Veterans						
Unaccompanied Child						
Persons with HIV						

Table 26 - Homeless Needs Assessment

Data Source Comments: 2019 Orange County Point In Time Survey

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):

The OC-CoC conducted a Point-In-Time Survey of Orange County’s homeless as part of a national survey. The January 2019 PITS estimated the County’s homeless population at 6,860 individuals, with 763 in the South County SPA, and 31 homeless in Mission Viejo. The PITS identifies 2,899 sheltered and 3,961 unsheltered homeless, with 255 sheltered and 538 unsheltered in the South County SPA. For Mission Viejo, the 2019 PITS’s identifies nine sheltered and 22 unsheltered homeless.

Information specific to Mission Viejo’s homeless are listed below; however, if no particular Mission Viejo data is available from the PITS, estimates based on county or SPA homeless population demographics is provided.

- Chronic Homeless Individuals: HUD defines a chronically homeless individual as an unaccompanied homeless individual (living in an emergency shelter or is unsheltered) with a disabling condition, who has been continuously homeless for a year or more, or has had at least four episodes of homelessness in the past three years. The 2019 PITS estimates there are 37 sheltered and 216 unsheltered chronically homeless in South SPA – approximately 33.2% of the SPA’s homeless population. Based on this percentage, it is estimated that ten of Mission Viejo’s homeless may be chronically homeless. Since the PTIS estimates that 85.4% of the chronic homeless in the South SPA are unsheltered, it is estimated that there are nine unsheltered chronically homeless in the City.
- Chronically Homeless Families and Families with Children: The 2019 PITS identifies 13 homeless persons in “families” in Mission Viejo – nine individuals are sheltered, and four are unsheltered. The PITS does not provide data regarding chronically homeless families; however, among unsheltered homeless individuals, approximately one-third report they become homeless for the first time in the past 12 months.
- Veterans and their Families: The 2019 PITS found two unsheltered veterans among of Mission Viejo homeless.
- Unaccompanied Youth: The 2019 PITS does not estimate “unaccompanied children” (as requested in Table 26). The homeless survey does count the number of youth households, i.e., adults between the ages of 18 and 24 – Transitional Age Youth or TAY. The 2019 PITS identified three unsheltered homeless transitional youth in the City.
- HIV/AIDS: The 2019 PITS estimated that 0.8% of homeless adults in the South SPA are living with HIV/AIDS. Based on this percentage, it is presumed there are no homeless individuals with HIV/AIDS in the City.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
Ethnicity:	Sheltered:	Unsheltered (optional)

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

OCHA provided the City with information regarding Mission Viejo households that submitted applications for rental assistance in 2012, the last time OCHA accepted applications. After a recent purge of applications, OCHA reports there are 102 Mission Viejo households on the waitlist for housing assistance. Of this number, 22 are households with children, 39 are senior households (age 62 and older), and 38 of the applicants indicate they are disabled. Because homeless veterans are provided a priority for rental housing assistance, OCHA staff indicates there are no veteran households on the waitlist. OCHA estimates it will take approximately three years to work through the waitlist.

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

As previously reported, the 2019 PITS estimates 79.1% of the South SPA’s homeless are racially White, 9.5% Black/African American, 8.3% “multi-racial or other,” 1.6% Asian, 1.2% Native Hawaiian/Pacific Islander, and 0.5% American Indian/Alaska Native. An estimated 27.3% are Hispanic/Latino. It is reasonable to assume Mission Viejo’s homeless population mirrors the racial and ethnic composition as the South SPA.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

The 2019 Orange County homeless survey reports there are nine sheltered and 22 unsheltered homeless in Mission Viejo.

Discussion:

The 2019 PITS of Orange County’s homeless estimates there are 31 homeless in Mission Viejo – nine are sheltered, and 22 are unsheltered. To a large extent, the characteristics of the homeless in Mission Viejo mirror those of the County’s South SPA homeless population, as reported in the 2019 homeless survey.

The 2019 PITS also assessed the number of homeless seniors. Survey data indicates there is one unsheltered homeless senior in Mission Viejo. According to regional service providers, homelessness among seniors is a growing issue.

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

Introduction:

HUD requires that the Consolidated Plan include a review of relevant data regarding the housing needs of persons that require special supportive housing needs, but who are not homeless. Certain segments of the population, such as elderly, disabled, victims of domestic violence, and persons with HIV/AIDS may experience conditions that make it difficult for them to access affordable housing. Physical or medical conditions, space or supportive service requirements, income, and other factors may impede a household's ability to obtain decent and affordable housing. This section briefly describes the characteristics of some of the special needs populations in Mission Viejo.

Describe the characteristics of special needs populations in your community:

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

Elderly/Frail Elderly: According to the U.S. Census Bureau (2013-2017 ACS), 18.5% of Mission Viejo residents are age 65 and over (17,897 residents). Seniors are impacted by limited mobility, increased health complications, and fixed income. Common service needs for the elderly include transportation and in-home services. Per HUD housing needs tables (Tables 9 and 10), 1,130 lower-income elderly households are experiencing housing cost burden – 2,080 are experiencing severe housing cost burden. As of November 2019, OCHA provides housing assistance to 126 Mission Viejo senior households. OCHA also reports 39 senior Mission Viejo households are presently on the housing assistance waitlist.

Persons with Disabilities: According to the 2013-2017 ACS, approximately 9.8% of the Mission Viejo's population has one or more disabilities. Federal laws define a person with a disability as "Any person who has a physical or mental impairment that substantially limits one or more major life activities...." As of November 2019, OCHA provides housing assistance to 160 disabled Mission Viejo households. OCHA also reports 38 disabled Mission Viejo households are presently on the housing assistance waitlist. The Regional Center is a nonprofit that coordinates services for individuals with developmental disabilities. They offer services ranging from housing and self-determination programs to job training and placement.

Victims of Domestic Violence: There are many forms of domestic violence; intimidation, physical assault, sexual assault, and other abusive behavior that is part of a pattern of control by a partner against another. Nationwide it is estimated that one in three women and one in seven men experience some form of domestic violence by an intimate partner. The California Department of Justice reports that in 2018, 286 domestic violence calls for assistance were reported in Mission Viejo. For these individuals, temporary safe housing is vital. The 2019 PITS estimates that in the South SPA, 11.3% of homeless adults are victims of domestic violence - 25% are unsheltered. Housing and support options are available for victims of domestic violence.

Persons with HIV/AIDS and their families. The Orange County Health Care Agency reports that as of December 31, 2018, 111 Mission Viejo residents are living with HIV. Persons with HIV/AIDS face a

variety of challenges, including maintaining stable housing. Safe, affordable housing may be as crucial to their general health as is access to healthcare. The 2019 PITS estimates that in the South SPA, six homeless adults have HIV/AIDS – five are unsheltered. Persons with HIV/AIDS may be targets of discrimination, including illegal eviction from their homes when their illness is exposed. Fair Housing laws prohibit housing discrimination against persons with disabilities, including persons with HIV/AIDS.

Several service providers are available to help special needs populations. Safety net services allow special needs populations to save limited financial resources on items such as transportation, after-school care, and food/clothing. Additionally, fair housing enforcement and rental assistance vouchers are valuable housing resources for special needs populations. The service and housing needs of special needs populations were determined by the input of community stakeholders, government agencies, and service providers.

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

Persons with HIV/AIDS are considered a special needs group due to their need for health care and supportive services. Persons with HIV/AIDS may face bias and misunderstanding about their illness that may affect their access to housing. Furthermore, they may have trouble balancing their incomes with medical expenses due to their illness, putting them at risk of becoming homeless.

The Orange County Health Care Agency estimated that as of December 2018, 6,369 persons were living with HIV in Orange County – 111 in Mission Viejo. Demographic data regarding the characteristics of the County’s “People Living with HIV Disease (PLWHD)” include the following:

- Gender: 86.7% male, 11.8% female, and 1.5% are transgender
- Race/Ethnicity: 48.3% Hispanic, 36.4% White, 7.8% Asian, and 5.5% Black
- Age (by percentage): age 46-55 (29.3 %), age 56 and older (28.1%), and age 36-45 (21.5%)
- As of December 2018, 49 children diagnosed with HIV before the age of 13 are living in Orange County
- The five cities with the highest number of PLWHD (in order): Santa Ana, Anaheim, Garden Grove, Orange, and Irvine

There is no HIV/AIDS-dedicated housing in Mission Viejo; however, the AIDS Services Foundation has a motel program that will allow those with HIV/AIDS facing homelessness to stay in motels throughout the region for a limited time. The following HIV/AIDS housing resources are available to residents on a countywide basis:

- Aid Services Foundation has 18 beds in its transitional housing program
- Gerry House has six beds in their six-month transitional housing recovery program with set-aside beds for those with HIV/AIDS
- Emmanuel House is a 21-bed transitional housing program
- Straight Talk, Inc. has six beds in its Start House transitional housing program

Discussion:

A percentage of the City's population has special needs that may require unique housing options and services. These special needs groups include senior and frail elderly, the disabled, victims of domestic violence, and persons with HIV/AIDS. While housing and service programs are available to these special needs populations, additional resources may be needed to address individual needs.

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

Describe the jurisdiction’s need for Public Facilities:

Overall, the City's public facilities are in good condition; however, some upgrading of aging improvements may be necessary. While most City public facilities have been constructed or upgraded to meet ADA accessibility requirements, the City will continue to identify additional public and community facilities that may need ADA-upgrades as regulations are modified.

How were these needs determined?

The evaluation of community development needs is based on consultation with staff from public agencies, residents, and information from various City plans (e.g., Capital Improvement Plan).

Describe the jurisdiction’s need for Public Improvements:

Mission Viejo’s infrastructure is in good condition, but ongoing scheduled improvements may be required to stave off deterioration (e.g., the City’s Residential Street Resurfacing Program). Utilizing the City’s Pavement Management System, Public Works staff has established a list of streets that require rehabilitation, and that may be eligible for CDBG funding. Other needed capital improvements that have been identified by the City include sidewalk improvements and ADA-required improvements.

How were these needs determined?

The evaluation of community development needs is based on consultation with staff from public agencies, residents, and information from various City plans (e.g., Capital Improvement Plan)

Describe the jurisdiction’s need for Public Services:

Numerous public, social, and faith-based agencies serve Mission Viejo’s residents. These organizations meet the social, health, education, and welfare needs of residents. With approximately 96,000 residents, the demand for public and social services typically exceeds available assets.

How were these needs determined?

The evaluation of public service needs is based on interviews with social service providers, public agencies, and residents.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The housing market analysis will evaluate a variety of Mission Viejo housing stock characteristics, including tenure, cost, affordability, age, condition, and vacancy rates. As required, this analysis will also analyze the City's public/assisted housing, housing resources for homeless (and those at risk of becoming homeless), and special needs populations (e.g., frail elderly and persons with HIV/AIDS). This housing analysis will also examine barriers to affordable housing, including impediments to fair housing choice.

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

Introduction

HUD defines a housing unit as a house, an apartment, or a single room, occupied as a separate living quarter, or if vacant, intended for occupancy as a separate living quarter. Data from Table 27 indicates Mission Viejo’s housing stock is primarily comprised of one-unit structures (approximately 85%). The State of California reports that as of January 1, 2019, the City has a total of 34,958 housing units. Consistent with HUD’s data, the State estimates approximately 83% of the City’s housing stock are one-unit structures. According to Table 28, 77.0% of the City’s housing units are owner-occupied, and 23.0% are renter occupied.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	24,920	73%
1-unit, attached structure	4,125	12%
2-4 units	1,095	3%
5-19 units	2,425	7%
20 or more units	1,715	5%
Mobile Home, boat, RV, van, etc	25	0%
Total	34,305	100%

Table 27 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	45	0%	190	2%
1 bedroom	265	1%	1,600	21%
2 bedrooms	4,335	17%	2,765	36%
3 or more bedrooms	21,150	82%	3,135	41%
Total	25,795	100%	7,690	100%

Table 28 – 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.

According to the City’s Community Development staff, there are five affordable housing projects in the City:

- Adagio on the Green - 22 affordable units

- Arroyo Vista – 156 affordable units
- Eaves Mission Viejo – 34 affordable units
- Heritage Villas – 143 affordable senior units
- Los Alisos at Mission Viejo – 24 affordable housing units

Additionally, the City has utilized CDBG funds to assist local nonprofit agencies in acquiring seven scatter-site units that provide interim or long-term affordable housing for homeless households exiting transitional or rapid rehousing programs.

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

Community Development staff indicates that one project (34 units) the projects listed above may be at risk due to the expiration of affordability terms in 2027.

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

The Southern California Association of Governments (SCAG) undertakes a Regional Housing Needs Assessment (RHNA) to quantify the anticipated need for housing within a five-county region. California General Plan law requires each city and county to have land zoned to accommodate its fair share of this regional housing need calculated by SCAG. The purpose of the RHNA is to assure an equitable distribution of housing among cities and counties within the SCAG region. The goal is to ensure that every community provides for a mix of housing for all economic segments. The housing allocation targets are not building requirements; instead, they are planning goals for each community to accommodate through appropriate planning policies and land use regulations. Allocation targets help to assure that adequate sites and zoning are made available to address anticipated housing demand during the planning period. The distribution of housing needs by income category for each jurisdiction is adjusted to avoid an overconcentration of lower-income households in any community. For the current planning period (2014 through 2021), the City’s RHNA allocation is 177 new housing units.

According to a recent article in the *Orange County Register*, “California needs between 1.8 million and 3.5 million new homes by 2025... To get there, cities and counties would have to approve two to four times the number of homes they’ve been permitting in the past few years. But instead of approving more homes, almost every California city and county is falling behind its state-mandated housing goal....” [“California needs more housing, but 97% of cities and counties are failing to issue enough RHNA permits.” Published December 9, 2019, *O.C. Register*.] According to this article, Mission Viejo has made a good effort to reach its RHNA goals, including permitting 41 housing units for very low and low-income households. State and SCAG planners are in the process of establishing RHNA goals for jurisdictions for the next planning cycle. The City will explore various options to comply with applicable State regulations.

HUD data from Table 9 estimates that 7,780 lower-income Mission Viejo households are experiencing a housing cost burden. Based on the current supply of housing units, there appears to be a gap of housing units affordable to many residents, especially lower-lower income households.

Describe the need for specific types of housing:

As previously outlined in the Housing Needs Assessment, housing costs in the region and specifically the City, present an issue for many households regardless of income, size, or tenure. Based on HUD data, there is not one income category that is experiencing housing costs challenges at a higher rate – housing cost appears to impact most lower-income households.

Discussion

The Housing Element establishes reasonable housing goals based on SCAG’s analysis of regional housing needs. The Housing Element establishes a strategy to meet these goals, and the City has made reasonable inroads to address housing needs by permitting the construction of over 800 housing units, including 41 for lower-income households. Despite these gains, the Housing Needs Assessment indicates many lower-income Mission Viejo residents are experiencing a housing cost burden.

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

Introduction

The *Orange County Register* recently reported the December 2019 median home sales price in Orange County was \$840,000 – the second highest on record. [“Buyer competition fuels 16% jump in Southern California house sales.” *Orange County Register*, published January 17, 2020.] The rise in home sales prices has been driven by low interest rates and a low supply of available housing units. According to Zillow.com, in January 2020, the median home sales price in Mission Viejo was \$745,246, a 27.6% increase from the 2015 median value listed in Table 29. For rents, Zillow reports the Mission Viejo median list rent in December 2019 was \$2,995. These figures do not consider the impacts of the COVID-19 pandemic.

Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	637,600	584,000	(8%)
Median Contract Rent	1,516	1,815	20%

Table 29 – Cost of Housing

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

Rent Paid	Number	%
Less than \$500	340	4.4%
\$500-999	264	3.4%
\$1,000-1,499	1,850	24.1%
\$1,500-1,999	2,400	31.2%
\$2,000 or more	2,830	36.8%
Total	7,684	99.9%

Table 30 - Rent Paid

Data Source: 2011-2015 ACS

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	164	No Data
50% HAMFI	439	190
80% HAMFI	2,174	605
100% HAMFI	No Data	1,090
Total	2,777	1,885

Table 31 – Housing Affordability

Data Source: 2011-2015 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$1,563	\$1,785	\$2,216	\$3,098	\$3,578
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

Table 32 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

Based on HUD data tables above, it appears there is a limited supply of housing units affordable to lower-income households. With a median home price of \$745,246 and a current median list rent of \$2,995, it is evident there is an insufficient supply of affordable housing for households at most income levels. The *2019-20 Community Indicators*, produced by the Orange County Business Council, indicates a minimum annual income of \$110,160 is needed to afford an entry-level home in Orange County (estimated at \$680,000). This income requirement exceeds the average annual income of many occupations, such as retail salesclerks, secretaries, computer programmers, elementary school teachers, and nurses. The *2019-20 Community Indicators* also finds that “To afford a median-prices one-bedroom apartment in 2019, an Orange County resident would need to make \$31.38 per hour – equivalent to an annual income of \$66,310... A minimum wage worker in Orange County would have to work 105 hours a week to afford a one-bedroom apartment, 131 hours to afford a two-bedroom unit, and 183 hours to afford a three-bedroom.” [2019-20 Orange County Community Indicators, page 54-58.]

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

The California Association of Realtors reports that current economic trends indicate a continued strong housing market in Orange County. Contributing economic indicators include low inflation, low unemployment, low interest rates, and high consumer confidence. In response to a perceived affordable housing crisis in the State, as 2019 came to an end, the State legislature passes a series of housing bills aimed at easing the housing crisis. Bills such as AB 1482 will limit annual rent increases to 5% and requires landlords to have “just cause” when evicting a tenant. Other measures open the door for building additional housing units by right and allowing higher densities in certain transit districts. These enacted housing bills will most likely change the State, regional, and local housing market; however, both intended and unintended consequences of these bills are unknown. Additionally, the full impacts of the COVID-19 pandemic on the local housing market are also unknown.

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

The City of Mission Viejo is not a participating jurisdiction in HUD’s HOME program; however, Table 32 provides a list of the program’s current rent limits. Based on a comparison of these rent levels to rents listed on certain on-line housing search services, it is evident that significant subsidies or other concessions would be necessary to create units that are affordable to lower-income households.

Discussion

Orange County remains one of the nation’s most expensive housing markets. Data indicates that median home sales prices and monthly rents are out of reach of many lower-income and moderate-income households. Current economic trends also indicate housing costs will most likely remain out of reach of many of the region’s residents. The State of California has taken legislative action to address a growing housing shortage; however, the future impacts of this legislation are unknown. Finally, the full impacts of the COVID-19 pandemic on the local housing market are also unknown.

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

Introduction

Assessing housing conditions in a City can provide the basis for developing policies and programs to maintain and preserve the quality of life. Deteriorating housing conditions depress property values and can discourage reinvestment in a community. Consequently, maintaining housing conditions is an important goal for cities.

Definitions

Substandard Condition: A dwelling unit that contains a circumstance that endangers the life, limb, health, property, safety, or welfare of the public or the occupants. Section 17920.3 of the California Health and Safety Code defines the conditions that make a property a “substandard dwelling.”

Substandard Condition but suitable for Rehabilitation: For purposes of the CDBG program, substandard condition but suitable for rehabilitation means that the cost of remedying all substandard conditions plus the current value of the property does not exceed the after-rehabilitation value of the property.

Housing Problems: As defined by HUD:

1. Lack of complete kitchen facilities
2. Lack of complete plumbing facilities
3. More than one person per room
4. Housing cost burden greater than 30%

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	8,280	32%	4,035	52%
With two selected Conditions	170	1%	525	7%
With three selected Conditions	0	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	17,345	67%	3,130	41%
Total	25,795	100%	7,690	100%

Table 33 - Condition of Units

Data Source: 2011-2015 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	830	3%	705	9%
1980-1999	10,655	41%	3,745	49%
1950-1979	14,225	55%	3,175	41%
Before 1950	80	0%	65	1%
Total	25,790	99%	7,690	100%

Table 34 – 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	14,305	55%	3,240	42%
Housing Units build before 1980 with children present	2,135	8%	1,195	16%

Table 35 – 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	NA	NA	NA
Abandoned Vacant Units	NA	NA	NA
REO Properties	NA	NA	NA
Abandoned REO Properties	NA	NA	NA

Table 36 - Vacant Units

UPDATED INFORMATION

There are limited data sources regarding vacant units and REO properties within the City. Based on data from the State of California Department of Labor, as of January 1, 2019, the City's vacancy rate is 3.3%. Based on information from RealtyTrac, as of December 2019, 52 properties in Mission Viejo were in some stage of foreclosure (default, auction, or bank-owned).

Need for Owner and Rental Rehabilitation

Based on data from Table 34, approximately 55% of the City's owner housing stock was constructed before 1980. Generally, homes built within the last 30 years are in good shape with little repair required. Homes begin to show age after 30 years and can require significant maintenance and even

extensive rehabilitation. Data from the Needs Assessment indicates that many lower-income homeowners spend more than 30% of their income on housing. City-funded housing rehabilitation assistance can help these households maintain and improve their homes without incurring additional housing costs.

Table 34 indicates that approximately 42% of the City's rental housing stock was built before 1980; however, it is important to note that the majority of the City's rental housing stock are buildings or developments of five or more housing units. This statistic suggests that most rental units in the City are part of larger complexes that are typically professionally managed and well maintained.

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

The United States banned lead-based paint in 1978. Table 35 indicates there 17,545 housing units in Mission Viejo that were constructed before 1979. The State of California and the County of Orange Department of Public Health report that in 2018, 1.02% of 32,426 children under age six that were screened for blood lead levels (BLL), had a BLL over 4.5 micrograms of per deciliter ($\mu\text{g}/\text{dL}$). 4.5 $\mu\text{g}/\text{d}$ is the BLL level the Center for Disease Control and Prevention (CDC) considers "high." This data suggests lead-based paint hazards are not a significant issue in Mission Viejo; however, the City's housing rehabilitation program is designed to identify and address lead-based paint issues as part of the project evaluation process.

Discussion

Data from Table 33 suggests that many Mission Viejo residents are experiencing a housing problem; however, based on prior analysis, housing cost burden, rather than condition, is the primary housing problem. In general, the City's housing stock is in good to excellent condition; however, it is important to note that a significant percentage of the housing stock is over 30 years old. Homes begin to show age after 30 years and may require considerable maintenance and even extensive rehabilitation. Additionally, residences constructed before 1978 may contain lead-based paint hazards. The City housing rehabilitation program is available to assist qualified lower-income homeowners to improve their home, and if necessary, remove lead-based paint hazards.

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

Introduction

There is no public housing in the City of Mission Viejo - OCHA operates the rental assistance program within the City.

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				9,925			879	1,669	0
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 37 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

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

Public Housing Condition

Public Housing Development	Average Inspection Score
NA	NA

Table 38 - Public Housing Condition

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

Discussion:

As indicated above, the City of Mission Viejo does not operate a public housing authority.

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

Introduction

As previously discussed, the OC-CoC conducts a biennial point in time count of the County’s homeless population and an inventory of shelter beds. Information presented in Table 39 identifies homeless shelter beds in Mission Viejo.

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)			6 *		
Households with Only Adults					
Chronically Homeless Households					
Veterans					
Unaccompanied Youth					

Table 39 - Facilities and Housing Targeted to Homeless Households

*The County’s shelter bed inventory identifies these shelter resources as “beds;” however, these are actually housing units.

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 Mission Viejo does not provide direct services for the homeless; however, it does fund nonprofit agencies that provide housing and support services for homeless Mission Viejo residents. Case managers at these service agencies work closely with clients to identify and qualify households for appropriate mainstream services and resources. Examples of mainstream services include veterans housing vouchers, veteran medical services, MediCal/Medicare, SSI, and general relief.

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.

As indicated in Table 39, there are six transitional housing beds (i.e., units) for homeless families with children in the City of Mission Viejo. There also are several shelters in surrounding communities that provide housing and services for City residents. It is important to note that in 2017, the City allocated CDBG funds to assist Families Forward acquire two condominium units that provided permanent affordable housing for families exiting their interim housing program.

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

Introduction

HUD requires that the City provide an overview of supportive housing currently available in the community for populations with special needs.

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

- Senior and Frail Elderly: There are several skilled nursing and residential care facilities located in Mission Viejo. The Council on Aging reports there are 1,599 residential care beds in 193 facilities in Mission Viejo. The bulk of these facilities are six-bed facilities operating mainly in residential neighborhoods. There are four facilities in the City with total beds ranging from 110 to 350.
- Group Homes/Quarters: The State reports that in January 2019, there were 942 Mission Viejo residents living in group quarters. Examples of group quarters included homes for the mentally and physically disabled, and those recovering from substance addiction. In recent years some recovery homes have had negative impacts on residential neighborhoods. Due to current federal and state regulations, the City's ability to take specific enforcement action is limited; nonetheless, the City continues to seek different avenues to address and mitigate some of the neighborhood impacts caused by problematic operators.
- HIV/AIDS Housing: As stated previously, at present, there are no shelters or permanent housing units for persons with HIV/AIDS in Mission Viejo.
- Public Housing Residents: There is no public housing in Mission Viejo; however, OCHA reports that in November 2019, a total of 282 households in Mission Viejo receive federal rental assistance.

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

The OC-CoC is responsible for developing the region's 10-Year Plan to End Homelessness. This plan will include the region's discharge plan. The discharge plan will help ensure individuals leaving institutional or medical facilities do not exit directly into homelessness. The plan will outline protocols for discharging individuals from public facilities (such as jails) and public systems (such as the foster care system). The discharge plan will also establish protocols to identify and assess those at-risk of homelessness and link them to needed services. Additionally, most service providers involved with shelter operations are required to develop a management plan and protocols to ensure clients of respective programs receive appropriate housing and services at discharge. Furthermore, the regional CoC Coordinated Entry System will help assess the vulnerability of persons leaving institutions and link the neediest with proper housing and support services.

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)

As resources permit, the City will support programs that will help link special needs populations to appropriate support services and housing. The City typically allocates CDBG funding for a senior program that helps homebound seniors to remain housed in place through intensive case management and linkages to appropriate in-home support services (e.g., housekeeping, grocery shopping, and meal services).

Funding is also typically allocated for employment development services for adults with developmental disabilities. This program will help train and prepare clients for community work, develop employment opportunities for clients, and may also provide ongoing job coaching. While not a “housing” program, the program aims to help clients improve their overall quality of life and increased personal income.

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))

The City of Mission Viejo is not a HOME program participant.

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

The City has little control over market variables that impact the cost of housing, e.g., the cost of land and the cost of construction supplies, materials, and labor. The City's Housing Element has identified governmental constraints that, while intentionally controlling the quality of development in the community, can also unintentionally increase the cost of construction and, thus, the cost of housing.

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Land Use Controls: The Land Use Element of the General Plan establishes basic land uses and density of development in the City. The Land Use Element provides for four residential land use designations allowing for the development of housing with densities of 3.5 units/acre to 30 units/acre. The City does not consider the General Plan to be a significant constraint to the development of affordable housing as it provides for adequate sites, appropriate densities, and zoning to facilitate the construction of housing.

Zoning regulations serve to implement the General Plan. Zoning regulations are designed to protect and promote the health, safety, and general welfare of residents. Zoning regulations also help preserve the character and integrity of existing neighborhoods. Zoning establishes the number of units that may be constructed per acre, lot size, lot coverage, and building height. Zoning/development standards are viewed as reasonable to protect the public health, safety, and welfare, and are not a significant constraint on the development of housing.

Parking requirements are not considered a constraint on the production of affordable housing. The City can grant reduced parking for senior housing and other affordable housing projects through the conditional use permit process. State density bonus law establishes parking standards for qualifying affordable developments that pre-empts local parking requirements for density bonus projects.

Local Processing and Permit Procedures: There are three levels of review authority in Mission Viejo: 1) Community Development Director, 2) Planning and Transportation Commission, 3) City Council. Projects approved by the Director typically require 2-3 months to process, while Commission approval usually require 3-6 months to process. All project approvals are final unless appealed. Projects approved by the Council typically require 6-12 months to process. Residential projects in the City generally receive concurrent processing of various development applications (e.g., subdivision and zoning approvals) to facilitate timely construction.

Fees, Exactions & Site Improvements: The City requires developers to provide on-site and off-site improvements necessary to serve their projects. Improvements include water, sewer, and other utility extensions, street construction, and traffic control device that are related to the project. State law limits fees charged for development permit processing to the reasonable cost of providing the service for which the fee is charged. Various fees and assessments are charged by the City and other public agencies to cover the costs of processing permit applications and providing services and facilities such as schools, parks, and infrastructure.

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

Introduction

According to the data from Table 41, Mission Viejo has a workforce of 47,870 individuals and an unemployment rate of 7.16%. Recent data from the California Employment Development Department show that in April 2018, the unemployment rate had decreased to 2%. This rate matches the 2.8% unemployment rate recorded for all of Orange County and is less than the 4.7% unemployment rate for California for the same period.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobless workers %
Agriculture, Mining, Oil & Gas Extraction	259	6	1	0	-1
Arts, Entertainment, Accommodations	4,851	3,744	12	14	1
Construction	2,042	1,338	5	5	0
Education and Health Care Services	6,033	7,573	15	27	12
Finance, Insurance, and Real Estate	3,660	1,500	9	5	-4
Information	1,259	197	3	1	-2
Manufacturing	3,404	2,589	9	9	1
Other Services	1,467	1,481	4	5	2
Professional, Scientific, Management Services	5,823	2,161	15	8	-7
Public Administration	0	0	0	0	0
Retail Trade	4,362	5,135	11	19	8
Transportation and Warehousing	901	226	2	1	-1
Wholesale Trade	2,811	686	7	2	-5
Total	36,872	26,636	--	--	--

Table 40 - Business Activity

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

Labor Force

Total Population in the Civilian Labor Force	51,545
Civilian Employed Population 16 years and over	47,870
Unemployment Rate	7.16
Unemployment Rate for Ages 16-24	20.92
Unemployment Rate for Ages 25-65	4.83

Table 41 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	16,655
Farming, fisheries and forestry occupations	1,690
Service	3,515
Sales and office	13,130
Construction, extraction, maintenance and repair	2,550
Production, transportation and material moving	1,675

Table 42 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	24,715	58%
30-59 Minutes	14,100	33%
60 or More Minutes	3,725	9%
Total	42,540	100%

Table 43 - 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	2,090	130	680
High school graduate (includes equivalency)	4,870	360	2,070
Some college or Associate's degree	12,490	1,005	3,035
Bachelor's degree or higher	19,625	965	3,750

Table 44 - 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	45	160	330	730	580
9th to 12th grade, no diploma	605	270	540	860	740
High school graduate, GED, or alternative	2,100	1,565	1,645	4,115	3,105
Some college, no degree	3,875	2,475	2,500	6,545	3,920
Associate's degree	765	815	995	3,205	1,375
Bachelor's degree	1,155	3,070	4,100	9,370	4,030
Graduate or professional degree	65	995	1,875	4,965	2,605

Table 45 - 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	22,864
High school graduate (includes equivalency)	32,655
Some college or Associate's degree	48,768
Bachelor's degree	73,560
Graduate or professional degree	91,765

Table 46 – 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?

- Professional, Scientific, Management Services
- Education and Health Care Services
- Arts, Entertainment, Accommodations
- Retail Trade

This data is consistent with the City's major employment centers, which include Mission Hospital, Saddleback College, Saddleback Valley Unified School District, the Shops at Mission Viejo (regional retail mall), and several auto retailers.

Describe the workforce and infrastructure needs of the business community:

According to HUD data, the City has a well-educated, professional workforce. According to the Orange County Business Council's *2020 Workforce Indicators* report, in 2019, computer software programmers, nurses, and software engineers dominated Orange County's job listings in 2019. Mission Viejo's

population seems matched for the region's economy, as evidenced by business sectors that employ that dominate business activity in the City. However, HUD data and recent studies indicate that a significant percentage of the City's workforce works outside of the city limits. Table 43 estimates that 42% of the City's workforce commute time exceeds 30 minutes, and a recent community survey estimates that only 9% of Mission Viejo residents work in the City. Additionally, residents of other jurisdictions hold most of the jobs in Mission Viejo (87%). This data is consistent with the Orange County Business Council's recent *Workforce Indicators* report, which indicates Mission Viejo is a bedroom community for regional business hubs in Irvine, Newport Beach, and Costa Mesa.

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.

The Mission Viejo City Council has identified economic development as one of the City's top priorities, and in FY 2016-2017 initiated a visioning plan for the City's "Core Area." The City's General Plan Land Use Element identifies the Core Area as the City's geographic center and as an opportunity for future redevelopment. The vision plan identifies many possible tools for implementation suited to different strategies, including development code amendments, changes in development standards, and creating a comprehensive Specific Plan document for the geographic area. Additionally, the plan identifies and links potential financing tools to strategies and concepts.

The City's Capital Improvement Program also identifies roadway, street, and sidewalk improvements that support the updating or expansion of commercial and institutional centers in different areas of the City (e.g., regional hospital, community college, and retail centers).

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The Orange County Business Council *2020 Orange County Workforce Indicators Report* provides a detailed overview of the region's economy. The report identifies economic changes caused by new technologies and how new technology is transforming the workforce, local economy, and overall business climate of Orange County. Of all the trends that may impact the workplace, the report indicates, "Artificial Intelligence (AI) has the greatest transformative potential." Furthermore, "While new technologies will likely create more jobs than it replaces in the long term, the labor market may face disruptions and widening skills gaps in the short term... **Soft skills** will be the key to navigate this transformative period." The report loosely defines soft skills as the ability to work well in a group and demonstrate the "kind of creativity exhibited by writers and painters." Effective leadership, communication, and time management are critical soft skills. According to the Business Council report, "These skills ... will likely prove to be some of the most defensible skills in an era of increasing automation ... they will survive long after many technical skills become obsolete."

The *Workforce Indicators Report* further outlines that educators can prepare tomorrow's workers by helping students focus on non-automatable skills and activities such as creative, critical thinking, and teamwork. "Education itself will have to expand into more of a lifelong process rather than just a degree or certificate. As technology and other changes continue to transform jobs, workers will need to constantly develop and refine skills in order to keep up." This workforce report provides examples of how major corporations are finding it more efficient and cost-effective to "reskill" or retrain workers to develop the skills necessary for the future rather than dismissing "redundant" positions and hiring new workers with necessary skills.

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.

According to the 2020 Orange County Business Council's *Workforce Indicators Report*, community colleges are playing a critical role in helping Orange County businesses expand. "Community colleges are able to adapt to the needs of a rapidly changing labor market much more quickly than their four-year counterparts, making them essential to many cutting-edge industries." Furthermore, Orange County's community colleges provide students with resources and knowledge to learn skills tailored explicitly for specific careers allowing them to find jobs they are already familiar with, thus reducing the likelihood of unemployment or underemployment. Examples of "Career Education" programs offered at local colleges include Information and Communication Technology, Process Technology, Energy Efficiency and Renewables, and Science and Medical Technology. Furthermore, the County's universities will continue at the vanguard of research and innovation, which fuels the region's economy.

In support of these trends, the City's economic development efforts will implement a multi-point program, which includes the following:

- Mission Viejo will continue to partner with the OC Workforce Investment Board and the One-Stop Centers to host the South Orange County Job Fair.
- The Orange County Veterans Service Office in Mission Viejo provides job development and job support, coaching, and training assistance to Veterans.
- Saddleback College offers a workforce development program that places students in the workforce. Saddleback College also supports Veterans with an on-campus office.
- Mission Viejo is home to the Goodwill of Orange County Career Center that provides education, training, and employment services for the disabled.

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.

The City does not participate on the Orange County Comprehensive Economic Development Strategy (CEDS) Committee. However, the City supports the goals of the CEDS Committee, which seeks to create jobs, foster more stable and diversified economies, raise income levels, improve the quality of life, and protect the environment.

Mission Viejo is a member of the Orange County Business Council. This organization coordinates workforce development efforts and organizes the annual Workforce Development Conference in conjunction with the Orange County Workforce Investment Board on workforce topics. The City also works with Saddleback College on a variety of issues, including workforce initiatives, and has assisted with plan development, internship opportunities, and job opportunities for local college students.

Discussion

As outlined above, the City is actively involved in numerous regional and local efforts to expand employment opportunities for residents and businesses. While CDBG will not be the primary source of funding for these efforts, the City may allocate a percentage of public service funds for programs that help expand economic opportunities for residents.

MA-50 Needs and Market Analysis Discussion

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

The analysis of data in the Housing Needs Assessment indicates that housing cost burden (i.e., paying more than 30% of household income for housing) is the most prevalent housing problem in Mission Viejo. For this Market Analysis discussion, a housing problem "concentration" is defined as a Census Tract with at least 50.1% of households experiencing a housing cost burden. Based on an evaluation of HUD data, there are two Census Tracts within the City with a concentration of households with a housing cost problem (see **Attachment 3, Map B**):

- Tract 320.22 - 60.1% of residents are experiencing a housing cost burden (shared Census Tract with San Juan Capistrano)
- Tract 320.27 – 52.6% of residents are experiencing a housing cost burden (shared Census Tract with Lake Forest)

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

As detailed in the Housing Needs Assessment, there are two Census Tracts with a concentration of Hispanic/Latino residents (see Section NA-30 for the definition of concentration). These two Census Tracts are the same that are identified above as areas of the City with a concentration of housing problems (see **Attachment 3, Map A**).

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

The two Census Tract are characterized by a mix of single-family detached and attached housing units and apartment complexes. Saddleback College and Capistrano Valley High School are a significant presence in Tract 320.22. Both areas are supported by commercial and retail catering to local residents; however, Tract 320.22 is adjacent to Mission Hospital, the Shops at Mission Viejo (a regional retail mall), and several auto retailers. In Tract 320.27, a majority of housing units were constructed before 1980. Census Tract 320.22 has one of the highest concentration of individuals living in poverty (11.0%).

Are there any community assets in these areas/neighborhoods?

As indicated above, both tracts are primarily residential, blended with retail and commercial. Saddleback College and Capistrano Valley High School are located in Tract 320.22. Both of these institutions provide a focal point for the area by providing educational and community services to the area and region.

Are there other strategic opportunities in any of these areas?

There are not current plans for atypical public improvements in these Census Tracts - both are fully developed residential neighborhoods.

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.

Consolidated Plan regulations require the City to address internet connectivity needs in the community, especially the challenges faced by lower-income households accessing the internet. With the evolution of technological products and services such as e-commerce, online banking, and on-demand entertainment, broadband internet access, and the underlying infrastructure, has become a necessity.

BroadbandNow is a web-based organization dedicated to providing consumers with information regarding internet service providers in their area. BroadbandNow's stated mission is to help ensure broadband internet is available to all Americans. To this end, the organization has created a national database of Internet providers and the availability and cost of services.

BroadbandNow reports that 95.6% of Californians have access to wired broadband service. BroadbandNow further reports that 98.3% of Orange County residents have access to broadband internet service - specifically, 99.0% of Mission Viejo residents have access to broadband service. BroadbandNow states there are three residential wired broadband providers offering service in Mission Viejo; however, approximately 2,000 residents have access to one or fewer wired internet providers available at their address.

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

The Alliance for Affordable Internet (A4AI) is an international organization that "brings together businesses, governments, and civil society actors from across the globe to develop policies needed to reduce the cost to connect and make universal, affordable internet access a reality." Research published A4AI finds that consolidated broadband markets (i.e., markets with a single broadband provider) are keeping prices high and putting life-changing internet access out of reach for hundreds of millions of people. While A4AI analyzes broadband service on a global scale, A4AI's research shows competition in the broadband market can save users up to \$3.42 per GB. With three companies providing wired broadband in the City, BroadbandNow estimates that the average Mission Viejo household pays \$0.82 per Mbps (megabytes per second). Comparatively, with 25 broadband providers to choose from, Houston residents pay an average of \$0.33 per Mbps.

AT&T Internet and EarthLink are Mission Viejo's most widely available wired broadband options. Cox Communications is a cable broadband choice for Mission Viejo residents. Despite service provider options, for some lower-income residents, the cost of internet service can be cost-prohibitive. For qualified low-income customers, AT&T's Access program offers internet connections for \$5 to \$10 per month (depending on connection speed). AT&T will waive all installation and equipment fees for

eligible households, that is any home where at least one person receives food stamps. Cox Communication's *Connect2Compete* program provides internet service for \$9.95 per, a fraction of typical internet plans offered by Cox. Families are eligible for the program if they have at least one child in kindergarten through 12th grade who qualifies for the reduced-price school lunch program. Information regarding Earthlink programs for lower-income clients is not available.

In March 2018, the Federal Communications Commission approved a proposal to expand the Lifeline program, which subsidizes telephone access for low-income Americans. The expanded program provides low-income households a \$9.25 a month subsidy for broadband internet access at home or to add a data plan to their cell phones.

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

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

Arguably, the two environmental factors most impacted by climate change are flooding and wildland fires.

- Flooding: New development can result in more impermeable surfaces such as parking lots and paved streets. These impermeable surfaces can increase runoff during storms, sometimes resulting in flooding. There are four existing watercourses through parts of the City. Land uses that exist in or adjacent to these flood plains may become threatened.
- Wildland Fires: The City's urban fringe residential areas are prone to wildland fire hazards. These areas are subject to wildfires due to the proximity to the Cleveland National Forest. The region's natural vegetation is prone to wildfire, with the potential that a fire in the national forest could spread to developed areas of the City. Vegetation and native plants are highly combustible, especially during the summer months or droughts.

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

The City's Public Safety Element includes a public safety plan that aims to protect the life and property of all City residents regardless of household income. The City has developed the following policies to address the natural hazards listed above.

- Flooding: Areas subject to flooding should contain only those land uses that are appropriate with potential flooding conditions (open space, parks, etc.). Structure within flood-prone areas should be designed to withstand a flooding event.
- Wildland Fires: The City will reduce the potential for dangerous fires by coordinating with the Orange County Fire Authority (OCFA) to implement fire hazard education, fire protection, and fuel modification programs. Additionally, the City will work closely with local water districts and OCFA to ensure that water pressure is adequate for firefighting purposes.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Strategic Plan is the centerpiece of the City of Mission Viejo's 2020–2024 Consolidated Plan. The Strategic Plan identifies the programs and projects the City will consider or undertake during the five-year Consolidated Plan cycle. In addition to identifying resources, goals, and objectives to implement housing and community development activities, the Strategic Plan has several sub-strategies such as addressing homeless issues, overcoming barriers to affordable housing, and program/project monitoring efforts.

The City's overall objective for the CDBG program mirrors the HUD's objective for the program: to create a viable community by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income. To this end, the following Consolidated Plan goals have been identified based on the consultation process:

- Improve public infrastructure and facilities that benefit low- and moderate-income neighborhoods and residents.
- Improve or expand the supply of housing affordable to lower-income households.
- Provide or improve access to public social services for low- and moderate-income persons and persons with special needs.
- Provide a continuum of supportive and housing services for the homeless and households at risk of homelessness.
- Provide for administration and planning activities needed to carry out actions that address needs identified in the Consolidated Plan, including activities that address impediments to fair housing.

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

Geographic Area

Table 47 - Geographic Priority Areas

1	Area Name:	CDBG Eligible Area
	Area Type:	Low and moderate area
	Other Target Area Description:	Low and moderate area
	HUD Approval Date:	4/1/19
	% of Low/ Mod:	36.08%
2	Area Name:	Citywide
	Area Type:	Citywide
	Other Target Area Description:	Citywide

General Allocation Priorities

In general, the City will allocate CDBG funds on a citywide basis for activities that benefit eligible residents (i.e., limited-clientele). Some activities may be limited to CDBG-eligible areas (i.e., area-wide benefit) as identified by HUD (see **Attachment 3 Map C**).

The City does not receive HOPWA funds.

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

Priority Needs

Table 48 – Priority Needs Summary

1	Priority Need Name	Public Improvements
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	Citywide CDBG Eligible Area
	Associated Goals	Infrastructure and Facility Improvements
	Description	Installation of new or rehabilitation of existing public infrastructure and public facility improvements
	Basis for Relative Priority	Needs analysis, City department consultation, and public input
2	Priority Need Name	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	Citywide
	Associated Goals	Housing Preservation
	Description	Loans, grants, and other forms of subsidies to improve or expand the City's supply of housing affordable to lower-income households.
	Basis for Relative Priority	Needs analysis and public input
3	Priority Need Name	Public Services
	Priority Level	High

	Population	Extremely Low Low Moderate Other – Presumed Beneficiaries
	Geographic Areas Affected	Citywide
	Associated Goals	Public Social Services
	Description	Social service programs that provide services to low- and moderate-income residents, and individuals with special needs
	Basis for Relative Priority	Needs Assessment, service providers input, and public input
4	Priority Need Name	Homeless Support Services and Housing
	Priority Level	High
	Population	Chronic Homelessness Individuals Families with Children
	Geographic Areas Affected	Citywide
	Associated Goals	Homeless Continuum of Care
	Description	A continuum of housing and support services for persons at risk of homelessness and the homeless
	Basis for Relative Priority	Needs Assessment, service providers input, and public input
5	Priority Need Name	Administration and Planning
	Priority Level	High
	Population	Other
	Geographic Areas Affected	Citywide
	Associated Goals	Administration and Planning
	Description	Program oversight and coordination, including fair housing services
	Basis for Relative Priority	HUD required

Narrative (Optional)

The Fair Housing Act of 1968 requires HUD and its program participants to administer housing and urban development programs in a manner that does not discriminate directly or indirectly based on race, color, religion, sex, national origin, age, familial status, disability, or other personal or familiar attribute. The Fair Housing Act not only prohibited discrimination in housing-related activities and transactions but also requires entities to affirmatively further fair housing. The **Analysis of Impediments (AI) to Fair Housing Choice** is the primary policy document utilized by HUD grantees for this purpose. HUD encourages jurisdictions to consult with one another and initiate metropolitan-wide planning to address impediments to fair housing choice.

During the past Consolidated Plan cycles, the City participated in the developed a regional or multi-city AI. For the 2020-2024 AI cycle, Mission Viejo has joined with other Orange County cities and the County of Orange to develop a county-wide AI. The county-wide AI evaluates existing demographic data, past fair housing enforcement activity for each partner community, mortgage lender data, existing housing and land use public policies, and other variables. Based on an extensive analysis of data, and the input of residents, a list of impediments to fair housing choice for the participating jurisdictions have been developed. A corresponding set of action steps to address these barriers has also been prepared. The 2020-2024 Orange County AI is incorporated into this Consolidated Plan as **Appendix A**.

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

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	This type of activity is typically not CDBG-eligible
TBRA for Non-Homeless Special Needs	This type of activity is typically not CDBG-eligible
New Unit Production	CDBG cannot be used for this type of activity; however, funds can be used for certain pre-development costs or off-site public improvements. The Needs Assessment indicates there is a shortage of housing units affordable to lower-income households; however, due to the size of the City’s annual CDBG allocation, it is unlikely the City will use CDBG funds for this purpose.
Rehabilitation	Housing Market analysis data indicates many lower-income homeowners are using a significant portion of their income for housing (i.e., housing cost burden and severe housing cost burden). Housing rehabilitation assistance allows these homeowners to address deferred property improvements on their primary residence without increasing the amount of income dedicated to housing.
Acquisition, including preservation	Housing Market analysis data indicates that there is a need for additional housing that is affordable to both lower-income renter and owner households. The City’s annual allocation of CDBG funds presents a challenge to reduce project costs significantly.

Table 49 – Influence of Market Conditions

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

Introduction

Fluctuations in CDBG funding make it difficult to estimate the amount that will be available over the five-year Consolidated Plan cycle. With the loss of redevelopment funding, the only additional resources anticipated to be available to implement the Consolidated Plan are general fund social service grants and housing voucher/certificate resources via OCHA.

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 Admin and Planning Economic Development Housing Public Improvements Public Services	\$382,021	\$50,000	\$433,869	\$865,890	\$1,200,000	Annual CDBG allocation, prior year funds, and anticipated program income

Table 50 - 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

In past years, the City was able to leverage federal funds with local redevelopment funds. In 2012 the State Legislature and the Governor passed legislation to dissolve all redevelopment agencies in the State. As a result, this funding source is no longer available. For the foreseeable future, it appears that the City will continue to allocate general fund resources for social service grants. In recent years approximately \$50,000 has been

committed for these grants. Additionally, OCHA reports that as of November 2019, 282 Mission Viejo households receive rental assistance. The City anticipates 250 households will be assisted annually over the five-year Consolidated Plan cycle.

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

The City's Housing Element identifies three vacant sites suitable for housing development. In 2007 a City-owned site was rezoned for high-density housing development. The site remains undeveloped, but based on zoning, up to 255 units can be built on the site. The second site identified in the Housing Element is presently vacant, but in November 2019, a 60-unit townhome developed was approved. Nine of the 60 units will be affordable (five for very low-income and four for low-income homeowners). The third site is developed - 256 residential units, 28 of which will be affordable for lower-income households (17 very low-income and five low-income).

The City will continue to monitor the availability of surplus land or the possible conversion of other land uses. If any property is deemed or declared surplus, it will be assessed for its suitability for residential development. Those sites suitable for affordable housing will be forwarded to nonprofit developers for their consideration as to development potential.

Discussion

Funding resources to implement the City's Consolidated Plan are limited. The City anticipates that CDBG funding will continue to fluctuate from year to year. In recent years, CDBG housing rehabilitation loan repayments have provided the City with additional funding; however, these funds are susceptible to the fluctuations of the economy and thus unpredictable. HUD has begun to invest resources into additional housing assistance vouchers and certificates, and OCHA has aggressively pursued these new resources. The City will continue to support OCHA's efforts to secure new rental assistance resources.

For the foreseeable future, the City will continue to support social service programs serving City residents; however, resources to support the development of new housing are limited. As outlined above, Mission Viejo has limited vacant land suitable for housing development; however, the City supports the reuse of underutilized parcels for housing development. Combined with incentives (e.g., density bonus, modified development standards), the City may be able to encourage the development of new housing opportunities for lower-income residents.

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
Orange County Housing Authority	PHA	Public Housing	Region
211 Orange County	Continuum of care	Homelessness	Region
City of Mission Viejo	Government	Economic Development Homelessness Ownership Rental neighborhood improvements public facilities public services	Jurisdiction
Age Well Senior Services	Non-profit organizations	public services	Region
Camino Health Center	Non-profit organizations	public services	Region
Fair Housing Foundation	Non-profit organizations	public services	Region
Families Forward	Non-profit organizations	Homelessness	Region
Family Assistance Ministries	Non-profit organizations	Homelessness	Region
South County Outreach	Non-profit organizations	public services	Region
Vocational Visions	Non-profit organizations	public services	Jurisdiction

Table 51 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

Mission Viejo has a strong group of service providers that can deliver a variety of services for City residents. Additionally, the City has a diverse economic base that provides a wide range of employment opportunities from a variety of industries. The City has also established strong working relationships with the local school districts and colleges. The City continues to work well with OCHA by supporting their efforts to assist the City’s lower-income renters with housing assistance vouchers and certificates.

Gaps in the institutional delivery system stem from a lack of communication or coordination among service providers resulting in overlaps in service.

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

Table 52 - 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)

Several homeless service providers are available to assist the homeless and the near homeless. Based on the notion that it is less expensive to keep a household in their current housing situation rather than to rehouse them, the primary focus of the City’s homeless strategy is to support the provision of safety net services. Safety net services include case management, supplemental food, limited financial assistance for rent or utilities to prevent eviction or shut off, and reduced cost medical and childcare services. Safety net services enable households at risk of homelessness to redirect limited income toward maintaining their housing.

For those who are homeless, the City has established relationships with housing and service providers that accept referrals from the City. These agencies can address the immediate housing, interim housing, and long-term housing needs of the homeless, and provide critical support 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

The strength of the City's homeless delivery system is that it has several entry points that can meet the unique needs of most homeless persons, including families, families with children, veterans, and youths. In recent years the City has experienced a noticeable increase in chronic homeless. The City's current service delivery system is not adequately equipped to deal with this population; however, this issue impacts most of the County, especially in the South SPA, where there are limited year-round emergency shelter beds for single adults.

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 Orange County Continuum of Care has designed and implemented a Coordinated Entry System (CES) for people experiencing homelessness or that are at risk of homelessness. The objective of the CES is to more effectively and efficiently help people who are homeless to secure housing and, consequently, achieve a measurable reduction in regional homelessness. As part of this effort, the OC-CoC has adopted a policy of shifting investment away from transitional housing and investing in permanent supportive housing and rapid re-housing. To the extent resources are available, the City supports the efforts of the OC-CoC to use limited resources as effectively as possible.

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	Infrastructure and Facility Improvements	2020	2024	Non-Housing Community Development	Citywide CDBG Eligible Area	Public Improvements	CDBG: \$300,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5,000 Persons Assisted
2	Housing Preservation	2020	2024	Affordable Housing	Citywide	Affordable Housing	CDBG: \$675,000	Homeowner Housing Rehabilitated: 40 Household Housing Unit Other: 1 Other
3	Public Social Services	2020	2024	Non-Homeless Special Needs	Citywide	Public Services	CDBG: \$125,000	Public service activities other than Low/Moderate Income Housing Benefit: 8,250 Persons Assisted
4	Homeless Continuum of Care	2020	2024	Homeless	Citywide	Homeless Support Services and Housing	CDBG: \$100,000	Public service activities other than Low/Moderate Income Housing Benefit: 2,175 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 100 Households Assisted Homeless Person Overnight Shelter: 25 Persons Assisted Homelessness Prevention: 150 Persons Assisted
5	Administration and Planning	2020	2024	Administration	Citywide	Administration and Planning	CDBG: \$300,000	Other: 375 Other

Goal Descriptions

1	Goal Name	Infrastructure and Facility Improvements
	Goal Description	Improve and expand public infrastructure and facilities that benefit low- and moderate-income neighborhoods and residents
2	Goal Name	Housing Preservation
	Goal Description	Improve or expand the supply of housing affordable to lower-income households
3	Goal Name	Public Social Services
	Goal Description	Provide or improve access to public social services for low- and moderate-income persons and persons with special needs
4	Goal Name	Homeless Continuum of Care
	Goal Description	Provide a continuum of supportive and housing services for the homeless and households at risk of homelessness
5	Goal Name	Administration and Planning
	Goal Description	Provide for administration and planning activities to carry out actions that address needs in the Consolidated Plan, including fair housing services to address local impediments to fair housing

Table 53 – Goals Summary

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)

The City is not a participating jurisdiction in the HUD 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)

The City of Mission Viejo does not own or manage public housing.

Activities to Increase Resident Involvements

Not applicable

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

Not applicable

Plan to remove the ‘troubled’ designation

Not applicable

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

Barriers to Affordable Housing

Land Use Controls: The Land Use Element of the General Plan establishes basic land uses and density of development in the City. The Land Use Element provides for four residential land use designations allowing for the development of housing with densities of 3.5 units/acre to 30 units/acre. The City does not consider the General Plan to be a significant constraint to the development of affordable housing as it provides for adequate sites, appropriate densities, and zoning to facilitate the construction of housing.

Zoning regulations serve to implement the General Plan. Zoning regulations are designed to protect and promote the health, safety, and general welfare of residents. Zoning regulations also help preserve the character and integrity of existing neighborhoods. Zoning establishes the number of units that may be constructed per acre, lot size, lot coverage, and building height. Zoning/development standards are viewed as reasonable to protect the public health, safety, and welfare, and are not a significant constraint on the development of housing.

Parking requirements are not considered a constraint on the production of affordable housing. The City can grant reduced parking for senior housing and other affordable housing projects through the conditional use permit process. State density bonus law establishes parking standards for qualifying affordable developments that pre-empts local parking requirements for density bonus projects.

Local Processing and Permit Procedures: There are three levels of review authority in Mission Viejo: 1) Community Development Director, 2) Planning and Transportation Commission, 3) City Council. Projects approved by the Director typically require 2-3 months to process, while Commission approval usually require 3-6 months to process. All project approvals are final unless appealed. Projects approved by the Council typically require 6-12 months to process. Residential projects in the City generally receive concurrent processing of various development applications (e.g., subdivision and zoning approvals) to facilitate timely construction.

Fees, Exactions & Site Improvements: The City requires developers to provide on-site and off-site improvements necessary to serve their projects. Improvements include water, sewer, and other utility extensions, street construction, and traffic control device that are related to the project. State law limits fees charged for development permit processing to the reasonable cost of providing the service for which the fee is charged. Various fees and assessments are charged by the City and other public agencies to cover the costs of processing permit applications and providing services and facilities such as schools, parks, and infrastructure.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

Land Use Controls: The General Plan provides for adequate sites with appropriate densities and zoning to facilitate the construction of housing. However, the City will consider granting a density bonus or other modifications to development standards to enhance the feasibility of an affordable housing project.

The City can also reduce parking requirements for senior housing and other affordable housing projects through the conditional use permit process. The State’s density bonus law establishes parking standards for qualifying affordable developments that preempts local parking requirements for density bonus projects.

Local Processing and Permit Procedures: Time needed for development review and permit processing, can be a barrier to building affordable housing. Residential projects in the City generally receive concurrent processing of various development applications (e.g., subdivision & zoning approvals), thereby significantly reducing review time and minimizing related holding costs. As stated in the Housing Element, the City will also consider providing incentives to assist in the development of affordable housing, including expeditious permit processing and fee waivers.

Fees and Other Exactions Required of Developers and Site Improvements: The City often requires developers to provide on-site and off-site improvements necessary to serve their projects. Where an established percentage of the dwelling units of a project are devoted to lower-income households, the City will consider providing incentives. Incentives include a density bonus, tax-exempt financing, waiver of fees, assistance with the development of on- or off-site improvements, and reductions in minimum parking requirements.

SP-60 Homelessness Strategy – 91.215(d)

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

The City's Community Services Department has taken the lead for the coordination of public and nonprofit services to address homeless issues in the community, including participating in the biennial homeless count in 2019. The City recently contracted with a local homeless service provider (Mercy House) to conduct homeless outreach and engagement services. In addition to assessing the needs of the unsheltered homeless, Mercy House staff will help link individuals to transportation and shelter. Mercy House staff also coordinates services with the OC Sheriff Homeless liaison officer assigned to Mission Viejo. City General Funds support these services.

Addressing the emergency and transitional housing needs of homeless persons

As Table 39 indicates, there are six shelter beds for homeless families with children located in the City. Additionally, the City supports several homeless shelter providers that operate in neighboring communities - agencies such as Laura's House, Family Assistance Ministries (FAM), and South County Outreach. Laura's House provides emergency and transitional shelter for victims of domestic violence. FAM offers a continuum of housing, including emergency and transitional housing for families with children, and South County Outreach also operates an interim housing program for homeless families.

The City will continue to support programs such as those listed above with CDBG funding. Additionally, the City will participate in regional efforts to explore options and opportunities to develop a South SPA year-round shelter and homeless resources center.

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.

Consistent with HUD directives, the OC-CoC has established a coordinated entry system whereby a homeless individual or family seeking shelter and services enter a streamlined system that facilitates access to appropriate housing and services. The system screens applicants for service eligibility, such as homelessness prevention, emergency shelter, rapid rehousing, permanent supportive housing, and other interventions. An assessment of the needs and strengths of is conducted to determine which interventions will be most effective and appropriate, while also prioritizing people for assistance based on the severity of their needs. Homeless service providers presently supported by the City will be critical players in housing and servicing the City's homeless population via the coordinated entry system.

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

According to HUD's *Strategies for Preventing Homelessness*, "Homelessness prevention is an essential element of any effort to end homelessness either locally or nationwide." This HUD report indicates it is less expensive and disruptive to keep a household housed in place. The City homeless strategy supports HUD's position that it is less expensive and disruptive for a household to remain housed than to be rehoused. To this end, the City will focus its limited resources with agencies that provide a variety of safety net services aimed at preventing households from becoming homeless. These services include case management, employment skills development, food, and rent/utility assistance.

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

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

The City's Housing Rehabilitation program staff will test all housing units constructed before 1978, that receive City-funded rehabilitation assistance for lead-based paint. Additional funds may be allocated to a project for the specific purpose of creating a home free of lead paint hazards. The City will also make information regarding the dangers of lead-based paint available on its website.

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

During the consultation with the State Department of Public Health, State staff was clear that information provided regarding the number of children with high blood lead values was not solely attributed to lead-based paint. Without specific details, the City can only address potential lead poisoning and hazards within the programs it funds. The City will mandate lead testing for all properties constructed before 1978 that are part of the City's rehabilitation program.

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

Current Housing Rehabilitation Program policies and procedures require testing for all properties constructed before 1978 that receive housing rehabilitation assistance. All lead-paint hazards must be removed or encapsulated before other property improvements can proceed.

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

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

According to the U.S. Census Bureau, 4.9% of the City's population is living in poverty level. The Census Bureau also reports that 5.7% of Mission Viejo residents age 65 and older are living in poverty, as are 5.2% of children age 18 and younger. ^[1] The City has identified several activities and services it can implement to combat poverty. This strategy includes support of programs that improve coordination and collaboration among City departments and nonprofit agencies that provide health and social services, employment training, and other support services for lower-income persons. Specific examples include the following activities:

- Implement housing programs (including housing rehabilitation assistance) for lower-income, senior, and disabled homeowners.
- Continue to support rental assistance programs provided by the Orange County Housing Authority for lower-income renters.
- Support homeless prevention services for individuals presently housed but that are at risk of becoming homeless.
- Assist those already homeless that need emergency shelter, transitional housing, or rapid rehousing.
- Support public services that provide a social safety net for lower-income households, including seniors and the disabled.
- Implementation of the City's Economic Development Strategy to create an environment that is conducive to building and sustaining businesses and employment opportunities.

[1] 2013-2017 American Community Survey 5-Year Estimates, Table #S1701.

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

The City's anti-poverty strategy calls for assisting lower-income households, seniors, and disabled homeowners to improve their homes without incurring new housing costs. The support for OCHA's rental assistance programs for very low-income renters is consistent with the City's affordable housing plan. Additionally, safety net programs (e.g., food bank and low-cost medical services) assist households at risk of becoming homeless by helping to free up household funds for housing.

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

The goal of the City's monitoring efforts will be to ensure compliance with CDBG program requirements, thus protecting the public's investment in the community.

CDBG funded activities carried out by subrecipients will be required to submit quarterly accomplishment reports to program staff. Similarly, City staff managing CDBG-funded public improvement will be required to submit quarterly reports detailing the project, progress milestones, and projected completion dates. Housing rehabilitation and public service providers will be required to provide information regarding the number of homeowners/clients served and the overall progress of their programs. City staff will also undertake on-site monitoring to review subrecipient performance, quality of services, and grant administration abilities. If necessary, corrective actions will be recommended by the City to ensure compliance with applicable federal laws and regulations. For agencies that receive regular funding from the City and that consistently perform well, monitoring will be conducted every other year. The City will monitor first-time funded agencies and agencies demonstrating administrative/programmatic issues annually until grant management competence is proven. All quarterly report information will be input into IDIS. Year-end accomplishment information will be submitted to HUD as part of the Consolidated Annual Performance and Evaluation Report (CAPER).

With respect to minority and women-owned businesses, the City will continue to solicit the interest of a wide variety of companies and firms to undertake HUD-funded activities.

2020-2021 Action Plan

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

Introduction

Fluctuations in CDBG funding make it difficult to estimate the amount that will be available over the five-year Consolidated Plan cycle. With the loss of redevelopment funding, the only additional resources anticipated to be available to implement the Consolidated Plan are general fund social service grants and housing voucher/certificate resources via OCHA.

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 Admin and Planning Economic Development Housing Public Improvements Public Services	\$382,021	\$50,000	\$433,869	\$865,890	\$1,200,000	Annual CDBG allocation, prior year funds, and anticipated program income

Table 54 - 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

In past years, the City was able to leverage federal funds with local redevelopment funds. In 2012 the State Legislature and the Governor passed legislation to dissolve all redevelopment agencies in the State. As a result, this funding source is no longer available. For the foreseeable future, it appears that the City will continue to allocate general fund resources for social service grants. In recent years approximately \$50,000 has been committed for these grants. Additionally, OCHA reports that as of November 2019, 282 Mission Viejo households receive rental assistance. The City anticipates 250 households will be assisted annually over the five-year Consolidated Plan cycle.

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

The City’s Housing Element identifies three vacant sites suitable for housing development. In 2007 a City-owned site was rezoned for high-density housing development. The site remains undeveloped, but based on zoning, up to 255 units can be built on the site. The second site identified in the Housing Element is presently vacant, but in November 2019, a 60-unit townhome developed was approved. Nine of the 60 units will be affordable (five for very low-income and four for low-income homeowners). The third site is developed - 256 residential units, 28 of which will be affordable for lower-income households (17 very low-income and five low-income).

The City will continue to monitor the availability of surplus land or the possible conversion of other land uses. If any property is deemed or declared surplus, it will be assessed for its suitability for residential development. Those sites suitable for affordable housing will be forwarded to nonprofit developers for their consideration as to development potential.

Discussion

Funding resources to implement the City’s Consolidated Plan are limited. The City anticipates that CDBG funding will continue to fluctuate from year to year. In recent years, CDBG housing rehabilitation loan repayments have provided the City with additional funding; however, these funds are susceptible to the fluctuations of the economy and thus unpredictable. HUD has begun to invest resources into additional housing assistance vouchers and certificates, and OCHA has aggressively pursued these new resources. The City will continue to support OCHA’s efforts to secure new rental assistance resources.

For the foreseeable future, the City will continue to support social service programs serving City residents; however, resources to support the development of new housing are limited. As outlined above, Mission Viejo has limited vacant land suitable for housing development; however, the City supports the reuse of underutilized parcels for housing development. Combined with incentives (e.g., density bonus, modified development standards), the City may be able to encourage the development of new housing opportunities for lower-income residents.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Preservation	2020	2024	Affordable Housing	Citywide	Affordable Housing	CDBG: \$732,190	Rental units rehabilitated: 1 Household Housing Unit Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Public Social Services	2020	2024	Non-Homeless Special Needs	Citywide	Public Services	CDBG: \$35,000	Public service activities other than Low/Moderate Income Housing Benefit: 1,640 Persons Assisted
3	Homeless Continuum of Care	2020	2024	Homeless	Citywide	Homeless Support Services and Housing	CDBG: \$22,300	Public service activities other than Low/Moderate Income Housing Benefit: 435 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 20 Households Assisted Homelessness Prevention: 30 Persons Assisted
4	Administration and Planning	2020	2024	Administration	Citywide	Administration and Planning	CDBG: \$76,400	Other: 76 Other

Table 55 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Preservation
	Goal Description	Improve or expand the supply of housing affordable to lower-income households
2	Goal Name	Public Social Services
	Goal Description	Provide or improve access to public social services for low- and moderate-income persons and persons with special needs
3	Goal Name	Homeless Continuum of Care
	Goal Description	Provide a continuum of supportive and housing services for the homeless and individuals at risk of homelessness
4	Goal Name	Administration and Planning
	Goal Description	Provide administration and planning activities to carry out actions that address needs in the Consolidated Plan, including fair housing services to address local impediments to fair housing

Projects

AP-35 Projects – 91.220(d)

Introduction

Based on the citizen participation process and the analysis of various data, the City will allocate FY 2020-2021 funding for the following activities.

Projects

#	Project Name
1	CDBG Program Administration
2	Fair Housing Foundation
3	Age Well Senior Services
4	Alzheimer's Orange County
5	Camino Health Center
6	Families Forward
7	South County Outreach
8	Vocational Visions
9	Housing Rehabilitation
10	Housing Acquisition (Yr. 2)

Table 56 – Project Information

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

The City will allocate a portion of its CDBG funds for activities that address the housing/service needs of the elderly, special needs, and extremely low-income households at risk of becoming homeless. According to data from the Needs Assessment, these households are contributing significant portions of their income to maintain their housing. Consistent with the Homeless Strategy, the City will allocate resources to help at-risk households remain housed in place rather than fall into homelessness. Additionally, the City will encourage and support OCHA's efforts to obtain additional rental assistance funding for Mission Viejo households. The City's housing rehabilitation program will also focus its efforts to assist elderly homeowners to undertake the improvement of their residences to address specific household needs.

AP-38 Project Summary

Project Summary Information

Table 57 – Project Summary

1	Project Name	CDBG Program Administration
	Target Area	Citywide
	Goals Supported	Administration and Planning
	Needs Addressed	Administration and Planning
	Funding	CDBG: \$69,400
	Description	Program oversight and coordination
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	200 Civic Center Mission Viejo CA
	Planned Activities	CDBG program oversight and coordination
2	Project Name	Fair Housing Foundation
	Target Area	Citywide
	Goals Supported	Administration and Planning
	Needs Addressed	Administration and Planning
	Funding	CDBG: \$8,000
	Description	Fair Housing services
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	75
	Location Description	Citywide
	Planned Activities	Fair Housing outreach, education, and enforcement services that address impediments to fair housing
3	Project Name	Age Well Senior Services
	Target Area	Citywide
	Goals Supported	Public Social Services
	Needs Addressed	Public Services
	Funding	CDBG: \$6,000
	Description	In-home support services for elderly
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	28 seniors
	Location Description	Citywide
	Planned Activities	Case management and in-home support services for home-bound seniors and frail elderly
4	Project Name	Alzheimer's Orange County
	Target Area	Citywide
	Goals Supported	Public Social Services
	Needs Addressed	Public Services
	Funding	CDBG: \$5,000
	Description	Daycare services for adults

	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	25 seniors
	Location Description	Citywide
	Planned Activities	Daycare services for adults with Alzheimer's, dementia, and other disabilities.
5	Project Name	Camino Health Center
	Target Area	Citywide
	Goals Supported	Public Social Services
	Needs Addressed	Public Services
	Funding	CDBG: \$15,000
	Description	Primary medical and dental services
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	1,500
	Location Description	Citywide
	Planned Activities	Primary medical, family dental, and behavioral health services for low-income Mission Viejo residents
6	Project Name	Families Forward
	Target Area	Citywide
	Goals Supported	Homeless Continuum of Care
	Needs Addressed	Homeless Support Services and Housing
	Funding	CDBG: \$11,000
	Description	Rapid rehousing for homeless families

	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	20 homeless individuals in families with children
	Location Description	Citywide
	Planned Activities	Rapid rehousing, case management, and support services for homeless families with children
7	Project Name	South County Outreach
	Target Area	Citywide
	Goals Supported	Homeless Continuum of Care
	Needs Addressed	Homeless Support Services and Housing
	Funding	CDBG: \$11,300
	Description	Emergency assistance for individuals at risk of homelessness
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	800 lower-income individuals
	Location Description	7 Whatney, Irvine, CA
	Planned Activities	Emergency assistance for individuals at risk of food insecurity and homelessness, including rental assistance to prevent eviction and utility assistance to avoid the disconnection of essential utilities, and free food from the SCO foodbank.
8	Project Name	Vocational Visions
	Target Area	Citywide
	Goals Supported	Public Social Services
	Needs Addressed	Public Services

	Funding	CDBG: \$9,000
	Description	Employment services for adults with developmental disabilities.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	88 adults with developmental disabilities
	Location Description	26041 Pala, Mission Viejo, CA
	Planned Activities	Job preparation and job-seeking support services, and on-the-job coaching for adults with developmental disabilities
9	Project Name	Housing Rehabilitation
	Target Area	Citywide
	Goals Supported	Housing Preservation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$250,000 (\$200,000 in Entitlement funds and \$50,000 in anticipated program income)
	Description	Housing rehabilitation loans and grants
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	10 housing units
	Location Description	Citywide
	Planned Activities	Loans and grants to assist lower-income homeowners rehabilitate their primary residence and address deferred home repairs and improvements
10	Project Name	Housing Acquisition (Year 2)
	Target Area	Citywide

Goals Supported	Housing Preservation
Needs Addressed	Affordable Housing
Funding	CDBG: \$482,188
Description	Acquisition of housing for lower-income households
Target Date	6/30/2021
Estimate the number and type of families that will benefit from the proposed activities	1 housing unit
Location Description	TBD
Planned Activities	CDBG funds to assist with the acquisition of affordable housing for families with children exiting rapid rehousing

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

Activities slated for CDBG-funding during Fiscal Year 2020-2021 will be available on a citywide basis to income-eligible individuals (i.e., limited clientele). The map of the City’s CDBG Eligible Areas provides a view of the areas where the City can use CDBG resources on an “area-wide” basis. (see **Attachment 3 Map C**).

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100
CDBG Eligible Area	0

Table 57 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City’s primary intent is to serve lower-income households that need services/assistance regardless of where they live in the community.

Discussion

As indicated above, the City’s primary focus is to use CDBG funding to assist lower-income residents regardless of where they live in the community.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

With limited CDBG funding, the City will implement its housing rehabilitation program during the 2020-2021 Fiscal Year. Additionally, the City will use CDBG funding to assist a nonprofit to purchase a housing unit that will be available to families with children that are exiting a rapid rehousing program.

One Year Goals for the Number of Households to be Supported	
Homeless	1
Non-Homeless	10
Special-Needs	0
Total	11

Table 58 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	1
Total	11

Table 60 - One Year Goals for Affordable Housing by Support Type

Discussion

The City will allocate FY 2020-2021 CDBG funds for the rehabilitation of existing owner-occupied housing units and to acquire housing for homeless families with children that are graduating from a rapid rehousing program.

AP-60 Public Housing – 91.220(h)

Introduction

Mission Viejo does not own or manage public housing.

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

Discussion

Not applicable

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

Introduction

The City's homeless strategy emphasizes preventing homelessness. Based on the notion that it is less expensive and disruptive to keep a household housed in place, the City will fund public service programs that provide a social safety net for extremely low-income households that may be at risk of homelessness. These services include low-cost comprehensive healthcare, food, and case management. For the near homeless, the City will support funding for case management and rent and utility assistance. For the homeless, CDBG funding will support rapid rehousing and case management services.

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

The City will not allocate CDBG funds for homeless outreach services during FY 2020-2021; however, the City will continue to support homeless outreach services provided by Mercy House and the Orange County Sheriff's Department. The City utilizes non-federal funds for these services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City did not receive applications for CDBG funding for emergency or transitional housing; however, the City will continue to Family Assistance Ministries (FAM) with Community Service Grant resources. FAM offers a continuum of housing options for the near homeless and the homeless. This continuum includes emergency motel vouchers, and emergency and transitional housing for families with children. Community Service Grant funds will also support emergency shelter and services for victims of domestic violence provided by Laura's House. The City will also continue to participate in regional efforts to explore options and opportunities to develop a South SPA year-round shelter and homeless resources center.

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

The City will continue its efforts to assist homeless persons transition to permanent housing and independent living by collaborating with agencies that provide shelter for the homeless. Mission Viejo will allocate CDBG funds to Families Forward to support their rapid rehousing program for homeless families with children. Additionally, the City will support OCHA and its efforts to secure additional

Veterans Affairs Supportive Housing (VASH) vouchers, Shelter Plus Care (homeless) vouchers, and rental assistance vouchers and certificates for lower-income special needs populations.

The City is also allocating CDBG funding to assist with the acquisition of housing. The City will partner with a local nonprofit to acquire a housing unit that will be available to a family that is exiting an interim or rapid rehousing program. The City may give a preference to families with children or veterans.

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

As previously outlined, the City's homeless strategy emphasizes preventing homelessness. To this end, the City will use CDBG (and other public resources) to support agencies that provide a variety of safety net services that may prevent households from becoming homeless. Examples of safety net services include food banks, rent/utility assistance, and reduced cost medical services. The City will also participate in regional homeless planning efforts, including the development of the OC-CoC Discharge Plan, which will aim to prevent individuals that are leaving institutions such as jails and hospitals from becoming homeless.

Discussion

The City's homeless strategy is to help prevent homelessness and to support local service providers as they engage and assess the City's homeless. Mission Viejo will allocate CDBG funding to support programs such as rapid rehousing, which helps ensure homeless individuals obtain housing and the support services needed to achieve and maintain self-sufficiency. The City is also allocating funds to assist with the acquisition of long-term affordable housing that will be available to families exiting interim or rapid rehousing programs.

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

Introduction:

Barriers to affordable housing and actions to overcome these obstacles are listed in the City's Housing Element and incorporated into the Consolidated Plan.

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

Land Use Controls: The General Plan provides for adequate sites with appropriate densities and zoning to facilitate the construction of housing. However, the City will consider granting a density bonus or other modifications to development standards to enhance the feasibility of an affordable housing project.

The City can also reduce parking requirements for senior housing and other affordable housing projects through the conditional use permit process. The State's density bonus law establishes parking standards for qualifying affordable developments that preempts local parking requirements for density bonus projects.

Local Processing and Permit Procedures: Time needed for development review and permit processing, can be a barrier to building affordable housing. Residential projects in the City generally receive concurrent processing of various development applications (e.g., subdivision & zoning approvals), thereby significantly reducing review time and minimizing related holding costs. As stated in the Housing Element, the City will also consider providing incentives to assist in the development of affordable housing, including expeditious permit processing and fee waivers.

Fees and Other Exactions Required of Developers and Site Improvements: The City often requires developers to provide on-site and off-site improvements necessary to serve their projects. Where an established percentage of the dwelling units of a project are devoted to lower-income households, the City will consider providing incentives. Incentives include a density bonus, tax-exempt financing, waiver of fees, assistance with the development of on- or off-site improvements, and reductions in minimum parking requirements.

Discussion:

The City's Housing Element identifies several barriers to the development of affordable housing. The Housing Element also identifies actions the City can take to reduce the impact of these barriers on the development of affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction:

Outlined below are the actions the City will implement during FY 2020-2021 to address the sub-strategies of the Strategic Plan.

Actions planned to address obstacles to meeting underserved needs

The City will allocate a portion of its CDBG funds for activities that address the housing/service needs of the elderly and lower-income households. Additionally, the City will encourage and support OCHA's efforts to obtain additional rental assistance funding, especially for senior and low-income households. The City's housing rehabilitation program will assist with the rehabilitation of homes of elderly homeowners, specifically addressing their special needs.

Actions planned to foster and maintain affordable housing

The Strategic Plan identifies activities the City will support to promote and preserve affordable housing. The Consolidated Plan identifies programs such as Single-Family Housing Rehabilitation assistance as the means to maintain and improve housing currently available to low- and moderate-income residents. By providing deferred payment loans and grants, lower-income households can rehabilitate their residence to meet basic housing quality standards and incur zero or minimal additional housing costs. Program staff projects that ten homeowners will participate in the CDBG-funded housing rehabilitation program during Fiscal Year 2020-2021.

As previously highlighted, the City's Housing Element identifies three vacant sites suitable for housing development. In 2007 a City-owned site was rezoned for high-density housing development. The site remains undeveloped, but based on zoning, up to 255 units can be built on the site. The second site identified in the Housing Element is presently vacant, but in November 2019, a 60-unit townhome developed was approved. Nine of the 60 units will be affordable (five for very low-income and four for low-income homeowners). The third site is developed - 256 residential units, 28 of which will be affordable for lower-income households (17 very low-income and five low-income).

2019 and 2020 CDBG funds are allocated to assist a local nonprofit purchase a housing unit. The unit will provide permanent affordable housing for a household transitioning out of transitional housing. The City will continue to explore additional development opportunities.

Actions planned to reduce lead-based paint hazards

Prior housing rehabilitation program statistics indicates that only a small percentage of City-funded rehabilitated housing units contain lead-paint risks. Nonetheless, consistent with HUD program regulations, the City's housing rehabilitation program will ensure all housing units constructed before 1987, that participate in the City's housing rehabilitation program, will be tested for lead-paint hazards. If needed, lead hazards will be removed or mitigated.

Actions planned to reduce the number of poverty-level families

The City will assist programs and services that combat poverty. During Fiscal Year 2020-2021, the City will support the following activities to implement this strategy:

- Affordable housing programs including rehabilitation for lower-income, senior and disabled homeowners, and rental assistance for very low-income renters (the latter via the Orange County Housing Authority)
- Homeless prevention assistance
- Public services that provide free or reduced-cost services to lower-income households that will help to improve quality of life

Actions planned to develop institutional structure

The City has made an effort to establish an institutional structure that will help identify and access resources to improve the community. For example, the City will continue to work with nonprofit public entities to deliver public services. As a member of the Orange County Continuum of Care Community Forum, the City will provide critical information to the County of Orange for preparation of the County's Continuum of Care Homeless Assistance grant applications to HUD. Mission Viejo will continue to provide information regarding mainstream funds the City will make available to serve the homeless, and also assist in identifying and prioritizing gaps and needs in the regional system of care. Additionally, the City will provide input on the development of the County's Ten-Year Plan to End Homeless. Finally, the City will continue to assist the Orange County Housing Authority to implement its Five-year PHA Plan.

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

The City of Mission Viejo does not operate public housing. The Orange County Housing Authority provides rental assistance in the community. Federal legislation requires that the Housing Authority prepare five-year and one-year plans that highlight its mission, goals, and objectives as it relates to public and assisted housing programs. The City will review the Authority's plans and provide OCHA the opportunity to review and consult with the City regarding its Consolidated Plan. The goal of this cross-consultation is to provide consistent and coordinated housing services for City residents. Ongoing consultation with local nonprofits also assists the City to coordinate the efficient and effective use of limited resources federal resources.

The City will also explore partnerships with nonprofits to expand the City's supply of long-term affordable housing, especially housing for homeless families with children and veterans.

Discussion:

The Analysis of Impediments (AI) for Fair Housing Choice outlines the City's action to affirmatively further fair housing. **Appendix A** summarizes the AI and the steps the City will take during Fiscal Year 2020-2021 to affirmatively further fair housing in Mission Viejo.

Program Specific Requirements

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

Introduction:

Each HUD program that is covered by the Consolidated Plan regulations must address certain program-specific requirements. Below are the program requirements for the CDBG program.

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	0
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	0
3. The amount of surplus funds from urban renewal settlements	0
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.	0
5. The amount of income from float-funded activities	0
Total Program Income	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 and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

Discussion:

The City will meet the overall 70% benefit for low and moderate-income requirements of the CDBG program three years – the 2020, 2021 and 2022 Program Years.

Attachments and Appendices

Five-Year and One-Year Summary of Accomplishments

Grantee Name: City of Mission Viejo

Decent Housing						
Objective	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
Provide housing rehabilitation loans and grants to assist senior, disabled and/or Low/Mod income homeowners improve primary residence.	CDBG	2015	Housing Units	10	9	90.0%
		2016	Housing Units	8	5	62.50%
		2017	Housing Units	11	11	100.00%
		2018	Housing Units	8	9	112.50%
		2019	Housing Units			
		5-Yr Con Plan Goal				50
Support OC Housing Authority's efforts to provide Housing Choice Vouchers to lower income households.	HUD Housing Vouchers	2015	Housing Units	200	233	116.50%
		2016	Housing Units	259	240	92.66%
		2017	Housing Units	250	272	108.80%
		2018	Housing Units	250	262	104.80%
		2019	Housing Units			
		5-Yr Con Plan Goal				200 (Annual Avg)
Suitable Living Environment						
Objective	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
Provide financial support to public & nonprofit organizations that provide direct services to seniors & frail elderly . Services will help individuals maintain independent living or ensure services that improve quality of life.	CDBG	2015	Individuals	98	91	92.86%
		2016	Individuals	91	92	101.10%
		2017	Individuals	86	85	98.84%
		2018	Individuals	112	104	92.86%
		2019	Individuals			
		5-Yr Con Plan Goal				500
Provide financial support to public & nonprofit organizations that provide direct services to disabled & developmentally disabled . Services will help clients maintain independent living situation or ensure service that improves quality of life.	CDBG	2015	Individuals	93	100	107.53%
		2016	Individuals	68	94	138.24%
		2017	Individuals	92	100	108.70%
		2018	Individuals	92	98	106.52%
		2019	Individuals			
		5-Yr Con Plan Goal				500

Provide financial support to public & nonprofit agencies that assist lower youths . Supported agencies should provide households with access to programs & services at reduced or no cost.	CDBG	2015	Individuals	12	14	116.67%
		2016	Individuals	12	12	100.00%
		2017	Individuals	12	42	350.00%
		2018	Individuals	12	6	50.00%
		2019	Individuals			
		5-Yr Con Plan Goal		75	74	98.67%
Financial support for public & nonprofit agencies that provide services for lower income individuals . Supported agencies should provide access to programs & services at reduced or no cost.	CDBG	2015	Individuals	2,660	3,021	113.57%
		2016	Individuals	3,080	3,004	97.53%
		2017	Individuals	2,203	2,364	107.31%
		2018	Individuals	2,372	2,841	119.77%
		2019	Individuals			
		5-Yr Con Plan Goal		11,250	11,230	99.82%
Financial assistance for CDBG-eligible projects that improve or upgrade the City's infrastructure & address a community priority. Improvements may include repair/replace residential street, sidewalks, ADA compliance & related improvements.	CDBG	2015	Projects	795	795	100.00%
		2016	Projects	3,665	3,665	100.00%
		2017	Projects ¹	3,790	3,790	100.00%
		2018	Projects	0	0	0.00%
		2019	Projects			
		5-Yr Con Plan Goal		6,000	8,250	137.50%
Financial assistance for CDBG-eligible projects that improve or upgrade the City's public facilities & address a community priority. Improvements may include but are not limited to repairs, replacement &/or upgrades a neighborhood parks (including ADA compliance).	CDBG	2015	Projects	0	0	0.00%
		2016	Projects	0	0	0.00%
		2017	Projects	0	0	0.00%
		2018	Projects	1	0	
		2019	Projects			
		5-Yr Con Plan Goal		1,000	0	0.00%
Economic Opportunity						
Objective	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
No 5-year goals for CDBG-funded economic development were established in the Consolidated Plan; however, CDBG funds have been allocated to public service programs that have expanded economic opportunities for low-income persons disabled adults	NA	2015	Individuals		100	
		2016	Individuals		94	
		2017	Individuals		100	
		2018	Individuals		98	
		2019				
		5-Yr Con Plan Goal		0	392	NA

Continuum of Care						
Objective	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
Support service providers that assist households at risk of becoming homeless. Services include short-term financial subsidy to prevent eviction &/or utility termination and support services. (NOTE: These accomplishments also included in " services for lower income individuals " listed above.)	CDBG	2015	Individuals		0	NA
		2016	Individuals		0	NA
		2017	Projects ¹		111	NA
		2018	Individuals	22	21	95.45%
		2019	Individuals			
		5-Yr Con Plan Goal		No ConPlan Goal		132
Support service agencies that provide short-term shelter Emergency Shelter (up to 3 months) to individuals that are in immediate need of shelter & support services. (NOTE: These accomplishments may also included in " services for lower income individuals " listed above.)	CDBG	2015	Individuals	0	0	0.00%
		2016	Individuals	0	0	0.00%
		2017	Individuals	0	0	0.00%
		2018	Individuals	0	0	0.00%
		2019	Individuals			
		5-Yr Con Plan Goal		5	0	0.00%
Support service agencies that provide transitional/rapid rehousing housing for to homeless individuals that are stabilized yet still require housing, case management & other life skills in order to become self-sufficient.		2015	Individuals	0	0	0.0%
		2016	Individuals	0	0	NA
		2017	Projects ¹	5	6	120.00%
		2018	Individuals	6	0	0.00%
		2019	Individuals			
		5-Yr Con Plan Goal		5	6	120.00%
Support service agencies rental housing to lower income and homeless individuals that are stabilized yet still require housing, case management & other life skills in order to become self-sufficient.	CDBG	2015	Individuals	0	0	0.0%
		2016	Individuals	2	2	100.00%
		2017	Individuals	0	0	0.00%
		2018	Individuals	0	0	0.00%
		2019	Individuals			
		5-Yr Con Plan Goal		2	2	100.00%
Other						
Objective	Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
CDBG program oversight, coordination and administration.	CDBG	2015	Year of Admin	1	1	100.00%
		2016	Year of Admin	1	1	100.00%
		2017	Year of Admin	1	1	100.00%
		2018	Year of Admin	1	1	100.00%
		2019	Year of Admin			
		5-Yr Con Plan Goal		5	4	80.00%

Implement action plan to address impediments to fair housing including financial support for fair housing education, training & referral services & enforcement of fair housing laws & prosecute fair housing law violators.	CDBG	2015	Households	114	101	88.60%
		2016	Households	110	71	64.55%
		2017	Households	75	57	76.00%
		2018	Households	75	63	84.00%
		2019	Households			
	5-Yr Con Plan Goal		450	292	64.89%	

1. Funding and accomplishments include Families Forward which provided homelessness prevention and transitional housing (28 individuals), and also includes South County Outreach providing direct financial assistance to assist 89 individuals at risk of eviction/utility shut-off.

Saddleback Valley News

2190 S. Towne Centre Place Suite 100
Anaheim, CA 92806
714-796-2209

5190859

MISSION VIEJO, CITY OF
200 CIVIC CTR
MISSION VIEJO, CA 92691-5519

**FILE NO. CDBG NOA 2020-2021
AFFIDAVIT OF PUBLICATION**

STATE OF CALIFORNIA, }
County of Orange } **SS.**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the Saddleback Valley News, a newspaper that has been adjudged to be a newspaper of general circulation by the Superior Court of the County of Orange, State of California, on December 7, 1976, Case No. A-86742 in and for the South Orange County Judicial District, County of Orange, State of California; that the notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

12/26/2019

I certify (or declare) under the penalty of perjury under the laws of the State of California that the foregoing is true and correct:

Executed at Anaheim, Orange County, California, on
Date: December 26, 2019.



Signature

PROOF OF PUBLICATION

Legal No. **0011346574**

**PUBLIC NOTICE
CITY OF MISSION VIEJO
NOTICE OF AVAILABILITY
OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FUNDS/REQUEST FOR PROPOSAL
FISCAL YEAR 2020-2021**

Notice is hereby given that the City of Mission Viejo anticipates receiving approximately \$360,000 in Community Development Block Grant (CDBG) funds from the U. S. Department of Housing and Urban Development (HUD) for Fiscal Year 2020-2021. The primary objective of the CDBG Program is "the development of viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low-and moderate-income."

The scope of CDBG-eligible activities established by HUD ranges from public works improvements to housing rehabilitation and social service programs that primarily benefit low- and moderate-income persons (that is, 80% or less of County median income). Funding for social service programs is limited to a maximum of 15% of the City's total allocation for a given year - approximately \$54,000 for Fiscal Year 2020-2021; however, this figure is subject to change based on the final allocation of CDBG funds approved by HUD.

At this time, the City is accepting applications from interested, tax-exempt nonprofit organizations that provide eligible CDBG services and/or projects benefiting low- and moderate-income Mission Viejo residents. The City is also requesting community input with regard to grant allocation. The City of Mission Viejo Community Services Commission will review and recommend to the Planning and Transportation Commission the public service component of the application. The Planning and Transportation Commission will conduct a public hearing pertaining to all aspects of the proposed application and will recommend to the City Council specific programs and funding amounts. Two public hearings on this matter are tentatively scheduled for February 18, 2020, and March 9, 2020, respectively.

Individuals and groups that want to apply for funding for a particular project may obtain an application from the City of Mission Viejo Community Development Department at 200 Civic Center, Mission Viejo, CA 92691. Applications are available beginning January 2, 2020. The application may also be downloaded from the City's website - www.cityofmissionviejo.org (follow the links to Community Development, CDBG). Applications must be submitted to the City of Mission Viejo Community Development Department by 12 PM, January 24, 2020, at the aforementioned address. Applications will not be accepted after this deadline.

Questions regarding this notice should be directed to Mike Linares, Community Development Consultant, at mllinares@cityofmissionviejo.org.

Elaine Lister
Director of Community Development
Publish: December 26, 2019 The Saddleback Valley News 11346574

Saddleback Valley News

2190 S. Towne Centre Place Suite 100
Anaheim, CA 92806
714-796-2209

5190859

MISSION VIEJO, CITY OF
200 CIVIC CTR
MISSION VIEJO, CA 92691-5519

AFFIDAVIT OF PUBLICATION

STATE OF CALIFORNIA, }
County of Orange } SS.

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the Saddleback Valley News, a newspaper that has been adjudged to be a newspaper of general circulation by the Superior Court of the County of Orange, State of California, on December 7, 1976, Case No. A-86742 in and for the South Orange County Judicial District, County of Orange, State of California; that the notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

03/12/2020

I certify (or declare) under the penalty of perjury under the laws of the State of California that the foregoing is true and correct:

Executed at Anaheim, Orange County, California, on
Date: March 12, 2020.

Christine Wang

Signature

PROOF OF PUBLICATION

Legal No. **0011370895**



**CITY OF MISSION VIEJO
NOTICE OF PUBLIC HEARING**

Notice is hereby given that the City of Mission Viejo is seeking public input pursuant to the Community Development Block Grant (CDBG) program 2020-2024 Consolidated Plan, 2020-2024 Orange County Analysis of Impediments to Fair Housing (AI), and Annual Action Plan for Program Year (PY) 2020-21. The primary objective of the CDBG program is the development of viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities principally for persons of low- and moderate-income (those earning 80 percent or less of Orange County's median income). This funding is provided by the U.S. Department of Housing and Urban Development (HUD). The scope of eligible activities established by HUD ranges from public works improvements to housing rehabilitation and social service programs.

The Consolidated Plan is a 5-year strategic plan that identifies priority community needs, projects/programs that may be implemented to meet these needs. The 2020-2024 Orange County AI identifies potential fair housing impediments to the access of housing throughout Orange County and in Mission Viejo. The Annual Action Plan outlines the City's proposed use of CDBG funds for a twelve-month period. HUD has notified the City it will receive \$382,021 in CDBG funds from HUD for PY 2020-21. Prior year funds and program income may also be available. Based on the estimated funds to be available, the following activities will be undertaken:

- Up to 15% (\$57,300) for eligible public services.
- Up to 20% (\$76,400) for program administration.
- 65% (approximately \$248,300) for housing and capital improvements.
- Prior year funds and program income generated by the repayment of loans funded by CDBG in prior years will also be utilized for eligible activities.

As part of the City's citizen participation process, a draft of the Consolidated Plan, draft Analysis of Impediments to Fair Housing, and the draft PY 2020-21 Annual Action Plan will be available for public review at City Hall and on the City's website (<http://www.cityofmissionviejo.org>) from March 13, 2020 to April 13, 2020. Additional public input will be received at a public hearing; the details of the hearing are indicated below. All interested persons are invited to attend the public hearing to discuss the programs/services proposed. If you are unable to attend the meeting, written comments will be accepted prior to noon, April 13, 2020, at the address below.

Planning and Transportation Commission Public Hearing

Date: Monday, April 13, 2020
Time: 6:30 p.m. or soon after
Purpose: 1) To review social service grant recommendations from the Community Services Commission; 2) To review the draft Consolidated Plan, Analysis of Impediments to Fair Housing, and the Action Plan for PY 2020-21; and, 3) To forward the draft aforementioned documents with specific programs and funding recommendations to City Council for its review and final approval.

Meeting location is in the City Council Chamber, 200 Civic Center, Mission Viejo, CA 92691.

For further information, please contact Mike Linares at mlinares@cityofmissionviejo.org. Written comments should be directed to the attention of Mike Linares at 200 Civic Center, Mission Viejo, CA 92691.

Elaine Lister
Director of Community Development

Published Saddleback Valley News March 12, 2020

11370895

SUMMARY OF PUBLIC COMMENTS

Community Services Commission Hearing - February 18, 2020

Representatives of the six organizations listed below addressed the Commission. Representatives provided a summary of their request for CDBG funding and thanked the Commission for past support.

- Camino Health Center
- Alzheimer's Orange County
- South County Outreach
- Vocational Visions
- Age Well Senior Services
- Families Forward

30-day Public Comment Period (March 13, 2020 – April 13- 2020)

No public comments were received during the public comment period.

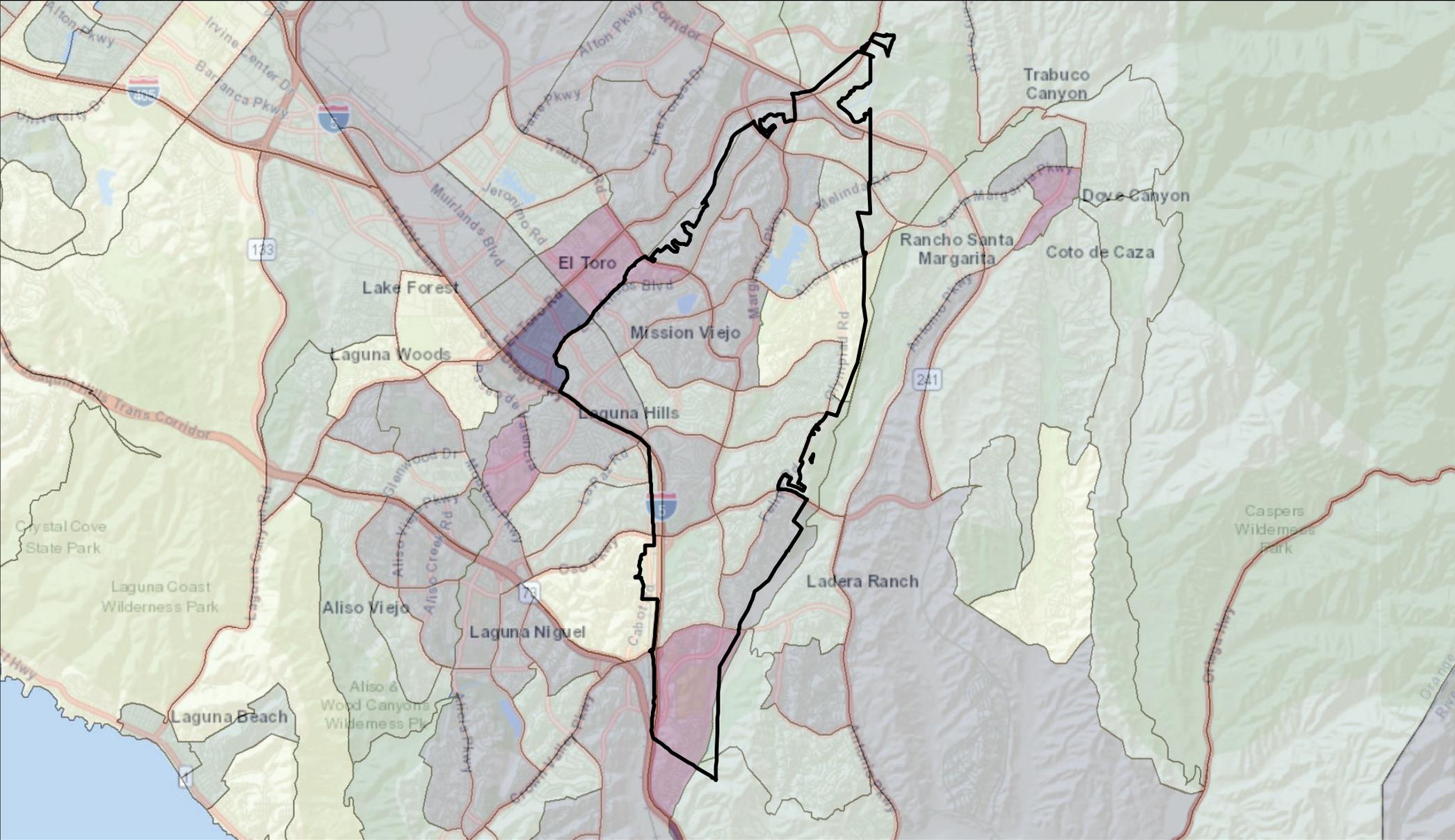
Planning and Transportation Commission Hearing - April 13, 2020 continued to June 23, 2020

TBD

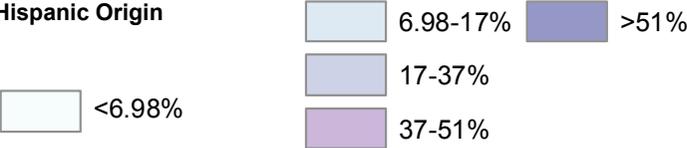
City Council Meeting – June 8, 2020

TBD

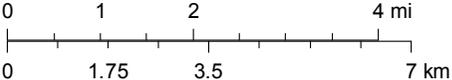
City of Mission Viejo - Hispanic Resident Concentration



Hispanic Origin

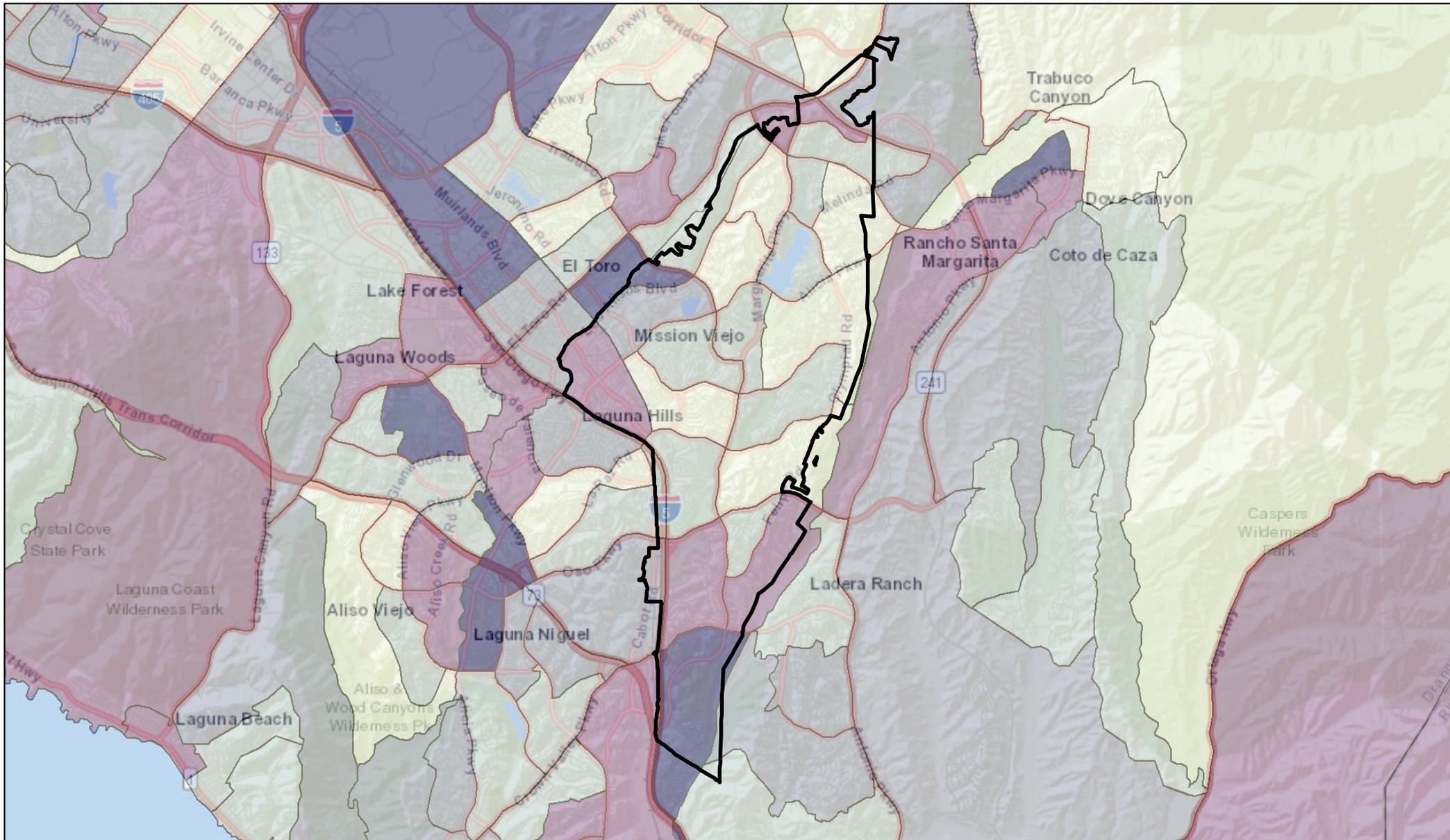


1:131,015

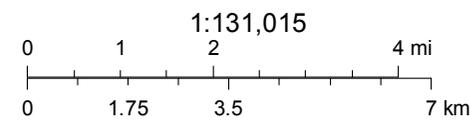


Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

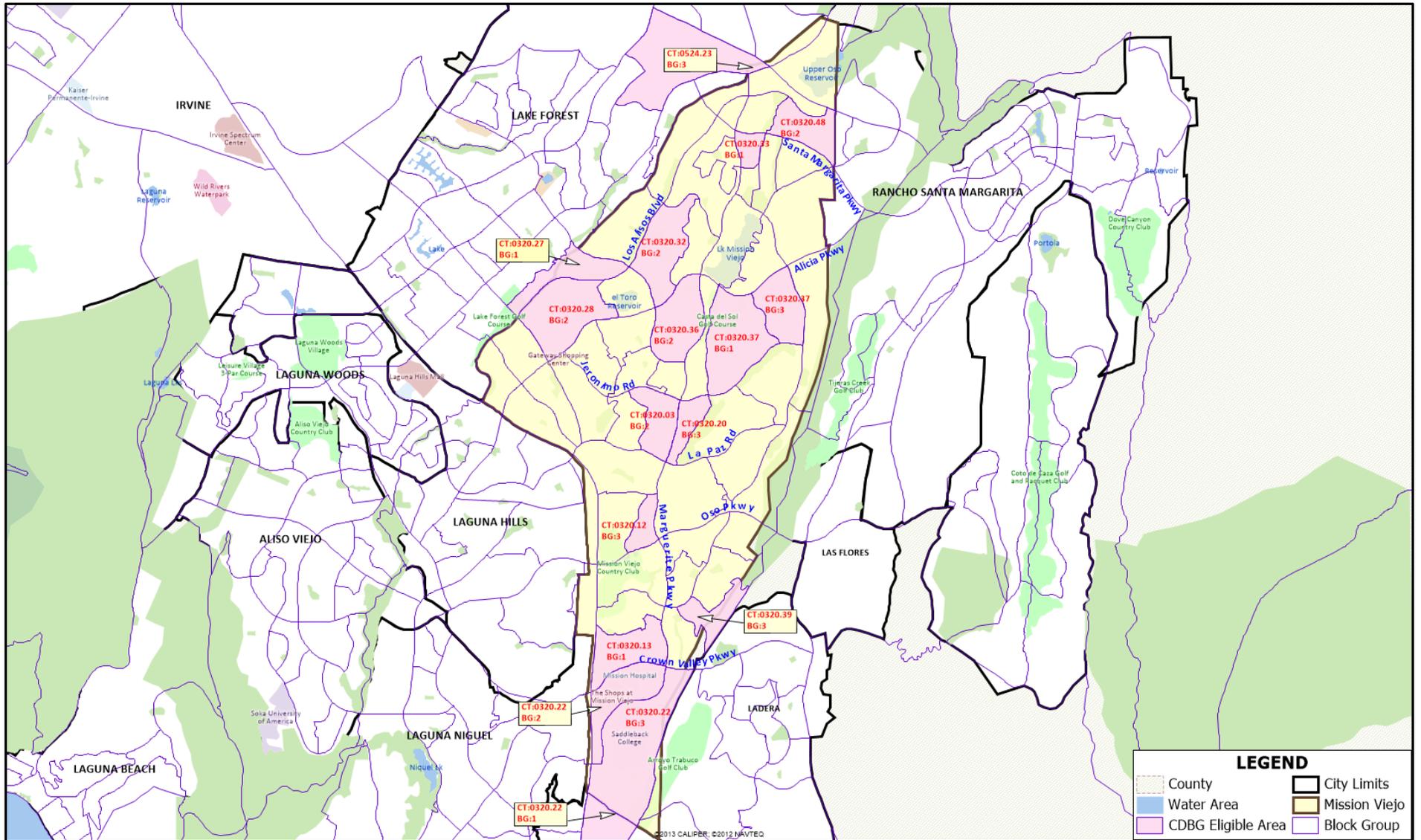
City of Mission Viejo - Housing Cost Burden Concentration



Housing Cost Burden



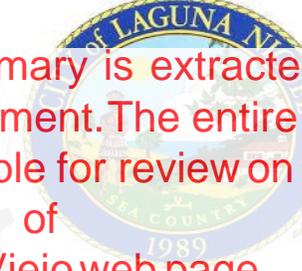
Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



ORANGE COUNTY ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE



This Executive Summary is extracted from a larger draft document. The entire draft document is available for review on the City of Mission Viejo web page www.cityofmissionviejo.org



Prepared by the Orange County Jurisdictions and the Lawyers' Committee for Civil Rights Under Law
May 5, 2020

Orange County Analysis of Impediments to Fair Housing Choice Table of Contents

I. Cover Sheet

II. Executive Summary.....3

III. Community Participation Process.....20

IV. Assessment of Past Goals and Actions.....21

V. Fair Housing Analysis

A. Demographic Summary.....43

B. General Issues

i. Segregation/Integration.....103

ii. Racially or Ethnically Concentrated Areas of Poverty (R/ECAPs)135

iii. Disparities in Access to Opportunity.....143

iv. Disproportionate Housing Needs.....174

C. Publicly Supported Housing Analysis.....215

D. Disability and Access Analysis.....242

E. Fair Housing Enforcement, Outreach Capacity, and Resources Analysis.....267

VI. Fair Housing Goals and Priorities.....273

VII. Contributing Factors Appendix.....290

VIII. Publicly Supported Housing Appendix.....311

IX. Glossary327

II. EXECUTIVE SUMMARY

Orange County's Analysis of Impediments to Fair Housing Choice (AI) is a thorough examination of structural barriers to fair housing choice and access to opportunity for members of historically marginalized groups protected from discrimination by the federal Fair Housing Act (FHA). The AI also outlines fair housing priorities and goals to overcome fair housing issues. In addition, the AI lays out meaningful strategies that can be implemented to achieve progress towards the County's obligation to affirmatively furthering fair housing. The Lawyers' Committee for Civil Rights Under Law (Lawyers' Committee), in consultation with Orange County jurisdictions and with input from a wide range of stakeholders through a community participation process, prepared this AI. To provide a foundation for the conclusions and recommendations presented in this AI, the following information was reviewed and analyzed:

- Data from the U.S. Census Bureau, American Community Survey 2013-2017 and other sources about the demographic, housing, economic, and educational landscape of the County, nearby communities, and the broader Region;
- Various County and city planning documents and ordinances;
- Data reflecting housing discrimination complaints;
- The input of a broad range of stakeholders that deal with the realities of the housing market and the lives of members of protected classes in Orange County.

As required by federal regulations, the AI draws from the sources listed above to conduct an analysis of fair housing issues such as patterns of integration and segregation of members of protected classes, racially or ethnically concentrated areas of poverty regionally, disparities in access to opportunity for protected classes, and disproportionate housing needs. The analysis also examines publicly supported housing in the County as well as fair housing issues for persons with disabilities. Private and public fair housing enforcement, outreach capacity, and resources are evaluated as well. The AI identifies contributing factors to fair housing issues and steps that should be taken to overcome these barriers.

The Orange County AI is a collaborative effort between the following jurisdictions: Aliso Viejo, Anaheim, Buena Park, Costa Mesa, Fountain Valley, Fullerton, Garden Grove, Huntington Beach, Irvine, Laguna Niguel, La Habra, Lake Forest, La Palma, Mission Viejo, Orange, Rancho San Margarita, San Clemente, San Juan Capistrano, Santa Ana, Tustin, Westminster, and the County of Orange. Although this is a county-wide AI, there are jurisdiction-specific versions that include goals specific to each jurisdiction.

Overview of Orange County

According to U.S. Census data, the population of Orange County has changed considerably from 1990 to present day. The population has grown from just over 2.4 million in 1990 to nearly 3.2 million people today. The demographics of the County have undergone even more dramatic shifts over this time period: the white population has gone from 76.2% in 1990 to 57.8% in the 2010 Census, with corresponding increases in Hispanic (from 13.5% to 21.2%) and Asian (from 8.6% to 18.3%) populations in that same time period. These trends represent accelerations of the broader Los-Angeles-Long Beach-Anaheim, CA Metropolitan Statistical Area (the Region). In the Region,

white population percentage has declined from 45.9% percent to under 31.6%, with substantial increases in the percentages of Hispanic (from 34.7% to 44.4%) and Asian (from 10.2% to 16%) from the 1990 to 2010 Censuses.

There are numerous ethnic enclaves of Hispanic, Vietnamese, Chinese and other groups throughout Orange County. These enclaves provide a sense of community and a social network that may help newcomers preserve their cultural identities. However, these active choices should not obscure the significant impact of structural barriers to fair housing choice and discrimination.

Within both Orange County and the broader Region, most racial or ethnic minority groups experience higher rates of housing problems, including but not limited to severe housing cost burden, with monthly housing costs exceeding 50 percent of monthly income, than do non-Hispanic White households. In Orange County, Hispanic households are most likely to experience severe housing cost burden; in the Region, it is Black households.

There are 194,569 households in Orange County experiencing housing cost burden, with monthly housing costs exceeding 30 percent of monthly income. 104,196 of these households are families. However, Orange County has only 429 Project-Based Section 8 units and 33 Other Multifamily units with more than one bedroom capable of housing these families. Housing Choice Vouchers are the most utilized form of publicly supported housing for families, with 2,286 multi-bedroom units accessed. Large family households are also disproportionately affected by housing problems as compared with non-family households. Some focus groups have communicated that regulations and cost issues can make Orange County too expensive for families. The high percentage of 0-1-bedroom units in publicly supported housing and the low percentage of households with children in publicly supported housing support this observation.

The federal Fair Housing Act and the California Fair Employment and Housing Act provide Orange County residents with some protections from displacement and work to increase the supply of affordable housing. In addition, jurisdictions throughout Orange County have worked diligently to provide access to fair housing through anti-housing discrimination work, creating housing opportunities designed to enhance resident mobility, providing zoning flexibility where necessary, and working to reduce hate crimes. Even so, these protections and incentives are not enough to stem the loss of affordable housing and meet the housing needs of low- and moderate-income residents.

Contributing Factors to Fair Housing Issues

The AI includes a discussion and analysis of the following contributing factors to fair housing issues:

1. Access to financial services
2. Access for persons with disabilities to proficient schools
3. Access to publicly supported housing for persons with disabilities
4. Access to transportation for persons with disabilities
5. Admissions and occupancy policies and procedures, including preferences in publicly supported housing
6. Availability of affordable units in a range of sizes

7. Availability, type, frequency, and reliability of public transportation
8. Community opposition
9. Deteriorated and abandoned properties
10. Displacement of and/or lack of housing support for victims of domestic violence, dating violence, sexual assault, and stalking
11. Displacement of residents due to economic pressures
12. Impediments to mobility
13. Inaccessible public or private infrastructure
14. Inaccessible government facilities or services
15. Lack of access to opportunity due to high housing costs
16. Lack of affordable, accessible housing in a range of unit sizes
17. Lack of affordable in-home or community-based supportive services
18. Lack of affordable, integrated housing for individuals who need supportive services
19. Lack of assistance for housing accessibility modifications
20. Lack of assistance for transitioning from institutional settings to integrated housing
21. Lack of community revitalization strategies
22. Lack of local private fair housing outreach and enforcement
23. Lack of local public fair housing enforcement
24. Lack of local or regional cooperation
25. Lack of meaningful language access for individuals with limited English proficiency
26. Lack of private investment in specific neighborhoods
27. Lack of public investment in specific neighborhoods, including services or amenities
28. Lack of resources for fair housing agencies and organizations
29. Lack of state or local fair housing laws
30. Land use and zoning laws
31. Lending discrimination
32. Location of accessible housing
33. Location of employers
34. Location of environmental health hazards
35. Location of proficient schools and school assignment policies
36. Location and type of affordable housing
37. Loss of affordable housing
38. Occupancy codes and restrictions
39. Private discrimination
40. Quality of affordable housing information programs
41. Regulatory barriers to providing housing and supportive services for persons with disabilities
42. Siting selection policies, practices, and decisions for publicly supported housing, including discretionary aspects of Qualified Allocation Plans and other programs
43. Source of income discrimination
44. State or local laws, policies, or practices that discourage individuals with disabilities from living in apartments, family homes, supportive housing and other integrated settings
45. Unresolved violations of fair housing or civil rights law.

Proposed Goals and Strategies

To address the contributing factors described above, the AI plan proposes the following goals and actions:

Regional Goals and Strategies

Goal 1: Increase the supply of affordable housing in high opportunity areas.¹

Strategies:

1. Explore the creation of a new countywide source of affordable housing.
2. Using best practices from other jurisdictions, explore policies and programs that increase the supply affordable housing, such as linkage fees, housing bonds, inclusionary housing, public land set-aside, community land trusts, transit-oriented development, and expedited permitting and review.
3. Explore providing low-interest loans to single-family homeowners and grants to homeowners with household incomes of up to 80% of the Area Median Income to develop accessory dwelling units with affordability restriction on their property.
4. Review existing zoning policies and explore zoning changes to facilitate the development of affordable housing.
5. Align zoning codes to conform to recent California affordable housing legislation.

Goal 2: Prevent displacement of low- and moderate-income residents with protected characteristics, including Hispanic residents, Vietnamese residents, other seniors, and people with disabilities.

Strategies:

1. Explore piloting a Right to Counsel Program to ensure legal representation for tenants in landlord-tenant proceedings, including those involving the application of new laws like A.B. 1482.

Goal 3: Increase community integration for persons with disabilities.

Strategies:

1. Conduct targeted outreach and provide tenant application assistance and support to persons with disabilities, including individuals transitioning from institutional settings and individuals who are at risk of institutionalization. As part of that assistance, maintain a database of housing that is accessible to persons with disabilities.
2. Consider adopting the accessibility standards adopted by the City of Los Angeles, which require at least 15 percent of all new units in city-supported Low-Income Housing Tax Credit (LIHTC) projects to be ADA-accessible with at least 4 percent of total units to be accessible for persons with hearing and/or vision disabilities.

¹ The term “high opportunity areas” generally means locations where there are economic and social factors and amenities that provide a positive impact on a person’s life outcome. This is described in more detail in Section iii, Disparities in Access to Opportunity.

Goal 4: Ensure equal access to housing for persons with protected characteristics, who are disproportionately likely to be lower-income and to experience homelessness.

Strategies:

1. Reduce barriers to accessing rental housing by exploring eliminating application fees for voucher holders and encouraging landlords to follow HUD's guidance on the use of criminal backgrounds in screening tenants.
2. Consider incorporating a fair housing equity analysis into the review of significant rezoning proposals and specific plans.

Goal 5: Expand access to opportunity for protected classes.

Strategies:

1. Explore the voluntary adoption of Small Area Fair Market Rents or exception payment standards in order to increase access to higher opportunity areas for Housing Choice Voucher holders.
2. Continue implementing a mobility counseling program that informs Housing Choice Voucher holders about their residential options in higher opportunity areas and provides holistic supports to voucher holders seeking to move to higher opportunity areas.
3. Study and make recommendations to improve and expand Orange County's public transportation to ensure that members of protected classes can access jobs in employment centers in Anaheim, Santa Ana, and Irvine.
4. Increase support for fair housing enforcement, education, and outreach.

Individual Jurisdictions' Proposed Goals and Strategies

City of Aliso Viejo

1. *In collaboration with the Orange County Housing Authority (OCHA):*
 - a. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*
 - b. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - c. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
2. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*

City of Anaheim

1. *Increase the supply of affordable housing through the following strategies:*
 - a. *Explore creative land use and zoning policies that facilitate the development of affordable housing, examples include a housing overlay zone or religious institutions amendment.*
 - b. *Review Anaheim's current Density Bonus and Accessory Dwelling Unit (ADU) Ordinances to ensure compliance with state requirements.*
 - c. *Support legislation that that removes CEQA requirements for affordable housing.*
 - d. *Continue to support tenant based rental assistance programs that facilitates additional affordable housing for homeless and low-income individuals.*
2. *Preserve the existing stock of affordable rental housing and rent stabilized housing through the following strategies:*
 - a. *Strengthen and expand education and outreach of tenants and owner of affordable rental housing at risk of conversion to market rents.*
 - b. *Extend affordability restrictions through loan extensions, workouts and buy-downs if affordability.*
 - c. *Preserve at-risk housing through the issuance of Tax-Exempt Bond financing.*
 - d. *Explore the development of a rental rehabilitation loan program.*
3. *Expand the access to fair housing services and other housing services through the following strategies:*
 - a. *Dedicate eligible entitlement dollars (CDBG, HOME, etc.) and explore local, state and federal resources to expand fair housing services.*
 - b. *Continue to support fair housing testing and investigation to look for evidence of differential treatment and disparate impact, including providing services to low income tenants reporting fair housing violations.*
 - c. *Continue to support fair housing presentations, mass media communications, and multi-lingual literature distribution; conduct fair housing presentations at accessible locations and conduct fair housing presentations for housing providers*
 - d. *Explore alternative formats for fair housing education workshops such as pre-taped videos and/ or recordings. Such formats could serve persons with one or more than one job, families with you children and other who find it difficult to attend meetings in person.*
4. *Continue efforts to build complete communities through the following strategies:*
 - a. *Maximize and secure funding from State of California's Cap and Trade Program (Greenhouse Gas Reduction Fund), to improve housing opportunities, increase economic investments and address environmental factors in disadvantaged communities.*
 - b. *The City will continue to work with local transit agencies and other appropriate agencies to facilitate safe and efficient routes of transportation, including public transit, walking and biking.*
 - c. *Explore development of a policy to encourage developers to provide residents with incentives to use non-auto means of transportation, including locating new developments near public transportation and providing benefits such as bus passes.*

- d. *Target workforce development resources in racially or ethnically concentrated areas of poverty to improve economic mobility.*

City of Buena Park

1. *In collaboration with the Orange County Housing Authority (OCHA):*
 - a. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*
 - b. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - c. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
2. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*

City of Costa Mesa

1. *In collaboration with the Orange County Housing Authority (OCHA):*
 - a. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*
 - b. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - c. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
2. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*

City of Fountain Valley

1. *Explore an inclusionary zoning requirement for all new housing developments that requires at least 10-15 percent of for-sale units be affordable to households with incomes 80 percent or below and rental units be affordable to households with incomes 60 percent or below.*
2. *Consider adopting an expedited permitting and review process for new developments with an affordable housing set-aside.*

City of Fullerton

1. *Create a Housing Incentive Overlay Zone (HOIZ).*
2. *Draft and Approve an Affordable Housing and Religious Institutions Amendment to the Municipal Code.*
3. *Work with the State to streamline or remove CEQA Requirements for Affordable Housing.*
4. *Require Affordable Housing in Surplus Property Sales.*

City of Garden Grove

1. *Update Density Bonus Ordinance – Garden Grove will update the 2011 Density Bonus Ordinance to comply with current State law. The update will streamline the approval process, increase feasibility, and facilitate future housing development at all affordability levels.*
2. *Create Objective Residential Development Standards to allow for streamlined housing development in all residential zones.*
3. *Create Objective Development Standards for Supportive Housing. These standards would be for new construction of Supportive Housing.*
4. *Evaluate the creation of Objective Development Standards for Hotel/Motel/Office Conversion to Supportive Housing.*
5. *Review and amend Garden Grove’s current Accessory Dwelling Unit (ADU) Ordinance to comply with State requirements and further increase housing supply.*
6. *Continue to invest in landlord and tenant counseling and mediation services, unlawful detainer assistance, housing discrimination services, homebuyer education and outreach, and local eviction prevention strategies.*

City of Huntington Beach

1. *Modify the existing Inclusionary Housing Ordinance to increase the supply of affordable housing opportunities available to lower income persons and households.*

- a. *Study the current methodology of setting the maximum sales price and down payment requirements of an affordable home for ownership.*
 - b. *Study requirements for the provision of inclusionary units through on-site units, dedication of land, in-lieu fees, and off-site development.*
 - c. *Study the in-lieu fee structure.*
 - d. *Explore the provision of incentives for developments that exceed inclusionary requirements and/or provide extremely low-income units on site. Incentives can be through the provision of fee waivers and deferrals, financial assistance, regulatory relief, and flexible development standards.*
2. *Update the density bonus ordinance to be consistent with state law,*
 3. *Expand the TBRA program to help tenants impacted by Covid-19. Currently, an eviction moratorium is in place to prevent evictions due to lack of non-payment of rent due to Covid-19. This moratorium ends on May 31, 2020. The moratorium does not end the obligation to pay the rent eventually. On June 1, 2020, there most likely will be an increased need from persons to receive rental assistance for the rents due prior to May 31 and going forward. The City would work with its current service providers to help tenants impacted by Covid-19.*

City of Irvine

1. *Ensure compliance with their HCD-certified Housing Element.*
2. *Update Density Bonus Ordinance – Irvine will update the Density Bonus Ordinance to comply with current State law.*
3. *Review and amend Irvine’s Inclusionary Housing Ordinance, as necessary, to increase its effectiveness.*
4. *Review and amend Irvine’s current Accessory Dwelling Unit (ADU) Ordinance to comply with State requirements and further increase housing supply.*
5. *Create Objective Development Standards for Supportive Housing. These standards would be for new construction of Supportive Housing.*
6. *Working with the City’s fair housing services provider, continue to invest in local eviction prevention strategies to reduce the number of homeless individuals and families in Irvine.*
7. *Working with the City’s fair housing services provider, continue to invest in landlord and tenant counseling and mediation services, unlawful detainer assistance, housing discrimination services, and homebuyer education and outreach.*

City of La Habra

1. *Explore the creation of an inclusionary housing ordinance to increase the number of affordable housing units.*

2. *Advocate for increasing the minimum percentage of affordable units at Park La Habra Mobile Home and View Park Mobile Home Estates from 20 percent to 50 percent.*

City of Laguna Niguel

1. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*
2. *In collaboration with the Orange County Housing Authority (OCHA):*
 - a. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - b. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
3. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*
 - c. *Provide general fair housing counseling and referrals services to address tenant-landlord issues, and investigate allegations of fair housing discrimination and take appropriate actions to conciliate cases or refer to appropriate authorities.*
 - d. *Periodically monitor local newspapers and online media outlets to identify potentially discriminatory housing advertisements.*
 - e. *Include testing/audits within the scope of work with fair housing provider.*
4. *Prepare a new Housing Element that is compliant with all current State laws and is certified by the California Department of Housing and Community Development.*
5. *Update zoning ordinance to comply with current State law.*
6. *In cooperation with the Orange County Transportation Authority, provide community education regarding transport services for persons with disabilities.*
7. *Support local eviction prevention strategies to reduce the number of homeless individuals and families (homelessness prevention services).*

City of Lake Forest

1. *In collaboration with the Orange County Housing Authority (OCHA):*

- a. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*
 - b. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - c. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
2. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*
 - c. *Provide general fair housing counseling and referrals services to address tenant-landlord issues, and investigate allegations of fair housing discrimination and take appropriate actions to conciliate cases or refer to appropriate authorities.*
 - d. *Periodically monitor local newspapers and online media outlets to identify potentially discriminatory housing advertisements.*
 - e. *Include testing/audits within the scope of work with fair housing provider.*
 - f. *Regularly consult with the City's fair housing contractor on potential strategies for affirmatively furthering fair housing on an on-going basis.*
 3. *In cooperation with the Orange County Transportation Authority:*
 - a. *Provide community education regarding transport services for persons with disabilities.*
 - b. *Explore bus route options to ensure neighborhoods with concentration of low-income or protected class populations have access to transportation services.*
 4. *Support local eviction prevention strategies to reduce the number of homeless individuals and families (homelessness prevention services).*
 5. *Prepare a new Housing Element that is compliant with all current State laws and is certified by the California Department of Housing and Community Development.*
 6. *Update zoning ordinance to comply with current State law.*

City of Mission Viejo

1. *In collaboration with the Orange County Housing Authority (OCHA):*
 - a. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*

- b. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - c. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
2. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*
 - c. *Provide general fair housing counseling and referrals services to address tenant-landlord issues, and investigate allegations of fair housing discrimination and take appropriate actions to conciliate cases or refer to appropriate authorities.*
 - d. *Periodically monitor local newspapers and online media outlets to identify potentially discriminatory housing advertisements.*
 - e. *Include testing/audits within the scope of work with fair housing provider.*
 3. *In cooperation with the Orange County Transportation Authority:*
 - a. *Provide community education regarding transport services for persons with disabilities.*
 - b. *Explore bus route options to ensure neighborhoods with concentration of low-income or protected class populations have access to transportation services.*
 4. *Monitor FBI data to determine if any hate crimes are housing related and if there are actions that may be taken by the City's fair housing service provider to address potential discrimination linked to the bias motivations of hate crimes.*
 5. *Support local eviction prevention strategies to reduce the number of homeless individuals and families (homelessness prevention services).*
 6. *Seek funding through State programs (SB2/PLHA) to expand affordable housing and or homelessness prevention services.*
 7. *Prepare a new Housing Element that is compliant with all current State laws and is certified by the California Department of Housing and Community Development.*
 8. *Update zoning ordinance to comply with current State law.*

City of Orange

1. *Continue to follow current State Density Bonus law and further its implementation through a Density Bonus ordinance update.*

2. *Prepare a Transfer of Development Rights Ordinance to provide opportunities for development rights transfers to accommodate higher density housing in transit and employment-rich areas of the city.*
3. *Prepare and adopt a North Tustin Street Specific Plan with an objective of providing opportunities for affordable housing.*
4. *Amend the City's Accessory Dwelling Unit Ordinance to be consistent with State Junior Accessory Dwelling Unit (JADU) and Accessory Dwelling Unit (ADU) laws.*
5. *Prepare and adopt a small lot subdivision ordinance to streamline entitlement processing of housing development projects.*
6. *Continue providing CDBG funds to the Fair Housing Foundation to provide fair housing activities to the community.*

City of Rancho Santa Margarita

1. *In collaboration with the Orange County Housing Authority (OCHA):*
 - a. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*
 - b. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - c. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
2. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*
 - c. *Provide general fair housing counseling and referrals services to address tenant-landlord issues, and investigate allegations of fair housing discrimination and take appropriate actions to conciliate cases or refer to appropriate authorities.*
 - d. *Periodically monitor local newspapers and online media outlets to identify potentially discriminatory housing advertisements.*
 - e. *Include testing/audits within the scope of work with fair housing provider.*
3. *In cooperation with the Orange County Transportation Authority:*
 - a. *Provide community education regarding transport services for persons with disabilities.*
 - b. *Explore bus route options to ensure neighborhoods with concentration of low-income or protected class populations have access to transportation services.*

4. *Monitor FBI data to determine if any hate crimes are housing related and if there are actions that may be taken by the City's fair housing service provider to address potential discrimination linked to the bias motivations of hate crimes.*
5. *Support local eviction prevention strategies to reduce the number of homeless individuals and families (homelessness prevention services).*
6. *Seek funding through State programs (SB2/PLHA) to expand affordable housing and or homelessness prevention services.*
7. *Prepare a new Housing Element that is compliant with all current State laws and is certified by the California Department of Housing and Community Development.*
8. *Update zoning ordinance to comply with current State law.*

City of San Clemente

1. *In collaboration with the Orange County Housing Authority (OCHA):*
 - a. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*
 - b. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - c. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
2. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*
 - c. *Provide general fair housing counseling and referrals services to address tenant-landlord issues, and investigate allegations of fair housing discrimination and take appropriate actions to conciliate cases or refer to appropriate authorities.*
 - d. *Periodically monitor local newspapers and online media outlets to identify potentially discriminatory housing advertisements.*
 - e. *Include testing/audits within the scope of work with fair housing provider.*
3. *Support local eviction prevention strategies to reduce the number of homeless individuals and families (homelessness prevention services).*
4. *Prepare a new Housing Element that is compliant with all current State laws and is certified by the California Department of Housing and Community Development.*

5. *Update zoning ordinance to comply with current State law.*
6. *Offer a variety of housing opportunities to enhance mobility among residents of all races and ethnicities by facilitating affordable housing throughout the community through 1) flexible development standards; 2) density bonuses; and 3) other zoning tools.*
7. *Review the type and effectiveness of current affordable housing development incentives, and amend/augment as may be necessary to increase the production of affordable housing units.*

City of San Juan Capistrano

1. *Develop Strategies to Address Lack of Affordability and Insufficient Income*
 - a. *Work with developers, and non-profit organizations to expand the affordable housing stock within San Juan Capistrano.*
 - b. *Increase production of new affordable units and assistance towards the purchase and renovation of housing in existing neighborhoods.*
 - c. *Seek housing program resources through the County of Orange Urban County CDBG Program, and others which may become available.*
2. *Increase Public Awareness of Fair Housing*
 - a. *Increase fair housing education and outreach efforts.*
 - b. *Investigate options for enforcement including local enforcement conducted by neighboring jurisdictions.*
3. *Develop Strategies to Address Poverty and Low-Incomes Among Minority Populations*
 - a. *Expand job opportunities through encouragement of corporations relocating to the city, local corporations seeking to expand, assistance with small business loans, and other activities.*
 - b. *Support agencies that provide workforce development programs and continuing education courses to increase educational levels and job skills of residents.*
4. *Develop Strategies to Address Limited Resources to Assist Lower-Income, Elderly, and Indigent Homeowners Maintain their Homes and Stability in Neighborhoods*
 - a. *Consider implementing a volunteer program for providing housing assistance to elderly and indigent property owners, including assistance in complying with municipal housing codes.*
 - b. *Encourage involvement from volunteers, community organizations, religious organizations, and businesses as a means of supplementing available financial resources for housing repair and neighborhood cleanup.*

City of Santa Ana

1. *Review and amend Santa Ana's inclusionary housing ordinance to increase its effectiveness.*
2. *Evaluate the creation of a motel conversion ordinance to increase the supply of permanent supportive housing similar to the City of Anaheim and Los Angeles.*

3. *Review Santa Ana's density bonus ordinance and explore adding a density bonus for transit-oriented development (TOD) similar to the City of Los Angeles.*
4. *Explore establishing a dedicated source of local funding for a Right to Counsel program for residents of Santa Ana to ensure that they have access to legal representation during eviction proceedings similar to the City of New York.*
5. *Continue to invest in local eviction prevention strategies to reduce the number of homeless individuals and families in Santa Ana.*

City of Tustin

1. *In collaboration with the Orange County Housing Authority (OCHA):*
 - a. *Attend quarterly OCHA Housing Advisory Committee to enhance the exchange of information regarding the availability, procedures, and policies related to the Housing Assistance Voucher program and regional housing issues.*
 - b. *Support OCHA's affirmative fair marketing plan and de-concentration policies by providing five-year and annual PHA plan certifications.*
 - c. *In coordination with OCHA and fair housing services provider, conduct landlord education campaign to educate property owners about State law prohibiting discrimination based on household income.*
2. *Through the City's fair housing contractor:*
 - a. *Provide fair housing education and information to apartment managers and homeowner associations on why denial of reasonable modifications/accommodations is unlawful.*
 - b. *Conduct multi-faceted fair housing outreach to tenants, landlords, property owners, realtors, and property management companies. Methods of outreach may include workshops, informational booths, presentations to community groups, and distribution of multi-lingual fair housing literature.*
 - c. *Provide general fair housing counseling and referrals services to address tenant-landlord issues, and investigate allegations of fair housing discrimination and take appropriate actions to conciliate cases or refer to appropriate authorities.*
 - d. *Periodically monitor local newspapers and online media outlets to identify potentially discriminatory housing advertisements.*
 - e. *Include testing/audits within the scope of work with fair housing provider.*
3. *Prepare a new Housing Element that is compliant with all current State laws and is certified by the California Department of Housing and Community Development.*
4. *Utilize funding through State programs (SB2) to support affordable housing and/or homeless prevention services.*
5. *Update zoning ordinance to comply with current State law.*

The AI lays out a series of achievable action steps that will help jurisdictions in Orange County to not only meet its obligation to affirmatively fair housing but to continue to be a model for equity and inclusion in Orange County.

Draft



Citizen Participation Plan

City of Mission Viejo

Draft April 2020

INTENTIONALLY BLANK

TABLE OF CONTENTS

	Page
Purpose	3
Overview of CDBG Program	3
Citizen Participation Plan	4
Consolidated Plan	6
Annual Action Plan.....	8
Consolidated and Annual Action Plan Amendment Process	9
Public Hearings and Citizen Input	9
Application Review Process	11
Analysis of Impediments to Fair Housing/Assessment of Fair Housing.....	12
Consolidated Annual Performance and Evaluation Report	12
Information/Document Accessibility	13
Technical Assistance	14
Comments and Complaints.....	14
Foreign Language Translation.....	15
Accessibility	15
Anti-Displacement/Relocation Process	15
Appeals	16
Assurances	16
<u>Citizen Participation Plan Amendments for Disasters and Emergencies.....</u>	<u>16</u>

CITIZEN PARTICIPATION PLAN

PURPOSE

The City of Mission Viejo receives Community Development Block Grant (CDBG) funds directly from the U.S. Department of Housing and Urban Development (HUD). The Housing and Community Development Act of 1987, as amended in 1995, and 24 CFR Parts 91 and 570, requires that all grantees of HUD community development funds follow a written citizen participation plan when preparing and implementing its Consolidated Plan and related documents. Pursuant to the CDBG program regulations, the City has prepared a five-year Consolidated Plan and Annual Action Plans to guide and report on the use of CDBG funds.

The City of Mission Viejo's policy is to ensure consistent and ongoing citizen involvement in the planning, implementation, and performance of the City's CDBG program. Opportunities for public comment and citizen involvement will be provided throughout the development of the five-year Consolidated Plan and related documents, i.e., the Annual Action Plan, amendments, the annual performance report, and the Analysis of Impediments to Fair Housing/Assessment of Fair Housing. This Citizen Participation Plan sets forth the City of Mission Viejo's policies and procedures for citizen participation in the development of the documents as mentioned above. The Citizen Participation Plan provides an opportunity for nonprofit service agencies, interested parties, and the community to work in partnership with the City to identify community development needs and allocate CDBG funds.

OVERVIEW OF THE CDBG PROGRAM

The primary objective of the CDBG program is the development of viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities, principally for persons of Low- and Moderate-income. Eligible service programs must meet one of three broad national objectives for the CDBG program:

- Benefit Low- and Moderate-income persons
- Aid in the prevention or elimination of slums or blight
- Meet a community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs

The scope of eligible activities established by HUD ranges from public improvements to housing rehabilitation and social service programs that must benefit a population consisting of at least seventy percent Low-/Moderate-income persons. A person or household is considered Low-/Moderate-income if their income is less than or equal to 80 percent of the county median income. Income limits are established annually by HUD and are adjusted for household size

DEFINITIONS

For purposes of the Community Development Block Grant (CDBG) program, the following definitions will apply:

1. Consolidated Plan - The Consolidated Plan document includes the following:
 - Housing and community needs assessment
 - Housing market analysis
 - Five-year strategic plan
 - Annual Action Plan

2. Consolidated Plan “related documents” include the following:
 - Annual Plans for years 2 through 5
 - Consolidated Annual Performance Evaluation Report (CAPER), i.e., year-end accomplishment report
 - Assessment of Fair Housing (AFH) or Analysis of Impediments to Fair Housing (AI)
 - Amendments to the Citizen Participation Plan, Consolidated Plan, Action Plan, or to the AFH/AI.

3. Low- and Moderate-Income Household - According to HUD regulations, the primary beneficiaries of the CDBG program should be Low- and Moderate-income households, defined by HUD as follows:
 - Extremely Low-Income – Household income equal to 0-30 percent of Area Median Household Income (AMI) adjusted for household size
 - Low-Income - Household income equal to 30-50 percent of AMI adjusted for household size
 - Moderate-Income - Household income equal to 50-80 of AMI adjusted for household size

4. Low- and Moderate-Income Neighborhood - Generally defined as a census tract(s) or block group(s) in which a minimum of 51 percent of the residents have an income not exceeding 80 percent of the County median household income. As Census data is released, HUD will establish new income thresholds for the City. The City's Action Plan will identify Low- and Moderate-income areas.

5. Slum or Blighted Area - An area that meets the definition of a slum, blighted, deteriorated or deteriorating area under State or local law or where there is a substantial number of deteriorating or dilapidated buildings or improvements throughout the area. The City of Mission Viejo has not designated “slum” or “blighted” areas, but there are specific target areas identified as Low- to Moderate-income areas.

CITIZEN PARTICIPATION PLAN

The City of Mission Viejo recognizes that CDBG funds are tax dollars returned to the City to be used primarily to benefit Low- and Moderate-income persons. City staff and public officials are stewards of this public money and will openly discuss all records, except those confidential records protecting a household's privacy. As stated previously, HUD regulations, 24 CFR Parts 91, et al., require the City to develop a citizen participation process to ensure compliance with Federal regulations. The Citizen

Participation Plan provides a strategy for the City to encourage the participation of residents in the development of the Consolidated Plan, Annual Action Plan, and related documents. In addition, efforts will be made to focus on the involvement of Low- and Moderate-income persons, those persons living in Low- and Moderate-income areas, and persons receiving social services where CDBG funds are proposed to be used. The Citizen Participation Plan consists of several elements designed to foster community involvement. The City presents the following as its policy defining its Citizen Participation Plan, per 24 CFR Parts 91, et al.

PUBLIC HEARINGS FOR THE CITIZEN PARTICIPATION PLAN

Pursuant to HUD regulations, the City will conduct at least one public hearing for the Citizen Participation Plan. The public hearing may be held by the City Council or a City commission or committee, as determined by the City Council. The public hearing will be conducted at City Hall, City Council Chambers, 200 Civic Center, Mission Viejo, or at other locations as may be determined by the City to facilitate public input. The City will conduct the public hearing at locations and at times convenient to the public, especially for those persons affected by program resources. Public hearing locations will be equipped to accommodate persons with physical disabilities, and Council/Commission agendas will be posted in public places (i.e., City Hall, City website). If a City commission or committee holds the public hearing, the Citizen Participation Plan may be placed on the consent agenda at a City Council meeting for formal adoption.

Public notices will be published at least 15 days prior to any public meeting at which action related to the Citizen Participation Plan will be taken. Public notices appear in newspapers of general circulation (i.e., *Saddleback Valley News* or *Orange County Register*) and announce the date, time, place, for the meeting, and topics to be considered. The City will maintain records of public meetings, hearings, and any other relevant sessions. Files and records maintained by the City will be made available to HUD upon request.

ADOPTION OF THE CITIZEN PARTICIPATION PLAN

Before the adoption of the Citizen Participation Plan, the following public comment, review, and adoption procedures will ensure that residents have an opportunity to participate in the development of the plan.

1. The City will notice the 30-day public review period and public hearing on the Citizen Participation Plan in a newspaper of general circulation (i.e., *Saddleback Valley News*). The notice will be printed in this newspaper a minimum of 15 days before the public hearing date.
2. The Draft Citizen Participation Plan will be available for a 30-day public review period at two or more of the following locations:
 - Community Development Department of City Hall
 - Mission Viejo Library
 - Norman P. Murray Senior and Community Center
 - City's website

Upon request, the Plan will be made accessible to any person with disabilities. The City reserves the right to charge duplication fees for the Citizen Participation Plan to residents and groups that request copies.

3. The Draft Plan will be adopted by a majority vote of the City Council or a City commission or committee as determined by the City Council at a designated and publicly noticed City Council, Commission, or Committee meeting.
4. If a City commission or committee holds the public hearing, the Citizen Participation Plan may be placed on the consent agenda at a City Council meeting for formal adoption. The final Citizen Participation Plan will include a summary of public comments and a summary of any comments not accepted, including the reasons for not accepting the comments.

AMENDMENT OF THE CITIZEN PARTICIPATION PLAN

The City will amend its approved Citizen Participation Plan whenever a change in the public participation process, as outlined in this plan, is proposed.

An amendment to the approved Citizen Participation Plan will follow the same guidelines as the adoption of the Citizen Participation Plan regarding public comment, review, and approval.

CONSOLIDATED PLAN

The Consolidated Plan, a HUD requirement established in 1995, replaces previous requirements for the CDBG program with a consolidated strategy and plan that incorporates all the procedures necessary for obtaining CDBG funds. The Consolidated Plan is developed through a community partnership planning process. The planning process includes units of local government, outside agencies, community organizations, residents, and the private sector.

The Consolidated Plan consists of several parts: the housing and community development needs assessment, housing, and community development market analysis, a Strategic Plan, and an Action Plan. The needs assessment, market analysis, and strategic are updated every five years, whereas the Action Plan is updated annually to reflect the annual CDBG funding allocation. The Consolidated Plan is due to HUD 45 days before the start of a program year.

DEVELOPMENT OF THE CONSOLIDATED PLAN

City staff, the Planning and Transportation Commission, and City Council will be involved in developing the Consolidated Plan. The responsibilities of these groups will include the following:

City Staff: Representatives from the various City departments (i.e., Community Development, Public Works, Recreation and Administrative Services, Police, and the City Manager's Office) will provide input regarding activities that address Consolidated Plan priority needs to the Planning Commission and the City Council. This will be accomplished through the following tasks:

- Information dissemination during the CDBG application process
- Collection of citizen input concerning neighborhood/community needs
- Preparation of project recommendations for the City Council's review and final approval
- Review of project/program progress

Planning and Transportation Commission/City Council: These public governing bodies will hold public hearings and carry out the procedures established in the Citizen Participation Plan. The City Council will make the final determination regarding how to allocate CDBG funds in the Action Plan.

The City of Mission Viejo will implement the following strategies to solicit meaningful community input for preparing the Consolidated Plan. Specifically, the City will:

- Consult with public agencies including City staff, adjacent local governments, County of Orange, Housing Authority of the Orange County, and state and local health agencies
- Consult with private nonprofit agencies, including, but not limited to, the following:
 - Social service agencies that assist Low- and Moderate-income persons and persons with special needs, such as: elderly, disabled, homeless, persons with AIDS, and victims of domestic violence
 - Economic development interests
- Send notice to cooperating departments and nonprofit agencies advising them that the planning cycle has begun for CDBG funds and that the City is accepting project proposals. A Notice of Funding Availability (NOFA) may also be published at the discretion of the Director of Community Development
- Conduct an eligibility analysis on all project proposals

ADOPTION OF THE CONSOLIDATED PLAN

The draft Consolidated Plan will be available for a 30-day public comment and review period. At the end of the 30-day review period, the City Council, or a City commission or committee as determined by the City Council, will consider the adoption of the draft Plans. The Draft Consolidated Plan and Action Plan will be adopted by a majority vote of the City Council or a City commission or committee as determined by the City Council, at a designated and publicly noticed meeting.

After the adoption of the Plan, the final Consolidated Plan and Action Plan will be submitted to HUD. The final Plan will include a summary of public comments and a summary of any comments not accepted and the reasons for not accepting the comments.

SUBSTANTIAL AMENDMENT CRITERIA OF CONSOLIDATED PLAN

The City may amend the adopted five-year Consolidated Plan and Annual Action Plan. The following outlines the criteria and procedures to be used for amending the Consolidated Plan:

- Five-Year Consolidated Plan: The City will amend its approved five-year Consolidated Plan whenever a decision is made to undertake an objective and goal previously not included in the Consolidated Plan.

ANNUAL ACTION PLAN

The Annual Action Plan describes the City of Mission Viejo’s allocation of CDBG funds for eligible activities. The Action Plan also describes the resources available for program implementation, activities to be undertaken during a specific program year, the relationship of these activities with Consolidated Plan priorities.

ADOPTION OF THE ANNUAL ACTION PLAN

At the end of the 30-day review period, the City Council, or a City commission or committee as determined by the City Council, will consider the adoption of the Draft Annual Action Plan. The Action Plan will be adopted upon a majority vote of the City Council or a City commission or committee as determined by the City Council, at a designated and publicly noticed meeting.

After adoption, the Action Plan will be submitted to HUD. The final Action Plan will include a summary of public comments and a summary of any comments not accepted and the reasons for not accepting the comments.

AMENDMENT OF THE ANNUAL ACTION PLAN

During each program year, the City will monitor the progress and viability of activities funded to optimize resources for the community. The City may amend its approved Annual Action Plan for the following reasons:

- A change in grant allocation
- An action results in the creation of a new activity

Proposals for plan amendments must be submitted to the Planning Manager/CDBG Coordinator. Available funding will be awarded in a manner consistent with the strategic goals/priorities of the Consolidated Plan. Annual Action Plan amendments will be submitted to the Planning and Transportation Commission as needed. Amendments to the Annual Action Plan will be documented in the year-end performance report but may not necessarily be submitted to HUD once approved.

SUBSTANTIAL AMENDMENT CRITERIA OF ANNUAL ACTION PLAN

The City will consider a change as a “substantial amendment” of the Annual Action Plan under the following circumstances:

- The City proposes to carry out an activity previously not described in the Annual Action Plan
- The City changes the purpose, scope, location, or beneficiaries of an activity
- The City changes the use of CDBG funds from one eligible activity to another and the change in funds excess of 45 percent of the City’s annual CDBG allocation

Residents will be informed of any proposed substantial amendment through a public notice in a local newspaper of general circulation (i.e., *Saddleback Valley News* or *Orange County Register*). The public will be given 30 days to comment on the proposed amendment. Comments will be presented to the review

committee for further consideration or may be presented at a City Council meeting or a City commission or committee as determined by the City Council. Comments will receive a written response. A summary of these comments, and a summary of any comments not accepted, and the reasons, therefore, will be attached to the substantial amendment of the Annual Action Plan.

Changes in funding for an existing project not amounting to more than 45 percent of the City's annual CDBG allocation are not considered a substantial change to the Annual Action Plan; no formal amendment to the Action Plan requiring public review and comment will be warranted. A summary of the amendment will be included in the year-end report to HUD. The reallocation of CDBG funds at the end of the fiscal year from a canceled activity or an activity that does not expend any funds during the year is not considered a substantial amendment.

CONSOLIDATED & ANNUAL ACTION PLAN AMENDMENT PROCESS

The following procedures will ensure that residents have a chance to comment on the Consolidated Plan and/or Annual Action Plan proposed amendments. Specifically, the City will:

- Publish a notice announcing the 30-day public comment period on the proposed amendment to the adopted five-year Consolidated Plan and the Annual Action Plan. The notice will be published in the *Saddleback Valley News* (or other newspaper of general circulation) and will include a summary of the amendment and where copies of the proposed amendment may be examined
- The proposed amendment will be available for public review at two or more of the following locations:
 - Community Development Department at City Hall
 - Mission Viejo Library
 - Norman P. Murray Senior and Community Center
 - City's website
- At the end of the 30-day review period, the City Council, or a City commission or committee as determined by the City Council, will consider the adoption of the amendment. The amendment will be approved upon a majority vote of the City Council or a City commission or committee as determined by the City Council, at a designated and publicly noticed meeting. Public comments received in writing during the public review period or orally at Council/Commission/Committee meetings will be considered.

PUBLIC HEARINGS & CITIZEN INPUT

The City will conduct public meetings to provide information and consider resident input on the development of the Consolidated Plan and Annual Action Plan. A minimum of one public hearing will be conducted regarding the City's Consolidated Plan and Annual Action Plan for consideration of related funding allocations and proposals. This allows an opportunity for residents to present views concerning housing and community development needs, and the proposed allocation of funding from the CDBG program.

The City will publish a notice announcing the 30-day public comment period and public hearings on the Draft Consolidated Plan and the Annual Action Plan. The notice will be published in the *Saddleback Valley*

News (or other newspaper of general circulation). It will include a summary of the Draft Consolidated Plan and Action Plan that describes the contents and purposes and a list of the locations where the Draft Plans may be examined. The notice will be published at least 15 days before the public hearing.

The Draft Consolidated Plan and Action Plan will be available for public review at two or more of the following locations:

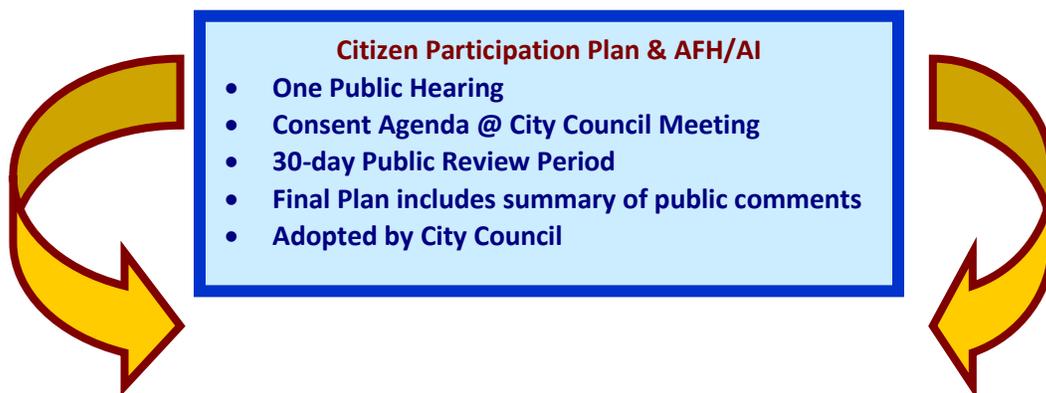
- Community Development Department at City Hall
- Mission Viejo Library
- Norman P. Murray Senior and Community Center
- City's website

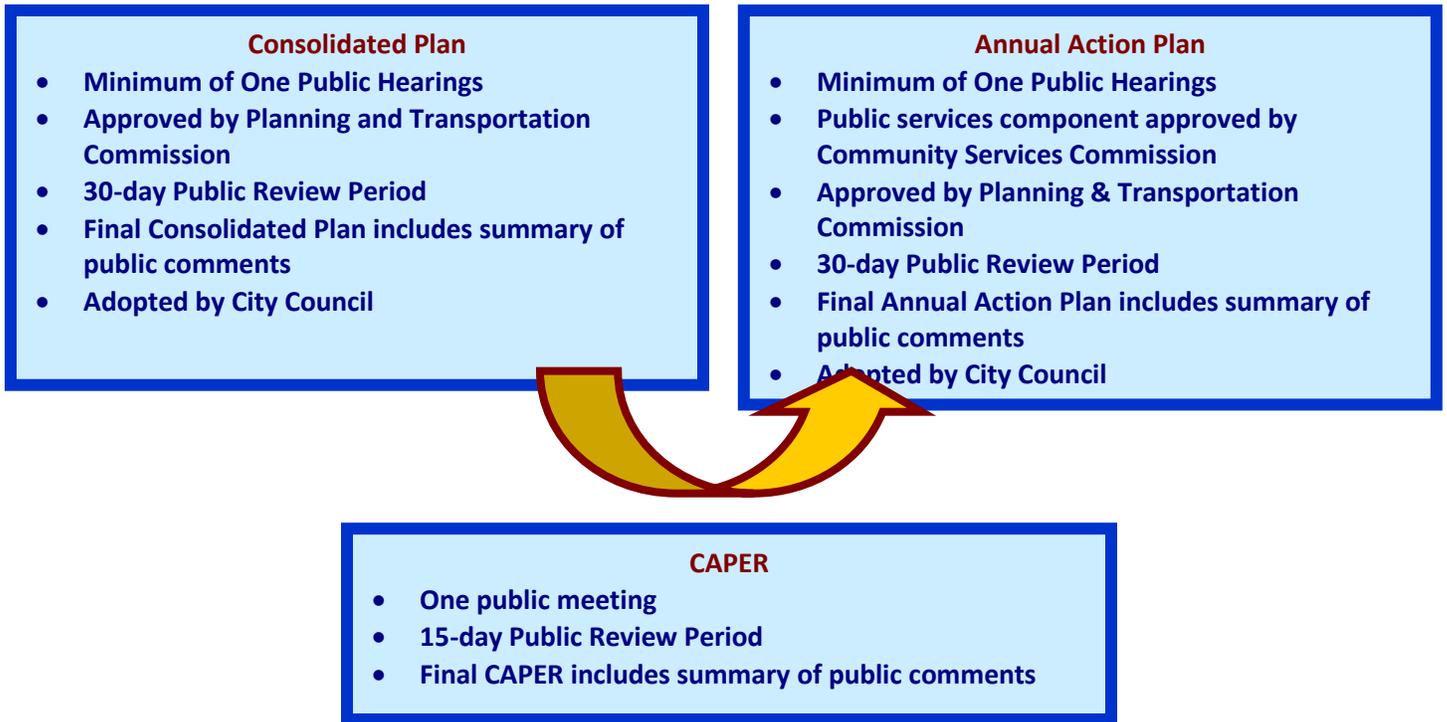
Upon request, the Draft Consolidated Plan and Action Plan may be made accessible to any person with disabilities. The City reserves the right to charge for duplication fees of all documents to individuals and groups that request copies.

During or at the end of the 30-day review period, the City Council, or a City commission or committee as determined by the City Council, will conduct a public hearing to receive comments on the Draft Consolidated Plan and Action Plan. Comments or views of individuals received in writing during the public review period or orally at the public hearing will be considered by the City Council/Commission/Committee.

Once adopted by the City Council or a City commission or committee as determined by the City Council, the approved Consolidated Plan and Annual Action Plan will be submitted to HUD. Additional opportunities for public comment on the use of CDBG funding are available as needed. *Figure 1* summarizes the public hearing/citizen participation process.

Figure 1 - Public Hearings and Citizen Participation





APPLICATION REVIEW PROCESS

Funding proposals will be received and coordinated by Community Development staff through a two-step process consisting of (1) a threshold eligibility review by Community Development staff and (2) a quality review/evaluation and scoring by the application review committee comprised of the CDBG Coordinator and Community Development Department staff.

The application review committee will conduct a threshold eligibility review of each application for items such as completeness, eligibility in meeting the national objectives established by HUD. Applications not meeting this threshold review will be withdrawn from further consideration. Projects recommended for funding will be compiled in a “Recommended Funding Allocation” table presented to the public and local governing authority (i.e., Community Services Commission, Planning and Transportation Commission and City Council) in the draft Annual Action Plan.

The application review committee will review the applicable proposals to determine the use of anticipated federal and local funds in coordination with the Consolidated Plan strategies and goals. This allocation of funding is determined by considering the Federal CDBG expenditure limit for public service projects (15 percent of allocation) and by taking into consideration the following:

- Location of the program
- The amount and reasonableness of funds requested
- Previous funding allocation and performance
- Nature of the programs
- Number of Mission Viejo residents served
- Increase in the level of service

Prospective subrecipients will be notified of their funding award and invited to attend the public hearings before the Community Services Commission and Planning and Transportation Commission regarding recommended allocations. The final project award is contingent upon HUD's final allocation of CDBG funds and the City Council's approval of the Annual Action Plan.

ASSESSMENT OF FAIR HOUSING - ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE

As necessary, the same process for adopting and amending the Consolidated Plan/Annual Action Plan will apply to the Assessment of Fair Housing/Analysis of Impediments to Fair Housing.

A substantial amendment to the AFH/AI entails a material change in circumstances that affects the information on which the AFH/AI is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the AFH/AI no longer reflect actual circumstances. Examples include:

- Presidentially declared disasters in the City that is of such a nature as to significantly impact the steps a program participant may need to take to affirmatively further fair housing
- Significant demographic changes
- New significant contributing factors in the City
- Civil rights findings, determinations, settlements, or court orders
- HUD's written notification specifying a material change that requires revision.

When a revision is required as a result of a material change, such a revision will be submitted within 12 months of the onset of the material change, or at such later date as HUD may provide. Where the material change is the result of a Presidential declared disaster, such time shall be automatically extended to the date that is two years after the date upon which the disaster declaration is made. HUD may extend such deadline, upon request, for a good cause.

CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT

The Consolidated Annual Performance and Evaluation Report (CAPER) details the accomplishments of the Consolidated Plan and the Action Plan. The information compiled in this document is necessary to assess the progress of funding received by the subrecipients. Data gathered in the compilation of the annual report will be used to supply information to HUD and the public on the accomplishments and services provided. The information will include the following:

- Number of people served
- Ethnicity of clients
- Income category
- Type of services received
- Project status information
- Other information as required by HUD

This information will be used to determine future funding considerations. The CAPER is due 90 days after the close of a program year. The following procedures will ensure that all citizens will have a chance to comment on the CAPER.

1. Publish a notice announcing the 15-day public comment period on the draft CAPER. The notice will be published in the *Saddleback Valley News* (or other newspaper of general circulation) and will include a list of locations where the draft CAPER can be reviewed, and date/time of the public meeting to obtain additional public comment.
2. The draft CAPER will be available for public review at two or more of the following locations:
 - Community Development Department
 - Mission Viejo Library
 - Norman P. Murray Senior and Community Center
 - City's website
3. At the end of the 15-day public comment period, the City will hold a public meeting. Public comments received will be incorporated into the draft CAPER, and the CAPER will be submitted to HUD.

Upon request, the CAPER may be made accessible to any person with disabilities. The CAPER is submitted to HUD within 90 days after the end of the program year (June 30) and before September 30 of each year.

INFORMATION/DOCUMENT ACCESSIBILITY

The City will ensure timely and reasonable access to information and records related to the development of the Consolidated Plan, related documents, and the use of money for programs funded by CDBG. Information to be made available will include budget and program performance information, meeting minutes, and comments received by the City during the development of the Consolidated Plan and related documents. Requests for information and records must be made to the City of Mission Viejo in writing. Staff will respond to such requests within 15 working days.

The following documents will be made accessible, and when appropriate, duly noticed throughout the preparation process to provide open and continuous communication for all interested persons:

- Five-year Consolidated Plan (draft, final, and amended versions)
- Annual Action Plan (draft, final, and amended versions)
- Citizen Participation Plan
- Records of public hearings
- Analysis of Impediments to Fair Housing or Assessment of Fair Housing
- Regulations and eligibility requirements governing the CDBG program
- Contracting procedures and environmental policies
- Letters of approval, grant agreements, monitoring/evaluation reports and other reported required by HUD
- Request for proposals for consultants and CDBG applications
- Mailings or public notices to community groups/organizations

Copies of the Consolidated Plan and Annual Action Plan will be available at City Hall and the Mission Viejo Library. All records related to the City's Consolidated Plan will be made maintained and available for a minimum period of five years after completion of a Program Year. The City may charge duplication fees for all documents requested. Comments, questions, or suggested amendments to public documents should be directed to the CDBG Coordinator of the Community Development Department.

TECHNICAL ASSISTANCE

Upon request, staff will provide technical assistance to groups representing Extremely Low and Low-income persons to develop funding requests for CDBG eligible activities. Staff may conduct informational workshops and attend community meetings when requested. Staff will also be available to assist any resident or citizen group in understanding program requirements, ascertain community issues, organize neighborhood councils, monitor performance of the Consolidated Plan, and coordinate citizen input.

Technical assistance will be provided as follows:

- Establish an annual project proposal submission and review cycle (Notice of Funding Availability) that provides information, instructions, forms, and advice to interested Extremely Low-, Low- and Moderate-income citizens, representative groups, and interested service organizations, to ensure reasonable access to the funding consideration process.
- Provide self-explanatory project proposal forms and instructions to all persons who request them, whether by telephone or by letter. The City's basic application for funds is concise, while still covering all essential items necessary to judge the validity of the request. Statistics concerning specific areas of the City are furnished by City staff upon request.
- Answer, in writing, written questions, and answer verbally inquiries received from residents or representative groups asking questions on how to write or submit eligible project proposals.
- Meet with groups or individuals, as requested, to assist in identifying specific needs and to assist in preparing project proposal applications.
- Obtain completed proposals from citizens or local nonprofit agencies and assemble a list of proposals available for public review.
- Conduct a project eligibility analysis process to determine, at an early stage, the eligibility of each project. In cases where only minor adjustments are needed to make proposals eligible or otherwise practical, City staff will advise the applicants on the options available and desired changes to the proposals.
- Provide bilingual translation on an as-needed basis.

COMMENTS AND COMPLAINTS

Citizens and agencies providing services to the community are encouraged to submit their comments on the CDBG Program. Written comments should be addressed to:

**City of Mission Viejo
Community Development Department
Attn: CDBG Coordinator
200 Civic Center
Mission Viejo, CA 92691**

A written response will be made to all written comments within 15 working days, acknowledging the letter and identifying a plan of action, if necessary. Complaints regarding the Consolidated Plan planning process or related document preparation process must be made within the set public review period.

The City will accept written complaints provided they include:

1. The description of the objection and supporting facts and data.
2. Provide name, address, telephone number, and date of the complaint

Staff will provide complete written responses within 15 working days from the date of receiving the comment/complaint, where practicable.

FOREIGN LANGUAGE TRANSLATION

Wherever a significant number of Low- and Moderate- income persons or residents of Low- to Moderate-income neighborhoods speak and read a primary language other than English, the City will provide for notices of public hearings and summaries of basic program information to be provided in such language. If necessary, the City will also provide a translator at City-sponsored public meetings and hearings for Consolidated Plan related issues. If a resident speaks a language other than English or Spanish as a principal language, with sufficient notice, an effort will be made to find an interpreter.

ACCESSIBILITY

The City will ensure that architectural barriers do not preclude the attendance of disabled persons at meetings and hearings convened under this Citizen Participation Plan.

ANTI-DISPLACEMENT/RELOCATION POLICIES

If any residential displacement and relocation must take place to carry out a program activity, the City of Mission Viejo will ensure an Anti-displacement and Relocation Plan will be developed in connection with that project as applicable per Federal regulations.

If any acquisition and relocation must take place to carry out a program activity, the City will also comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1070, as amended and implementing regulations of 49 CFR part 24.

APPEALS

Appeals concerning the Citizen Participation Plan or decisions, statements, or recommendations of the staff should first be directed to the Planning Manager. If concerns are not addressed, appeals are then made to the following people in the following order:

1. Director of Community Development
2. City Manager
3. City Council
4. If concerns are unanswered, complaints are directed to the Los Angeles Area Office of HUD

ASSURANCES

A review, and as applicable, a revision of the Citizen Participation Plan may be conducted during the fourth quarter of each program year. Changes to the Citizen Participation Plan will require City Council approval (or the approval of a City commission or committee as designated by the City Council). Before City Council approval, individuals will be given a reasonable opportunity to comment on the original Citizen Participation Plan and any amendments to such. The Citizen Participation Plan will be made available to the public, and reasonable efforts will be made to make the Citizen Participation Plan available in a format accessible to a person with disabilities upon their request.

The City assures that the most diligent effort will be made to comply with the process and procedures outlined in this Citizen Participation Plan. In addition, the City will comply with the Americans with Disabilities Act (ADA) in all respects. If an attendee or participant at a public hearing needs special assistance beyond what is typically provided, the City of Mission Viejo will attempt to accommodate these people in every reasonable manner. The Planning Manager must be notified at least 48 hours before the public hearing.

CITIZEN PARTICIPATION PLAN AMENDMENTS FOR DISASTERS AND EMERGENCIES

In the event of a local, state, or national disaster, it may be necessary to rapidly deploy existing or new funding resources allocated to the City by HUD. In these emergency situations, the Citizen Participation process may be streamlined to reduce delays in accessing grant funds pursuant to notices, waivers, award letters, or other HUD directives. Rapid deployment of HUD resources may require the substantial amendment to the Consolidated Plan and/or Annual Action Plan(s).

CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT OF 2020

Pursuant the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act), and regulatory waivers authorized by the U.S. Assistant Secretary of Housing and Urban Development for Community Planning and Development, on March 31, 2020, the City of Mission Viejo will implement the following regulatory relief waivers related to Citizen Participation:

1. **Citizen Participation Public Comment Period for Consolidated Plan Amendment:** The 30-day public comment period is waived for substantial amendments to no fewer than five (5) days. This waiver will

apply to the Consolidated Plan, Annual Action Plans, and other CARES Act related funding or program modifications.

2. **Reasonable Notice and Opportunity to Comment:** The Citizen Participation Plan sets forth the requirements for reasonable notice and opportunity for the public to comment. In an effort to contain COVID-19 by limiting public gatherings, and to respond quickly to the growing spread and effects of COVID-19, reasonable notice and opportunities to comment are amended as follows:
 - Reasonable Notice: Related notice(s) will be posted on the City's website – www.cityofmissionviejo.org, social media, and in the Public Notice display case located at the entrance of the City of Mission Viejo City Hall. The notice will be prominent and will provide a summary of the proposed amendment, information regarding the opportunity to provide comment, and information on how to view or obtain a copy of the draft amendment.
 - Opportunity to Comment: Members of the public are invited to review the draft amendment and provide written comments. Written comments can be submitted to cd@cityofmissionviejo.org. City staff will provide a written response to public comments received during the comment period. A summary of written comments received during the comment period, and Staff responses will be incorporated into the amendment that is submitted to HUD at the conclusion of the comment period.
 - Public Hearing: On or soon after day five (5) of the comment period, the City Council (or other designated City representative) will hold an in-person hearing or a hearing utilizing an internet-based video conferencing application that allows the live exchange of communication. During this hearing, the City Council (or other designated City representative) will accept additional public input regarding the draft amendment. Public comments will be summarized and incorporated into the final amendment that is submitted to HUD.

City staff will submit the subject amendment(s) to the HUD in a timely manner. This waiver will apply to the Consolidated Plan, Annual Action Plans, and other CARES Act related funding or program modifications. This waiver will be applicable through June 30, 2021, or as otherwise directed by HUD.