



City Council Staff Report

Subject: 2024 Consolidated Annual Performance and Evaluation Report (CAPER)

Date: September 9, 2025

Submitted By: Gabrielle de Farcy, Management Analyst
Elizabeth Sorg, Assistant to the City Manager
Andrew Keys, Assistant City Manager

Department: City Manager's Office

Recommendation:

Conduct a Public Hearing and Consider the Following Action: Adopt a Resolution of the City Council of the City of Rocklin Authorizing Staff to Submit the 2024 Consolidated Annual Performance and Evaluation Report (CAPER) and Authorizing the City Manager to Execute and File All Documents Required for Submittal to the U.S. Department of Housing and Urban Development (HUD).

Background:

As a recipient of U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) funds, the City of Rocklin must complete a Consolidated Annual Performance and Evaluation Report (CAPER) on an annual basis. The CAPER identifies programs and activities that the City undertook during the Program Year (PY) to meet the priority needs identified in the five-year Consolidated Plan.

On July 25, 2025, a draft of the PY 2024 CAPER was made available for public review. Notice of the Public Review Draft CAPER's availability, comment period and the scheduled public hearing before the City Council was published in the Placer Herald. In addition, the notice was emailed to various service providers through dissemination by the Placer Collaborative Network (PCN) and The Placer Consortium on Homelessness (PCOH) and posted in the City's posting box outside of City Hall. The report was made available through links in email notices, at City Hall, at the Rocklin Public Library, and on the City's website. Comments on the draft report were due by the end of the business day, Friday, August 14, 2025. As of the publishing of this report, no comments have been received.

CDBG Standard Entitlement PY 2024 Summary

Total PY 2024 Award: \$285,275.00

PY 2023 Carryover: \$5,925.35

Activity Name	Amount Budgeted	Amount Expended	Persons Assisted
Accessibility and Safety Projects	\$191,354.10	\$190,103.00	1,295
Seniors First Senior Nutrition Program	\$14,263.75	\$14,263.75	97
Stand Up Placer Mental Health Program	\$14,263.75	\$12,827.87	388
St Vincent de Paul Food Bags Delivery Program	\$14,263.75	\$14,263.51	61
Planning and Administration	\$57,055.00	\$57,055.00	N/A
Total:	\$291,200.35	\$288,513.13	1,841

There are three programs identified in the 2024 Annual Action Plan that were unable to spend the total awarded allocation. Due to HUD's 15% Public Services spending cap in any PY, unspent funds will be reallocated to Public Facilities for the Accessibility and Safety Project identified in the 2025 Annual Action Plan. The unspent funds include:

- PY 2024 Accessibility and Safety Projects - \$1,251.10 in unspent funds
- PY 2024 St Vincent de Paul BAGS Nutrition Program - \$0.24 in unspent funds
- PY 2024 Stand Up Placer Victim Services Program - \$1,435.88 in unspent funds

The combined total of unspent funds that will be carried over to Accessibility and Safety Projects in PY 2025 is \$2,687.22.

CARES Act - CDBG-CV-1 and CDBG-CV-3

Although not technically a part of the PY 2024 Annual Action Plan, the City is required to provide a brief update regarding CARES Act funding and spending in the CAPER. The City's initial allocation of CDBG-CV-1 (\$164,189) funds was the primary focus of the first substantial amendment to the 2020 Annual Action Plan approved by the City Council on September 22, 2020.

In addition to CDBG-CV-1 funds, on September 11, 2020, the City of Rocklin received \$299,113 in a third round of CDBG-CV-3 funding from the CARES Act. The City Council approved the second substantial amendment to the 2020 Annual Action Plan on August 10, 2021. All grant funds were not allocated during that amendment.

The City did not receive any CDBG-CV-2 funds.

In an effort to create another opportunity to accept new or revised proposals to spend the remaining CDBG-CV-1 and CDBG-CV-3 funds available, the third substantial amendment to the 2020 Annual Action Plan was approved by the City Council on October 11, 2022. A summarized list of CDBG-CV activities and status are below.

- CDBG-CV-1
 - KidsFirst - \$45,000 for a Rental/Utility Assistance Program (Completed)
 - Salvation Army - \$39,000 for a Rental Assistance Program (Completed)

- Stand Up Placer - \$15,000 for a Counseling Program (Open)
- The Gathering Inn - \$45,189 for a Counseling Program (Completed)
- The Gathering Inn - \$20,000 for a Medical Clinic (Completed)
- CDBG-CV-3
 - Salvation Army - \$20,000 for a Rental Assistance Program (Open)
 - St. Vincent de Paul - \$44,125 for Senior and Disabled Food Bags/Basic Essentials Program (Open)
 - St. Vincent de Paul - \$92,713.02 for a Rental/Utility Assistance & Essentials Program (Open)
 - The Gathering Inn - \$142,274.98 for Direct Services for Rocklin Homeless due to COVID (Completed)

HUD's original deadline to spend 80% of the CV funds by September 1, 2023 was revised to require that 100% of the funds be spent by September 1, 2026 and final spending and accomplishments data reported to HUD by November 9, 2026.

At the time of this report's preparation, \$436,168.19 (94%) of CDBG-CV-1 and CDBG-CV-3 funds have been spent. The City's focus will be to continue to work with subrecipients to maximize use of remaining funds within the mandated timeframe.

Fiscal Impact:

There is no impact to the general fund. The CDBG allocation is budgeted annually in the CDBG Housing and Urban Development Entitlement Fund (Fund 257).

ATTACHMENTS:

1. [Resolution](#)
2. [Resolution Exhibit A - CAPER](#)