



City Council Staff Report

Subject: 2022 Consolidated Annual Performance and Evaluation Report (CAPER)

Date: September 12, 2023

Submitted By: Sherri Conway, Assistant City Manager
Elizabeth Sorg, Management Analyst

Department: City Manager's Office

Recommendation:

- A. Conduct a Public Hearing to Consider Testimony.
- B. Adopt a Resolution of the City Council of the City of Rocklin Authorizing Staff to Submit the 2022 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 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 Program Year (PY) 2022 to meet the priority needs identified in the 5-year Consolidated Plan. In addition, the CAPER discusses actions that the City took to address barriers to affordable housing, public services for seniors and the homeless, and ADA improvements. The City was awarded \$284,949 for the PY 2022.

On July 28, 2023, a Public Review Draft CAPER document was made available for a 17-day period. 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 newspaper. In addition, the notice was e-mailed to various service providers through dissemination by the Placer Collaborative Network (PCN) and The Placer Consortium on Homelessness (PCOH) listservs and in the City's posting box outside of City Hall. The report was made available through links in e-mail notices, at City Hall and on the City's website. Comments on the draft report were due by the end of the business day, Monday, August 14, 2023. As of the publishing of this report, no comments have been received.

CARES Act – CDBG-CV-1 and CDBG-CV-3

Although not technically a part of the PY 2022 Annual Action Plan, the City is including 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 was also notified that it had received \$299,113 in a third round of CDBG-CV-3 funding from the CARES Act. Approval of the second substantial amendment to the 2020 Annual Action Plan was approved by the City Council on August 10, 2021. All grant funds were not allocated during that amendment.

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, approval of the third substantial amendment to the 2020 Annual Action Plan was approved by the City Council on October 11, 2022. A complete list of CDBG-CV programs include:

CDBG-CV-1

- KidsFirst - \$45,000 for the Rental/Utility Assistance Program to respond to income reductions related to Coronavirus.
- Salvation Army - \$39,000 for the Rental Assistance Program to respond to income reductions related to Coronavirus.
- Stand Up Placer - \$15,000 for the Counseling Program to respond to the service needs of victims of domestic violence stemming from Coronavirus.
- The Gathering Inn - \$45,189 for the Counseling Program to respond to the service needs of the homeless stemming from Coronavirus.
- The Gathering Inn - \$20,000 for the Medical Clinic to prevent, prepare for, and respond to Coronavirus and its effects on homeless populations.

CDBG-CV-3

- Salvation Army - \$20,000 for the Rental Assistance Program to respond to income reductions related to Coronavirus.
- St. Vincent De Paul - \$44,125 for the Senior and Disabled Food Bags / Basic Essentials Program.
- St. Vincent De Paul - \$92,713.02 for the Rental/Utility Assistance & Essentials Program.
- The Gathering Inn - \$142,274.98 for Direct Services for Rocklin Homeless due to COVID (Housing, Case Management, Drivers, Transportation, Food, Shelter, Day Services)/Rental Assistance.

HUD's original deadline to spend 80% of the funds by September 1, 2023 has been 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, \$396,087.84 (85.5%) of CDBG-CV-1 and CDBG-CV-3 funds have been spent. The City will continue to work with the subrecipients to maximize their spending within the mandated timeframe.

CDBG Standard Entitlement

The list below breaks down how much was spent in PY 2022 by program:

- Public Facilities/ADA Improvements - Improve safety and accessibility in public
 - Amount budgeted: \$185,216.85
 - Amount expended: \$182,330.00
 - Households assisted: 100
 - Status: The remaining \$2,886.85 will be reallocated to public facilities for the ADA improvement project identified in the 2023 Annual Action Plan.

- Seniors First - Meals on Wheels, meeting senior nutrition needs
 - Amount budgeted: \$14,247.45
 - Amount expended: \$14,247.45
 - Households assisted: 138
 - Status: All funds have been spent

- Stand Up Placer - Provide mental health services
 - Amount budgeted: \$14,247.45
 - Amount expended: \$14,247.45
 - Households assisted: 314
 - Status: All funds have been spent

- Kids First - Provide mental health services
 - Amount budgeted: \$14,247.45
 - Amount expended: \$14,157.39
 - Households served: 13
 - Status: remaining \$90.06 will be reallocated to public facilities for the ADA improvement project identified in the 2023 Annual Action Plan.

- Planning/Administration
 - Amount budgeted: \$56,989.80
 - Amount expended: \$56,989.80
 - Households assisted: N/A
 - Status: All funds have been spent

Unspent Funds from PY 2022 / Carry over

There are two programs identified in the 2022 Annual Action Plan that were unable to spend the total allocation amount awarded. Due to HUD’s 15% spending caps associated with the public services category, these unspent funds will be reallocated to public facilities for the ADA improvement project identified in the 2023 Annual Action Plan. The additional funds include:

- \$2,886.85 unspent funds from PY 2022 Public Services ADA project, and
- \$90.06 unspent funds from PY 2022 KidsFirst program

The combined total of unspent funds that will be carried over to Public Services ADA project in PY 2023 is \$2,976.91.

Subject to any input from the City Council or the public at tonight’s public hearing for the 2022 CAPER, the report will be finalized and submitted to HUD for review and approval.

Fiscal Impact:

There is no impact to the general fund. The CDBG allocation is budgeted annually in fund 257.

ATTACHMENTS:

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