



City Council Staff Report

Subject: Federal Department of Housing and Urban Development (HUD)
Community Development Block Grant (CDBG) 2025-2029 Five-Year
Consolidated Plan, 2025-2026 One-Year Action Plan, and Amendment
to the Citizen Participation Plan

Date: April 22, 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 Approving the Adoption of the 2025-2029 Consolidated Plan, the 2025-2026 One-Year Action Plan, and an Amendment to the Citizen Participation Plan and Authorizing the City Manager to Execute and File All Documents Required to Receive U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Funding.

Background:

The Community Development Block Grant (CDBG) program is administered by the Federal Department of Housing and Urban Development (HUD) to provide funding to states, cities and counties to provide decent housing and a suitable living environment, and to expand economic opportunities, principally for low- and moderate-income persons. CDBG funded activities must demonstrate that they meet one or more of the following CDBG National Objectives:

- Low- and Moderate-Income Benefit - provides a benefit to low- and moderate- income persons;
- Slum and/or Blight Benefit - Aids in the prevention or elimination of slums or blight; and
- Urgent Need - Addresses an unexpected need having a particular urgency (such as flood, fire, or earthquake).

Under the CDBG program, the City of Rocklin is an entitlement community and annually receives funding on a formula basis. To be eligible, the City must complete a Consolidated Plan every five years and an Action Plan on an annual basis. The Consolidated Plan is a comprehensive planning document that serves as a guide for the use of CDBG funding during the five-year plan period. Each year, the Annual Action Plan establishes the allocations and goals for the coming program year. To receive funding in a timely manner, the Consolidated

Plan and Annual Action Plan must be submitted to HUD at least 45 days before the start of the new program year, or no later than May 15, 2025.

2025-2029 Consolidated Plan

The five-year Consolidated Plan analyzes community needs, market conditions, and existing funding sources to develop strategies for the use of CDBG funds. Based on previous years' awards, it is estimated that the City will receive approximately \$285,000 per year, or a total of \$1,425,000 in CDBG funds over the five-year Consolidated Plan period. CDBG regulation limits the City to spending no more than 15% of annual funding for public services and no more than 20% for administration of the program.

The Consolidated Planning process included a number of outreach activities including but not limited to:

- An online community needs survey from October 23, 2024 through December 5, 2024.
- Virtual public community meetings held on November 5 and November 13, 2024.
- An in-person community meeting held on December 5, 2024.
- Consultations with local service providers and community stakeholders.
- February 25, 2025 regular City Council meeting staff presentation and City Council discussion on the Consolidated Plan Priority Needs and Goals.

The City conducted a needs and priorities assessment through data analysis, consultation of partner plans, and community input. These different perspectives and inputs inform the prioritization strategy for the use of CDBG funds. This prioritization strategy is used in the Strategic Plan section of the Consolidated Plan where Priority Needs and Goals are identified.

All CDBG funded activities for years 2025 through 2029 must be consistent with the Priority Needs and Goals established in the 2025-2029 Consolidated Plan and comply with all HUD regulations governing the program. Recommended Priority Needs are as follows:

High Priority Needs

- Services for low-and moderate-income youth, seniors, and those providing food and nutrition services.
- Addressing housing instability.
- Services for survivors of domestic violence, sexual assault, or trafficking.

Low Priority Needs

- Homeowner housing rehabilitation.
- Public infrastructure accessibility/safety.
- Support economic opportunity.

In order to address these Priority Needs, the following Goals were recommended for the 2025-2029 Consolidated Plan:

- Provide services to meet the needs of low- and moderate-income seniors.
- Provide services and shelter to survivors of domestic violence, sexual assault and trafficking situations.
- Provide services to meet the needs of low- and moderate-income youth and families with

children.

- Provide meal delivery for seniors and persons with disabilities, and provide access to food and nutrition services for low- and moderate-income households.
- Provide services to vulnerable households to reduce housing instability and the risk of homelessness. Provide assistance to persons experiencing homelessness to move toward housing stability.
- Provide financial and technical assistance to low- and moderate-income homeowners to complete accessibility improvements and/or rehabilitation. Support aging in place for elderly households and accessibility for persons with mobility impairment.
- Improve streets and sidewalks in low- and moderate-income neighborhoods to enhance pedestrian safety and reduce architectural barriers for persons with mobility impairments.
- Provide financial and/or technical assistance support to low- and moderate-income microenterprise business owners to improve their earning capacity. Provide financial support to businesses that create and/or retain jobs for low- and moderate-income persons. Support programs that provide job readiness skills for low- and moderate-income youth and underemployed adults.

Update to Analysis of Impediments to Fair Housing

Concurrent with the preparation of the Consolidated Plan, an update the Analysis of Impediments to Fair Housing (AI) was completed to ensure it is reflective of actions taken by the City to further fair housing. This update can be found in Appendix A of the Consolidated Plan. In 2019 and 2020, Rocklin joined regional jurisdictions and agencies to create the Sac Valley Fair Housing Collaborative (SVFHC). The goal of the SVFHC is to take meaningful actions to overcome historic patterns of segregation, promote fair housing choice, and foster inclusive communities that are free from discrimination on a regional basis. The SVFHC developed a regional AI, the Sac Valley Analysis of Impediments to Fair Housing Choice, which was adopted by the City Council on April 14, 2020. Although the City is no longer required to maintain a current AI, HUD still requires the City to certify that it will Affirmatively Further Fair Housing (AFFH) when applying for CDBG funds each year. The City will continue to meet HUD requirements for Fair Housing as they are implemented.

Annual Action Plan

The 2025-2026 Annual Action Plan identifies the specific activities the City will undertake during the Program Year and subsequent Action Plans will be adopted for each respective year of the Consolidated Plan. As of the date of this report, HUD has not announced allocations for 2025, but recent allocations have been approximately \$285,000 per year.

A Notice of Funding Availability for solicitation of proposals from service providers for Program Year 2025-2026 was published in the Placer Herald and on the City's website and sent via email to the Placer Collaborative Network (PCN), Placer Consortium on Homelessness (PCOH) and individual organizations. The City received applications for 2025-2026 CDBG funding from December 13, 2024 through January 24, 2025. Proposals were received from Compassion Planet, KidsFirst, Salvation Army, Seniors First, St Vincent de Paul, Stand Up Placer, The Gathering Inn, and Upwards. No more than 15% of the current year award or an estimated \$42,750 can be expended on public services during the plan year. The application from Upwards, a for-profit company, for a business support and technical assistance program for in-home childcare providers, applied as an economic development activity, which would not be subject to the Public Services cap. The following are brief descriptions of the applications received and staff recommendation:

- Compassion Planet requested \$25,000 for their Mentoring Program, which provides on-the-job training and workforce development. They have not been funded with CDBG in prior years. Staff determined that the program was ineligible as proposed per HUD regulations, and therefore does not recommend funding in 2025-2026.
- KidsFirst requested \$30,000 for emergency housing/shelter and utility support. Staff recommends that their funding be approved as part of the City's Fiscal Year (FY) 2025/26 Operating Budget and funded as an eligible Homeless Prevention and Rapid Rehousing activity from Low- and Moderate-Income Housing Asset Fund.
- Salvation Army requested \$25,000 for their Homeless Prevention Program which provides rent and deposit assistance. Staff recommends that their funding be approved as part of the City's FY 2025/26 Operating Budget and funded as an eligible Homeless Prevention and Rapid Rehousing activity from Low- and Moderate-Income Housing Asset Fund.
- Seniors First requested \$15,000 in grant funding for the Senior Nutrition Program, Meals on Wheels. They were funded \$14,263.75 for their Senior Nutrition program last year. Staff recommends funding approximately \$12,450 from CDBG in 2025-2026 in order to evenly distribute the Public Services cap between other service providers by percentage of request.
- St Vincent de Paul requested \$16,500 in funds for their Food BAGS Home Delivery program to Rocklin seniors and the disabled. They were funded \$14,263.75 for their Food BAGS Home Delivery program last year. Staff recommends funding approximately \$13,700 from CDBG in 2025-2026 in order to evenly distribute the Public Services cap between other service providers by percentage of request.
- Stand Up Placer requested \$20,000 in grant funding for program year 2025-2026 for their Victims Services Program. They were funded \$14,263.75 for Victim Services last year. Staff recommends funding approximately \$16,600 from CDBG in 2025-2026 in order to evenly distribute the Public Services cap between other service providers by percentage of request.
- The Gathering Inn (TGI) requested \$10,000 to support a contract with Whole Wellness Therapy, providing individual and group therapy at TGI locations for Rocklin individuals. In order to provide impactful funding amounts to established Public Service activities that provide direct services and are subject to the 15% cap, staff does not recommend CDBG funding for TGI in 2025-2026.
- Upwards, a for-profit business, requested \$40,000 for their Boost Program to provide specialized business support and technical assistance to in-home childcare providers. Staff determined that funding this program would involve a significant amount of staff oversight, and the program would be subject to additional federal requirements. Technical support to childcare providers was also not identified as a priority need or goal, and therefore staff does not recommend CDBG funding in 2025-2026.

On February 28, 2025, drafts of the 2025-2029 Consolidated Plan and the 2025-2026 Annual Action Plan were made available for a 30-day public review period. The draft documents were made available at City Hall, at the Rocklin Public Library, and on the City's website. In addition, the notice was emailed to various service providers and through dissemination by the Placer Collaborative Network (PCN) and Placer Consortium on Homelessness (PCOH). The deadline for comments on the draft documents was March 30, 2025. The City received no comments during the public comment period. The following activities and estimated allocations were reflected in the 2025-2026 Annual Action Plan published for public review and are recommended for approval:

Program	Summary	Estimated Allocation \$285,000
Seniors First, Senior Nutrition Program	Provide home delivery of meals to home-bound seniors in Rocklin	\$12,450
St Vincent de Paul, BAGS Home Delivery program	Provide groceries and basic essentials to low-income, homebound elderly and disabled adults	\$13,700
Stand Up Placer, Victim Services Program	Provide therapy services and crisis intervention to domestic and sexual violence survivors	\$16,600
Planning and Administration	General administration of the CDBG program including planning and reporting activities	\$57,000
Accessibility and Safety Projects	Sidewalk repairs and accessibility improvements to remove architectural barriers in the public right-of-way and improve safety for disabled persons	\$185,250

HUD has not yet published CDBG allocations for the current federal fiscal year; therefore, staff have estimated the allocation to be the same as last program year. The Final Annual Action Plan will be revised prior to submittal to reflect the actual amount as well as proportional changes to proposed funding in all categories, when the allocation amount becomes available. Agreements with all subrecipients will specify that Rocklin funds must be utilized to assist Rocklin residents.

The City Council may direct staff to add or remove programs and/or projects or to adjust proposed funding allocations in the 2025-2026 Annual Action Plan within program limits for specific activities.

Amendment to the Citizen Participation Plan

A proposed amendment to the CDBG Program Citizen Participation Plan (CPP) is also included for adoption by the City Council. The CPP was updated to remove specific language in reference the HUD Wavers issued in 2020 and reset back to standard HUD requirements. Other changes are minor in nature including updating language for clarity and to meet current regulations and references. The draft CPP was available for public review from February 28 through March 30, 2025. The City received no comments. Following adoption of the CPP Amendment, staff will submit to HUD.

Fiscal Impact:

Processing of the 2025-2029 Consolidated Plan and the 2025-2026 Annual Action Plan is necessary in order for the City to receive CDBG Entitlement Funds from HUD, and the estimated \$285,000 to be received for the 2025-2026 Program Year will be included in the City's proposed FY 2025/26 Operating Budget. Low- and Moderate-Income Housing Asset Funds (Fund 270) are available for use in the City's proposed FY 2025/26 Operating Budget to

fund KidsFirst and the Salvation Army programs totaling \$55,000 as identified in this report.

ATTACHMENTS:

1. Resolution
2. Resolution Exhibit A - 2025-2029 Consolidated Plan and 2025-2026 Annual Action Plan
3. Resolution Exhibit B - Amendment to the Citizen Participation Plan
4. Resolution Exhibit C - Application SF-424 & SF-424D
5. Resolution Exhibit D - Non-State Certifications
6. 2025-2026 CDBG Applicant Requests