



City Council Report

Subject: Public Hearing on the 2015-2016 HUD Consolidated Annual Performance and Evaluation Report (CAPER)

Submitted by: Sarah Novo, Housing and Code Compliance Manager Date: November 29, 2016

Department: Economic and Community Development

- **Staff Recommendation:** Solicit comments on the draft 2015-2016 CAPER and direct staff to submit the Final CAPER to the Department of Housing and Urban Development (HUD)
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BACKGROUND:

Staff recommends that the City Council conduct a public hearing to solicit comments on the Consolidated Annual Performance and Evaluation Report (CAPER). At the conclusion of the public hearing, it is further recommended that Council approve the following resolution subsequent to any Council modifications:

Resolution of the City Council of the City of Rocklin approving the 2015-2016 Consolidated Annual Performance and Evaluation Report (CAPER) and authorizing the City Manager to Execute and File All Required Documents from the US Department of Housing and Urban Development (HUD).

The City of Rocklin is required to prepare a Consolidated Annual Performance and Evaluation Report (CAPER) and submit it for review to the US Department of Housing and Urban Development (HUD). The CAPER provides a summary of activities undertaken during the fiscal year 2015-2016 with HUD Community Development Block Grant funds. The 2015-2016 CAPER covers the period of July 1, 2015 through June 30, 2016.

The public review period for the draft CAPER started on November 3, 2016 and staff has not received any public comments on the document. Staff recommends the Council open the public hearing for any oral comments. Once the hearing is complete, Council can direct that any comments be incorporated into the document. The document will then be submitted to HUD for review and approval.

DISCUSSION

For FY 2015-2016, the City of Rocklin received \$260,729 in Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development (HUD). The grant allows the City to carry out a number of housing and community development programs that target primarily low- and moderate-income households.

The City of Rocklin is required to submit an annual performance report, also known as the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER summarizes expenditures made with HUD funds during the performance year and describes the progress in meeting the City's 2013-2017 Consolidated Plan.

FINDINGS, CONCLUSIONS & RECOMMENDATIONS:

Findings:

- FY 2015-2016 CDBG program expenditures are summarized below:

<i>Project/Program</i>	<i>Amount Budgeted</i>	<i>Amount Expended</i>	<i>Households Assisted</i>	<i>Status</i>
<u>Handyman Program</u> – assist seniors and the disabled with minor home repairs	\$10,000	\$7,987.96	24	Unused funds from PY 2014 equaling \$2,012.04 were spent in PY 2015. Remaining 2015 funds to be spent by end of PY 2016.
<u>Public Facilities and Improvements</u> – provide ADA pavement, ramps, rooms, sidewalks, hallway improvements	\$159,584	\$81,569.88	n/a	Remaining funds will be spent by end of PY 2016.
<u>Senior Services</u> - Senior Nutrition Program, Information & Assistance, Friendly Visitor Program and Door to Door Rides	\$27,000	\$27,000	283	All funds have been spent.
<u>The Gathering Inn</u> – provide social, health and case management services to homeless	\$12,000	\$12,000	104	All funds have been spent.
<u>Planning/Administration</u> - general administration of the CDBG program including reporting activities	\$52,145	\$38,295.48	n/a	Remaining funds will be spent by end of PY 2016.

Conclusions:

- The CAPER contains all of the elements required by HUD.

Alternatives:

- None. Completion and submittal of the CAPER is required by HUD.

Fiscal Impact:

- Compliance with HUD's reporting requirements is necessary in order to be eligible for future funding.



Ricky A. Horst, City Manager
Reviewed for Content



DeeAnne Gillick, City Attorney
Reviewed for Legal Sufficiency

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN
APPROVING 2015-2016 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION
REPORT (CAPER) AND AUTHORIZING THE CITY MANAGER TO EXECUTE AND FILE ALL
DOCUMENTS REQUIRED FROM THE US DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT (HUD)

WHEREAS, the City of Rocklin has applied for and received Community Development Block Grant (CDBG) funds as an entitlement jurisdiction for the Government of the United States under Title I of the Housing and Community Development Act of 1974; and

WHEREAS, the Department of Housing and Urban Development (HUD) is the federal agency that oversees the administration of the CDBG program, and

WHEREAS, HUD requires entitlement jurisdictions to complete an annual evaluation of their grant programs through a report known as the Consolidated Annual Performance and Evaluation Report (CAPER);

WHEREAS, the CAPER, and a notice of the public comment period, have been published for citizen comment from September 3, 2015 to September 18, 2015 prior to forwarding the documents to City Council for approval; and

The City Council of the City of Rocklin does resolve as follows:

Section 1. The City Council of the City of Rocklin hereby approves and authorizes the City of Rocklin's CAPER to the 2015-16 Action Plan in the form attached hereto as Exhibit A and by this reference incorporated herein, certifying that the City of Rocklin has and will continue to conduct its activities in accordance with applicable statutes and regulations governing the CDBG program, as identifies in the Certifications.

Section 2. The City Council of the City of Rocklin hereby approves and authorizes the City Manager, or his designee, to execute and file the CAPER, including Certifications, and all documents that are required to receive CDBG funding for and on behalf of the City of Rocklin, and to make minor changes to those documents where necessary.

PASSED AND ADOPTED this 29th day of November, 2016, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk



DRAFT

2015-2016

**Consolidated Annual Performance and Evaluation Report
(CAPER)**

HUD Entitlement: Community Development Block Grant

City of Rocklin 2015 Program Year

Consolidated Annual Performance and Evaluation Report (CAPER)

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a). *This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.*

The 2015 Consolidated Annual Performance and Evaluation Report (CAPER) covers the reporting period from July 1, 2015 to June 30, 2016 which is the second to last year of the Five-year (2013-2018) Consolidated Planning period. The City of Rocklin received an entitlement allocation of \$260,729.00 in Community Development Block Grant (CDBG) funds for the 2015 Program Year (PY).

The CAPER identifies programs and activities that the City undertook during the 2015 PY to meet underserved needs identified in the 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.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 2013-18 Con Plan	Actual 2013-18 Con Plan	Percent Complete	Expected 2015 PY	Actual 2015 PY	% Complete
Handyman Program	Affordable Housing	CDBG: \$10,000	Homeowner Housing Rehabilitated	Household Housing Unit	10	69	690%	20	24	120%
Public Facilities and Improvements (merged with Infrastructure improvements)	Non-Housing Community Development		Public Facilities Improvements	Households assisted	500	0	0.00%	0	0	0.00%
Homeless Program	Homeless	CDBG: \$12,000	Homelessness prevention	Persons Assisted	20	266	1330%	20	104	520%
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$159,584	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	50			50		
Senior Nutrition	Public Services	CDBG: \$20,000	Public service activities for Low/Moderate Income Housing Benefit	Seniors Assisted	100	447	447.0%	100	283	283%
Economic Development	Non-Housing Community Development		Economic Development	Businesses Assisted	10	0	0.00%	0	0	0.00%
Youth Services	Non-Housing Community Development		Youth Services	Youth Assisted	15	0	0.00%	0	0	0.00%
Planning and Administration	Planning and Administration	CDBG: \$52,145	Other	Other	0	0	0	0	0	0

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Activities such as infrastructure improvements were targeted Citywide, with preference given to neighborhoods with older infrastructure and a senior center most in need of assistance with accessibility and structural improvements. Although targeted in areas of most need, improvements to infrastructure within the City of Rocklin provide direct benefit to the collective community.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The use of CDBG funds enabled the City to address many of the needs identified in the Annual Action Plan. The City was able to address many of its highest priority needs in 2015-16.

69 housing units were improved using CDBG, addressing minor repair and more substantial rehabilitation needs. These housing units, occupied by low-income, elderly and disabled persons, will be safer and have the useful life of major systems extended.

Public services, improved public facilities, and activities to address homelessness were provided to 387 individuals. These services meet the basic needs of low-income households, including basic nutrition, and serve to both address and prevent chronic homelessness.

Public facilities that serve low-income individuals and accommodate the needs of persons with disabilities as well as serving their basic infrastructure needs were addressed with the use of CDBG funds. Most of the 2015-2016 funds were spent within the program year. It is anticipated that remaining funds will be spent by the end of 2016.

During the 2015 PY the City:

- Continued to develop its relationships with private for-profit developers and non-profit housing providers to expand the availability of affordable housing.
- Continued to participate in the Governance Committee of the "Homeless Resource Council of the Sierras" (HRCS) for the Nevada-Placer Continuum of Care (CoC) planning process on ending homelessness. The HRCS is a collaborative association of service

providers and governmental agencies who work together to strengthen the delivery system by integrating and coordinating housing, homeless assistance and supportive services.

- The City participated in discussions with several other local jurisdictions within the region as well as with Sacramento Steps Forward to facilitate a partnership toward completion of a census of the local population of homeless individuals and families in an effort to further assess the regional need, as well as collective challenges. The regional collaborative effort was part of HUD’s recommendation for a regional Assessment for Fair Housing (AFH), and the results of this census information would serve to inform future City programming for individuals and families in homelessness.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	316
Black or African American	4
Asian	4
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	1
Total	
Hispanic	10
Not Hispanic	

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In PY 15 -16, resources targeted to special needs populations were allocated on a Citywide basis, where needs were identified and/or where resources could be coordinated with existing facilities and services. Activities such as infrastructure improvements were also targeted Citywide, with preference given to neighborhoods with older infrastructure and a senior center most in need of assistance in areas requiring accessibility. The City assigned the priority for each category based upon the overall relative need, resources received, and policies established by the City. The City will continue to pursue all available Federal, State and local resources and look to all segments of the community to assist with meeting homeless, affordable housing and community development needs. However, the City’s greatest obstacle to meeting underserved

needs within the community continues to be lack of resources given cutbacks at the Federal, State and local level.

**Note that the table structure provided by HUD does not include a row for Other to include Undisclosed/ Multi-Racial. The City assisted 75 such families in 2015*

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		\$260,729	\$166,853

Table 3 – Resources Made Available

Narrative

The City of Rocklin received \$260,729 in PY 15-16 and has expensed to date 64% of the total allocation (\$166,853.32.) Infrastructure improvement projects were temporarily placed on hold during the process of implementing/updating Citywide Improvement Standards which regulate and guide the planning process for all improvement projects. The remaining balance of \$93,875.68 will be spent according to the action plan allocation by the end of PY 16-17. Rocklin is an “exception grantee” under the CDBG rules that relate to the use of CDBG funds to benefit low-income areas. Rather than a residential area needing to be comprised of 51% or more low-income households to be considered low-income, areas that are within the upper quartile of low-income households are low-income areas for the purposes of CDBG funding.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Rocklin	100%	64%	

Table 4 – Identify the geographic distribution and location of investments

Narrative

Based on the 2006-2010 American Community Survey (ACS) data collected by HUD, the City’s “upper quartile” is 35.40% as there are no census tracts within the City that contain 51% or more Low-Moderate Income (LMI) households.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the

needs identified in the plan.

The City has actively sought funding sources in addition to CDBG to leverage its resources. Funds in addition to CDBG have not been made available, and the City does not receive an entitlement allocation of HOME funds. The City of Rocklin’s Section 8 voucher program is overseen by the City of Roseville’s Housing Authority.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction’s progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

The City’s assisted housing stock includes 122 Tenant-Based Housing Choice Vouchers (Section 8 Rental Assistance) targeted to very low and extremely low-income households. The Section 8 Rental Assistance Program is administered by the City of Roseville’s Housing Authority.

The City’s housing stock also includes 1,167 affordable rental units.

The City will continue to pursue available Federal, State and local resources to address affordable housing needs through a variety of programs including the Housing Rehabilitation Program, Section 8 Housing Choice Voucher Program and First Time Homebuyer Program.

- **Homeless**—The City has continued its efforts in meeting the underserved needs of the homeless population through participation in a countywide Continuum of Care process and in partnership with supportive service providers.
- **Supportive Services**--The City continued its support of applications by public and private social service agencies to expand support services to help meet underserved needs. The City provided CDBG funding for a variety of public service activities to create or expand services that target underserved needs within the community.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	1,167
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	1,167

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	122
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	24
Number of households supported through Acquisition of Existing Units	0	0
Total	0	146

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City was able to provide minor home repairs for 24 seniors throughout the 2015-16 PY.

122 Section 8 Housing Choice Vouchers were provided to Rocklin residents in the 2015-16 PY.

There were no obstacles in achieving these goals in this program year.

Discuss how these outcomes will impact future annual action plans.

The City does not expect outcomes for the FTHB or Housing Rehabilitation Programs to be impacted for future action plans. Goals are set based upon past funding history in order to meet the goals identified in the Five Year Consolidated Plan and Annual Action Plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	235	0
Low-income	95	0
Moderate-income	40	0
Decline to State	41	0
Total	411	0

Table 7 – Number of Persons Served

Narrative Information

The City of Rocklin’s goal is to increase the number of rental and purchase units affordable to very low, low and moderate-income households.

The recent downturn of the housing market reduced the private market development of single-family homes and multi-family housing units. This has also reduced the availability of affordable homes for purchase and rental, and now the market is working to catch up with demand, particularly in the rental market.

In addition to the market challenges discussed above, multi-family home developers have been affected by reductions or eliminations of a variety of funding sources. The City is challenged to develop new affordable housing units given the reduction of resources to subsidize affordable housing production.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City of Rocklin has the following outreach programs to individuals and families who are homeless:

Placer Consortium on Homelessness (PCOH): The City has collaborated with the Placer Consortium on Homelessness to continue their efforts to implement the Strategic Plan to End Homelessness in Placer County. Their mission is to bring people together in collaboration to develop, coordinate and support projects, services and resources that will enhance our partners’ ability to end homelessness.

Drop-In Centers with Services: The Gathering Inn has a Saturday health clinic, a clothing closet, and laundry facilities.

Special Events and Outreach: The Placer County Adult System of Care (ASOC), in conjunction with the Placer County Sheriff's Office, has a street outreach program that is successfully engaging people.

Sacramento Steps Forward (SSF): The City of Rocklin has participated in discussions with regard to partnerships with SSF to complete a local homeless census through local street outreach and a questionnaire.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Gathering Inn received \$12,000 in CDBG funds to assist the homeless with social, health and case management services. This organization is a nomadic sheltering program offering overnight accommodations for up to 50 homeless persons and is the only overnight emergency shelter in Placer County. There are 46 hosting churches of which 5 are located in Rocklin. The Gathering Inn provided overnight shelter to over 104 men, women and children from July 1, 2015 through June 30, 2016.

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 collaboration with the Placer Consortium on Homelessness is one of the City's mechanisms to address prevent homelessness in the City of Rocklin. Partnership with The Gathering Inn is also a way to assist the needs of the homeless through education and services.

Homeless priorities have been established within the framework of the Homeless Resource Council of the Sierras (HRCS); the priorities have been set as: emergency shelter, transitional housing, permanent supportive housing, and rapid re-housing. Most housing options for the homeless individuals and families are in permanent supportive housing programs; with only temporary openings because of a change in status of a resident. In comparison, except for victims of domestic violence, there are very few beds available in emergency shelter situations. Of the 109 emergency beds, 38 are solely for survivors of domestic violence, 6 are set aside for the Interim Care Program (adults only), and 5 are for the T3 Foothills Emergency Housing of WellSpace Health, (adults only). The 60 remaining beds are at The Gathering Inn. Of these beds an average of 10 beds can be expanded if there are more families or lessened for households without children. This number fluctuates depending on the need.

Emergency shelter is identified as a high-priority, while Transitional housing and Supportive housing are identified as a medium-priority. The need for emergency shelter, mental health services, substance

abuse treatment, and emergency food and clothing exists, especially for some subpopulations, such as those with severe mental illness or individuals who are chronically homeless (who have had regular or continued periods of homelessness). Emergency shelter may be used as engagement housing in order to build trust until such time as the client is ready to move into a permanent supportive housing situation.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The collaboration with the Placer Consortium on Homelessness is one of the City's mechanisms to prevent homelessness in the City of Rocklin. Partnership with The Gathering Inn is also a way to address the needs of the homeless through education and facilitation of services.

Outreach: Family Resource Centers (FRCs) are located close to where people need services, are welcoming, have bilingual staff, and provide numerous services to low-income families, including families who are homeless. The CoC works with the Food Closet Collaborative to make sure that all Food Closets are informed about services. There are some families who live in outlying areas with little to no connection to services; and as a result, outreach is typically provided through the Food Closets. The CoC will continue to work closely with the school Homeless Liaisons. The Placer Homeless Network hosted this year's annual Health, Education, and Resource Fair on October 20, 2016 which was publicized by the City of Rocklin and was open to the entire community.

Rapid Rehousing: Local service providers are applying for and have received Rapid Rehousing and Homeless Prevention funds to assist homeless families and individuals.

Housing: In planning the housing needs of these populations, the CoC considers the housing needs of both families and individuals. The scattered site housing programs serve both populations. Approximately 39 percent of emergency beds, 79 percent of transitional housing beds, and 23 percent of permanent supportive housing beds currently serve families.

Coordinated Services: Domestic violence, substance abuse, mental and physical disabilities can all contribute toward individual and family homelessness. There are collaborative community efforts to provide coordinated services to those in need of assistance. The new designation of chronic family homelessness is very helpful in focusing services on the most vulnerable populations first.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City does not have public housing within its jurisdiction, however the City of Rocklin contracts with The Roseville Housing Authority to operate and administer the Housing Choice Voucher (HCV) Section 8 Rental Assistance Program which serves both the cities of Roseville and Rocklin.

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

The City does not have public housing within its jurisdiction and therefore this section does not apply.

Actions taken to provide assistance to troubled PHAs

Not applicable; the City does not have public housing within its jurisdiction.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The City of Rocklin is committed to removing or reducing barriers to affordable housing whenever possible. Barriers to affordable housing identified in the City's Analysis of Impediments to Fair Housing Choice include: 1) Lack of sufficient affordable housing supply, 2) Loss of affordable units, and 3) Need for rental subsidy for lower-income households. During PY 2015-2016, the City has continued to assure the availability of adequate sites for the development of affordable housing and has researched state and federal funding sources to support efforts to construct affordable housing. The City continues to support opportunities for the redevelopment or re-use of underutilized parcels, particularly for high density and affordable housing development.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Consistent with priority needs identified in the Consolidated Plan, during the 2015-16 Program Year the City provided funding for the following activities that addressed priority special needs populations:

- The City provided CDBG funds to Seniors First to administer the Handyperson Program. This Program targets low-income seniors and disabled homeowners in need of minor home repairs which provide them with a safer and healthier living environment.

- The City provided CDBG funds to Seniors First to administer the Senior Link Program to assist with providing information and assistance to low-income, Rocklin seniors at no cost. This assistance allowed this population to access services and programs they could not have otherwise afford on their own.
- The City provided CDBG funds to Seniors First to administer a Senior Nutrition Program which provides hot meals to seniors in need.
- The City provided CDBG funds to The Gathering Inn to provide case management, temporary housing and other support services to serve individuals and families facing homelessness.

Other Federal, State and local resources, including funds from charitable organizations and private donations, were made available to service providers to assist special needs populations. Service providers received these funds directly. Maintaining a partnership with PCOH has helped to address and reduce obstacles to meeting underserved needs. In addition, the City's Housing Element includes recommendations and programs to alleviate obstacles to meeting underserved needs. The City will continue to use CDBG dollars to address underserved needs and to provide education about services and service providers to the extent feasible.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Maintaining a partnership with PCOH has helped to address and reduce obstacles to meeting underserved needs. In addition, The City of Roseville Housing Authority administers the Housing Choice Voucher Section 8 Rental Assistance Programs, of which an inspection is required of painted surfaces for the discovery of the potential presence of lead-based paint. If the inspection conducted identifies that a potential hazard exists, the program requires the rehabilitation contractor or homeowner to follow HUD guidelines for mitigation or removal of the lead-based paint hazard. The City also requires that property owners properly maintain their dwelling units. Complaints of deteriorating surfaces containing lead-based paint, and posing a hazard to occupants are reportable to the Placer County Environmental Health Department and represent a potential County Health Code violation subject to appropriate mitigation by the property owner. The City's Housing Element includes recommendations and programs to alleviate obstacles to meeting underserved needs. The City will continue to use CDBG dollars to address underserved needs and to provide education about services and service providers to the extent feasible.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

During Program Year 2015-16 the City of Rocklin took the following actions to reduce the incidence of poverty within the City's jurisdiction:

- \$12,000 in CDBG funding was allocated to The Gathering Inn. Funds were geared toward Rocklin individuals and families who are homeless or at risk of becoming homeless, and those persons living below the poverty level.
- The City of Rocklin assisted households by identifying and linking residents to various housing,

social services and educational programs.

- City Staff continues to work with new and existing business owners, developers and local business associations to promote its policy of ensuring a healthy job/housing balance which fosters a variety of jobs with varying levels of skill and training to strengthen the current local economy.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City has continued to rely on the Housing Division to administer its housing programs and implement housing policies. The Housing Division administers first-time homebuyer programs, down payment assistance programs, housing rehabilitation, and new construction projects in addition to oversight of CDBG sub-recipients and related activities. The Housing Division also provides program and resource information and referrals to residents; including referrals to homeless assistance, fair housing, legal services, etc.

The programs administered by the Housing Division are funded through a variety of public and private sources, including Federal, State and City funding under local affordable housing requirements.

The City is the lead agency for allocated CDBG funding and has established goals under the Entitlement Program to integrate planning and projects in correlation with related activities of other agencies in the area using the Citizen Participation Plan, direct email requests and various other methods of communications to facilitate this goal. The City does not plan to duplicate services of other established and successful programs, but inures to identify and fulfill areas of need. The City's system of institutional structure is strong and well-coordinated, with little duplication of services. The City continues to work toward a regional approach to serving the needs of residents through the Continuum of Care on both and citywide and countywide basis.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City has continued to support services that meet the needs of Rocklin residents. The Housing Division acts as a liaison between other public and private agencies to maximize service to Rocklin residents and prevent the duplication of services. The City of Roseville's Housing Authority administers the Section 8 program for the City of Rocklin. The City will continue to provide assistance to outside organizations when necessary.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City has completed several of the implementation tasks identified in the Analysis of Impediments to Fair Housing. Many of them have been ongoing tasks that have been addressed throughout the year. Housing Staff has reviewed the Insurance Practice Data (Commissioner's Report on Underserved

Communities) prepared by the Insurance Commissioner of the State of California. According to the report, a community is deemed to be “underserved” by the insurance industry if the Commissioner finds that (i) the proportion of uninsured is ten percentage points above the statewide average; (ii) the per capita income of the community is below the 50th percentile for California; and (iii) the community is predominantly minority. The City of Rocklin was not identified in the report as being an “underserved” community.

Fair Housing pamphlets and literature are also made available to the public. Housing Division staff continues to work with other staff members to further their knowledge of fair housing laws and issues, including making pamphlets and news articles available to staff. Housing Division staff continues to address all housing related complaints, including those regarding discrimination. In the case of alleged discrimination, those residents are provided with information regarding fair housing law, a HUD discrimination complaint form, and referrals to legal services, the State Department of Fair Housing and Employment, and other appropriate agencies.

CR-40 - Monitoring 91.220 and 91.230

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

Each year, the City conducts a risk assessment of sub-recipients to determine the need for monitoring. All sub-recipients are subject to an annual risk assessment and on-site monitoring visit to ensure compliance with the CDBG program requirements.

In February of 2016, staff conducted monitoring of CDBG sub-recipients to ensure that the projects are carried out as described, implemented in a timely manner, assessing costs to the program which are eligible under CDBG regulations and the contract, conforming to other applicable laws, regulations and terms of the agreement, and operating in a manner that minimizes the opportunity for fraud, waste and mismanagement. Staff found no instances of material non-compliance, however staff did identify areas for technical assistance and capacity building. This included clarity around the scope of work and improved processes. The City has identified and implemented improvement plans and will continue to work with sub-recipients on ways to improve and maximize service and benefit.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

On May 14, 2013, the Rocklin City Council held a public hearing to consider the draft 2013-2017 Consolidated Plan. On April 28, 2015 and May 26, 2015, the Council held public hearings to discuss the 2015-16 Action Plan. During both meetings, the Council discussed the housing and community

development needs of the City of Rocklin. Public testimony was solicited and individuals identified the need for funding for a meals-on-wheels senior nutrition program and a handyman program to address the home safety concerns of the elderly population in Rocklin.

As practice, the Rocklin City Council reviews, conducts the public hearing, and approves the CAPER prior to submission to the Department of Housing and Urban Development. The City published a public notice in the Placer Herald, a local newspaper on October 27, 2016. The public notice was also posted on the City's website (Rocklin.ca.us) on October 27, 2016 advertising the availability of the 2015 CAPER and requesting public comments. A copy of the CAPER was available at the Rocklin City Hall Building and was placed on the City's website (www.rocklin.ca.us).

In addition, the City notified public service agencies directly via an email to local non-profit collaborations regarding the availability of the 2015 CAPER. A public hearing was held before the City

Council on November 29, 2016 to review the City's progress in meeting its Housing and Community Development needs.

The CAPER and any comments received will be included and submitted to HUD by December 1, 2016 for review.

Comments received as a result of the public notice and public hearings are as follows:

(Staff will update this section after the November 29, 2016 Rocklin City Council Meeting.)

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City made no change to program objectives over the course of the 2015-16 program year and would not make any changes as a result of its experiences.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	ROCKLIN
Organizational DUNS Number	148686913
EIN/TIN Number	946000408
Identify the Field Office	SAN FRANCISCO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	HRCS

	2015 Allocation	
Housing		
Handyman	\$10,000.00	
Public Facilities		
Public Facilities	\$159,584.00	
Public Services (15%)		
Senior Nutrition Program	\$20,000.00	\$39,109.35
The Gathering Inn	\$12,000.00	
Information & Assistance Program	\$7,000.00	
Planning (20%)		
Planning & Admin	\$52,145.00	
Total:	\$260,729.00	