

City of Coweta

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2021 CITY OF COWETA CITIZEN PARTICIPATION PLAN

The City Council of the City of Coweta intends to implement a citizen participation program for its CDBG application process to accomplish the following objectives:

Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in areas where CDBG funds are proposed to be used.

This will be accomplished by:

1. Providing frequent and timely public notice of CDBG program activities by posting at the Coweta City Hall and at a second location in the City.
2. Conducting a public hearing to inform citizens of the proposed CDBG project activities and to obtain additional citizen input, and
3. Discussing the final CDBG project and authorizing the Mayor to sign a CDBG application, if necessary, in a regularly scheduled City Council meeting.

Ensure that citizens will be given reasonable and timely access to local meetings, information and records relating to the City of Coweta's proposed and actual use of funds, including but not limited to:

1. The amount of CDBG funds to be made available for the current fiscal year if the proposed project is approved,
2. The range of activities that may be undertaken with those funds,
3. The estimated amount of those funds proposed to be used for activities that will benefit low and moderate income persons,
4. The proposed CDBG activities likely to result in displacement and any anti-displacement and relocation plans developed by the City of Coweta in accordance with Section 104 (d) (1) and (2) of the Act,
5. The basis on which the City of Coweta may provide technical assistance to groups representative of persons of low and moderate income that may request assistance to be provided is at the discretion of the City Council and does not necessarily include providing funding to such groups.

This requirement will be accomplished by discussing the CDBG proposal during regular City Council meetings and in one formal public hearing prior to the submittal of the City of

Coweta's application. During the hearing the five items listed above will be explained to the public. Records of the CDBG process will be maintained by the City of Coweta and Citizen Participation Plan will be available upon request for review by the public. A brief summary of the proposed CDBG project will be available for public review after the City Council has made its final selection.

Provide for minimum of two public hearings; one prior to submission of the application for funding of the project for the purpose of obtaining citizen views and formulating or responding to proposal and questions, and the other prior to the closeout of the grant (if the City of Coweta receives funding) that discusses the City's accomplishments in relation to initial plans. The application stage hearing will include discussion of community development needs and the development of activities being proposed for CDBG funding. There will be reasonable notice of all hearings, which will be scheduled for times and locations convenient to the potential and actual beneficiaries and which will accommodate the handicapped.

This requirement will be met through the scheduling of a Public Hearing to discuss the City of Coweta's CDBG proposal. At this hearing the proposed project will be reviewed for the public and further citizen input will be solicited. Notice will be given 7 working days in advance of this hearing by posting at the Coweta City Hall, Coweta Library, and at the Coweta Post Office. The hearing will be held in Coweta City Hall at 310 S. Broadway which is the customary site of City Council meetings. The hearing will be held prior to or during the City Council meetings when citizens are accustomed to being heard in front of the City Council. A second hearing will be held prior to the end of the grant period if the City of Coweta is funded in the CDBG process.

Meet the needs of non-English speaking residents in those instances where a significant number of non-English speaking residents can reasonably be expected to participate.

The City of Coweta does not currently have a significant population of non-English speaking citizens. However, every effort will be made to accommodate the needs of any non-English speaking citizens who wish to participate.

Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities not previously described in the City of Coweta's funding request and on activities which are proposed to be deleted or substantially changed in terms of purpose, scope, location or beneficiaries.

The proposed 7 working days' notice for all public meetings and hearings in connection with the City of Coweta's CDBG application process is believed by the City Council to afford reasonable notice and will afford citizens with reasonable advance notice. In addition, if any change is proposed to the purpose, scope, location or beneficiaries of the proposed project or if the CDBG project budget changes by more than 25%, the public will be notified and afforded an opportunity for additional input.

Provide the place, telephone number and times when citizens are able to submit written complaints or grievances and the process the City of Coweta uses to provide a timely, written response to such complaints or grievances.

Citizens with comments or grievances on the CDBG process may submit them in writing to the City of Coweta or in person at a regularly scheduled City Council meeting. The City of Coweta will respond to such comments or grievances within 15 working days, where practicable.

By formally adopting this Citizen Participation Plan, the City Council of the City of Coweta accepts the responsibility for implementing its provisions. The City Council further charges all employees and contractors with the responsibility of implementing this plan and living up to the spirit of the citizen participation requirements of the CDBG program.

Adopted this 5th day of April 2021 by the City Council of the City of Coweta.

Evette Young, Mayor

ATTEST:

(SEAL)

Julie Casteen, City Clerk