



CITY OF POMPANO BEACH

2020-2024 CITIZEN PARTICIPATION PLAN



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- Include virtual hearings as an allowed method for citizen participation;
- Update the types of declared disasters or emergency events to include terrorism and infectious diseases, such as the recent Coronavirus 19 (Covid-19) pandemic, that may necessitate expedited substantial amendments;
- Provide details on possible actions, including reprogramming of funding and types of possible activities that may be undertaken in response to the COVID-19 pandemic;
- Includes provisions relative to Citizen Participation, Community Development Block Grant, HOME Investment Partnership and waivers made available under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

City of Pompano Beach - Citizen Participation Plan

The City's Citizen Participation Plan conforms to the requirements of 24 CFR 91.105, which, at a minimum, addresses the following elements:

Participation: As the lead agency in the development and implementation of the Consolidated Plan, the Office of Housing and Urban Improvement is responsible for ensuring that the Citizen Participation Plan is implemented. The City's Citizen Participation Plan requires a minimum of 7 neighborhood meetings annually to encourage citizens to attend and comment on current housing and community development efforts and to indicate priority needs remaining to be addressed. In addition to these citizen participation meetings, a city-wide public hearing is required to be held during the plan development process to further encourage citizen participation and comments. Since the inception of the CDBG and HOME Program in the City of Pompano Beach, there has been a written, structured Citizen Participation Plan the City follows which allows for regular resident involvement. The Plan provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used.

The City's current CDBG and HOME Citizen Participation Program is structured through the Community Development Advisory Committee (CDAC) of nine (9) residents of the City who are appointed by the City Commission. This Committee holds public hearings to receive citizen input on housing and community development needs before recommending activities for funding which utilize annual CDBG and HOME funds. The major work of the CDAC is conducted between December and June of each program year, wherein no less than three (3) public hearings and four (4) public meetings are held annually in providing

opportunities for public participation. During times of a national declared disaster or pandemic such as COVID-19, in person public hearings will not be required. Virtual public hearings would be acceptable. The CDAC reviews all proposed activities and makes recommendations to the City Commission for final approval. Information regarding the dates, times, locations, and anticipated program resources are published in the Sun Sentinel, the local paper of general circulation, a minimum of two weeks prior to the first scheduled neighborhood meeting. In addition, a schedule runs continuously throughout the process on the local cable government channel. The Office of Housing and Urban Improvement (OHUI) supplements this process by mailing additional notices to a list of interested citizens and organizations maintained by OHUI.

Access to Meeting: All Public notices include information regarding the accessible entrances to the facilities in which the neighborhood meetings and/or public hearing are being held. The notices also include instructions on obtaining interpreters for the deaf and each meeting will have available with 48 hours advance notice at least one staff person in attendance who speaks Spanish. The City will identify and accommodate the needs of non-English speaking citizens for adequate participation in all stages of the process. Any persons requiring auxiliary aids and services at any hearing or meeting should call OHUI at 954-786-4659 at least two (2) calendar days prior to the meeting. Persons who are hearing or speech impaired are directed to call the Florida Relay Service at 1-800-955-8770 or 1-800-955-8771.

During the annual neighborhood meetings and city-wide public hearings, and throughout the year, program information is provided to citizens in the form of booklets developed by OHUI staff. These booklets shall summarize eligible activities and program requirements in simple language, and provide contact information for further assistance. During times of a national disaster or pandemic such as COVID-19 Public meeting will be held virtually.

Access to Information: In compliance with Federal Consolidated Plan regulations, the City's Citizen Participation Plan requires the Proposed Consolidated Plan and Annual Action Plan/Budget be made available for citizen review and comment a minimum of 30 day prior to City Council's adoption. A summary of the Consolidated Plan and Annual Action Plan/Budget must be published in the Sun Sentinel, the local paper of general circulation. This advertisement also provides the locations at which the documents may be reviewed, which at a minimum include the offices of the Office of Housing and Urban Improvement, the Larkins Center, the Mitchell Moore Center, and the McNair Center.

In addition, the Proposed Plan are made available, at no cost, upon request. Following the 30-day comment period, a second public hearing is held in the City Council chambers, providing an additional opportunity for citizens to comment. At the conclusion of the public hearing, with consideration to all public comments, the

City Council adopts the Consolidated Plan and/or Annual Action Plan/Budget, incorporating modifications, as necessary. Access will be provided, but not restricted, to media announcements and advertisements, CDAC meetings, City Commission meetings, public hearings and dissemination of information by the City's Office of Housing and Urban Improvement (OHUI).

Technical Assistance: The City will continue to provide technical assistance to low, very low and poverty income groups in developing Requests for Proposals (RFPs). OHUI conducts a workshop on how to complete the City's Request for Proposal package for CDBG and HOME funding, and addresses follow-up questions that may arise after the workshop.

Substantial Amendment: A substantial amendment to the Consolidated Plan will be made when the City decides to 1.) make over 50% or more changes to its allocation priorities or the method of distribution of funds, 2.) to carry out an activity using funds from any program covered by the Consolidated Plan, not previously described in the Action Plan, or 3.) to change the purpose, scope, location or beneficiaries of an activity. The City will provide citizens with reasonable notice of, and opportunity to comment on such proposed changes in the use of funds by publishing a description of the proposed change. A summary of any proposed substantial amendment to the Plan will be published in a newspaper of general circulation in a manner that will afford citizens the opportunity to provide written comments for a thirty (30) day period prior to adoption. **The proposed amendment will also be posted to the City's website.** Copies of the proposed amendment will be made available for review.

Continuing to encourage input and involvement from citizens and a diverse group of service providers and advocates is critical to the on-going planning and assessment, development and modification, and implementation phases applicable to the Consolidated Plan. Throughout the implementation term of the strategies outlined in the Consolidated Plan, the City will continue to assess the efficiency and effectiveness of the use of public resources in addressing the identified priorities. All activities will be consistently monitored to ensure that public resources are appropriately expended in compliance with all local policies, federal regulations and program requirements.

Disaster/Emergency events that may require expedited substantial amendments: It may be necessary to expedite substantial amendments to the Consolidated Plan or Annual Action Plan in the event of a declared disaster or emergency. There are three types of disasters/emergency events that may necessitate an expedited substantial amendment including (1) Man-Made-disaster, (2) Natural disasters, and (3) Terrorism. Man-made disasters can include chemical spills, mass rioting, power outages, dam failure, plant explosions, etc. Natural disasters can include earthquakes, tsunamis, hurricanes, tornadoes, wild fires, flooding, and public health issues such as wide-spread disease such as the

recent coronavirus disease (COVID-19). Terrorism events include bomb threats, biochemical attacks like the spread of anthrax, or cyber-attacks like hacking, phishing, and virus distribution, etc. These expedited substantial amendments may include funding new activities and or reprogramming of funds including cancelling activities to meet needs resulting from a declared disaster or emergency. Therefore, Pompano Beach may utilize CDBG or HOME funds to meet these needs with a 5-day public comment period instead of a 30-day public comment period which is otherwise required for substantial amendments. For CDBG funding under FY 2019-2020, FY 2020-2021 and the Coronavirus Aid Relief and Economic Security Act or CARES Act, Pompano Beach may provide 5-day notices for public comments as allowed under the HUD waiver.

Timely Response: City will provide timely, written answers to complaints and grievances, within fifteen (15) days, where practical.

Summary Publication of Proposed Plan: The City publishes a summary of the Plan and its availability (draft copy of Plan) in City designated local publications. This advertisement will serve as an official notice to the community that a draft of the Plan is available for review for thirty (30) days and written comments are welcome. Upon the completion of the final Plan, based on the proposed version and any comments received, the public will be notified of the final Plan and where they may obtain a copy.

Citizens Comments on the Plan: The City will consider the views of citizens and other agencies in preparing the proposed and final Plan. Any comments received during the thirty (30) day comment period on the proposed Plan will be attached, in summary form, and submitted with the final Plan to HUD.