

**CITY OF MONTEREY PARK'S
SUBSTANTIAL AMENDMENT TO
CITIZEN PARTICIPATION PLAN
(DRAFT)**



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SUBSTANTIAL AMENDMENT TO CITIZEN PARTICIPATION PLAN

INTRODUCTION

The City of Monterey Park (“City”) is an entitlement jurisdiction receiving Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) funds directly from the U.S. Department of Housing and Urban Development (HUD). Pursuant to HUD regulations, the City is required to prepare a five-year Consolidated Plan and annual updates (Annual Action Plan) to guide and report on the use of CDBG funds. Annual reviews of program performance (CAPER) are also required.

This Citizen Participation Plan (CPP) sets forth the City’s policies and procedures for citizen participation in the development of the Consolidated Plan and related documents and any subsequent amendments. The CPP provides an opportunity for nonprofit service agencies and the community to work in partnership with the City to identify needs and allocate CDBG and HOME funds. The primary goal is to provide citizens--especially low- and moderate-income citizens of the community where CDBG-funded activities will take place-- an opportunity to participate in an advisory role in the planning, implementation, and assessment of the programs and projects.

REGULATORY BASIS

Section 104(a)(2) of the Housing and Community Development Act and by regulations at 24 CFR 570.486(a)(6) require that the City must provide citizens with reasonable advance notice of and opportunity to comment on proposed activities in an application to HUD for grants already made, the same opportunities must be provided for activities proposed to be added, deleted or substantially changed from the City’s Consolidated Plan, Annual Action Plan application previously submitted to HUD. A period of not less than 30 days for public review and comment prior to the submittal of the Consolidated Plan and any related documents is required.

In response to the COVID-19 pandemic, on March 31, 2020, April 9, 2020 and April 10, 2020, HUD published memorandums of available regulatory waivers related to the Consolidated Plan. The regulatory waiver is intended to prevent the spread of COVID-19 and facilitate assistance to households and businesses economically impacted by COVID-19.

Among the waivers offered by HUD for the oversight and implementation of programs and activities specifically related to the prevention, response, or recovery related to coronavirus are (1) the reduction of the public comment period for substantial amendments to the Consolidated Plan and specific fiscal year Annual Action Plans from 30 days to 5 days, and (2) allowing for virtual public hearings in lieu of in-person public hearings.

PROPOSED AMENDMENT TO THE CITIZEN PARTICIPATION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIP PROGRAM

The City is proposing the following amendment to its Citizen Participation Plan:

Emergency Policies and Procedures Related to Infectious Disease Response – The City is proposing to amend its Citizen Participation Plan to include emergency policies and procedures in response to the COVID-19 pandemic which will:

1. Reduce the required public comment period for substantial amendments from a minimum of 30 days to no less than 5 days;
2. Provide for virtual public hearings where in-person public hearings are not required, and virtual public hearings will be held if:
 - a. National/local health authorities recommend social distancing and limiting public gatherings for public health reasons; and
 - b. Virtual hearings provide reasonable notification and access for citizens in accordance with the grantee's certifications, timely responses from local officials to all citizen questions and issues, and public access to all questions and responses.

These emergency policies and procedures will apply to substantial amendments made to the FY 2015-2019 Consolidated Plan and related documents through June 30, 2021.

CITIZEN PARTICIPATION

In accordance with 24 CFR 91.105(c)(3) for local governments and HUD waiver published April 9, 2020, the public notice inviting public review and comments on the Substantial Amendment for the Citizen Participation Plan was published on May 11, 2020 and comments were accepted through May 19, 2020. During the 7-day public comment period, the public notice for the proposed Substantial Amendment was made available for public inspection on the City's website at <https://www.montereypark.ca.gov/231/Federal-HUD-CDBG-Program>.

At the time of preparing this staff report, City staff *had not received* any written comments concerning the Substantial Amendment to the Citizen Participation Plan. Subsequent to City Council approval, the Substantial Amendment will be incorporated into the City's CDBG and HOME files.

EXHIBIT 1
PROOF OF PUBLICATION, 5-DAY COMMENT PERIOD, AND PUBLIC HEARING

EXHIBIT 2
SUMMARY OF CITIZEN COMMENTS