

CITY OF DELRAY BEACH CITIZEN PARTICIPATION PLAN

AMENDMENT #1 – JULY 11, 2020

The Coronavirus Aid, Relief and Economic Security Act (CARES Act) has made available supplemental funding, flexibility and waivers in response to COVID-19. CDBG-CV funds provided by the CARES Act are to prevent, prepare for, or respond to Coronavirus. Additionally, the CARES Act provides CDBG grantees with flexibilities to make it easier to use CDBG-CV funds, 2019 and 2020 CDBG funds and authorized HUD to grant waivers and alternative requirements.

To take advantage of the funds and flexibility the City of Delray Beach is required to amend the approved plans affected by these changes including the Citizens Participation Plan, Annual Action Plans for 2019 and related Consolidated Plans. Below is a list of waivers as they apply to the Citizens Participation plan.

Citizen Participation and Public Hearings for Consolidated Plans and Action Plans:

CARES Act provides that grantees may amend citizen participation plans to establish expedited procedures to draft, propose, or amend consolidated plans. Expedited procedures must include notice and reasonable opportunity to comment of no less than 5 days. The 5-day period may run concurrently for comments on action plan amendment and amended citizen participation plans.

In person meetings are not required. Grantees may meet public hearing requirements with virtual hearing requirements if 1) national/local health authorities recommend social distancing and limit public gatherings for health reasons; and 2) virtual hearings provide reasonable notification and access for citizens in accordance with grantees certifications, timely responses from local officials to all citizen questions and issues, and public access to all questions and responses.

The City's plans were posted with a 30-day public comment period before the waivers were issued. Draft Consolidated Plan including the 2019 Annual Action Plan and Citizen Participation Plans were posted on June 16, 2019. Press Release providing notice of the 30-day comment period was issued June 16, 2019.

The public meeting was held on July 17, 2019 before the waiver was issued.

The City is utilizing the 5-day comment period for the notices on the amendments to the 2019 and 2020 Action Plans and corresponding Consolidated Plans and this document.

Notice of amendments issued **July 11, 2020**. Offices are open to the public by appointment only for specified departments to maintain social distancing and help stop the spread of COVID-19 therefore comments may be submitted via email to: mesidort@mydelraybeach.com. Those without access to email may leave a voice message at 561-243-7282 and staff will get back to them. Comments received by 4pm on **August 11, 2020** will be considered and included in submission to HUD.

INTRODUCTION:

Applicability and Adoption

The following Citizen Participation Plan has been developed in compliance with 24 CFR § 91.105. The plan sets forth the City's policies and procedures for citizen participation as it relates to the federally required Consolidated Plan.

The City of Delray Beach encourages citizens to participate in the development of the *Consolidated Plan* and all substantial amendments to the consolidated plan, and the performance report. The City especially encourages participation by citizens of low- and moderate-income neighborhoods, particularly those living within the CDBG Target Area; through consultation with the Public Housing Authority, the participation of residents of public and assisted housing developments and residents of Section 8 subsidized housing; minorities and non-English speaking persons; and, persons with disabilities.

Adoption of the Consolidated Plan

1. Prior to adoption of the Consolidated Plan, the City of Delray Beach will make available to citizens, public agencies, and other interested parties information that includes the amount of assistance the City expects to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income.
2. To assure the public adequate time and opportunity to comment on the contents of the Consolidated Plan, the City shall publish a summary of the proposed Consolidated Plan in the local newspaper and shall make copies available for public inspection at the Public Library, City Hall and City webpage. The summary of the Consolidated Plan shall describe the contents and purpose of the plan and shall include a list of the locations of where copies of the plan may be fully examined. Upon request, copies of the plan shall be made available to groups and citizens at no charge.
3. One public hearing shall be held during the development of the Consolidated Plan.
4. A citizen's comment period of not less than 30 days shall be established to receive comments from citizens on the consolidated plan.
5. The City shall consider any comments or views of citizens received in writing, or orally at the public hearings, in preparing the final Consolidated Plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons thereof, shall be attached to the final Consolidated Plan.

Amendments to the Consolidated Plan

1. A substantial amendment to the Consolidated Plan shall be defined as the elimination of a previously approved activity or a reduction in funding of a previously publicized activity in order to accommodate the funding of another Community Development Block Grant (CDBG)-eligible activity.
2. The City shall publish in a local newspaper details of the substantial amendment and provide the public with adequate time to comment on the amendment. The public shall be provided with not less than 30 days to provide comments prior to implementation of the amendment.
3. The City shall consider any comments or views of citizens received in writing, or orally at public hearings, if any, in preparing the substantial amendment to the Consolidated Plan. A summary of these comments or views and a summary of any comments or views not accepted and the reason therefore, shall be attached to the substantial amendment of the Consolidated Plan.

Performance Reports

1. The City shall provide the public with reasonable opportunity to comment on performance reports by publishing in the local newspaper the availability of performance reports and providing the public with not less than 15 days to comment on the reports prior to submission to HUD.
2. The City shall consider any comments or views of citizens received in writing, or orally at public hearings in preparing the performance report. A summary of these comments or views shall be attached to the performance reports.

Public Hearings

1. The City shall provide for two public hearings per year to obtain citizens' views and comments. One public hearing (Needs Assessment Meeting) shall be held at an appropriate time of the program year so that citizens may review program performance and another hearing shall be held prior to publication of the Consolidated Plan in order to provide opportunity for citizens to comment on housing and community development needs, including priority non housing community development needs.
2. At least two weeks advance notice of each public hearing shall be provided to the public. These notices shall be published in the local newspaper.
3. Public hearings shall be held at times and locations convenient to potential and actual beneficiaries, and with accommodation for persons with disabilities. These public hearings shall be held during the evening hours at City Hall and/or public facilities located within the CDBG Target Area, i.e. Pompey Park or Community Center.

4. Because of the substantial number of Haitian-Creole-speaking and Spanish-speaking residents within the City, the City shall provide Haitian-Creole and Spanish versions of all flyers announcing the public hearing. Interpreters shall be provided upon request through the use of Haitian-Creole and Spanish-speaking staff of the Department of Neighborhood and Community Services.

Meetings

Reasonable and timely access to local meetings shall be provided to the public.

Availability to the Public

In accordance with the Americans with Disabilities Act, the adopted Consolidated Plan, substantial amendments and performance reports may be obtained in an alternate format. To obtain an alternative format of either document, contact the Neighborhood and Community Services, Neighborhood Services Division, 100 NW 1st Avenue, Delray Beach, Florida 33444 or telephone the Department at (561) 243-7280.

Access to Records

The City shall provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to the Consolidated Plan and the use of funds under programs covered by 24 CFR § 91.105 during the preceding five years.

Technical Assistance

The City shall provide technical assistance to groups' representative of persons of low- and moderate-income that request such assistance in developing proposals for funding assistance under any of the programs covered by the Consolidated Plan, with the level and type of assistance determined by the City of Delray Beach. The assistance need not include the provision of funds to the group.

Complaints

Complaints relating to the City's Consolidated Plan, Amendments and Performance Reports should be submitted in writing to:

City of Delray Beach
Director of Neighborhood and Community Services
100 NW 1st Avenue
Delray Beach, FL 33444

The Department shall respond to all written complaints within 15 working days where practical.

Residential Anti-displacement and Relocation Assistance Plan

The City of Delray Beach will replace all occupied and vacant occupiable low- to moderate-income dwelling units demolished or converted to a use other than as low- to moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR § 570.606(b)(1).

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the City of Delray Beach will make public and submit to the HUD Field Office the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low- to moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units; and
6. The basis for concluding that each replacement dwelling unit will remain a low- to moderate-income dwelling unit for at least 10 years from the date of initial occupancy.

The City of Delray Beach will provide relocation assistance, as described in § 570.606(b)(2), to each low- to moderate-income household displaced by the demolition of housing or by the conversion of a low- to moderate-income dwelling to another use as a direct of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, the City of Delray Beach will take the following steps to minimize the displacement of persons from their homes:

Acquisition or demolition activities will be limited to vacant, condemned or dilapidated structures that have been determined unsafe or contribute to blight.

It is not anticipated that displacement of persons will occur as a result of this program. However, if displacement does occur as a direct result of property acquisition for program improvements, tenants and homeowners who are displaced will receive those benefits provided for under the Relocation and Real Property Acquisition Act of 1970, as amended. Every effort will be made to allow those displaced to locate in the neighborhood from which they were displaced, if that is their request. Temporary relocation will be processed in accordance with the City of Delray Beach Optional Relocation Policy.