

City of Farmington Consolidated Plan 2009

Citizen Participation Plan

Sec. 91.100 Consultation; local governments.

1. The City of Farmington shall consult with other public and private agencies that provide assisted housing, health services, and social and fair housing services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons) during preparation of the Consolidated Plan.
2. When preparing the portion of the Consolidated Plan describing the jurisdiction's homeless strategy, the City of Farmington shall consult with public and private agencies that provide assisted housing, health services, and social services to determine what resources are available to address the needs of any persons that are chronically homeless.
3. When preparing the Consolidated Plan's section concerning lead-based paint hazards, the City of Farmington shall consult with state or local health and child welfare agencies and examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead poisoned.
4. When preparing the description of priority nonhousing community development needs, the City of Farmington shall notify and work with San Juan County and the adjacent Cities of Aztec and Bloomfield.
5. The City of Farmington will also consult with San Juan County and the adjacent Cities of Aztec and Bloomfield particularly for problems and solutions that go beyond a single jurisdiction.

Sec. 91.105 Citizen participation plan; local governments.

Encouragement of Citizen Participation

1. The citizen participation plan encourages citizens to participate in the development of the Consolidated Plan, any substantial amendments to the Consolidated Plan, and the performance report.
2. The City of Farmington will encourage participation by low- and moderate-income persons, particularly those living in slum and blighted areas and in areas where CDBG funds are proposed to be used, and by residents of predominantly low- and moderate-income neighborhoods, as defined by the Consolidated Plan. The City of Farmington will also take whatever actions are appropriate to encourage the participation of all its citizens, including minorities and non-English speaking persons, as well as persons with disabilities. The City of Farmington shall encourage the participation of local and regional institutions and other organizations (including businesses, developers, and community and faith-based organizations) in the process of developing and implementing the Consolidated Plan. The City of Farmington will also explore alternative public involvement techniques and quantitative

ways to measure efforts that encourage citizen participation in a shared vision for change in communities and neighborhoods, and the review of program performance, e.g., use of focus groups, and use of the Internet.

Creation of the Citizen Participation Plan

The City of Farmington will provide citizens with a reasonable opportunity to comment on the original citizen participation plan and on substantial amendments to the citizen participation plan, and must make the citizen participation plan public. The citizen participation plan shall be in a format accessible to persons with disabilities, upon request.

1. An announcement of the proposed Consolidated Plan shall be published in the Farmington Daily Times 15 days prior to the public hearing.
2. A public hearing shall be held during the development of the Consolidated Plan to discuss and accept public comment on need priorities.

Proposed Consolidated Plan

The City of Farmington shall publish the proposed Consolidated Plan in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and to submit comments. Information provided to the public shall include the amount of assistance the jurisdiction 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.

1. An announcement of the proposed Consolidated Plan shall be published in the Farmington Daily Times 15 days prior to the public hearing.
2. A public hearing shall be held during the development of the Consolidated Plan to discuss and accept public comment on need priorities.
3. After the public hearing, there shall be a 30-day period to receive comments from citizens on the proposed Consolidated Plan.

Consolidated Plan

1. A public hearing shall be held with the City Council for adoption.
2. An announcement of adoption of the Consolidated Plan shall be published in the Farmington Daily Times 15 days prior to the public hearing.
3. After the public hearing, there shall be a 15-day period to receive comments from citizens on the adopted Consolidated Plan.
4. The City of Farmington will 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 all public comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final Consolidated Plan.

Consolidated Plan Amendments

1. The addition or deletion of new needs shall constitute a substantial amendment to the Consolidated Plan. The use of any grant funds in an individual Annual Action Plan must be for a priority need identified in the Consolidated Plan.
2. The City of Farmington shall advertise in the Farmington Daily Times and the provide notice in the City of Farmington Internet Web Page a period, not less than 30 days, to receive written comments on the substantial amendment prior to adoption by the City Council during a public hearing.
3. The City of Farmington shall consider any comments or views of citizens received in writing, or orally at public hearings, if any, in preparing the substantial amendment of the Consolidated Plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the substantial amendment of the Consolidated Plan.

Annual Action Plan

1. The City of Farmington shall provide not less than 15 days public notice, to receive comments on the performance report that is to be submitted to HUD annually at least 45 days prior to the beginning of a new program year.
2. City of Farmington 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 annual action plan.
3. The addition of a new project shall be considered a substantial amendment to the annual action plan, which will require a public hearing with 15 days public notice and adoption by the City Council.
4. A reduction or increase in funding of an adopted project, or the deletion of a project shall be considered a minor amendment to the Annual Action Plan, which will require notification to the City Council and a motion to pass by the City Council.

Consolidated Performance Evaluation Report

1. The City of Farmington shall provide not less than 15 days public notice, to receive comments on the performance report that is to be submitted to HUD annually within 90 days of the end of the program year.
2. City of Farmington 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 report.

Availability to the public

1. The Consolidated Plan as adopted, substantial amendments, the performance report, and the Annual Action Plan will be available to the public.
2. Copies of the Consolidated Plan, amendments, performance report, and the Annual Action Plan, shall be available on the internet, at the Farmington public library, City of Farmington Clerk's office and the Planning Department's offices.
3. Digital copies of the required documents shall be made available to the public at no cost through the internet, and a limited number of printed versions shall be available at the City's cost.

Access to Records

The City of Farmington shall provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to the jurisdiction's Consolidated Plan and the jurisdiction's use of grant assistance under the programs covered by this part during the preceding five years.

Technical Assistance

The City of Farmington Planning Department 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 Annual Action Plan projects covered by the five year Consolidated Plan. The level and type of assistance will be determined by the City of Farmington and may include training in HUD CDBG procedures and regulations and the provision of documents and socio-economic data maintained by the department. The assistance in developing proposals will not include the provision of funds to the groups.

Language Assistance

The City of Farmington shall meet the needs of non-English speaking residents and the impaired during public hearings with prior notice.

Complaints

The City of Farmington shall respond to substantive written citizen complaint complaints from citizens related to the Consolidated Plan, amendments, and performance report, within 15 working days, where practicable. If a response to a written complaint will take more time, then notice of this fact will be provided within 15 working days and an estimate of the time to prepare the response shall be provided.

Anti-Displacement Policy

The citizen participation plan hereby announces the City of Farmington's commitment to minimize displacement of persons and to assist any persons displaced. Any person so displaced shall be provided a minimum of 60 days notice and if income qualified, shall be provided move in assistance through a

rental assistance program to equal one-month rent up to the median rental rate of the same sized rental as displaced from.

Commitment to Comply

The City of Farmington shall follow this citizen participation plan during the creation and execution of the Consolidated Plan.

Calendar of Events

2009 – 2014 Consolidated Plan

Distribution of Calendar of Events to Council and City Manager	February 2
Priorities and Projects Meeting with Affordable Housing Alliance (AHA)	February 18
Notice to the Paper PPP	February 18
Public Notice of PPP Published (15-Days)	February 22
City Council Adoption of Public Participation Plan	March 10
Notice to the Paper – Public Input Meeting	February 26
Notice of Public Input Meeting Published	March 3
Priorities and Projects Meeting with AHA and Targeted Neighborhood Community Members	March 18
Priorities and Projects Meeting with AHA	April 15
Finish Draft Plan	April-May
Notice to the Paper Proposed CP (Consolidated Plan)	June 3
Public Notice of Proposed CP Published (15-Days)	June 7
City Council Public Hearing on Proposed Consolidated Plan	June 23
30-Day Public Comment Period	
Notice to the Paper CP Adoption	June 24
Public Notice of Adoption of Consolidated Plan Published	June 28
City Council Adoption of Consolidated Plan	July 14
15-Day Public Comment Period	
Last Possible Date for City Council Adoption	July 28
Deadline for Consolidated Plan Submittal	August 14