



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724


Community Development

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TO: Legal and Finance Committee

FROM: Trish Anderson 
Community Development Office

RE: Citizen Participation Plan

DATE: January 9, 2003

Staff is recommending approval of the attached City of Rapid City Citizen Participation Plan. A copy of the plan is attached for your review. As a Department of Housing and Urban Development Entitlement Community, the City is required to adopt a citizen participation plan. The Plan sets forth the policies and procedures for citizen participation and is in a Department of Housing and Urban Development mandated format. The last time the City adopted a Citizen Participation Plan was in 1998 when the 1998 Five Year Consolidated Plan was adopted. The proposed change in the Community Development Block Grant program year (CDBG) has necessitated the amendment to that Plan.

The Citizen Participation Plan is a requirement for participation in any of the federally funded housing programs, including CDBG. The Plan details how the City will provide adequate information to local citizens regarding funding programs and activities, and creates a forum for soliciting citizen views on housing and community development issues. Information about the amount of funds received, eligible activities, and proposed funding levels for projects will be made available to the public. The Plan also addresses the process for assembling the Five Year Consolidated Plan and the process for amending the Citizen Participation Plan should any future amendments be necessary.

A principal reason that the City's existing Citizen Participation Plan had to be amended was that the 1998 Plan contained a very specific monthly schedule for adoption of the Consolidated Plan and for the CDBG program year. Typically the program year is from April 1 – March 31. However, this year, because of the delayed schedule necessary to prepare the new Consolidated Plan, the City's program year will be three months longer and end June 30, 2003 as opposed to the end of March. The amended Citizen Participation Plan does not contain a specific schedule for adoption of Consolidated Plans and the funding of CDBG activities; rather it addresses the generic timeframes necessary for public and Department of Housing and Urban Development review.



EQUAL OPPORTUNITY EMPLOYER

A display ad with the notice of the amendment to the City's Citizen Participation Plan has been published in the Rapid City Journal. The ad stated that the Citizen Participation Plan was available for review at the City Planning Department and also stated that the City Council would discuss and vote on the amended Plan at the January 20 City Council meeting. As of this writing, staff has not received any phone calls or inquiries regarding the plan.

Staff Recommendation: Authorize adoption of the amended City of Rapid City Citizen Participation Plan.