

RESOLUTION NO. 2021-2120

**A RESOLUTION ADOPTING AND AUTHORIZING THE IMPLEMENTATION OF A CITIZENS' PARTICIPATION PLAN AS PART OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROCEDURES AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Fremont has been involved with the CDBG process for many years and desires to continue and,

**WHEREAS**, the City seeks to improve communities by providing decent housing, suitable living environments and, offering economic opportunities for low to moderate income citizens, minorities, and the disabled, and,

**WHEREAS**, the City desires to encourage citizen participation emphasizing involvement by those served by the program as well as those outside the scope of the services, and,

**WHEREAS**, a plan has been proffered and is ready for passage,

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FREMONT, STATE OF OHIO:**

**SECTION 1.** City Council hereby adopts the Plan attached as Exhibit A and hereby authorizes its implementation; and

**SECTION 2.** This resolution shall be sent to Angie McConnell at WSOS.

**SECTION 3.** It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

**SECTION 4.** The immediate operation of the provisions of this resolution is necessary for the immediate preservation of the public peace, health, safety and welfare of the citizens of the City of Fremont. Said emergency being the need to file an application with the Ohio Development Services Agency by the deadline June 16, 2021.

This Resolution, provided it receives a two-thirds yeas vote of all the members elected to the Fremont City Council, shall be in full force and effect from and after its passage by the Council of the City of Fremont, approval by the Mayor, and publication and posting as required by law.

Jamie Hafford  
Jamie Hafford  
President of Council

PASSED: 6-3-21

Effective Date: 6-3-21

YEAS: 7 NAYS: 0

Stephanie L. Martin  
Stephanie L. Martin, City Council Clerk

Daniel R. Sanchez  
Daniel R. Sanchez, Mayor

RES621

Approved as to form:

James F. Melle  
James F. Melle, Director of Law  
City of Fremont, Ohio



**City of Fremont, Ohio  
Community Development Block Grant Program  
Citizens' Participation Plan  
Updated 2021**

The Community Development Block Grant (CDBG) Program is intended to improve communities by providing decent housing, a suitable living environment and growing economic opportunities principally for persons with low and moderate income, minorities, disabled individuals, persons who reside in slum and blighted areas, as well as people with limited English proficiency (LEP). This Citizens' Participation Plan provides for and encourages citizen participation, emphasizing involvement by those local citizens who qualify according to the CDBG guidelines as well as those citizens outside the scope of CDBG services.

**I. Provide timely advance public notice regarding availability of Community Development Program grant funding and requisite public hearings.**

There shall be advance public notice prior to each grant year regarding the City's intent to apply for CDBG Program funds. In addition, there shall be advance public notice, in conformance with CDBG funding requirement and Ohio's Sunshine Law, of the requisite public hearings relating to the CDBG Program funds and/or planning process. Notice of public hearings regarding the City's intent to apply for CDBG Program funds shall be given in the following forms:

1. Legal notices shall be published, as specified in The News-Messenger;
2. Notices will also be posted on the City of Fremont website (<http://www.fremontohio.org/>) and,
3. The notice shall state the time, date, place, and subject matter of the hearing.
4. A mailing will be sent to all townships, cities, villages and other interested agencies to notify them about the application and upcoming hearings.

**II. Provide reasonable and timely access to information and records.**

City of Fremont will provide the public with reasonable and timely access to information and records relating to CDBG Program programming. The public will also be given reasonable access to records about any uses of these funds. Copies of standard documents will be provided at a reasonable cost, as soon as practical without unnecessary delay. Upon request with 14 days notice, such documents may be made available in a format appropriate to the special needs of the requestor, to include enlarged font and audio. All other documents related to City of Fremont's use of CDBG Program funds will be available to the public at City Hall, 323 S. Front St., Fremont Ohio.

**III. Hold public hearings**

Not less than two public hearings will be held each year prior to the City's application for CDBG Program funds, including Community Housing Improvement Program, Allocation Program, Neighborhood Revitalization Program, Downtown Revitalization Program, Critical Infrastructure Investment Program, Economic Development Loan and Infrastructure Program, Residential Public Infrastructure Program and Target of Opportunity Program (including affirmatively furthering fair housing). Notice of such hearings will be provided as per item 1 above. All public hearings will be held at locations accessible to persons with disabilities. Upon request, special arrangements may be made to accommodate persons with disabilities and those with limited English proficiency. Such requests should be made at least 14 days prior to the scheduled public hearings.

**IV. Order of the public hearings.**

The CDBG Administrator shall conduct the public hearings. Such hearings shall be recorded from which minutes will be written. All attendees will be asked to sign-in and provide contact information. Any individuals unable to attend the public hearings may contact the CDBG Administrator and request a copy of any and all documents that were distributed at the hearing, including a copy of the minutes.

1. The first public hearing held each calendar year will cover all CDBG Programs through which City of Fremont may apply for funds. This may include, but is not limited to, the Community Housing Improvement Program, Allocation Program, Neighborhood Revitalization Program, Downtown Revitalization Program, Critical Infrastructure Investment Program, Economic Development Loan and Infrastructure program, Residential Public Infrastructure Program and Target of Opportunity Program (including affirmatively furthering fair housing). The following documents will be made available at the first public hearing: sub-recipient grant application, complete list of eligible activities under the program, and the City of Fremont, Ohio - CDBG Program Citizens' Participation Plan.
2. The second public hearing will announce the projects to be funded and cover the details required by the CDBG Program.

**V. Other considerations.**

The CDBG Administrator is available to meet with any local governing body or community organization which would like more detailed and specific information regarding the CDBG programs and application process.

The City will decide which projects are funded based upon the following factors: meeting guidelines/requirements on present application and past projects, leveraging other funding, and meeting needs and priorities of the City.

**VI. Complaint Process.**

The City will handle citizen complaints about the program in a timely manner. The City will respond in writing to all written letters of complaint within 15 days after receipt of the complaint. The nature and disposition of verbal complaints will be reported in a complaint log. The first contact for complaints should be to the City of Fremont Safety Service Director between the hours of 9 am and 4 pm, 323 S. Front St, Fremont Ohio 43420, 419-334-5900.

**VII. Virtual Hearings.**

In the event of a declared health emergency that requires social distancing or quarantine due to significant public health risks that may result from holding in-person public hearings, the County plans to undertake virtual public hearings, allowing questions in real time, with answers coming directly from the elected representatives to all "attendees".

As with an in-person hearing, the County will select a virtual hearing method or platform that provides for accessibility for persons with disabilities and LEP to participate. The County will document its public hearing efforts and the reason for the virtual hearings.

Prepared by Great Lakes Community Action Partnership

Adopted by the City of Fremont