

# Community Development Department Citizen Participation Plan



**City of Pasadena  
Community Development Department  
1149 Ellsworth Drive  
Pasadena, Texas 77506  
Phone: 713-475-7294**

**<https://www.pasadenatx.gov/196/Community-Development>**

The Citizen Participation Plan sets forth the City's policies and procedures for citizen participation throughout the consolidated planning process and serves as the pathway for all citizens to exercise their voice and influence decisions that affect their communities, neighborhoods, and way of life. This plan outlines how outreach is conducted, how and when meetings are held, defines comment periods before final draft approval, and a description on how the City addresses public comments.





## **Introduction**

This Citizen Participation Plan (CPP) has been prepared and implemented in accordance with federal regulation 24 CFR 91.105 and the City of Pasadena's desire to encourage and support public participation in the development of the documents related to the consolidated planning process including:

- Consolidated Plan
- Annual Action Plan
- Amendments to the Consolidated Plan and/or Annual Action Plan(s)
- Consolidated Annual Performance and Evaluation Report (CAPER)
- Assessment of Fair Housing (AFH) and/or Analysis of Impediments (AI) and its revisions
- Amendments to the CPP

The City of Pasadena (the City) is committed to providing opportunities for all its citizens, including minorities and non-English speaking persons, to participate in an advisory role in the planning, implementation and assessment of the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program and Emergency Solutions Grants (ESG) Program. The City will emphasize the involvement of low- and moderate-income persons, particularly those living in slum and blighted areas, areas designated as a revitalization area, area where federal funds are proposed to be used, and low- to moderate-income neighborhoods where 51% of the residents are at or below 80% of the area median income (AMI).

The City encourages the participation of local and regional institutions, the Continuum of Care, and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations) in the process of developing and implementing the documents related to the consolidated planning process. Also, commencing with Consolidated Plans submitted on or after January 1, 2018, the City will encourage participation from broadband internet service providers, organizations engaged in narrowing the digital divide, agencies who manage flood prone areas, public land or water resources, and emergency management agencies.

To encourage citizen participation that emphasizes the involvement of low- to moderate-income residents, the City will continue to work with public housing authorities, neighborhood groups, and other organizations representing the City's low- to moderate- income areas and residents.

In order to encourage and support participation of citizens, the City will provide comprehensive information, hold public hearings, and give citizens the opportunity to comment on the City's plan for implementation and assessment of the accomplishments attained utilizing federal funds. Citizen participation is essential for a viable program, and while the final authority for decision-making rests with the City Council, the City recognizes that



exchange of information among citizens and elected officials will allow for a stronger, more responsive housing and economic development effort in the City of Pasadena.

In accordance with 24 CFR 5.110, the U.S. Department of Housing and Urban Development (HUD) may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions described within this plan. Additional regulatory waiver authority is provided in 24 CFR 91.600. These regulatory provisions provide HUD the authority to make waiver determinations for the consolidated planning requirements for all the Office of Community Planning and Development (CPD) formula programs. Therefore, the City may alter some requirements listed in this CPP based on waivers or suspensions provided, typically in response to disasters and/or other emergencies. The City will ensure reasonable notice and opportunity to comment is still provided during these instances.

This Plan will become effective upon its adoption by City Council. This amended CPP will be posted on the City of Pasadena website at <https://www.pasadenatx.gov/> and a reasonable number of free copies will also be available at the City of Pasadena Community Development Department at 1149 Ellsworth Dr., 5<sup>th</sup> Floor, Pasadena, Texas, 77506. Upon request, the CPP can be made available in a format accessible to persons with disabilities.

## **Consolidated Planning Activities**

### **A. Consolidated Plan and Annual Action Plan**

Every five (5) years, the City develops a Consolidated Plan, as required by the U.S. Department of Housing and Urban Development (HUD), detailing how the City plans to invest its resources to meet the City's ambition to improve the quality of life for residents, primarily in the low-income areas of Pasadena over a five (5) year period. The Consolidated Plan is a strategic plan that serves as a planning tool to evaluate the community development and housing priorities for funding under the CDBG, HOME and ESG Programs.

For each year of the Consolidated Plan, the City is required to prepare an Annual Action Plan to inform citizens and HUD of the City's intended actions during that upcoming year. This document serves as the application for funding to HUD under the CDBG, HOME and ESG Programs. The Annual Action Plan includes the amount of assistance the City expects to receive (including grant funds and program income) from each of the federal programs and a description of the activities and related funding allocations that the City will undertake to address the needs and priorities established in the Consolidated Plan.

#### **a. Public Hearings**

Pursuant to HUD regulations, the City will conduct a minimum of two (2) public hearings held at different planning stages within the program year. The City will conduct at least one (1) public hearing during the development process before the Consolidated Plan and/or Annual Action Plan is published and at least one (1) public hearing during the thirty (30) day comment period to obtain citizens



views and to respond to proposals and questions. The notices of the hearing, and the hearing will follow the procedures set forth in Section F.

**b. Draft Plan(s)**

Before the Consolidated Plan and/or Annual Action Plan is adopted by the City Council, the City will make the plan(s) available to citizens, public agencies, and other interested parties for review and will also establish the means to submit comments. Information made available to the public will include the amount of assistance the City expects to receive (including program income), the range of activities that may be undertaken, and the estimated amount of funding that will benefit persons of low- and moderate-income.

The City will publish its Draft Consolidated Plan and/or Annual Action Plan for no less than thirty (30) days so that all affected residents will have sufficient opportunity to review and comment on the draft plan(s). A public notice outlining the contents and purpose of the Consolidated Plan and/or Annual Action Plan will be published in *The Pasadena Citizen*, a newspaper of general circulation. The notice shall be published in English and in Spanish and the City will provide assistance and/or translations for all non-English speaking residents upon request.

The notice will detail locations where the draft plan(s) may be made available for review. Locations include:

**City of Pasadena City Hall – Community Development Department**

1149 Ellsworth Dr., 5<sup>th</sup> Floor  
Pasadena, Texas 77506

**City of Pasadena City Hall – City Secretary**

1149 Ellsworth Dr., 2<sup>nd</sup> Floor  
Pasadena, Texas 77506

**City of Pasadena Main Public Library**

1201 Jeff Ginn Memorial Dr.  
Pasadena, Texas 77506

**City of Pasadena Fairmont Library**

4330 Fairmont Pkwy.  
Pasadena, Texas 77504

Citizens may request a copy of the draft plan(s) by contacting the City of Pasadena Community Development Department at (713) 475-7294. A Spanish translation of the draft plan(s) may be provided with a 24 hour notice for processing. A copy of the draft plan(s) will also be posted on the City of Pasadena website at <https://www.pasadenatx.gov/622/Plans-Notices>.



Draft plan(s) will not be implemented until the conclusion of the thirty (30) day public comment period. All comments or views of citizens received in writing or orally at public hearings, if any, will be considered by the City. A summary of the comments or views received by the Community Development Department and the determination of the acceptance or non-acceptance and reasons for the non-acceptance will be attached and made a part of the final Consolidated Plan and/or Annual Action Plan.

During declared emergency situations, such as pandemics or natural disasters, the public comment period may be shortened, as decided by HUD, to as little as five (5) days to expedite the process. In these cases, draft versions of public documents will be made available on the City's website only. Comment periods for the consolidated planning documents and/or amended CPP may run concurrently.

#### **B. Amendments to the Consolidated Plan and Annual Action Plan**

For the purpose of this CPP, amendments to the Consolidated Plan and/or Annual Action Plan are divided into two (2) categories: Substantial Amendments and Minor Amendments.

##### **a. Substantial Amendments**

The City shall use the following criteria when determining what constitutes a Substantial Amendment to its approved Consolidated Plan and/or Annual Action Plan:

- i.** To make a change in its allocation priorities;
- ii.** To make a change in the method of distribution of funds;
- iii.** To carry out an activity, using funds from any program covered by the Consolidated Plan (including program income), not previously described in the Annual Action Plan;
- iv.** To change the purpose, scope, location or beneficiary data of an activity previously described in the Consolidated Plan and/or Annual Action Plan; or
- v.** Changing an activities total dollar amount allocated or budgeted by more than twenty-five percent (25%) from the amount previously described in an Annual Action Plan or its more recent Substantial Amendment.

Proposed Substantial Amendments shall follow the same guidelines as outlined in section A, subpart b *Draft Plan(s)*, including waivers and/or flexibilities during declared emergency situations, including pandemics or natural disasters.

##### **b. Minor Amendments**

Minor Amendments represent any action that changes an activity budget in an Annual Action Plan by less than twenty-five percent (25%). These actions



require the signature of the Director of Housing and Community Development, or his/her designee, but do not require public notice or City Council approval.

**C. Consolidated Annual Performance Evaluation Report (CAPER)**

The City is required to submit a CAPER for its CPD programs to HUD no later than 90 days from the end of the program year. This report describes the accomplishments undertaken with federal funds during the previous program year, including how funds were spent and the extent to which these funds were used for activities that benefited low- and moderate-income people.

To allow citizens with an opportunity to comment on the performance report, the City will publish notice in *The Pasadena Citizen* that its draft CAPER is available for public review and comment. The notice shall be published in English and in Spanish and the City will provide assistance and/or translations for all non-English speaking residents upon request.

The notice will detail locations where the draft plan(s) may be made available for review. Locations include:

**City of Pasadena City Hall – Community Development Department**  
1149 Ellsworth Dr., 5<sup>th</sup> Floor  
Pasadena, Texas 77506

**City of Pasadena City Hall – City Secretary**  
1149 Ellsworth Dr., 2<sup>nd</sup> Floor  
Pasadena, Texas 77506

**City of Pasadena Main Public Library**  
1201 Jeff Ginn Memorial Dr.  
Pasadena, Texas 77506

**City of Pasadena Fairmont Library**  
4330 Fairmont Pkwy.  
Pasadena, Texas 77504

Citizens will be given a period of not less than fifteen (15) days to comment on the draft CAPER. All comments and views received during the comment period will be considered and a summary will be attached to the performance report.

**D. Assessment of Fair Housing (AFH)**

On July 16, 2015, HUD published in the Federal Register its Affirmatively Further Fair Housing (AFFH) final rule. Under the new rule, the City is required to conduct an Assessment of Fair Housing (AFH) using an “Assessment Tool” to assist in meeting



obligations to affirmatively further fair housing and to replace the previous Analysis of Impediments (AI).

The AFH is an analysis of fair housing issues and contributing factors in a program participant's jurisdiction and region that results in goals that the City sets forth to achieve during the subsequent planning cycle. The AFH includes:

- An analysis of fair housing data;
- An assessment of fair housing issues and contributing factors; and
- An identification of fair housing priorities and goals.

As soon as feasible after the start of the public participation process, the City will make the HUD-provided data and any other supplemental information used in the development of the AFH available to residents, public agencies and other interested parties.

At least one (1) public hearing will be held to obtain the views of residents on AFH-related data and affirmatively furthering fair housing during the development of the draft AFH.

Before the AFH is submitted to HUD, the City will make a draft AFH available to citizens, public agencies, and other interested parties for review and will also establish the means to submit comments. The City will publish its draft AFH for no less than thirty (30) days to provide residents with sufficient opportunity to review and comment. A summary describing the contents and purpose of the AFH will be published in *The Pasadena Citizen*. The summary will be available in English and may also be available in Spanish and other languages, as feasible. The notice will detail locations where the entire draft AFH will be made available for review. The draft AFH will also be made available on the City's website at <https://www.pasadenatx.gov/622/Plans-Notices>.

A reasonable number of free copies will also be available at the City of Pasadena, Community Development Department located at 1149 Ellsworth Dr., 5th Floor, Pasadena, Texas, 77506.

The City will consider any comments or views of residents of the community received in preparing the final AFH. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the final AFH.

In accordance with 24 CFR 5.164, an AFH previously accepted by HUD will be revised and submitted to HUD for review under the following circumstances:

- A material change occurs. A material change is a change in circumstances in the City that affects the information on which the AFH is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the



AFH no longer reflect actual circumstances. Examples include natural disasters, significant demographic changes, new significant contributing factors, or civil rights findings, determinations, settlements or court orders; or

- Upon HUD’s written notification to the City specifying a material change.

HUD published a notice in the Federal Register on January 5, 2018 suspending most local governments’ obligation under the AFFH rule to submit an AFH until the next submission date that falls after October 31, 2020. Until the City is required to submit an AFH under the AFFH final rule, the City will continue to conduct an AI in accordance with existing HUD requirements to identify impediments to fair housing and actions to overcome them.

HUD’s 2021 Interim Final Rule (IFR), “Restoring Affirmatively Furthering Fair Housing Definitions and Certifications,” required program participants to submit certifications that they will affirmatively further fair housing in connection with their consolidated plans, annual action plans, and PHA plans. In order to support these certifications, the IFR creates a voluntary fair housing planning process for which HUD will provide technical assistance and support. The IFR does not require program participants to undertake any specific type of fair housing planning to support their certifications, and commits HUD to providing technical assistance to those that wish to undertake Assessments of Fair Housing (AFHs), Analyses of Impediments to Fair Housing Choice (AIs), or other forms of fair housing planning. HUD is currently providing resources to assist program participants.

On February 09, 2023, HUD proposed to implement the obligation to affirmatively further the purposes and policies of the Fair Housing Act under Title VIII of the Civil Rights Act of 1968. The Fair Housing Act not only prohibits discrimination, but also directs HUD to ensure that the agency and its program participants will proactively take meaningful actions to overcome patterns of segregation, promote fair housing choice, eliminate disparities in housing-related opportunities, and foster inclusive communities that are free from discrimination. This proposed rule builds on the steps previously taken in HUD’s 2015 Affirmatively Furthering Fair Housing (AFFH) final rule to implement the AFFH obligation and ensure that Federal funding is used in a systematic way to further the policies and goals of the Fair Housing Act. This rule proposes to retain much of the 2015 AFFH Rule’s core planning process, with certain improvements such as a more robust community engagement requirement, a streamlined required analysis, greater transparency, and an increased emphasis on goal setting and measuring progress. It also includes mechanisms to hold program participants accountable for achieving positive fair housing outcomes and complying with their obligation to affirmatively further fair housing, modeled after those processes under other Federal civil rights statutes that apply to recipients of Federal financial assistance.

**E. Citizen Participation Plan (CPP)**

When changes to the CPP are necessary, the City will publish notice in *The Pasadena Citizen* that the amended CPP is available to review and provide for sufficient



opportunity to review and comment on the updates. There will be a thirty (30) day public comment period prior to adoption by City Council.

During declared emergency situations, such as pandemics or natural disasters, the public comment period may be shortened, as decided by HUD, to as little as five (5) days to expedite the process. In these cases, draft versions of public documents will be made available on the City’s website only. Comment periods for the consolidated planning documents and/or amended CPP may run concurrently.

**F. Public Hearings and Public Meetings**

During the consolidated planning process, the City may hold both public hearings and public meetings. The location of the public hearings and/or meetings are intended to be convenient and will be held at a central location.

Public hearings and/or meetings are held at locations accessible to persons with disabilities, consistent with accessibility and reasonable accommodation requirements. Interpretation for persons with limited English proficiency or persons with hearing impairments will be provided, upon request. Additional accommodations may be made upon advance request.

Public hearings shall be held after a minimum of fourteen (14) day notice in *The Pasadena Citizen*. Notices will be available in English and in Spanish and other languages, as feasible.

Public meetings are posted on the bulletin board located outside City Hall at 1149 Ellsworth Dr., Pasadena, Texas 77506, readily accessible to the general public at least 72 hours prior to the meeting date, in accordance with the Texas Open Meetings Act.

During declared emergency situations, such as pandemics or natural disasters, the City may utilize virtual public hearings and meetings as allowed by HUD. In this situation, the ability for public comment will be provided.

To broaden citizen participation efforts, the City conducts public hearings in both in person and simultaneously on virtual platforms.

**G. Program Year Schedule**

The City’s fiscal year begins on October 1 and ends September 30.

<b>Tentative Timeline</b>	
January	First public hearing on Consolidated Plan and/or Annual Action Plan is held during plan development.
February	Notice of Funding Availability is published, along with Application Workshop materials.



April – May	Second public hearing on Consolidated Plan and/or Annual Action Plan is held.
June – July	Draft Consolidated Plan and/or Annual Action Plan is made available to the public for a review period of no less than thirty (30) days.
August	Consolidated Plan and/or Annual Action Plan is submitted to HUD.
December	Draft CAPER is made available to the public, a fifteen (15) day comment period is held and then final CAPER is submitted to HUD.

The CDD generally will announce funding allocation priorities and funding amounts available in the spring of each calendar year after annual priorities from the Consolidated Plan are established. Funds are allocated annually on an application basis to proposed projects evaluated against threshold criteria, financial feasibility, beneficiary impact, readiness to proceed and capacity. Projects satisfying these criteria will be considered for funding award.

In making decisions regarding commitment of funds to potential projects, the CDD will consider the mix of ongoing projects, upcoming in house projects, competing projects and complimentary projects for all known public services and housing, commercial, and infrastructure investments in the City of Pasadena. The CDD will also consider the funding probability of all other known development and revitalization projects in the city. Knowledge of the community-wide picture will affect and inform funding decisions and timing/sequencing of funding commitments especially when two or more projects would be competing for limited funding from the same sources. Decisions will be made to achieve maximum leverage for the City of Pasadena as a unified community rather than strictly on a project-by-project basis. The City has the authority to distribute funds to nonprofit or for-profit subrecipients who provide activities that meet the needs and priorities identified in the City’s Consolidated Plan. The process will flow, to the greatest extent feasible, as follows:

1. The City will solicit applications from prospective subrecipients generally in the spring of each program year for the following program year. A notice of the pending funds available and link to application workshop materials will be posted in the main news section of the local general circulation newspaper. Additionally, written notices, emails or telephone calls may be made to all known prospective subrecipients. The notice of funding availability is also posted on the CDD’s page of the City’s website.
2. The CDD will conduct an application workshop to outline/discuss application contents with prospective applicants. The basics of the programs, application packet and eligibility requirements will be reviewed, and the attendees will be encouraged to ask questions and be given information to assist in completing their applications.



3. Applications for the upcoming program year are due to the City on the date specified within the application package. Applications shall include all requested documentation listed under the submission checklist and copies of applicants' most recent audits (if applicable). Presentations by applicants will also be conducted at the CDD's discretion.
4. CDD staff will review proposals and provide application evaluations to the CDD Manager, who will provide recommendations for funding to the Director of Housing and Community Development.
5. After the required public notice and comment period are completed as listed in the Citizen Participation Plan, the CDD will submit the draft Action Plan with selected projects to City Council for approval in the form of an Agenda Request.
6. All proposal information, including the subrecipients' scope of services and budget information, will be placed in the CDD's files and will be subject to the Freedom of Information Act.

All projects submitted for funding consideration through the City's CDD should meet the following threshold criteria to be eligible for a funding commitment:

- **Contributes to Implementation of Consolidated Plan Goals**  
The proposed project must match one or more of the City's funding priorities as listed in the Annual Actin Plan, meet a National Objective (as applicable) and provide evidence of need for the project.
- **Site Control**  
The applicant should have site control or an opportunity for site control of all properties needed for project completion.
- **Financial Feasibility**  
The applicant must submit information to provide evidence of a financially feasible project, evidenced by a complete listing of anticipated funding sources available to the project, anticipated uses of funds, confidence in the availability of funds, evidence of need and any applicable projections that illustrate reasonable assumptions regarding successful implementation.
- **Project Time Frame**  
The applicant should submit a timeline for project completion that makes reasonable assumptions concerning land acquisition and site preparation, funding cycles and parameters for all funding sources, and construction and/or service delivery timelines. The applicant's history in project delivery/completion will also be considered.
- **Leverage of Other Funds**  
Leveraging other funds is strongly encouraged. The City may elect to transmit funds to projects later in the process after other funding has been utilized. A financial review shall be conducted on all projects through thorough examination of the sources and uses of funds and the project budget.



- **Capacity of Applicant**

The applicant should provide information regarding its track record of successful project development, timely completion and projects-in-service or, in the case of a new or emerging subrecipient, evidence of program/project management expertise. The City is interested in investing funds in viable projects that will provide quality services or infrastructure/facilities in an efficient and timely manner.

- **Readiness to Proceed**

Funding consideration will be given to projects that are considered to have best met the overall tests for feasibility, comprehensiveness of planning and timeliness of completion and funding drawdown of federal dollars.

#### **H. Technical Assistance**

The City of Pasadena Community Development Department will provide technical assistance to groups representing low- to moderate-income persons that request such assistance in commenting on the AFH and in developing proposals for funding assistance under any of the programs covered by the Consolidated Plan. Assistance may be obtained by contacting the Community Development Department located at 1149 Ellsworth Dr., 5th Floor, Pasadena, Texas, 77506 or (713) 475-7294.

#### **I. Complaints**

A citizen or organization that wishes to file a complaint or grievance concerning the City's CPP, Consolidated Plan, Annual Action Plan, Substantial Amendments, CAPERs, AFH or AFH revisions may write or call the Director and/or Manager of the Community Development Department. The City will provide a written response to every citizen complaint within fifteen (15) business days. If not satisfied with the response, the citizen or organization concerned may contact the City Secretary describing the problem, the response of the department and what further action is believed to be needed. Further information on the City's complaint process can be found within the Community Development Department's Grievance Policy.

Written complaints should be sent to:

City of Pasadena  
Attn: Community Development Department  
1149 Ellsworth Drive  
Pasadena, Texas 77506

#### **J. Access to Records and Availability to the Public**

The City will provide the public with reasonable and timely access to information and records related to documents related to the consolidated planning process and use of funds under the programs covered by the CPP during the preceding five (5) years from the publication date of the requested document.

Copies of adopted/final documents related to the consolidated planning process, as described below, will be available to the public:



- Citizen Participation Plan
- Consolidated Plans
- Annual Action Plans
- Substantial Amendments to the Consolidated Plan and/or Annual Action Plan
- Consolidated Annual Performance Report (CAPER)
- HUD-accepted Assessment of Fair Housing (AFH) and its revisions

Copies of the above mentioned documents will be available for review at the City of Pasadena Community Development Department located at 1149 Ellsworth Dr., 5th Floor, Pasadena, Texas, 77506 and will also be available on the City's website at <https://www.pasadenatx.gov/622/Plans-Notices>.

Additional copies of these documents may be obtained by contacting the Community Development Department at (713) 475-7294, free of charge.

In compliance with the American Disabilities Act, the CPP and all documents covered in this plan will also be available in a form accessible to persons with disabilities upon request. If assistance is needed locating these documents by citizens with disabilities, citizens may call the Community Development Department at (713) 475-7294 or TDDY/TTY 1-800-735-2989 (TDD) or 1-800-735-2988 (Voice).

#### **K. Language Access**

Based on HUD guidance, the City assesses language needs through a four factor analysis to determine the appropriate language assistance measures to be undertaken to guarantee access to the City of Pasadena Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program and Housing Choice Voucher (HCV) Program. Refer to the City's *Language Access Plan*, as amended.

#### **L. Anti-Displacement and Relocation**

Following the approval of the Consolidated Plan and subsequent Annual Action Plans, the City of Pasadena will review all projects recommended for funding to identify those activities that will result in the displacement of residents.

The City's overall goal is to minimize displacement of its residents. However, when displacement is unavoidable, the City will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA) as described in 49 CFR Part 24. Further information on the City's anti-displacement and relocation policies can be found within the respective program policies covered under this CPP.

**APPENDIX A**  
**Citizen Participation**



**PUBLIC NOTICE**  
**City of Pasadena Community Development Department**  
**Citizen Review Public Hearing for**  
**Citizen Participation Plan Amendment**

The City of Pasadena Citizen Participation Plan (CPP) has been prepared and implemented in accordance with federal regulation 24 CFR 91.105 and the City of Pasadena's desire to encourage and support public participation in the development of the documents related to the consolidated planning process. The City of Pasadena is committed to providing opportunities for its citizens to participate in an advisory role in the planning, implementation and assessment of the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program and Emergency Solutions Grants (ESG) Program. In order to encourage and support participation of citizens, the City would like to extend an invitation to all residents, businesses, service providers and local non-profits within the City of Pasadena to attend a public hearing to comment on the City's proposed amended CPP setting forth the City's policies and procedures for implementation and assessment of the accomplishments attained utilizing federal funds. Citizen participation is essential for a viable program, and while the final authority for decision-making rests with the City Council, the City recognizes the exchange of information among citizens and elected officials will allow for a stronger, more responsible housing and economic development effort in the City of Pasadena.

The CPP will become effective upon its adoption by City Council. Citizens may request a copy of the proposed amended CPP by contacting the City of Pasadena Community Development Department at (713) 475-7294. If a Spanish translation of the amended CPP is requested, please allow a 24 hour notice for processing. A draft copy will be posted on the City of Pasadena website at <https://www.pasadenatx.gov/622/Plans-Notices> and hard copies will be made available for review at the following locations:

**City of Pasadena City Hall – Community Development Department**  
1149 Ellsworth Dr., 5<sup>th</sup> Floor  
Pasadena, Texas 77506

**City of Pasadena City Hall – City Secretary**  
1149 Ellsworth Dr., 2<sup>nd</sup> Floor  
Pasadena, Texas 77506

**City of Pasadena Main Public Library**  
1201 Jeff Ginn Memorial Dr.  
Pasadena, Texas 77506

**City of Pasadena Fairmont Library**  
4330 Fairmont Pkwy.  
Pasadena, Texas 77504

A public hearing will be held by the City of Pasadena Community Development Department:

**City Hall, Pre-Council Room**  
**February 13, 2024**  
**10:00 – 11:00 a.m.**  
**1149 Ellsworth Dr., Pasadena, TX 77506**

The public hearing will be available simultaneously via Zoom. The Zoom link will be posted on the City of Pasadena website at <https://www.pasadenatx.gov/622/Plans-Notices>.

Comments to the amended CPP may be made in writing, via email, or by phone. The thirty (30) day comment period will begin Thursday, January 25, 2024 and end Friday, February 23, 2024. All comments must be received by the Community Development Department by Friday, February 23, 2024, 4:00 PM for consideration. Please submit all written comments to the following:

**Community Development Department**  
**ATTN: CPP Amendment**  
**P.O. Box 672, Pasadena, TX 77501**

**E-Mail: [CommDev@pasadenatx.gov](mailto:CommDev@pasadenatx.gov)**  
**Phone: (713) 475-7294**  
**Fax: (713) 475-7037**

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) should notify the Community Development Department at (713) 475-7294 or may call the City of Pasadena through Relay Texas, 1-800-735-2989 (TDD) or 1-800-735-2988 (VOICE), at least 24 hours in advance of scheduled hearing date. The City will provide assistance and/or translations for all non-English speaking residents, with requests made to the Community Development Department.

Para obtener una copia de este aviso o cualquier otro material mencionado en español, puede contactar a la Oficina de Desarrollo Comunitario al (713) 475-7294. También, un traductor en español estará presente durante la audiencia pública a petición de por lo menos 24 horas antes.



**NOTICIA PÚBLICA**  
**Departamento de Desarrollo Comunitario de la Ciudad de Pasadena**  
**Audiencia Pública de Revisión Ciudadana para**  
**Modificación del Plan de Participación Ciudadana**

El Plan de Participación Ciudadana (CPP) de la Ciudad de Pasadena ha sido preparado e implementado de acuerdo con la regulación federal 24 CFR 91.105 y el deseo de la Ciudad de Pasadena de alentar y apoyar la participación pública en el desarrollo de los documentos relacionados con el proceso de planificación consolidado. La ciudad de Pasadena se compromete a brindar oportunidades para que sus ciudadanos participen en una función de asesoramiento en la planificación, implementación y evaluación del Programa de Subvenciones en Bloque para el Desarrollo Comunitario (CDBG), el Programa de Asociaciones de Inversión HOME (HOME) y las Subvenciones para Soluciones de Emergencia (ESG). Programa. Para alentar y apoyar la participación de los ciudadanos, la Ciudad desea extender una invitación a todos los residentes, empresas, proveedores de servicios y organizaciones sin fines de lucro locales dentro de la Ciudad de Pasadena para que asistan a una audiencia pública para comentar sobre el entorno CPP enmendado propuesto por la Ciudad. presenta las políticas y procedimientos de la Ciudad para la implementación y evaluación de los logros alcanzados utilizando fondos federales. La participación ciudadana es esencial para un programa viable, y si bien la autoridad final para la toma de decisiones recae en el Concejo Municipal, la Ciudad reconoce que el intercambio de información entre ciudadanos y funcionarios electos permitirá un esfuerzo de desarrollo económico y de vivienda más fuerte y responsable en la ciudad de Pasadena.

El CPP entrará en vigor tras su adopción por el Ayuntamiento. Los ciudadanos pueden solicitar una copia del CPP enmendado propuesto comunicándose con el Departamento de Desarrollo Comunitario de la Ciudad de Pasadena al (713) 475-7294. Si se solicita una traducción al español del CPP modificado, espere un aviso de 24 horas para su procesamiento. Se publicará una copia preliminar en el sitio web de la ciudad de Pasadena en <https://www.pasadenatx.gov/622/Plans-Notices> y habrá copias impresas disponibles para su revisión en los siguientes lugares:

**Ayuntamiento de la Ciudad de Pasadena – Departamento de Desarrollo Comunitario**

1149 Ellsworth Dr., 5to Piso  
Pasadena, Texas 77506

**Ayuntamiento de la Ciudad de Pasadena – Secretario de la Ciudad**

1149 Ellsworth Dr., 2do Piso  
Pasadena, Texas 77506

**Biblioteca Publica Principal de la Ciudad de Pasadena**

1201 Jeff Ginn Memorial Dr.  
Pasadena, Texas 77506

**Biblioteca Fairmont de la Ciudad de Pasadena**

4330 Fairmont Pkwy.  
Pasadena, Texas 77504

El Departamento de Desarrollo Comunitario de la Ciudad de Pasadena llevara acabo una audiencia publica:

**Ayuntamiento, Sala Pre-Consejo  
13 de Febrero de 2024  
10:00 – 11:00 a.m.  
1149 Ellsworth Dr., Pasadena, TX 77506**

La audiencia pública estará disponible simultáneamente a través de Zoom. El enlace de Zoom se publicará en el sitio web de la ciudad de Pasadena en <https://www.pasadenatx.gov/622/Plans-Notices>.

Los comentarios al CPP modificado se pueden hacer por escrito, por correo electrónico o por teléfono. El período de comentarios de treinta (30) días comenzará el Jueves 25 de Enero de 2024 y finalizará el Viernes 23 de Febrero de 2024. Todos los comentarios deben ser recibidos por el Departamento de Desarrollo Comunitario antes del Viernes 23 de Febrero de 2024 a las 4:00 p. m. para su consideración. Por favor envíe todos los comentarios por escrito a lo siguiente:

**Community Development Department  
ATTN: CPP Amendment  
P.O. Box 672, Pasadena, TX 77501**

**E-Mail: [CommDev@pasadenatx.gov](mailto:CommDev@pasadenatx.gov)  
Phone: (713) 475-7294  
Fax: (713) 475-7037**

De conformidad con la Ley Estadounidense de Discapacidades, las personas que necesiten adaptaciones especiales (incluidos servicios y ayudas comunicativas auxiliares) deben notificar al Departamento de Desarrollo Comunitario al (713) 475-7294 o pueden llamar a la Ciudad de Pasadena a través de Relay Texas, 1-800-735- 2989 (TDD) o 1-800-735-2988 (VOZ), al menos 24 horas antes de la fecha

programada para la audiencia. La Ciudad brindará asistencia y/o traducción a todos los residentes que no hablan inglés, previa solicitud al Departamento de Desarrollo Comunitario.

Para obtener una copia de este aviso o cualquier otro material mencionado en español, puede contactar a la Oficina de Desarrollo Comunitario al (713) 475-7294. También, un traductor en español estará presente durante la audiencia pública a petición de por lo menos 24 horas antes.

