

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
2022 WATER AND WASTEWATER CONSTRUCTION PROGRAM**

**RESOLUTION**

**WHEREAS**, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized by the Secretary of Housing and Urban Development, as representative of the United States of America, to grant to the State of Oklahoma funds and administrative responsibility for the "Small Cities Community Development Block Grant" program; and

**WHEREAS**, the Oklahoma Department of Commerce, pursuant to designation by the Governor as the administering agency of the Community Development Block Grant Program for Small Cities in Oklahoma, is directed to further the purposes of community development in the State, and is authorized and empowered to accept funds from the Federal Government or its agencies and to enter into such contracts and agreements as are necessary to carry out the functions of the Department; and

**WHEREAS**, the City Council of the City of Pryor Creek (Unit of Government) is a local unit of general purpose government that will provide opportunity for input by residents in determining and prioritizing community development needs through its written Citizen Participation Plan; and

**NOW THEREFORE, BE IT RESOLVED** by the (Governing Body) City Council of the City of Pryor Creek that the City of Pryor Creek(Government Subdivision) desires to obtain assistance in community development and hereby requests the Oklahoma Department of Commerce to provide assistance under the policies, regulations, and procedures applicable to local communities in Oklahoma.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Pryor Creek (Governing Body) that City of Pryor Creek (Government Subdivision) affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds if the City of Pryor Creek (Government Subdivision) is awarded a Community Development Block Grant, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, and all empowered agencies thereof.

**ADOPTED** this 3 day of May, 2022, at a (regularly or specially) scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. §§ 301-314 (2001).

Larry Lees, Mayor  
Name and Title of Chief Elected Official

5-3-2022  
Date

\_\_\_\_\_  
Signature of Chief Elected Official

(S E A L)

Attest:

Subscribed and sworn to before me \_\_\_\_\_, 20\_\_\_\_ My commission

expires \_\_\_\_\_, 20\_\_\_\_. Commission No. \_\_\_\_\_

\_\_\_\_\_  
Clerk Signature

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Citizen Participation Plan***

**City of Pryor Creek CITIZEN PARTICIPATION PLAN**

City of Pryor Creek intends to implement a Citizen Participation Program for its 2022 application process to accomplish the following objectives:

- A. Provide for and encourage citizen participation, particularly by low- and moderate-income persons who reside in areas where Community Development Block Grant (CDBG) funds are proposed to be used. This will be accomplished by:
1. Providing frequent and timely public notice of CDBG program activities in the local newspaper or by posting at City/County Office.
  2. Adopting a comprehensive CDBG Statement of Needs.
  3. Conducting a Special Public Hearing to inform citizens of the proposed 2019 CDBG project and authorizing the Mayor to sign a CDBG application in a formal Council/Board of Commissioners meeting.
- B. Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to proposed and actual use of funds, including, but not be limited to:
1. The amount of CDBG funds to be made available for the current fiscal year, if the proposed project is approved.
  2. The range of activities that may be undertaken with those funds.
  3. The estimated amount of those funds proposed to be used for activities that will benefit low- and moderate-income persons.
  4. The proposed CDBG activities likely to result in displacement and any anti-displacement and relocation plans developed by the City of Pryor Creek in accordance with Section 104(d)(1) and (2) of the Act.
  5. The basis on which the City of Pryor Creek may provide technical assistance to groups representative of persons of low and moderate income that may request assistance in developing proposals. The level and type of assistance to be provided is at the discretion of the City of Pryor Creek and does not necessarily include providing funding to such groups.



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6. This requirement will be accomplished by discussing the CDBG proposal during regular Council/Board of Commissioners meetings and in one formal public hearing prior to the submittal of the City of Pryor Creek 2022 CDBG application. During the hearing the five (5) items listed above will be explained to the public. Records of the 2022 CDBG process will be maintained in the City/County Office of the City of Pryor Creek by the Clerk and will be available upon request for review by the public. A brief summary of the proposed 2022 CDBG project will be available for public review after the Council/Board of Commissioners has made its final selection.
- C. Provide for a minimum of two (2) public hearings; one (1) prior to submission of the application for funding of the project for the purpose of obtaining citizen views and formulating or responding to proposals and questions, and the other end of the grant period if the City of Pryor Creek receives funding, that discusses the City of Pryor Creek accomplishments in relation to initial plans. The application stage hearing will include discussion of CDBG needs, and the development of activities being proposed for CDBG funding. There will be reasonable notice of all hearings, which will be scheduled for times and locations convenient to the potential and actual beneficiaries and which will accommodate the handicapped. Regularly scheduled Council/Board of Commissioners meetings will not be used for this purpose.
1. This requirement will be met through scheduling a Special Public Hearing to discuss the City of Pryor Creek 2022 CDBG proposal. At this hearing, the proposed project will be reviewed for the public and further citizen input will be solicited. Notice will be given no less than seven (7) working days in advance of this hearing on the City of Pryor Creek website and by posting at the City/County Office. The hearing will be held in the early evening so those citizens who work may attend. A second hearing will be held at the end of the grant period if the City of Pryor Creek is funded in the 2022 CDBG process.
- D. Meet the needs of non-English speaking residents in those instances where a significant number of non-English speaking residents can reasonably be expected to participate in the 2022 CDBG process. For example: the City of Pryor Creek does not currently have a significant population of non-English speaking citizens. However, every effort will be made to accommodate the needs of any non-English speaking citizens who wish to participate.
- E. Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities not previously described in the City of Pryor Creek funding request and on activities which are proposed to be deleted or substantially changed in terms of purpose, scope, location or beneficiaries.

The proposed seven (7) working days' notice for all public meetings and hearings in connection with the City of Pryor Creek 2022 CDBG application process is believed by the City of Pryor Creek to afford citizens with reasonable advance notice. In addition, if any change is proposed to the purpose, scope, location, or beneficiaries of the proposed project or if the CDBG project budget changes by more than 25%, the public will be notified and afforded an opportunity for additional input.

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- F. Provide the place, telephone number, and times when citizens are able to submit written complaints or grievances and the process the City of Pryor Creek will use to provide a timely, written response to such complaints or grievances. For example: Citizens with comments or grievances on the 2022 CDBG process may submit them in writing or in person at the City/County Office during regular business hours or may call 918-824-0888. the City of Pryor Creek will respond to such comments or grievances within fifteen (15) working days, where practicable.

By formally adopting this Citizen Participation Plan, the City of Pryor Creek City Council/Board of Commissioners accepts the responsibility for implementing its provisions. The Council/Board of Commissioners further charges all employees and contractors with the responsibility of implementing this plan and living up to the spirit of the citizen participation requirements of the 2022 CDBG program.

Adopted this 3 day of May, 2022 by the City Council/Board of Commissioners of the City of Pryor Creek.

\_\_\_\_\_  
Chief Elected Official, Larry Lees, Mayor

ATTEST:

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Clerk's Signature, Darla Coats