

Community Development Block Grant 2026 Water/Wastewater Construction CDBG

CITY OF CLINTON CITIZEN PARTICIPATION PLAN

The **City of Clinton** intends to implement a citizen participation program for its 2026 application process to accomplish the following objectives:

Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in areas where 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 the City Hall.
2. Adopting a comprehensive CDBG Statement of Needs.
3. Conducting a Public Hearing to inform citizens of the proposed 2026 CDBG project and authorizing the mayor to sign a CDBG application in a formal Council meeting.

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 are likely to result in displacement and any anti-displacement and relocation plans developed by the Community in accordance with Section 104(d)(1) and (2) of the Act.
5. The basis on which the **City of Clinton** 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 Clinton** and does not necessarily include providing funding to such groups.

6. This requirement will be accomplished by discussing the CDBG proposal during regular Council meetings and in one public hearing prior to the submittal of the **City of Clinton's** 2026 CDBG application. During the hearing the five (5) items listed above will be explained to the public. Records of the 2026 CDBG process will be maintained in the City Hall of the **City of Clinton** by the Clerk and will be available upon request for review by the public. A brief summary of the proposed 2026 CDBG project will be available for public review after the Council has made its final selection.

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 at the end of the grant period if the **City of Clinton** receives funding that discusses the **City of Clinton's** 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.

This requirement will be met through scheduling a Public Hearing to discuss the **City of Clinton** 2026 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 in the local newspaper or by posting at 3 public places including the City Hall. The hearing will be held in the early evening so that citizens who work may attend. A second hearing will be held at the end of the grant period if the **City of Clinton** is funded in the 2026 CDBG process.

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.

The **City of Clinton** 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.

Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities not previously described in the **City of Clinton** funding request and on activities which are proposed to be deleted or substantially changed in terms of purpose, scope, location or beneficiaries.

The proposed no less than seven (7) working days notice for all public meetings and hearings in connection with the **City of Clinton** 2026 CDBG application process is believed by the Community 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.

Provide the place, telephone number and times when citizens are able to submit written complaints or grievances and the process the Community will use to provide a timely, written response to such complaints or grievances.

Citizens with comments or grievances on the 2026 CDBG process may submit them in writing or in person at the **Clinton** City Hall, Office of City Clerk during regular business hours or may call (580) 323-0217. The City will respond to such comments or grievances within fifteen (15) working days, where practicable.

By formally adopting this Citizen Participation Plan, the **City of Clinton** City Council accepts the responsibility for implementing its provisions. The City Council 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 2026 CDBG program.

Adopted this 17th day of March 2026, by the **City Council** of the **City of Clinton**.

David Berrong, Mayor

ATTEST:

Amy Jones, City Clerk

(Seal)



Office of the City Treasurer

Debra Blanchard, Treasurer
Shona Stermer, 1st Deputy
Jill Camden, 2nd Deputy

February 25, 2026

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Dear Citizen:

The City of Clinton will be applying for a Community Development Block Grant through the Oklahoma Department of Commerce to make improvements to the City's infrastructure systems. Possible projects could include the water system, sewer system and fire protection and would benefit all citizens within the City of Clinton. In order to qualify for these grant funds, the City must conduct an income survey of a random sample of the households located in the city. The final outcome of the survey will determine whether or not the City of Clinton can apply for this grant funding. This income information is held strictly confidential by the City of Clinton.

We ask for your assistance in completing the following information. Please find the number of persons living in your household and indicate to the right whether your annual household income level is above or below the level shown for that number by checking the appropriate box.

Table with 4 columns: Number of persons in household, Annual Income Level, Above, Below. Rows for 1-8 persons with income levels ranging from \$46,700 to \$88,000.

Please return this form by March 20th, either in person to the City of Clinton, City Hall Utility Office, 415 Gary Boulevard or by mail to City of Clinton, Attn: Finance Dept., P.O. Box 1177, Clinton, OK 73601. If you have any questions regarding this request, please contact Shona Stermer or myself at (580) 323-0217.

Thank you for your assistance.

Sincerely,

Debra Blanchard
City Treasurer