

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN JOSE APPROVING AN AMENDMENT TO THE CITIZEN PARTICIPATION PLAN**

**WHEREAS**, the U.S. Department of Housing and Urban Development (“HUD”) requires that each local government recipient of entitlement grants prepare and adopt a Citizen Participation Plan (“CPP”) that spells out what kinds of public outreach and noticing will be followed in the adoption of the Five-Year Consolidated Plan (“ConPlan”), the Consolidated Annual Action Plan (also “ConPlan”), Substantial Amendments to the ConPlan, and the Consolidated Annual Performance Evaluation Report; and

**WHEREAS**, in September 2010, the CPP was amended to require public hearings at City of San José (“City”) Council meetings and also at the Housing and Community Development Advisory Commission (“Commission”) meetings; and

**WHEREAS**, in recent months, the Commission has lost two of its nine members and two more members are expected to resign soon and as a result Commission has had difficulty assembling a quorum and without a quorum a meeting cannot be held; and

**WHEREAS**, on January 25, 2012, the Rules and Open Government Committee approved a change to the Commission’s work plan to allow the Commission to name a Grants Standing Subcommittee of three members which could, in the absence of a quorum of the full Commission, hold the meeting instead, including the conduct of public hearings and making recommendations to the City Council of the Commission’s behalf; and

**WHEREAS**, the City desires to approve an amendment to the CPP to allow the Grants Standing Subcommittee of the Commission to hold public hearings required by HUD in

lieu of and on behalf of the Commission itself in the event that a quorum of the full Commission is not available;

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SAN JOSE THAT:**

The attached amendment to the Citizen Participation Plan is hereby approved.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

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CHUCK REED  
Mayor

ATTEST:

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DENNIS D. HAWKINS, CMC  
City Clerk

**AMENDMENT TO THE  
DEPARTMENT OF HOUSING  
CITIZEN PARTICIPATION PLAN FOR  
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT PROGRAMS  
February 2012**

**Near the top of page 8 of the adopted Citizen Participation Plan, amend subparagraph “a” as follows (additions or deletions):**

- a. At least *one* (1) hearing on the draft ConPlan, Annual Action Plan, CAPER or any substantial amendments before the Housing and Community Development Advisory Commission (HCDAC), for which purpose the Grants Standing Subcommittee of the Commission may hold the hearing on behalf of the full Commission if a quorum of the full Commission is not available.

**-- End of Amendment --**