

**Citizen Participation Plan  
Summary of Revisions  
February 2015**

- Throughout the document - revision to the name from “Division” to “Department,” reference to the Community Development Division was changed to Community Development Department
- Throughout the document - addition of the reference from “Director to Executive Director” to include the abbreviated reference of “EDCDD” – when referring to the Executive Director of the Community Development Department
- Addition of the reference of “January 2015” to the most current version of the Citizen Participation Plan document - *ref. Cover page and Preface, par. 1*
- Addition of abbreviation reference to the Consolidated Plan (CP) and Annual Action Plan (AP) – *ref. Killeen Responsibility, p. 4*
- Correction to address for Community Development Department offices- *ref. Citizen Participation Plan, p. 4*
- Change in reference to annual meetings from “neighborhood planning meetings to community planning meetings” and the addition of language for those meetings to be conducted for citizen input to “citizens, residents, stakeholders, and assess community needs”– *ref. Community Development Advisory Committee, p. 5*
- Throughout the document – Change from reference of “neighborhood” planning meetings to “community” planning meetings. – *ref. Meetings, p. 6*
- Removing the words “and web” – reference to the internet is the appropriate term regarding information placed on the official City of Killeen web site. – *ref. Public Notices, p. 5*
- Grammatical correction to the word “Internet”; Addition of language to regarding advance placement of public notices regarding specific information, i.e. , the availability, proposed use, expenditure, and amendments, as well as other relevant information regarding the HUD funds; Addition of advertising such public notice, as budgeting permits, in a newspaper of general circulation and daily publication serving the Killeen area, “two calendars days in advance of specific information” – *ref. Public Notices, p. 5*
- Change in the percent to the Hispanic population of Killeen from 18% to “22%” including identification of the information source in the corresponding footnote. – *ref. Public Notices, pp. 5 and 6*
- Grammatical correction in the use of words regarding a bilingual representative; and Addition of the statement regarding notice to the city for accommodating other non-English speaking groups. – *ref. Meetings, p. 6*
- Change in language referencing the two [required] public hearings by removing the words “ at two different stages of” and inserting the word “in”; Addition of language referencing the use of the Internet at the City web page for the posting of Public Hearing notices; Change in the language tense regarding the City providing translation for non-English speaking persons attending the Public Hearings; and Addition of reference to that same respect for persons requiring language translation.- *ref. Public Hearings, p. 7*

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- Change in the number of days notifying the public of the Community Planning Meetings – from “7 day” notice to” seventy-two (72) hours / three (3) calendar days with an additional three (3) day advance notice on the Internet at the City’s web page”. This provides for two options for notices. – *ref. The Consolidated Plan and Annual Action Plans, Notice of Community Planning Meetings, pp. 8 and 9.*  
Language explanation regarding the change in the process by which the public comment period will be conducted associated with the Action Plan of objectives and proposed strategy in the use of the HUD funds. – *ref. The Consolidated Plan and Annual Action Plans, Public Hearings, pp. 9 and 10.*

*This change introduces the opportunity for Public Hearings requiring a specific number of days for public comment to be conducted in a manner whereby the Public Notice of the hearing is identified, a presentation to the City Council, the Opening of the “Public Hearing” and acceptance of public comment for the specified number of days, a final presentation to City Council with comments received during the comment period, closing of the public comment period and the Public Hearing, and final action by Council on Committee or Staff recommendations.*

- Addition of language referencing Program Implementation of approved projects with the “applicant/sub-recipient” entities and the availability of open public meetings of the Community Development Advisory Committee when reviewing the status of “approved” projects. – *ref. The Consolidated Plan and Annual Action Plans, Program Implementation, p. 10.*
- Addition of formal reference of the Code of Federal Regulations Section 470.612(a) regarding displacement of persons as a result of activities in the Consolidated Plan or Annual Action Plans; Change in language tense regarding actions taken to mitigate effects in the event displacement cannot be avoided. *Ref. Displacement, p. 11.*
- Correction to address for Community Development Department offices - *ref. Availability to the Public, p. 12*
- Change in language regarding complaints about the planning process and the resolution hierarchy of management in the complaint resolution process. - *ref. Complaints, p. 13*