

**RESOLUTION #1264**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RAYMOND  
REGARDING A GRIEVANCE PROCEDURE TO SERVE AS A GUIDE TO REFLECT  
LOCAL CIRCUMSTANCES AND TO INCORPORATE ANY APPLICABLE STATE OR  
LOCAL LAWS**

**WHEREAS**, this Grievance Procedure will be the City of Raymond's complaint process. Complaints will be submitted in writing to the City of Raymond's Mayor for resolution. A record of the complaints and action will be maintained. A decision by the Mayor will be rendered within 15 working days.

**WHEREAS**, if the complaint cannot be resolved to your satisfaction by the Mayor, it will be forwarded to a committee appointed by the Mayor. This committee's membership, its ground rules or procedures for hearing complaints, and how the committee can be contacted will be available to the public. The committee will be directed to hear such complaints in an objective, public manner, and after adequate public notice. A written decision will be made within 30 working days. Proceedings of the committee will be recorded and maintained.

**OR**, the complaint will be heard and discussed by the governing, elected body at an open, public meeting. A written decision will be made within 30 working days. The decision of the governing body is final.

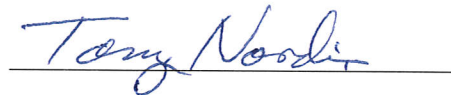
**WHEREAS**, a record of action taken on each complaint will be maintained as a part of the records or minutes at each level of the grievance process.

**Upon motion made for the adoption of this resolution, the following vote was cast by the City Council of the City of Raymond on June 4, 2018:**

**Ayes -**

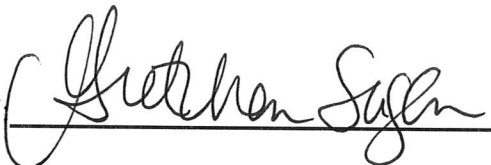
**Noes -**

**Absent -**



Tony Nordin, Mayor

ATTEST BY



Gretchen Sagen, Clerk/Treasurer