

RESOLUTION NO. 2025-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG to adopting Community Development Block Grant grievance procedures.

WHEREAS, the City of Ellensburg ("City") is authorized to apply to the Washington State Department of Commerce for a Community Development Block Grant (CDBG); and

WHEREAS, the City has identified a capital improvement development project for the City Library and Hal Holmes Community Center to replace their heating, ventilation and air conditioning (HVAC) systems, which is a priority for seeking CDBG funding; and

WHEREAS, it is necessary certain conditions be met to receive CDBG funds and will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended and other applicable state and federal laws; and

WHEREAS, the City will provide opportunities for citizen participation that satisfy the CDBG requirements of 24 CFR 570.486;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ellensburg, Washington, as follows:

Section 1. The City hereby adopts the following CDBG Grant Grievance Procedures:

1. All complaints must be submitted in writing to the Community Development Director for the City during normal business hours at Ellensburg City Hall, 501 N. Anderson Street, Ellensburg, WA 98926, (509-962-7231). A decision by the Housing Program Manager will be rendered within fourteen (14) business days.

2. If the complaint cannot be resolved to your satisfaction by the City's Community Development Director, it will be heard and discussed by City Council of the City of Ellensburg at an open public meeting. A written decision will be made within thirty (30) business days of when the grievance is heard by City Council. The decision of the City Council is final.

3. A record of the complaint and action taken will be maintained as a part of the records at each level of the grievance process.

ADOPTED by the City Council of the City of Ellensburg this 17th day of March, 2025.



Mayor

Attest:



City Clerk