

The City of King City has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by The Americans With Disabilities Act (ADA) and implementing Section 504 of the Rehabilitation Act of 1973 as amended (29 U.S.C. 794). Section 504 states, in part, that "no otherwise qualified individual with a disability...shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

Complaints should be addressed to the City Clerk who has been designated by the City to coordinate Section 504/ADA compliance efforts. Complaints should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.

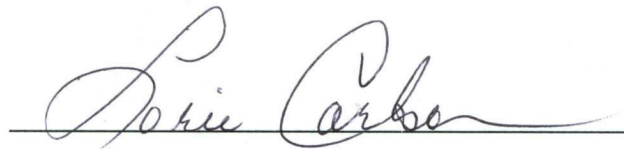
1. Complaints should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
2. A complaint should be filed within 10 calendar days after the complainant becomes aware of the alleged violation. (Processing allegations of discrimination that occurred before this grievance procedure was in place will considered on a case-by-case basis.
3. An investigation, as may be appropriate, will follow a filing of complaint. The Section 504/ADA Coordinator will be in charge of the investigation. These rules contemplate informal but thorough investigations that afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.
4. A written determination as to the validity of the complaint and a description of the resolution, if any, will be issued by the Section 504/ADA Coordinator and a copy forwarded to the complainant no later than 30 calendar days after its filing.
5. The Section 504/ADA Coordinator will maintain the files and records relating to the complaints filed.

6. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for consideration must be made within 10 working days to the presiding Mayor.

7. Using this grievance procedure is not a prerequisite to the pursuit of other remedies, including the filing of a Section 504 or ADA-related complaint with the responsible Federal department or agency.

8. These rules will be construed to protect the substantive rights of interested persons, meet appropriate due process standards and assure that the City of King City complies with Section 504 and the ADA and their implementing regulations.

This procedure was adopted by the City of King City, Missouri on the 9th day of July, 2019.

A handwritten signature in cursive script, reading "Lorie Carlson", written over a horizontal line.

Lorie Carlson, Mayor

Attest:

A handwritten signature in cursive script, reading "Denise Harris", written over a horizontal line.

Denise Harris, City Clerk