

RESOLUTION 01- 04-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA ADOPTING A COMMUNITY DEVELOPMENT BLOCK GRANT, CITIZENS COMPLAINT POLICY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Marathon (the "City") has resolved to prepare and submit a 2001 Small Cities Community Development Block Grant – Housing Category Application; providing services and benefits to City residents; improving city services and infrastructure; particularly to the City's very low and low-income residents, and

WHEREAS, the City is committed to enforcing nondiscrimination practices, and

WHEREAS, the Department of Community Affairs requires, as a condition of Community Development Block Grant (CDBG) funding, participating jurisdictions to adopt a Community Development Block Grant, Citizens Complaint Policy.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by reference.

Section 2. Adoption. The City hereby adopts the Community Development Block Grant/Fair Housing Citizens Complaint Policy attached hereto as "Attachment A."

Section 3. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 4th day of APRIL, 2001.



ROBERT MILLER, MAYOR

ATTEST:

Katherine V. Selchan
CITY CLERK

APPROVED AS TO LEGAL SUFFICIENCY:

[Signature]
CITY ATTORNEY

**CITY OF MARATHON, FLORIDA
COMMUNITY DEVELOPMENT BLOCK GRANT/FAIR HOUSING
CITIZENS COMPLAINT PROCEDURES**

It is the policy of the U.S. Department of Housing and Urban Development (HUD), the Florida Department of Community Affairs (DCA), and the City of Marathon to provide a means by which persons may file complaints, which are in violation of the Federal Fair Housing Act. It is also the policy of the City of Marathon to enforce nondiscrimination practices in program policy, procedures, or performance, and to assure quality workmanship.

1. Any person who feels that he/she has been discriminated against because of race, color, religion, gender, national origin, age, or physical handicap, or has a complaint concerning quality of workmanship should contact the Special Programs Office, Monroe County Housing Authority, 240 Sombrero Road, Marathon, Florida 33050, phone (305) 292-1221.
2. All complaints should be filed within forty-five (45) days of the alleged incident.
3. Upon receipt of the complaint, notice of same will be provided by certified mail, return receipt requested, upon the individual(s) and/or company against whom the complaint has been filed, if applicable.
4. Upon receipt of the complaint, notice of same will be provided by certified mail, return receipt requested, to the City Manager, City of Marathon, Florida.
5. A fair and impartial investigation will be conducted by the Special Programs Office, Monroe County Housing Authority or other appropriate party and within fifteen (15) working days a written report of the findings and determinations will be rendered. Proper notification of findings will be provided to the complainant, respondent, and City Manager by certified mail.
6. Within ten (10) days after notification, either party may request a hearing if they are not satisfied.
7. When a hearing is requested by either party, the appropriate hearing board will conduct the hearing in accordance with applicable laws, procedures and regulations.
8. Within ten (10) days after the hearing a decision will be rendered by the hearing board and all parties will be notified of the determination.
9. The determination of the appropriate hearing board will be submitted to the City of Marathon's governing body, the City Council, who has authority to uphold, rescind or reverse a previous determination.

10. An appeal of the local determination/decision should be filed by either party with the Florida Department of Community Affairs no later than thirty (30) days after the occurrence of the local determination.
11. Nothing in the aforementioned determination/decision shall prohibit a person from filing a complaint directly with the U.S. Department of Housing and Urban Development, Fair Housing and Equal Opportunity Division and/or the Florida Department of Community Affairs, Bureau of Community Development, 255 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100. Housing discrimination complaints or questions may also be filed by calling: *HUD at 1-800-424-8590 or the State at 1-800-342-8170.*