

**RESOLUTION NO. 2015-008**

**A RESOLUTION OF THE CITY OF BINGEN  
ADOPTING GRIEVANCE PROCEDURE**

**WHEREAS**, the City of Bingen is in need of a grievance procedure; and

**NOW, THEREFORE**, be it resolved that the City Council of the City of Bingen adopts the following grievance procedure;

1. Complaints shall be submitted in writing to the Mayor for resolution. A record of the complaints and action taken will be maintained. A decision by the Mayor will be rendered within 15 working days. Complaints do not include employee or union grievances.

2. If the complaint cannot be resolved by the Mayor to the complainant's satisfaction, the complaint will be heard and discussed by the city council at an open, public meeting. A written decision will be made in within 30 working days. The decision of the city council is final.

3. A record of action taken on each compliant will be maintained as a part of the record or minutes at each level of the grievance process.

ADOPTED by the City Council of the City of Bingen, Washington, and APPROVED by its Mayor, at a regularly scheduled open public meeting thereof this 19<sup>th</sup> day of May, 2015.

  
\_\_\_\_\_  
Mayor

Attest:

  
\_\_\_\_\_  
City Clerk – Treasurer

Approved as to Form:

  
\_\_\_\_\_  
Attorney