

# WESTMORELAND, KS OFFICIAL PROCEDURES FOR CIVIL RIGHTS COMPLAINTS

## 2018 Civil Rights Activity

Citizens' complaint procedures are an integral part of civil rights activities.

Civil rights complaints received by the city will be those complaints alleging violation of one or more of the following statutes:

- \*Title VI, Civil Rights
- \*Section 109, Housing and Community Development Act of 1974
- \*Section 504, Rehabilitation Act of 1973
- \*Age Discrimination Act of 1975
- \*Fair Housing Amendments Act of 1988

Several areas in which Housing Discrimination occurs under Title VIII are:

- 1) to refuse to show, rent, lease, sell or transfer housing,
- 2) to cause unequal terms, conditions and privileges of housing,
- 3) to cause unequal terms, conditions and privileges in obtaining and use of financial assistance for the purpose, construction or maintenance of housing,
- 4) to segregate and/or separate in the occupancy of housing,
- 5) to include or honor restrictive covenants which are discriminatory,
- 6) to advertise any discriminatory preference or limited housing,
- 7) to aid and abet in unfair housing practices,
- 8) retaliate against an employee or agent who complies with fair housing practices through such an action as demolition, discharge or unequal compensation,
- 9) to refuse to receive and transmit bona fide offers to buy, rent, sell or lease housing,
- 10) to practice blockbuster, red-lining or steering.

The city has established the following procedures for complaints or discrimination.

Should anyone feel their civil rights have been violated, that person shall contact the City Clerk in writing to register their complaint.

After receipt of this complaint the city will immediately make available a HUD 903 Form (OMB in 63-R-1226) to the complainant.

After the city receives the completed HUD 903 Form they will refer it to the City Attorney for his recommendations and comments.

The City Attorney will then present his recommendations to the Governing Body for final disposition to be sent to the Kansas Small Cities Program.

The City Attorney will submit each complaint with his legal comments to the U.S. Department of Housing and Urban Development, Kansas City Regional Office, Region VII, Office of Fair Housing and Equal Opportunity, Gateway Tower 11, 400 State Avenue, Kansas City, Kansas 66101.

Any complaints filed with the Kansas Small Cities Program alleging violation of E.O. 11246 (discrimination in employment by construction contractors) will be referred to the:

Office of Federal Contracts  
Compliance Programs  
Gateway Tower 11 – 400 State Ave.  
Kansas City, Kansas 66101

Fair Housing Discrimination complaints will be submitted by the City Attorney with complainant's written complaint, HUD 903 Form, and the City Attorney's legal comments to HUD.

Department of Housing & Urban Development  
Kansas City Regional Office  
Office of Fair Housing & Equal Opportunity  
Gateway Tower 11 – 400 State Ave.  
Kansas City, Kansas 66101

The names of the complainants and the names of respondents will not be disclosed to any entity other than HUD.

The complainant will be advised they can also initiate housing discrimination complaints by calling the Hotline Number 1-800-669-9777.

Original copies of all Civil Rights complaints received by the City Clerk, 202 Main St Westmoreland, KS 66549, and will be retained in the Westmoreland, Kansas grant file.

The city will adhere to all rules and regulations as pointed out in the "Kansas Commission on Civil Rights Complaint Procedures Handbook", which is available to all parties at the City Clerk's Office, which includes filing forms.