




**City of Traverse City
Equal Opportunity Policy**

1. The City of Traverse City shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment of a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, marital status, physical or mental disability, family status, sexual orientation, or gender identity, except where a bona fide job qualification exists, or because of genetic information with response to an employee or applicant.
2. The City of Traverse City shall not discriminate in the provision of any services because of race, color, religion, national origin, age, sex, height, weight, marital status, physical or mental disability, family status, sexual orientation, or gender identity.
3. The City of Traverse City shall comply with the appropriate federal guidelines for nondiscrimination and reporting, where required by contract between the City and federal or state agencies, and where such standards are applied for municipalities of Traverse City's racial composition and population.
4. All subcontracts between the City and outside vendors in excess of \$5,000 shall contain a nondiscrimination clause banning discrimination against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, marital status, physical or mental disability, family status, sexual orientation, or gender identity.
5. In the event of a discrimination complaint, the City Manager or his or her designee shall investigate the complaint. After completion of an investigation, the City Manager shall make determination of the validity of the complaint and a proposed remedy. The City Manager's decision may be appealed to the City Commission. The City Commission shall refer any complaints so appealed to the Traverse City Human Rights Commission for investigation and mediation. The Traverse City Human Rights Commission shall report its findings to the City Commission for consideration.

I hereby certify that this policy was adopted by the City Commission on June 17, 1996, and amended November 1, 2010 and April 18, 2011.



Benjamin C. Marentette, CMC, City Clerk