

[REDACTED]
303 North First Street, Apt. [REDACTED]
Fairfield, Illinois 62837

Date: 7/26/2026

Via hand delivery (drop box) and email
Housing Authority of the County of Wayne, Illinois
303 North First Street
Fairfield, Illinois 62837
Email: wayneha@midwest.net

Re: Timely Request for Grievance Hearing
Notice Date: July 8, 2026
Service Date: July 17, 2026 at 5:30 p.m.

To Whom It May Concern:

Please accept this letter as [REDACTED] timely written request for a grievance hearing concerning the 30-day notice of lease termination dated July 8, 2026, and served by the Sheriff's Department on July 17, 2026 at 5:30 p.m. by Deputy Warren.

[REDACTED] requests a reasonable opportunity and timeframe to examine and copy all documents, records, regulations, grievance procedure, grievance procedure adoption records, list of hearing officers, statements, witness lists, reports, recordings, photographs, logs, and any other materials directly relevant to the hearing, including all materials the Housing Authority intends to rely upon or reference at the hearing.

[REDACTED] authorizes [REDACTED] to act as his representative for purposes of communication with the Housing Authority, document requests, scheduling, and all other matters related to this grievance proceeding, pursuant to **24 C.F.R. § 966.56(b)(1)**, which guarantees a complainant the right to be represented by counsel or another person chosen as the complainant's representative.

Pursuant to **24 C.F.R. § 966.55(b)**, which requires that the grievance hearing be conducted by an impartial hearing officer who has not been involved in the action or failure to act that is the subject of this grievance, [REDACTED] requests that the Housing Authority identify the proposed hearing officer before any hearing date is established and disclose whether that individual has had any prior involvement in this matter or any actual or potential conflict of interest involving either [REDACTED] or his representative, [REDACTED] so that any objection to the hearing officer's impartiality may be raised before the hearing proceeds.

[REDACTED] requests that copies of all forementioned records, documents, statements, reports, recordings, photographs, logs, and any other materials the Housing Authority intends to rely
[REDACTED]

delivery is not possible, [REDACTED] requests that a complete packet be made available for pickup at the Housing Authority's central office, and that he and his representative be notified when it is ready.

[REDACTED] requests advance written identification of all persons who will appear on behalf of the Housing Authority at the grievance hearing, including any attorney, board member, Executive Director, employee, witness, or other representative. This request is made so that [REDACTED] and his representative may determine whether any participant has had prior involvement in matters concerning either [REDACTED] or his representative, [REDACTED] or has any actual or apparent conflict of interest that may affect the fairness of the grievance proceeding or warrant an objection before the hearing commences.

Although [REDACTED] disputes the allegations contained in the Notice of Lease Termination, he remains willing to participate in good-faith discussions to determine whether this matter may be resolved informally, consistent with the purposes of **24 C.F.R. § 966.54**. Nothing in this request for a grievance hearing shall be construed as a waiver of any procedural or substantive rights afforded under federal law, the Housing Authority's grievance procedure, or the lease.

Sincerely,

/s/ [REDACTED]