

**BOARD OF PUBLIC WORKS AND SAFETY**

**RESOLUTION NO. 24-08**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT UPDATED TRANSITION PLAN  
FOR BOARD OF PUBLIC WORKS AND SAFETY RELATED PROGRAMS,  
FACILITIES, AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes;

WHEREAS, the City of Greenwood Board of Public Works and Safety ("Board") adopted Resolution 13-15, the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") for facilities, services, programs and activities under its jurisdiction;

WHEREAS, the 2013 Transition Plan requires that the Transition Plan be updated periodically;

WHEREAS, the Board remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and desires to approve, adopt, and implement an updated Transition Plan in compliance with Federal law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY FOR THE CITY OF GREENWOOD, INDIANA:

Section 1. The City of Greenwood Board of Public Works and Safety approves the adoption of the City of Greenwood Americans with Disabilities Act 2024 Transition Plan Update ("Transition Plan"), a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

**Remainder of this Page Intentionally Left Blank**

PASSED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF GREENWOOD,  
INDIANA this 16<sup>th</sup> day of Sept., 2024, by a vote of 3 ayes, 0 nays.

**BOARD OF PUBLIC WORKS AND SAFETY**

Kevin Hoover  
Kevin Hoover

Jeffrey Colvin  
Jeffrey Colvin

Shan Rutherford  
Shan Rutherford

ATTEST:

Amanda Leach  
Amanda Leach, Board Clerk

# City of Greenwood, Indiana

## Americans with Disabilities Act



2024

## Transition Plan Update

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## **Attachments**

- A. Greenwood Common Council Resolution 92-2
- B. Greenwood Common Council Ordinance 22-11
- C. Greenwood Common Council Resolution 22-08
- D. Greenwood Common Council Resolution 13-09
- E. Greenwood Common Council Resolution 20-17
- F. Greenwood Board of Public Works & Safety Resolution 92-4
- G. Greenwood Board of Public Works & Safety Resolution 23-05
- H. Greenwood Board of Public Works & Safety Resolution 13-15
- I. Greenwood Board of Public Works & Safety Resolution 20-05
- J. Greenwood Park and Recreation Board Resolution 13-02
- K. Greenwood Park and Recreation Board Resolution 20-01
- L. Greenwood Board of Aviation Commissioners Resolution 13-02
- M. Greenwood Board of Aviation Commissioners Resolution 20-04 (Unsigned) and July 9, 2020 Minutes
- N. Greenwood Redevelopment Commission Resolution 2020-11
- O. ADA Grievance Form
- P. Inventory of Barriers

## **I. Introduction**

The Americans with Disabilities Act (ADA) of 1990 (revised September of 2010), is Federal Civil Rights Legislation which mandates non-discrimination to persons with disabilities. The Act has five Titles, which are listed below:

- Title I – Employment
- Title II – Public Services and Transportation
- Title III – Public Accommodations
- Title IV – Telecommunications
- Title V – Miscellaneous

Title II of the ADA prohibits discrimination by public entities on the basis of disability by making all programs, services, and activities accessible to persons with disabilities. To accomplish this, the Department of Justice developed regulations requiring governmental jurisdictions to conduct a self-evaluation of the accessibility of programs and services to determine whether issues of accessibility could be addressed through changes in the way such programs and services are provided. The City of Greenwood (City) is obligated to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities, and to provide individuals with disabilities with effective communication, reasonable modifications, and an equal opportunity to participate in or benefit from City services, programs and activities.

Realizing that such structural changes will require commitment of resources (i.e. time and money) by the City to comply with the Department of Justice Regulations, Federal Register 28 CFR Part 35 states that “in the event that structural changes to facilities will be undertaken to achieve program accessibility, a public entity that employs 50 or more persons shall develop a Transition Plan setting forth the steps necessary to complete such changes”. Additionally, “if a public entity has responsibility or authority over streets, roads, or walkways, its Transition Plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving entities covered by the Act”.

The ADA regulations further require the Transition Plan to contain the following elements:

- A list of physical barriers in the public entity’s facilities that limit the accessibility of its programs, services, or activities to individuals with disabilities;
- A detailed description of the methods to be utilized to remove these barriers and make facilities accessible;
- The schedule for taking necessary steps to achieve compliance with Title II;
- The name of the official responsible for the plan’s implementation;
- A schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs. Priorities should be given to the following order:
  1. State and local government offices
  2. Transportation
  3. Places of public accommodation
  4. Employees
  5. Other areas (e.g. residential areas where people needing curb ramps reside.)

- An estimate of the costs for making the modification.
- The opportunity for the disabled community and other interested parties to participate in the development of the Transition Plan.

In accordance with the 2020 ADA Transition Plan Update, the City performed remodeling, maintenance, repair and construction to remove accessibility barriers as follows:

- Repair of 1,092 sidewalk trip hazards and the installation or repair of 40 ADA ramps in various locations throughout the City;
- Installation of a wheel chair ramp and electronic door for the main entrance of the Indy South Greenwood Airport terminal building;
- Complete renovation of the public restrooms at the Indy South Greenwood Airport terminal building;
- Modification of the sidewalks on the west side of the Justice Building to reduce trip hazards and installation of additional disabled parking spaces and sidewalk ramps on the west side of the building;
- Construction of new Fire Station 93, Public Works Building, Field House, City Center Park, Nature Center, and Public Parking Garage in compliance with standards for accessibility in design and construction, including the ADA, Public Rights-of-Way Accessibility Guidelines (PROWAG), and building codes; the park included ramps to provide accessibility and accessible playground equipment in compliance with ADA requirements;
- Replacement of public bathrooms at Northeast Park;
- Road construction projects that included sidewalk replacement, ADA ramp installation, cross-walks and crosswalk signal installation (with audible signal for visually-impaired), primarily including pedestrian facilities such as curb ramps, sidewalks, and multi-use trails included in new construction, replacement, reconstruction, or maintenance programs

## **II. ADA Program Elements**

### **A. Responsible Official**

The ADA Coordinator designated for the City of Greenwood is:

Mark St. John

City of Greenwood Engineer

Email: [ADA@greenwood.in.gov](mailto:ADA@greenwood.in.gov)

Telephone: (317) 887-5230

### **B. Public Notice of Rights of Individuals**

City of Greenwood Common Council Resolution No. 92-2 (Attachment A) sets out the City's compliance with Title II of the 1990 ADA. It has been amended by Common Council Ord. No. 22-11 (Attachment B), and Common Council Resolution No. 22-08 (Attachment C), to update the ADA coordinator designation; and further amended by Common Council Resolution No. 13-09 to adopt an ADA Transition Plan (Attachment D) and resolution No. 20-17 to adopt an updated ADA Transition Plan (Attachment E). These documents are available at the City Center

Building for viewing and are posted on the City's website.

### **C. Grievance Procedure**

City of Greenwood Board of Public Works and Safety Resolution No. 92-4 (Attachment F) established the City's Grievance Procedure and Board of Public Works and Safety Resolution 23-05 (Attachment G) updated the name of the ADA Coordinator. See Attachment O for the City's ADA Grievance Form.

City agencies owning property and/or providing services or programs also adopted the ADA Transition Plan and Updated ADA Transition Plan. Copies of the resolutions of these agencies, without attachments as they adopted the Plans adopted by the Common Council, are provided as Attachments H through N.

### **D. Self-Evaluation and Inventory**

As required by the ADA legislation, the City has conducted a self-evaluation of its facilities and rights-of-way to ensure that they are accessible to and useable by persons with disabilities.

City owned buildings and parks were inspected in Summer 2022 with follow up inspections 2023 to determine compliance with ADA requirements. Deficiencies were noted at all locations, and costs were determined to address those deficiencies. Items previously inventoried in 2013 and 2019, and evaluated in 2022 and 2023, included:

1. Curb Ramps – whether there are curb ramps with truncated domes present at any corner within each intersection
2. Sidewalks between intersections were reviewed to determine if they are a minimum of 4-feet wide (within a parkway) or 5-feet wide if adjacent to a curb. Driveways were reviewed to determine if they have a 4-foot width at a 2% maximum cross slope
3. Traffic signals (where present) were reviewed to determine if pedestrian push buttons and/or identifications with audible signal for the visually impaired) are present. The pedestrian push buttons were noted accessible via sidewalk.
4. All City owned buildings and parks were evaluated for ADA standards in the following areas:
  - Parking Lot
  - Entrance into Building/Park
  - Restrooms
  - Elevators
  - Main Lobby/Public Spaces
  - Play Areas
  -

A copy of the 2022 inventory of physical barriers is attached as Attachment P. These elements will be further evaluated on a periodic basis and deficiencies will be addressed to provide persons with disabilities access to City programs, services, and activities.



## **E. Design Standards**

1. Buildings – Building construction shall follow the current ADA requirements shown on the following website: [www.access-board.gov/ada/](http://www.access-board.gov/ada/)
2. Sidewalks – The City of Greenwood has design standards for sidewalk and trail construction and shall update them as needed in the future to stay current on ADA standards. In lieu of the update, reference will be made to the Indiana Department of Transportation (INDOT) Standards where applicable.

## **F. Transition Plan**

The ADA Coordinator has the responsibility of identifying barriers and implementing Greenwood's barrier removal program. The steps involved in the creation of the Transition Plan are as follows:

1. Identify and Document needs – Physical barriers in and around a facility that prohibit access to programs, activities, and services, shall be identified and documented. "Programs, activities, and services" include the functions necessary to fulfill a building's mission. Events or programs that are open to the public must be accessible by persons with disabilities.
2. Document Solutions – Document the structural or physical modifications needed to make the facility accessible. Structural modifications include architectural renovations, such as widening a door or construction of a ramp. The modification must meet ADA requirements for new construction, and changes cannot force a disabled person to access the building in an unequal manner. For example, if the main entrance does not provide accessibility but the rear entrance door does, rear entrance must be equal to the main entrance and available during normal operating hours.
3. Strategies for Removal of Barriers
  - a. Buildings and Parks
    - i. Targeted Removal Barrier removal is based on the facility survey that was conducted. The plan will be reviewed annually to insure that Greenwood is meeting the needs of those with accessibility issues. Total accessibility for all City-owned facilities, for every citizen, is the goal of the Transition Plan. Whenever funding is made available, facilities are added to the priority list for that particular fiscal year.
    - ii. Retrofit or Remodel  
Whenever a retrofit or remodel of an existing City-owned building occurs, the facility is required to become compliant with ADA regulations (subject to availability of funding).
    - iii. Maintenance or Repair  
When appropriate and when funding is available, Greenwood will bring facilities into compliance by replacing defective fixtures with compliant models, i.e., door knobs replaced with levered door handles, etc.

- iv. Leased Facilities  
When Greenwood lease agreements are scheduled for renewal, facilities are required to become compliant with the ADA. The responsibility for the improvements shall be negotiated with the lessee.
- b. Public Right of Way
  - i. Targeted Removal  
Barrier removal is based on the field inventory conducted. As needs may arise, through either complaints from the public or by the City's own review, specific locations may be addressed.
  - ii. New Construction or Reconstruction of Existing Facility  
New or reconstruction projects will include - sidewalks, drives, and ADA ramps in conformance with current design standards. This will include full intersection ADA ramps where projects only involve a single approach.
  - iii. Maintenance or Repair -  
As maintenance and/or repair work is done to existing sidewalks, all replacement work will meet current ADA standards. If such work involves ADA ramps on one corner of an intersection, the receiving corner will be included in such work if it is not in compliance.
  - iv. New Construction or Reconstruction of Existing Private Facility-All permits for new construction or reconstruction of sidewalk, drives, or intersection corners will be reviewed and required to be in compliance with current ADA standards.
  - v. Personnel Responsible for Carrying Out Strategies - ADA Coordinator, Mr. Mark St. John, City Engineer
- 4. Costs for Making Modifications  
In 1992, The City of Greenwood inventoried its facilities and prepared a list of deficiencies. Since that time, the City has diligently worked to remove physical barriers and bring its City facilities into compliance. The City periodically inventoried all of its facilities in 2013, 2019, 2022 and 2023. The estimated cost to address current deficiencies is as follows:

A. Public Rights of Way

|                              |                              |                    |
|------------------------------|------------------------------|--------------------|
| Curb Ramps                   | Estimated Construction Costs | \$2,571,651        |
| Sidewalk                     | Estimated Construction Costs | \$1,846,239        |
| Traffic Signals              | Estimated Construction Costs | \$123,955          |
| <b>Total Estimated Costs</b> |                              | <b>\$4,541,845</b> |

B. City Parks and Other Facilities

|                                  |                              |          |
|----------------------------------|------------------------------|----------|
| Airport Terminal                 | Estimated Construction Costs | \$5,500  |
| City Center-1 <sup>st</sup> Flr. | Estimated Construction Costs | \$17,750 |
| City Center-2 <sup>nd</sup> Flr. | Estimated Construction Costs | \$7,750  |
| City Center-3 <sup>rd</sup> Flr. | Estimated Construction Costs | \$1,250  |
| City Center-4 <sup>th</sup> Flr. | Estimated Construction Costs | \$2,750  |
| City Center-PNC                  | Estimated Construction Costs | \$9,000  |
| City Court                       | Estimated Construction Costs | \$3,500  |
| DPW                              | Estimated Construction Costs | \$1,000  |
| Station 91                       | Estimated Construction Costs | \$7,500  |

|                              |                              |                  |
|------------------------------|------------------------------|------------------|
| Station 92                   | Estimated Construction Costs | \$3,250          |
| Station 93                   | Estimated Construction Costs | \$2,000          |
| Station 94                   | Estimated Construction Costs | \$2,000          |
| Community Center             | Estimated Construction Costs | \$6,000          |
| Amphitheater                 | Estimated Construction Costs | \$8,750          |
| Amphitheater Park            | Estimated Construction Costs | \$9,000          |
| City Center Park             | Estimated Construction Costs | \$4,250          |
| Community Garden             | Estimated Construction Costs | \$12,000         |
| Craig Park                   | Estimated Construction Costs | \$40,150         |
| Fieldhouse                   | Estimated Construction Costs | \$0              |
| Freedom Park                 | Estimated Construction Costs | \$10,500         |
| Freedom Springs              |                              |                  |
| Aquatic Center               | Estimated Construction Costs | \$5,000          |
| Northeast Park               | Estimated Construction Costs | \$30,000         |
| Northwest Park               | Estimated Construction Costs | \$37,000         |
| Old City Park                | Estimated Construction Costs | \$0              |
| Park Annex                   | Estimated Construction Costs | \$26,000         |
| Summerfield Park             | Estimated Construction Costs | \$19,000         |
| University Park              | Estimated Construction Costs | \$31,000         |
| Westside Park                | Estimated Construction Costs | \$32,000         |
| Woodmen Park                 | Estimated Construction Costs | \$26,000         |
| Nature Center                | Estimated Construction Costs | \$0              |
| Stormwater Bldg.             | Estimated Construction Costs | \$0              |
| <b>Total Estimated Costs</b> |                              | <b>\$359,900</b> |

#### Cost Summary

|                                 |                    |
|---------------------------------|--------------------|
| Public Rights-of-Way            | \$4,541,845        |
| City Parks and Other Facilities | \$359,900          |
| <b>Total</b>                    | <b>\$4,596,945</b> |

5. Public Involvement – A 30-day public review and comment period was advertised providing the public the opportunity to participate in the update of the Transition Plan. The Transition Plan updates were presented during public meetings of the Board of Public Works and Safety, Board of Aviation Commissioners, Park and Recreation Board, and Redevelopment Commission. The final Transition Plan updates will then be presented to these bodies for approval. The Transition Plan is also being provided to the City Council, for review, comment, and approval.
6. Priorities
  - a. Buildings
    - i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use.
    - ii. Second priority: Locations where there is routine City business conducted.
    - iii. Third priority: All other locations

- b. Parks
    - i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use.
    - ii. Second priority: Locations where there is routine City business conducted.
    - iii. Third priority: All other locations
  - c. Sidewalks
    - i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use, i.e., areas near hospitals, nursing home, or similar facilities
    - ii. Second priority: Locations where there is routine City business conducted
    - iii. Third priority: Locations where there is private partnership in cost
    - iv. Fourth priority: Locations in the downtown business area
    - v. Fifth priority: Locations in the residential area
    - vi. Sixth priority: All other locations
  - d. Intersections
    - i. First priority: Missing ramps at locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use, i.e., areas near hospitals, nursing homes, or similar facilities.
    - ii. Second priority: Missing ramps at locations where there is routine City business conducted.
    - iii. Third priority: Missing ramps at locations where there is private partnership in cost.
    - iv. Fourth priority: Missing ramps at locations in the downtown business area.
    - v. Fifth priority: Missing ramps at locations in residential areas.
    - vi. Sixth priority: Replacement of substandard ramps and all others.
  - e. Parking, Facilities, and Signage
    - i. Identifiable areas, without proper ADA signage or accessibility information, will be corrected, with the proper signage installed.
    - ii. Facility improvements will be implemented whenever funding becomes available
  - f. Website and Mobile Applications
    - i. Identify and evaluate accessibility of service and program content the City provides on its website(s) and mobile applications, and make changes and modifications necessary to comply with the Web Content Accessibility Guidelines (WCAG) Version 2.1, Level AA technical standard for content set forth in 89 FR 31320 (April 24, 2024).
7. Financial Plan and Schedule – The City of Greenwood will endeavor to provide between \$10,000 and \$50,000 annually in services, materials, or contract for correction or replacement of deficiencies. In addition, the City will actively seek grants and other sources of funds from various programs available.

## **G. Plan Review and Update**

The ADA Transition Plan shall be reviewed annually to assess the City's success in meeting the intent of the plan. The plan will be updated every three (3) years to reflect modifications performed since the prior update, and to identify areas of additional need.



GREENWOOD COMMON COUNCIL

RESOLUTION NO. 92-2

A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR  
COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND  
ADDRESSING RELATED MATTERS

WHEREAS, the Greenwood Common Council of the City of Greenwood, Indiana, recognizes the needs of disabled Americans; and

WHEREAS, the Americans With Disabilities Act of 1990 (hereinafter "ADA") requires that the City of Greenwood not discriminate against disabled Americans; and

WHEREAS, the Mayor and the Greenwood Common Council, on behalf of the City, desire to comply with ADA and its regulations,

NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1. The following policy statement is hereby adopted for the City of Greenwood, acting by and through its Boards, Commissions, agents and departments:

**Americans with Disabilities Act (ADA)**

The Americans with Disabilities Act ("ADA") provides civil rights protection to qualified individuals with disabilities in five (5) areas of public and private life:

**Employment:** Employers may not discriminate against an individual with a disability in employment provided the person can perform the "essential functions" of the job with or without reasonable accommodation. Employers must provide reasonable accommodations unless doing so represents undue hardship for the employer. The effective date for the City of Greenwood is July 26, 1992, because the City employs twenty-five (25) or more employees.

**Public accommodations:** Public accommodations must be available to disabled persons through nondiscriminatory practices and accessible facilities. Affected businesses include, for example, doctors, lawyers and accountants, zoos, parks, banks, libraries, theaters, museums, restaurants, bars, schools, day care centers, hotels and motels, stores and shopping centers, gas stations, and other businesses and facilities which invite the public to do business. Effective date is January 26, 1992.

**Public and private transportation:** Transportation services, even if provided by private companies and individuals, must not discriminate against individuals with disabilities. That includes bus, rail and other conveyances that provide service to the general public. It does not include air travel, and special effective dates apply to "over the road" buses. Effective date is January 26, 1992.

**Telecommunication relay services:** Providers of telephone services must provide hearing and speech impaired individuals with telecommunications services which enable them to communicate with hearing individuals. Effective date is July 26, 1993.

**Services provided by State and local governments:** State and local governments must comply with the employment and public accommodation provisions listed above, and must ensure that all programs and services provided or made available by them do not discriminate against individuals with disabilities. Effective date is January 26, 1992, with

structural alterations to City's buildings to be completed by January 26, 1995.

**Complaints, enforcement and remedies:** An individual who believes that he or she has been discriminated against may file a grievance with the City of Greenwood ADA Coordinator or may file a complaint with the appropriate agency within one hundred eighty (180) days of the date of alleged discrimination, unless good cause for delay is shown. Pursuit of a complaint through the City's grievance procedure is the kind of "good cause" which delays the start of the one hundred eighty (180) days. Individuals may also initiate lawsuits against a municipality as a means of compelling compliance with the ADA.

It is the policy of the City of Greenwood to not exclude qualified individuals with disabilities from participation in or benefiting from the services, programs or activities of the municipality. Also, it is the policy of this municipality not to discriminate against a qualified individual with a disability in its job application procedures; the hiring, advancement or discharge of employees; employee compensation; job training and other terms, conditions and privileges of employment. It is the intention of this municipality to comply with all applicable requirements of the Americans with Disabilities Act (ADA).

Members of the public, including individuals with disabilities and groups representing individuals with disabilities, are encouraged to submit suggestions to municipal officials on how the municipality might better meet the needs of individuals with disabilities pursuant to its stated policy.

To meet its obligations under the ADA, the City of Greenwood will, to the extent possible:

1. Ensure that services provided by the City are equally available to individuals with disabilities;
2. Ensure that individuals with disabilities are able to participate in City sponsored programs and activities;
3. Remove structural and architectural barriers to participation by individuals with disabilities in City owned and leased buildings;
4. Take steps to ensure that vendors, contractors and other who do business with the City do not discriminate against individuals who have disabilities;
5. Reaffirm that the City is an equal opportunity employer, and that hiring is done without reference to race, gender, religion, natural origin or disability;
6. Provide a grievance system by which individuals with disabilities might make known to the City problems that exist in the provision of City services, so that such problems may be resolved quickly and fairly.
7. Appoint an ADA Coordinator who shall be responsible for oversight of all ADA compliance activities, and shall receive complaints through the grievance system, and investigate and resolve them.

The ADA Coordinator for the City of Greenwood is:

Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494

Section 2. The Greenwood Common Council hereby delegates the authority to the Greenwood Board of Public Works and Safety to amend this policy when required by Federal law, to make all reasonable rules and regulations to comply with this policy and the ADA, as amended, to adopt a grievance procedure under the ADA, and do all things reasonable and necessary to publish this policy.

Section 3. The Greenwood Common Council hereby joins with and ratifies the actions of the Mayor in adopting a City policy for compliance with the ADA.

Section 4. The sections, paragraphs, sentences, clauses, phrases and words of this Resolution are separable, and if any word, phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining words, phrases, clauses, sentences, paragraphs and sections of this Resolution.

Section 5. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood, Indiana.

Adopted by the Common Council of Greenwood, Indiana, this 2d day of March, 1992.

Michael J. Tapp  
Michael J. Tapp, President  
Greenwood Common Council

FOR:

Eli Helbert  
John M. Gibson  
James E. Reed  
Michael J. Tapp  
Karol Dean  
William P. Blase

AGAINST:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

Genevieve Worsham  
Genevieve Worsham, Clerk-Treasurer

The foregoing within and attached Resolution was adopted by the Common Council of the City of Greenwood, Indiana, on the 2nd day of March, 1992, and is now presented by me this 3rd day of March, 1992, at 8:00 O'Clock A. M. to the Mayor of the City of Greenwood, Indiana.

Genevieve Worsham  
Genevieve Worsham  
Clerk-Treasurer

The foregoing within and attached Resolution adopted by the Common Council of the City of Greenwood, Indiana, on the 2nd day of March, 1992, is approved by me this 3rd day of March, 1992, at 3:00 O'Clock P. M.

Margaret A. McGovern  
MARGARET A. MCGOVERN, Mayor of  
the City of Greenwood, Indiana



GREENWOOD COMMON COUNCIL

ORDINANCE NO. 22-11

AN ORDINANCE AMENDING THE GREENWOOD MUNICIPAL CODE (1993), AS  
AMENDED, CHAPTER 2, CITY ADMINISTRATION, ARTICLE 10,  
MISCELLANEOUS PROVISIONS, SECTION 2-121, AMERICANS WITH  
DISABILITIES ACT (ADA) POLICY STATEMENT TO CHANGE THE ADA  
COORDINATOR

WHEREAS, the Greenwood Common Council ("Common Council") adopted Resolution No. 92-2 establishing a policy to comply with the Americans with Disabilities Act of 1990 (ADA), which policy included the appointment of an ADA Coordinator for coordinating compliance with ADA requirements; and

WHEREAS, the Common Council amended Resolution No. 92-2 by Resolution 22-08 to change the appointed ADA Coordinator to Mark St. John, City Engineer; and

WHEREAS, at the time of the adoption of the Municipal Code in 1993 the ADA compliance policy was included in the Municipal Code in Chapter 2, Article 10, Section 2-121, and as Resolution No. 22-08 has changed the appointed ADA Coordinator, an amendment of the Greenwood Municipal Code (1993), as amended, should also be made to reflect the change in the ADA Coordinator; and

WHEREAS, it is necessary to amend the Greenwood Municipal Code (1993), Chapter 2, Article 10, Section 2-121, to change the ADA Coordinator,

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1: Greenwood Municipal Code (1993), as amended, Chapter 2, City Administration, Article 10, Miscellaneous Provisions, Section 2-121 Americans with Disabilities Act (ADA) Policy Statement, subsection (a) (7), is hereby amended by deleting the language regarding the designated ADA Coordinator in its entirety and inserting the following designated ADA Coordinator language in its place to read as follows:

"Mark St. John  
City Engineer  
300 S. Madison Avenue  
Greenwood, Indiana 46143  
(317) 887-5230  
[stjohnm@greenwood.in.gov](mailto:stjohnm@greenwood.in.gov)"

Section 2. This Ordinance does not affect any other sections of the Greenwood Municipal Code (1993), as amended, or other ordinances except as herein provided and all other sections of the Greenwood Municipal Code and other ordinances shall remain the same.

Section 3. Nothing in this Ordinance shall affect any offense or act committed to done, or any penalty or forfeiture incurred, or an contract or right established or accruing before the effective date of the new rate set forth in this Ordinance.

Section 4. The sections, paragraphs, sentences, clauses, phrases and words of this Ordinance are separable, and if any word, phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a Court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication according to law.



Passed by the Common Council of the City of Greenwood, Indiana, this 6<sup>th</sup> day of June, 2022.

Michael Campbell  
Michael Campbell, President  
Greenwood Common Council

FOR:

AGAINST:

Linda S. Gibson

Linda S. Gibson

Ezra J. Hill

Ezra J. Hill

Michael Williams

Michael Williams

Ronald Bates

Ronald Bates

J. David Hopper

J. David Hopper

David Lekse

David Lekse

Michael Campbell

Michael Campbell

Bradley Pendleton

Bradley Pendleton

Andrew K. Foster

Andrew K. Foster

ATTEST:

Jeannine Myers  
Jeannine Myers, Clerk

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 6<sup>th</sup> day of June, 2022, is presented by me this 6<sup>th</sup> day of June, 2022, at 6:00 O'Clock P.M., to the Mayor of the City of Greenwood, Indiana.

Jeannine Myers  
Jeannine Myers, Clerk

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 6<sup>th</sup> day of June, 2022, is signed and approved by me this 6<sup>th</sup> day of June, 2022, at 6:00 O'Clock P.M.

Mark W. Myers  
MARK W. MYERS, Mayor of  
the City of Greenwood, Indiana

GREENWOOD COMMON COUNCIL

RESOLUTION NO. 22-08

A RESOLUTION AMENDING RESOLUTION NO. 92-2, "A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND ADDRESSING RELATED MATTERS", TO APPOINT THE CURRENT CITY ENGINEER AS THE ADA COORDINATOR

WHEREAS, the Greenwood Common Council previously adopted Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters" ("Res. No. 92-2"), that recognized the needs of disabled Americans and established a policy to comply with the Americans with Disabilities Act of 1990 ("ADA") and its regulations; and

WHEREAS, the ADA requires the City of Greenwood ("City") to designate an ADA Coordinator responsible for coordinating compliance with ADA requirements and Res. 92-2 was amended by Res. 17-15 to appoint Daniel Johnston, former Executive Director of the Department of Community Development Services and former City Engineer, as the ADA Coordinator; and

WHEREAS, Daniel Johnston is no longer employed by the City and it has been determined that it is appropriate to amend Res. No. 92-2 to appoint a new ADA Coordinator and it has further been determined that it is appropriate to appoint Mark St. John, City Engineer, as the ADA Coordinator,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1. Resolution No. 92-2 entitled, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters", as amended, is hereby further amended in Section 1., subsection 7., by deleting the following text:

"Daniel Johnston  
Executive Director of the Department of Community  
Development Services and City Engineer  
300 S. Madison Avenue  
Greenwood, Indiana 46142  
(317) 887-5230  
johnstond@greenwood.in.gov"

and replacing it with text to read as follows:

"Mark St. John  
City Engineer  
300 S. Madison Avenue  
Greenwood, Indiana 46142  
(317) 887-5230  
stjohnm@greenwood.in.gov"

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-2, except as herein provided, and all other sections of Resolution No. 92-2 not inconsistent herewith shall remain the same.

Section 3. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood.

Passed by the Common Council of the City of Greenwood, Indiana, this 16<sup>th</sup> day of June, 2022.

Michael Campbell  
Michael Campbell, President  
Greenwood Common Council

FOR:

Linda S. Gibson

Linda S. Gibson

Ezra J. Hill

Ezra J. Hill

Michael Williams

Michael Williams

Ronald Bates

Ronald Bates

J. David Hopper

J. David Hopper

David Lekse

David Lekse

Michael Campbell

Michael Campbell

Bradley Pendleton

Bradley Pendleton

Andrew K. Foster

Andrew K. Foster

AGAINST:

ATTEST:

Jeannine Myers  
Jeannine Myers, Clerk

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 16<sup>th</sup> day of June, 2022, is presented by me this 16<sup>th</sup> day of June, 2022, at 6:00 O'Clock P.M., to the Mayor of the City of Greenwood, Indiana.

Jeannine Myers  
Jeannine Myers, Clerk

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 16<sup>th</sup> day of June, 2022, is signed and approved by me this 17<sup>th</sup> day of June, 2022, at 9:00 O'Clock A.M.

Mark W. Myers  
MARK W. MYERS, Mayor of  
the City of Greenwood, Indiana

**GREENWOOD COMMON COUNCIL**

**RESOLUTION NO. 13-09**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT 2013 TRANSITION PLAN**

WHEREAS, the federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood, Indiana ("City") established a policy for compliance with the ADA through its boards, commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes; and

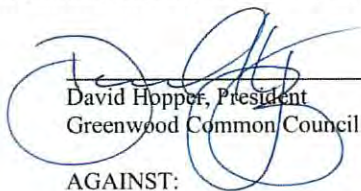
WHEREAS, the City remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and approves the adoption of a Transition Plan in compliance with Federal law.

NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD COMMON COUNCIL THAT:

Section 1. The City of Greenwood Common Council hereby adopts the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan"), a copy of which is attached hereto as Exhibit A and is incorporated herein.

**Remainder of the Page Intentionally Left Blank**

Adopted by the Common Council of Greenwood, Indiana, this 17th day of June, 2013.

  
David Hopper, President  
Greenwood Common Council

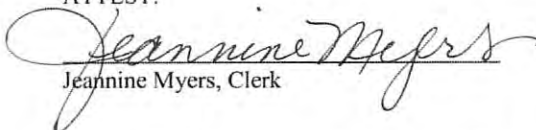
FOR:

AGAINST:

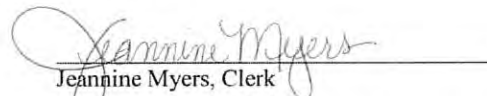
Linda S. Gibon  
B.A.  
Ronald Bates  
Tom McLaughlin  
Ken Kemp  
Mike Layman  
David Hopper  
David Hopper

\_\_\_\_\_  
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ATTEST:

  
Jeannine Myers, Clerk

The foregoing Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 17th day of June, 2013, is presented by me this 18th day of June, 2013, at 8:30 o'clock A.m. to the Mayor of the City of Greenwood.

  
Jeannine Myers, Clerk

The foregoing Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 17th day of June, 2013, is signed and approved by me this day of 18th June, 2013, at 3:30 o'clock P.m. to the Mayor of the City of Greenwood.

  
MARK W. MYERS, Mayor of the  
City of Greenwood, Indiana



# City of Greenwood, Indiana

## Americans with Disabilities Act



2013

## Transition Plan

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## I. Introduction to the Americans with Disabilities Act

The Americans with Disabilities Act ("ADA"), enacted on July 26, 1990 and the ADA Amendments Act of 2008 which became effective on January 1, 2009, provides comprehensive civil rights protections to person with disabilities in areas of employment, state and local government services, access to public accommodations, transportation, and telecommunications. The ADA is companion civil rights legislation to the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. Together, these pieces of legislation mandate that qualified disabled individuals shall not be excluded from the participation in, denied the benefit of, or be subjected to discrimination under any program or activity. They also protect employees with disabilities with certain protections and require employers to make reasonable accommodation for applicants and employees with disabilities.

The ADA defines the term disability, with respect to an individual as:

1. A physical or mental impairment that substantially limits one or more of the major life activities of such individual;
2. A record of such an impairment; or
3. Being regarded as having such an impairment.

If an individual meets any one of these three tests, that person is considered to be an individual with a disability for purposes of coverage under the ADA.

The ADA is divided into five (5) titles:

- **Title I: Employment.** Under Title I, employers, including governmental agencies, must ensure that their practices do not discriminate against persons with disabilities in the application, hiring, advancement, training, compensation or discharge of an employee, or in other terms, conditions and rights of employment.
- **Title II: Public Services.** Title II prohibits state and local governments from discrimination against persons with disabilities or from excluding participating in or denying benefits of programs, services, or activities to persons with disabilities. It is under this Title that this Transition Plan has been prepared.
- **Title III: Public Accommodations.** Title III requires places of public accommodation to be accessible to and usable by persons with disabilities. The term public accommodation refers to any private funded and operated facility that serves the public.
- **Title IV: Telecommunications.** Title IV covers regulations regarding private telephone companies and requires common carriers offering telephone services to the public to increase the availability of interstate and intrastate telecommunications relay services to individuals with hearing and speech impairments.
- **Title V: Miscellaneous Provisions.** Title V contains several miscellaneous regulations, including construction standards and practices, provisions for attorneys' fees, and technical assistance provisions.



Title II of the ADA prohibits discrimination by public entities on the basis of disability by making all programs, services, and activities accessible to persons with disabilities. Title II of the ADA specifically requires public entities to evaluate their services, programs, policies and practices to determine whether they are in compliance with the nondiscrimination regulations of the ADA. The regulations detailing compliance requirements were issued in July 1991. A self-evaluation is required under the regulations. The self-evaluation is intended to examine activities and services, identify problems or barriers that may limit accessibility by persons with disabilities, and describe potential compliance solutions. Public entities are then required to proceed with making the necessary changes dictated by the self-evaluation. The ADA also requires that an ADA transition plan be prepared to describe any structural or physical changes required to make programs accessible.

The City has various responsibilities under Title II of the ADA. Title II of the ADA is similar to Section 504 of the Rehabilitation Act of 1973, but differs in that Section 504 applies only to governmental agencies that receive federal financial assistance. The purpose of Section 504 is to ensure that no otherwise qualified individual with disabilities shall, solely by reason of disability, be discriminated against under any program or activity receiving federal financial assistance. The City has been subject to and operating under the requirements of Section 504 for many years.

The ADA states an intent not to apply lesser standards than are required under other federal, state, or local laws; therefore the law that is the most stringent has precedence. This intent has particular application with respect to the City's obligations under Section 504 or under Indiana law, which in some cases, may exceed ADA requirements with respect to structural and physical changes.

Title II also mandates that City governments may not require eligibility criteria for participation in programs and activities that would screen persons with disabilities, unless it can be proven that such requirements are necessary for the mandatory provisions of the service or program. A public entity must reasonably modify its policies and procedures to avoid discrimination toward disabled residents. Nevertheless, if the public entity can demonstrate that a modification would fundamentally alter the nature of its service, it will not be required to make that modification. Title II also discusses the use of auxiliary aids necessary to enable persons who have visual, hearing, mobility or similar impairments to gain access to programs and activities provided by the City so as to make an appropriate reasonable accommodation.

The lone exception to these requirements would be undue hardship. Undue hardship is defined in the ADA as an "action requiring significant difficulty or expense" when considering the nature and cost of the accommodation in relation to the size, resources, and structure of the specific operation. Undue hardship is determined on a case by case basis.

Realizing that such structural changes will require commitment of resources (i.e. time and money) by the City to comply with the Department of Justice Regulations, Federal Register 28 CFR Part 35 states that “in the event that structural changes to facilities will be undertaken to achieve program accessibility, a public entity that employs 50 or more persons shall develop a Transition Plan setting forth the steps necessary to complete such changes”. Additionally, “if a public entity has responsibility or authority over streets, roads, or walkways, its Transition Plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving entities covered by the Act.”

The required elements for a Transition Plan, include:

- A list of physical barriers in the public entity’s facilities that limit the accessibility of its programs, services, or activities to individuals with disabilities;
- A detailed description of the methods to be utilized to remove these barriers and make facilities accessible;
- The schedule for taking necessary steps to achieve compliance with Title II;
- The name of the official responsible for the plan’s implementation;
- A schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs. Priorities should be given in the following order:
  - State and local government offices
  - Transportation
  - Places of public accommodation
  - Employees
  - Other areas (e.g., residential areas where people needing curb ramps reside);
- An estimate of the costs for making the modification;
- The opportunity for the disabled community and other interested parties to participate in the development of the Transition Plan.

## **II. ADA Program Elements**

- A. Responsible Official**
- B. Public Notice of Rights of Individuals**
- C. Grievance Procedure**
- D. Self-Evaluation and Inventory**
- E. Design Standards**
- F. Transition Plan**
- G. Plan Review and Update**

### **A. Responsible Official**

A public entity is required to designate a person responsible for coordinating the implementation of ADA requirements and for investigating complaints of alleged



noncompliance. The City, by resolution of its Board of Public Works and Safety, has designated Mark Richards, City Engineer and Director of the Department of Community Development Services as its ADA Coordinator. Mr. Richards can be reached at (317) 887-5230, [richardma@greenwood.in.gov](mailto:richardma@greenwood.in.gov); 225 S. Emerson Avenue, Suite A, Greenwood, Indiana 46143.

## **B. Public Notice of Rights of Individuals**

The ADA states that a public entity is required to make available to applicants, participants, residents and other interested parties information regarding the ADA Transition Plan and its applicability to the services, programs, or activities of the public entity and to apprise the public of the protections against discrimination afforded to them by the ADA. A public entity is also required to provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the ADA Transition Plan by submitting comments and making specific recommendations. The ADA also requires that a copy of the draft ADA Transition Plan shall be made available for public inspection during a formal review period.

The City's ADA Transition Plan process was set up to encourage and facilitate the maximum degree of participating from the residents of Greenwood. This process included a public meeting held at the Greenwood City Building on December 12, 2012. The meeting was posted on the City website, notices were sent to organizations known to represent persons with disabilities, and was advertised in the Johnson County Daily Journal. The purpose of the meeting was to solicit public comment on the City's ADA Transition Plan. No persons attended to provide comment.

City of Greenwood Common Council Resolution No. 92-2 sets out the City's compliance with Title II of the 1990 ADA. It has been amended by Resolution No. 11-6 and Ordinance No. 11-38 to update the ADA Coordinator designation. These documents are available at City Hall for viewing and are posted on the City's website. (See Attachment 1).

The City's ADA Transition Plan shall be posted on the City's website upon final adoption by all relevant authorities. The ADA Transition Plan will be made available to persons who are visually impaired via large print text document. Persons with visual impairments who have access to software that converts text to audio will be provided the document electronically upon request.

All meeting notices for public meetings of the City include the following language: "In accordance with the Americans with Disabilities Act, if anyone wishes to attend the public meeting on the above reference matter and is in need of reasonable accommodation in order to attend, hear, or present evidence at the public meeting on this matter, please contact the Mayor's Office so accommodation can be made. The Mayor's Office can be contacted at 2 North Madison Avenue, Greenwood, Indiana, 46142 (317-881-8527), Fax: (317-887-5721) and TTY phone number (317-887-5869)."

### **C. Grievance Procedure**

The ADA states that a public entity is required to apprise the public of protections against discrimination afforded to them by Title II of the ADA, including information about how Title II requirements apply to its particular programs, services, and activities. 28 C.F.R. § 35.106. A public entity that employs 50 or more persons is required by the ADA to adopt and publish grievance procedures for providing prompt and equitable resolution of complaints or grievances alleging any action that would be prohibited by Title II of the ADA. The City's grievance procedure is described below. Any person with a disability or any parent or guardian who represents a minor person with a disability, who believes that they have been the subject of disability related discrimination on the basis of the denial of access to facilities, programs, or services may file a grievance or complaint.

#### ***Step 1: File a Grievance Form***

The complainant should fill out the City's ADA Complaint/Grievance Form attached hereto as Attachment 3, providing all of the information requested. The ADA Complaint/Grievance Form should be filed in writing with the ADA Coordinator within sixty (60) days of the alleged disability related discrimination. Upon request, reasonable accommodations will be provided in completing the form or alternative formats for the form may be provided. The ADA Complaint/Grievance Form shall be made available on the City's website or may be obtained from and sent to: The City of Greenwood, ADA Coordinator, 225 S. Emerson Avenue, Suite A, Greenwood, Indiana, 46143 or [richardma@greenwood.in.gov](mailto:richardma@greenwood.in.gov)

#### ***Step 2: An Investigation is Conducted***

A notice of receipt shall be mailed to the complainant by registered mail within five (5) days of the receipt of the complaint or grievance and the ADA Coordinator or his designee shall begin an investigation into the merits of the complaint within sixty (60) days. If necessary, the ADA Coordinator may contact the complainant directly to obtain additional facts or documentation relevant to the grievance. If the complainant alleges misconduct on the part of the ADA Coordinator, Corporation Counsel's Office shall undertake the investigation if the allegations can be substantiated.

#### ***Step 3: A Written Decision is Prepared and Forwarded to the Complainant***

The ADA Coordinator, in coordination with Corporation Counsel's Office where applicable, shall prepare a written decision, after full consideration of the grievance's merits, no later than 75 days following receipt of the grievance which shall be mailed to the complainant by registered mail. The notice shall describe the basis of the decision, provide a description of appeal rights, and state the applicable board and address to which any appeal must be made.



#### ***Step 4: A Complainant May Appeal the Decision***

If the complainant is dissatisfied with the written decision, the complainant may file a written appeal with the applicable board or commission as described in the written determination no later than thirty (30) days from the date that the decision was mailed. The appeal must contain a statement of the reasons why the complainant is dissatisfied with the written decision and must be signed by the complainant or someone authorized to sign on the complainant's behalf. A notice of receipt shall be mailed to the complaint by registered mail within five (5) days of receipt of the appeal. The applicable board or commission having jurisdiction shall meet within thirty (30) days of receipt of the notice of appeal to discuss and decide the matter. Within fifteen (15) days after the meeting, the applicable board/commission or its designee shall respond in writing and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint. Appeals should be mailed or delivered to the address provided for appeals in the notice of determination. All written complaints received by the ADA Coordinator, appeals, and responses from each office shall be retained for at least three (3) years by the City and only destroyed in accordance with Indiana's Public Records laws.

Any retaliation, coercion, intimidation, threat, interference, or harassment for the filing of a grievance or used to restrain a complainant from filing a grievance is strictly prohibited and should be reported immediately to the ADA Program Coordinator.

#### **D. Self-Evaluation and Inventory**

The purpose of the self-evaluation and inventory is to show a baseline of existing pedestrian facilities in the City. This data will then be used to improve pedestrian facilities and to comply with the ADA and Title 24 requirements. The City has a wide variety of facilities within the public right-of-way. These facilities include streets and roadways, vehicular and pedestrian bridges, underground and above ground utilities, vehicular and pedestrian signal systems, signage systems, on-street parking facilities, walkways, sidewalks with curb ramps at intersections, improved planting strips, buffers, and unimproved open spaces or natural areas. The goal of the overall project is to optimize the pedestrian experience and to provide safe and usable pedestrian facilities for all pedestrians in the City and to assure compliance with all federal, state, and local regulations and standards.

As required by the ADA legislation, the City has conducted a self-evaluation of its facilities and rights-of-way to ensure that they are accessible to and useable by persons with disabilities.

Items inventoried included:

- Curb Ramps – whether there are curb ramps with truncated domes present at any corner within each intersection.
- Sidewalks between intersections were reviewed to determine if they are a minimum of 4 feet wide (with parkway) or 5 feet wide if adjacent to a curb. Driveways were

- reviewed to determine if they have a 4 foot width at a 2% (max) cross-slope.
- Traffic signals (where present) were reviewed to determine if pedestrian push buttons and or identifications are present. The pedestrian push buttons were noted accessible via sidewalk.

The results of this inventory are available from the ADA Coordinator for viewing upon request.

Buildings and parks were inspected to determine if ADA parking is provided and properly signed, and if the facilities meet present ADA standards for accessibility. That inspection was included in the Transition Plan dated July 26, 1992. The results of that inventory are available from the ADA Coordinator for viewing upon request.

#### **E. Design Standards**

The following standards shall be implemented by the City in order to insure ADA compliance.

**Buildings** - Building construction shall follow the current ADA requirements shown on the following website: [www.access-board.gov/ada/](http://www.access-board.gov/ada/)

**Sidewalks** - The City of Greenwood has design standards for sidewalk construction and shall update them as needed in the future to stay current on ADA standards. In lieu of the update, reference will be made to the Indiana Department of Transportation (INDOT) Standards where applicable.

#### **F. Transition Plan**

The ADA Coordinator has the responsibility of identifying barriers and implementing Greenwood's barrier removal program. The steps involved in the creation of this Transition Plan are as follows:

- 1. Identify and Document Needs** – Physical barriers in and around a facility that prohibit access to programs, activities, and services, shall be identified and documented. "Programs, activities, and services" include the functions necessary to fulfill a building's mission". Events or programs that are open to the public must be accessible by person with disabilities.
- 2. Document Solutions** – Document the structural or physical modifications needed to make the facility accessible. Structure modifications include architectural renovations, such as widening a door or construction of a ramp. The modifications must meet ADA requirements for new construction and changes cannot force a disabled person to access the building in an unequal manner. For example, if the main entrance does not provide accessibility but the rear entrance door does, rear entrance must be equal to the main entrance and available during operating hours.



## **1. Strategies for Removal of Barriers**

### **a. Buildings and Parks**

#### **i. Targeted Removal**

Barrier removal is based on the facility survey that was conducted. The plan will be reviewed annually to insure that Greenwood is meeting the needs of those with accessibility issues. Total accessibility for all City-owned facilities, for every citizen, is the goal of the Transition Plan. Whenever funding is made available, facilities are added to the priority list for that particular fiscal year.

#### **ii. Retrofit or Remodel**

Whenever a retrofit or remodel of an existing City-owned building occurs, the facility is required to become compliant with ADA regulations (subject to availability of funding).

#### **iii. Maintenance or Repair**

When appropriate and when funding is available, Greenwood will bring facilities into compliance by replacing defective fixtures with compliant models (i.e., door knobs replaced with levered door handles).

### **b. Leased Facilities**

When Greenwood lease agreements are scheduled for renewal, facilities are required to become compliant with the ADA. The responsibility for the improvements shall be negotiated with the lessee.

### **c. Public Rights of Way**

#### **i. Targeted Removal**

Barrier removal is based on the field inventory conducted. As needs arise, through either complaints from the public or by the City's own review, specific locations may be addressed.

#### **ii. New or Reconstruction of Existing Facility**

New or reconstruction projects will include sidewalks, drives and

ADA ramps in conformance with current design standards. This will include full intersection ADA ramps where projects only involve a single approach.

### **iii. Maintenance or Repair**

As maintenance and/or repair work is done to existing sidewalks, all replacement work will meet current ADA standards. If such work involves ADA ramps on one corner of an intersection, the receiving corner will be included in such work if it is not in compliance

### **iv. New Construction or Reconstruction of Existing Private Facility**

All permits for new construction or reconstruction of sidewalk, drives or intersection corners will be reviewed and required to be in compliance with current ADA standards.

### **d. Personnel Responsible for Carrying Out Strategies**

- i. ADA Coordinator, Mr. Mark A. Richards, P.E.

## **2. Costs for Making Modifications**

### **a. Public Rights-of-Way**

|           |                    |                   |
|-----------|--------------------|-------------------|
| Curb      | Estimated          | \$1,867,200       |
| Ramps     | Construction Costs |                   |
| Sidewalks | Estimated          | \$1,340,500       |
|           | Construction Costs |                   |
| Traffic   | Estimated          | \$ 90,000         |
| signals   | Construction Costs |                   |
|           | Total              | <hr/> \$3,297,700 |

(Inventory results filed in the Office of the ADA Coordinator.)

### **b. City Parks and Other Facilities**

In 1992, The City of Greenwood inventoried all of its park facilities. A list of deficiencies was prepared at that time. This information is shown in the Transition Plan dated July 26, 1992. Since that time the City has diligently worked at bringing their facilities into compliance. Some tasks, like pavement marking of the parking areas are in need of refurbishment as they are on-going situations. There remain two tasks to be complete: trail segments in Westside Park and in Craig Park. The cost for these improvements is estimated to be

\$40,000.

**c. Cost Summary**

|                      |                   |
|----------------------|-------------------|
| Public Rights-of-Way | \$3,297,700       |
| Facilities           | \$ 40,000         |
| Total                | <hr/> \$3,337,700 |

- 3. Public Involvement** -A public hearing was held on December 12, 2012 for the purpose of giving the community the opportunity to participate in the development of the Transition Plan. No comments were received. The Transition Plan is also being provided to members of the City Council, for review, comment and approval.

**4. Priorities**

**a. Buildings**

- i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use.
- ii. Second priority: Locations where there is routine City business conducted.
- iii. Third priority: All other locations

**b. Parks**

- i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use.
- ii. Second priority: Locations where there is routine programs conducted or facilities are used for functions that have a high likelihood of use by the ADA community.
- iii. Third priority: All other locations

**c. Sidewalks**

- i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use, i.e., areas near hospitals, nursing homes or similar facilities
- ii. Second priority: Locations where there is routine City business conducted.
- iii. Third priority: Locations where there is private partnership in cost
- iv. Fourth priority: Locations in the downtown business area
- v. Fifth priority: Locations in the residential areas.
- vi. Sixth priority: All others

**d. Intersections**

- i. First priority: Missing ramps at locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use, i.e., areas near hospitals, nursing homes or similar facilities
- ii. Second priority: Missing ramps at locations where there is routine City business conducted.
- iii. Third priority: Missing ramps at locations where there is private partnership in cost
- iv. Fourth priority: Missing ramps at locations in the downtown business area
- v. Fifth priority; Missing ramps at Locations in the residential areas.
- vi. Sixth priority: Replacement of substandard ramps and all others

**e. Parking, Facilities and Signage**

Identifiable areas, without proper ADA signage or accessibility information, will be corrected, with the proper signage installed. Facility improvements will be implemented whenever funding becomes available.

**5. Financial Plan and Schedule**

The City of Greenwood will endeavor to provide between \$10,000 and \$50,000 annually in services, materials or contract replacement of deficiencies. In addition, the City will actively seek grants and other sources of funds from various programs available.

**G. Plan Review and Update**

The Plan shall be reviewed annually to assess that the City is meeting the intent of the plan. The plan shall be updated every three (3) years to reflect modifications performed since the prior update and to identify areas of additional need.

**ATTACHMENT 1**

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GREENWOOD COMMON COUNCIL RESOLUTION 92-2

GREENWOOD COMMON COUNCIL RESOLUTION 11-06

GREENWOOD COMMON COUNCIL ORDINANCE 11-38



GREENWOOD COMMON COUNCIL

RESOLUTION NO. 92-2

A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR  
COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND  
ADDRESSING RELATED MATTERS

WHEREAS, the Greenwood Common Council of the City of Greenwood, Indiana, recognizes the needs of disabled Americans; and

WHEREAS, the Americans With Disabilities Act of 1990 (hereinafter "ADA") requires that the City of Greenwood not discriminate against disabled Americans; and

WHEREAS, the Mayor and the Greenwood Common Council, on behalf of the City, desire to comply with ADA and its regulations,

NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1. The following policy statement is hereby adopted for the City of Greenwood, acting by and through its Boards, Commissions, agents and departments:

**Americans with Disabilities Act (ADA)**

The Americans with Disabilities Act ("ADA") provides civil rights protection to qualified individuals with disabilities in five (5) areas of public and private life:

**Employment:** Employers may not discriminate against an individual with a disability in employment provided the person can perform the "essential functions" of the job with or without reasonable accommodation. Employers must provide reasonable accommodations unless doing so represents undue hardship for the employer. The effective date for the City of Greenwood is July 26, 1992, because the City employs twenty-five (25) or more employees.

**Public accommodations:** Public accommodations must be available to disabled persons through nondiscriminatory practices and accessible facilities. Affected businesses include, for example, doctors, lawyers and accountants, zoos, parks, banks, libraries, theaters, museums, restaurants, bars, schools, day care centers, hotels and motels, stores and shopping centers, gas stations, and other businesses and facilities which invite the public to do business. Effective date is January 26, 1992.

**Public and private transportation:** Transportation services, even if provided by private companies and individuals, must not discriminate against individuals with disabilities. That includes bus, rail and other conveyances that provide service to the general public. It does not include air travel, and special effective dates apply to "over the road" buses. Effective date is January 26, 1992.

**Telecommunication relay services:** Providers of telephone services must provide hearing and speech impaired individuals with telecommunications services which enable them to communicate with hearing individuals. Effective date is July 26, 1993.

**Services provided by State and local governments:** State and local governments must comply with the employment and public accommodation provisions listed above, and must ensure that all programs and services provided or made available by them do not discriminate against individuals with disabilities. Effective date is January 26, 1992, with

Page One of Three Pages



structural alterations to City's buildings to be completed by January 26, 1995.

**Complaints, enforcement and remedies:** An individual who believes that he or she has been discriminated against may file a grievance with the City of Greenwood ADA Coordinator or may file a complaint with the appropriate agency within one hundred eighty (180) days of the date of alleged discrimination, unless good cause for delay is shown. Pursuit of a complaint through the City's grievance procedure is the kind of "good cause" which delays the start of the one hundred eighty (180) days. Individuals may also initiate lawsuits against a municipality as a means of compelling compliance with the ADA.

It is the policy of the City of Greenwood to not exclude qualified individuals with disabilities from participation in or benefiting from the services, programs or activities of the municipality. Also, it is the policy of this municipality not to discriminate against a qualified individual with a disability in its job application procedures; the hiring, advancement or discharge of employees; employee compensation; job training and other terms, conditions and privileges of employment. It is the intention of this municipality to comply with all applicable requirements of the Americans with Disabilities Act (ADA).

Members of the public, including individuals with disabilities and groups representing individuals with disabilities, are encouraged to submit suggestions to municipal officials on how the municipality might better meet the needs of individuals with disabilities pursuant to its stated policy.

To meet its obligations under the ADA, the City of Greenwood will, to the extent possible:

1. Ensure that services provided by the City are equally available to individuals with disabilities;
2. Ensure that individuals with disabilities are able to participate in City sponsored programs and activities;
3. Remove structural and architectural barriers to participation by individuals with disabilities in City owned and leased buildings;
4. Take steps to ensure that vendors, contractors and other who do business with the City do not discriminate against individuals who have disabilities;
5. Reaffirm that the City is an equal opportunity employer, and that hiring is done without reference to race, gender, religion, natural origin or disability;
6. Provide a grievance system by which individuals with disabilities might make known to the City problems that exist in the provision of City services, so that such problems may be resolved quickly and fairly.
7. Appoint an ADA Coordinator who shall be responsible for oversight of all ADA compliance activities, and shall receive complaints through the grievance system, and investigate and resolve them.

The ADA Coordinator for the City of Greenwood is:

Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494

Common Council Resolution No. 92-2  
Page Two of Three Pages

Section 2. The Greenwood Common Council hereby delegates the authority to the Greenwood Board of Public Works and Safety to amend this policy when required by Federal law, to make all reasonable rules and regulations to comply with this policy and the ADA, as amended, to adopt a grievance procedure under the ADA, and do all things reasonable and necessary to publish this policy.

Section 3. The Greenwood Common Council hereby joins with and ratifies the actions of the Mayor in adopting a City policy for compliance with the ADA.

Section 4. The sections, paragraphs, sentences, clauses, phrases and words of this Resolution are separable, and if any word, phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining words, phrases, clauses, sentences, paragraphs and sections of this Resolution.

Section 5. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood, Indiana.

Adopted by the Common Council of Greenwood, Indiana, this 2nd day of March, 1992.

Michael J. Tapp  
Michael J. Tapp, President  
Greenwood Common Council

FOR:

Ed Helmut  
John M. Gibson  
James E. Reed  
Michael J. Tapp  
Karol Dean  
William P. Blase

AGAINST:

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ATTEST:

Genevieve Worsham  
Genevieve Worsham, Clerk-Treasurer

The foregoing within and attached Resolution was adopted by the Common Council of the City of Greenwood, Indiana, on the 2nd day of March, 1992, and is now presented by me this 2nd day of March, 1992, at 8:00 o'clock A. M. to the Mayor of the City of Greenwood, Indiana.

Genevieve Worsham  
Genevieve Worsham  
Clerk-Treasurer

The foregoing within and attached Resolution adopted by the Common Council of the City of Greenwood, Indiana, on the 2nd day of March, 1992, is approved by me this 3rd day of March, 1992, at 3:00 o'clock P. M.

Margaret A. McGovern  
MARGARET A. MCGOVERN, Mayor of  
the City of Greenwood, Indiana

Common Council Resolution No. 92-2  
Page Three of Three Pages

**GREENWOOD COMMON COUNCIL**

**RESOLUTION NO. 11-06**

**A RESOLUTION AMENDING RESOLUTION NO. 92-2, "A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND ADDRESSING RELATED MATTERS", TO APPOINT THE EXECUTIVE DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES AND CITY ENGINEER AS THE ADA COORDINATOR**

WHEREAS, the Greenwood Common Council previously adopted Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters" ("Res. No. 92-2"), that recognized the needs of disabled Americans and established a policy to comply with the Americans with Disabilities Act of 1990 ("ADA") and its regulations; and

WHEREAS, the ADA requires the City of Greenwood ("City") to designate an ADA Coordinator responsible for coordinating compliance with ADA requirements and Res. No. 92-2 appointed Virginia Fischer, Assistant City Attorney, as the ADA Coordinator; and

WHEREAS, Virginia Fischer is no longer employed by the City of Greenwood and the City Attorney recommends against designating the City's attorneys as the ADA Coordinator because of the potential for involvement in complaint investigation that would disqualify the attorney from later representing the City should litigation arise from the complaint; and

WHEREAS, it has been determined that it is appropriate to amend Res. No. 92-2 to appoint a new ADA Coordinator and it has further been determined that it is appropriate to appoint Mark Richards, Executive Director of the Department of Community Development Services and City Engineer as the ADA Coordinator,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1. Resolution No. 92-2 entitled, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters", is hereby amended in Section 1, subsection 7., by deleting the following text:

"Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494"

and replacing it with text to read as follows:

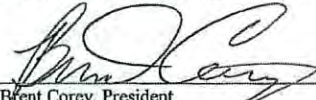
"Mark Richards  
Executive Director of the Department of Community  
Development Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, Indiana 46143  
(317) 887-5230  
richardma@greenwood.in.gov"

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-2, except as herein provided, and all other sections of Resolution No. 92-2 not inconsistent herewith shall remain the same.





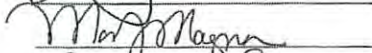

Section 3. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood.



Passed by the Common Council of the City of Greenwood, Indiana, this 6<sup>th</sup> day of July, 2011.

  
Brent Corey, President  
Greenwood Common Council

FOR:

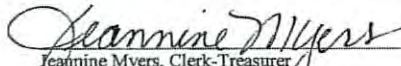
AGAINST:

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ATTEST:

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 6<sup>th</sup> day of July, 2011, is presented by me this 13<sup>th</sup> day of July, 2011, at 12:00 O'Clock A.M. to the Mayor of the City of Greenwood, Indiana.

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 6<sup>th</sup> day of July, 2011, is signed and approved by me this 13<sup>th</sup> day of July, 2011, at 12:00 O'Clock A.M.

  
CHARLES E. HENDERSON, Mayor  
City of Greenwood, Indiana

**GREENWOOD COMMON COUNCIL**

**ORDINANCE NO. 11-38**

**AN ORDINANCE AMENDING THE GREENWOOD MUNICIPAL CODE (1993), AS  
AMENDED, CHAPTER 2, CITY ADMINISTRATION, ARTICLE 10,  
MISCELLANEOUS PROVISIONS, SECTION 2-121, AMERICANS WITH  
DISABILITIES ACT (ADA) POLICY STATEMENT TO CHANGE THE ADA  
COORDINATOR**

WHEREAS, the Greenwood Common Council ("Common Council") adopted Resolution No. 92-2 establishing a policy to comply with the Americans with Disabilities Act of 1990 (ADA), which policy included the appointment of an ADA Coordinator for coordinating compliance with ADA requirements; and

WHEREAS, the Common Council amended Resolution No. 92-2 by Resolution 11-06 to change the appointed ADA Coordinator to Mark Richards, Executive Director of the Department of Community Development Services and City Engineer; and

WHEREAS, at the time of the adoption of the Municipal Code in 1993 the ADA compliance policy was included in the Municipal Code in Chapter 2, Article 10, Section 2-121, and at the time the change in the appointed ADA Coordinator was made by Resolution No. 11-06, amendment of the Greenwood Municipal Code (1993), as amended, should also have been made to reflect the change in the ADA Coordinator, but it was not; and

WHEREAS, it is necessary to amend the Greenwood Municipal Code (1993), Chapter 2, Article 10, Section 2-121, to change the ADA Coordinator,

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1: Greenwood Municipal Code (1993), as amended, Chapter 2, City Administration, Article 10, Miscellaneous Provisions, Section 2-121 Americans with Disabilities Act (ADA) Policy Statement, subsection (a) (7), is hereby amended by deleting the language regarding the designated ADA Coordinator in its entirety and inserting the following designated ADA Coordinator language in its place to read as follows:

"Mark Richards  
Executive Director of the Department of Community Development Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, Indiana 46143  
(317) 887-5230  
[richardma@greenwood.in.gov](mailto:richardma@greenwood.in.gov)"

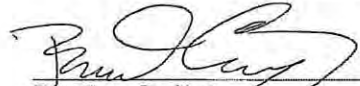
Section 2. This Ordinance does not affect any other sections of the Greenwood Municipal Code (1993), as amended, or other ordinances except as herein provided and all other sections of the Greenwood Municipal Code and other ordinances shall remain the same.

Section 3. Nothing in this Ordinance shall affect any offense or act committed to done, or any penalty or forfeiture incurred, or an contract or right established or accruing before the effective date of the new rate set forth in this Ordinance.

Section 4. The sections, paragraphs, sentences, clauses, phrases and words of this Ordinance are separable, and if any word, phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a Court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

Passed by the Common Council of the City of Greenwood, Indiana, this 5<sup>th</sup> day of December, 2011.

  
Brent Corey, President  
Greenwood Common Council

FOR:

Ronald Bates  
Roger Dyer  
Jim McFarland  
Brent Corey  
[Signature]

AGAINST:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Linda S. Gibson  
Mr. [Signature]

ATTEST:

Jeannine Myers  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 5<sup>th</sup> day of December, 2011, is presented by me this 5<sup>th</sup> day of December, 2011, at 9:00 O'Clock A. M., to the Mayor of the City of Greenwood, Indiana.

Jeannine Myers  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 5<sup>th</sup> day of December, 2011, is signed and approved by me this 5<sup>th</sup> day of December, 2011, at 7:00 O'Clock A. M.

Charles E. Henderson  
CHARLES E. HENDERSON, Mayor of  
the City of Greenwood, Indiana

## **ATTACHMENT 2**

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GREENWOOD BOARD OF PUBLIC WORKS & SAFETY RESOLUTION 92-4

GREENWOOD BOARD OF PUBLIC WORKS & SAFETY RESOLUTION 11-04



will  
347 + 7-292

GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY

RESOLUTION NO. 92-4 (BOW)

A RESOLUTION ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD  
UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY

WHEREAS, the Greenwood Common Council on March 2, 1992, adopted Resolution No. 92-2, "A Resolution Joining With The Mayor In Establishing A City Policy For Compliance With The Americans With Disabilities Act And Addressing Related Matters", a policy for compliance with the Americans With Disabilities Act ("ADA") for the City of Greenwood; and

WHEREAS, Common Council Resolution No. 92-2, Section 2, delegates the authority to the Greenwood Board of Public Works and Safety to adopt a grievance procedure under the ADA; and

WHEREAS, the Board of Public Works and Safety believes it is necessary to adopt a procedure to provide an informal process by which complaints regarding the accessibility of City-provided programs and services may be resolved promptly and fairly,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF GREENWOOD, INDIANA, that the following Americans With Disabilities Act Grievance Procedure is adopted by the City of Greenwood by and through the Board of Public Works and Safety:

1. All complaints shall be directed to the ADA Coordinator:

Virginia Boswell Fischer  
Assistant City Attorney  
Two North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494

- (a) The ADA Coordinator or other City employee will contact or attempt to contact the Complainant within five (5) working days of receipt of the complaint, and will attempt to resolve the complaint informally;
  - (b) A decision by the ADA Coordinator will be rendered, in writing, within fifteen (15) working days of receipt of the complaint; and
  - (c) A record of the complaint and the action taken will be maintained by the ADA Coordinator.
2. If the complaint is not resolved to the Complainant's satisfaction:
  - (a) Within twenty (20) calendar days of issuance of the decision of the ADA Coordinator, the ADA Coordinator shall forward the complaint to the Board of Public Works and Safety, or the Complainant may do so;
  - (b) The Board of Public Works and Safety shall consider the matter at its next regularly-scheduled meeting;
  - (c) The Complainant may attend the meeting in person, or may be represented by any individual of his or her choice; failure of the Complainant to attend the meeting will not prevent the Board from considering the matter, unless the Complainant asks the Board, in writing, to postpone consideration until a later date;



(d) The Board shall record its proceedings and maintain a record of them;

(e) The Board shall render its decision, in writing, within thirty (30) calendar days of considering the matter; the decision of the Board shall be final, however, the Board may reconsider its decision for good cause shown.

3. Notice of any decision of the ADA Coordinator or the Board of Public Works and Safety shall be made to the Complainant by first class United States mail, to the address provided by the Complainant.

BE IT FURTHER RESOLVED, that this procedure be published by the City of Greenwood by the posting in each building owned or leased by the City of Greenwood for the performance of municipal services, in a location conspicuous to the public.

Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, this 16<sup>th</sup> day of March, 1992.

Margaret A. McGovern  
Margaret A. McGovern, Mayor/Member  
Richard E. Heinley  
Richard E. Heinley, Member  
Jeannette Myers  
Jeannette Myers, Member

ATTEST:

Genevieve Worsham  
Genevieve Worsham, Clerk-Treasurer

Board of Works Resolution No. 92-4  
Page Two of Two Pages

**GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY**

**RESOLUTION NO.11-04**

**A RESOLUTION AMENDING RESOLUTION NO. 92-4 ENTITLED "A RESOLUTION ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY", TO CHANGE THE ADA COORDINATOR TO THE EXECUTIVE DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES AND CITY ENGINEER**

WHEREAS, the Board of Public Works and Safety of the City of Greenwood ("Board") previously adopted Board of Public Works and Safety Resolution No. 92-4, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", ("Resolution No. 92-4") that adopted a procedure for processing complaints of disability discrimination; and

WHEREAS, at the time Resolution No. 92-4 was adopted the Board directed that complaints be filed with, and investigated by, the ADA Coordinator appointed by the Common Council under the City of Greenwood's policy for compliance with the Americans with Disabilities Act of 1990; and was Assistant City Attorney Virginia Fischer; and

WHEREAS, the ADA Coordinator appointed by the Common Council was Assistant City Attorney Virginia Fischer, who is no longer employed by the City of Greenwood; and

WHEREAS, the Common Council appointed Mark Richards, Executive Director of the Department of Community Development Services and City Engineer, as the City's ADA Coordinator by Common Council Resolution No. 11-06; and

WHEREAS, it has been determined that it is appropriate to amend Board Resolution No. 92-4 to change the name of the ADA Coordinator to Mr. Richards,

NOW THEREFORE, BE IT RESOLVED BY THE GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY:

Section 1: Resolution No. 92-4 entitled, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", is hereby amended in Section number 1., by deleting the following text:

"Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494"

and replacing it with text to read as follows:

"Mark Richards  
Executive Director of the Department of Community Development  
Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, IN 46143  
(317) 887-230  
richardma@greenwood.in.gov"

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-4, except as herein provided, and all other sections of Resolution No. 92-4 not inconsistent herewith shall remain the same.

Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, on the 7<sup>th</sup> day of July, 2011.

BOARD OF PUBLIC WORKS AND SAFETY

Charles E. Henderson  
Charles E. Henderson, Mayor and Member

Kevin Hoover  
Kevin Hoover, Member

\_\_\_\_\_  
Thom Hord, Member

ATTEST:  
Jeannine Myers  
Jeannine Myers, Clerk-Treasurer

**ATTACHMENT 3**

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ADA GRIEVANCE FORM



## City of Greenwood ADA Grievance Form

Complainant:

Person Preparing Complaint (if different from Complainant): \_\_\_\_\_

Relationship to Complainant (if different from Complainant): \_\_\_\_\_

Is the Complainant a minor? \_\_\_\_\_

Address:

Phone Number:

Email Address:

Reason for Grievance/Complaint (explanation of alleged discrimination). The complaint should contain information such as the name, address, date, and nature of the problem:

Please state what you think should be done to resolve the complaint or grievance:

Do you require an alternative form for any written communications? If so, please describe.

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please attach additional pages as needed.

The complaint should be submitted by the complainant and/or his/her designee as soon as possible but no later than 60 calendar days of the date of the alleged discrimination to: City of Greenwood, ADA Coordinator, 225 S. Emerson Ave., Suite A, Greenwood, Indiana 46143.

Upon request, reasonable accommodation will be provided in completing this form or copies of the form will be provided in alternative formats.

NOTE: This form may be administratively updated as necessary from time to time only to properly reflect changes to the contact information for the ADA Coordinator.





**GREENWOOD COMMON COUNCIL**

**RESOLUTION NO. 20-17**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT UPDATED TRANSITION PLAN**

WHEREAS, the federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood, Indiana ("City") established a policy for compliance with the ADA through its boards, commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes;

WHEREAS, the City of Greenwood Common Council adopted Resolution 13-09, the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") for City facilities, services, programs and activities;

WHEREAS, the 2013 Transition Plan requires that the Transition Plan be updated periodically;

WHEREAS, the City remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and desires to approve, adopt, and implement an updated Transition Plan in compliance with Federal law.

NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD COMMON COUNCIL THAT:

Section 1. The City of Greenwood Common Council hereby adopts the City of Greenwood Americans with Disabilities Act 2020 Transition Plan Update ("Transition Plan"), a copy of which is attached to this Resolution as Exhibit A and is incorporated herein, for City facilities, services, programs and activities.

**Remainder of the Page Intentionally Left Blank**

Passed by the Common Council of the City of Greenwood, Indiana, this 17th day of August 2020.

Michael Campbell  
Michael Campbell, President  
Greenwood Common Council

FOR:

AGAINST:

|                          |                   |       |
|--------------------------|-------------------|-------|
| <u>Linda S. Gibson</u>   | Linda S. Gibson   | _____ |
| <u>Ezra J. Hill</u>      | Ezra J. Hill      | _____ |
| <u>Michael Williams</u>  | Michael Williams  | _____ |
| <u>Ronald Bates</u>      | Ronald Bates      | _____ |
| <u>J. David Hopper</u>   | J. David Hopper   | _____ |
| <u>David Lekse</u>       | David Lekse       | _____ |
| <u>Michael Campbell</u>  | Michael Campbell  | _____ |
| <u>Robert Dine</u>       | Robert Dine       | _____ |
| <u>Bradley Pendleton</u> | Bradley Pendleton | _____ |

ATTEST:

Jeannine Myers  
Jeannine Myers, Clerk

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 17th day of August, 2020, is presented by me this 18th day of September, 2020, at 5:00 O'Clock P.M., to the Mayor of the City of Greenwood, Indiana.

Jeannine Myers  
Jeannine Myers, Clerk

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 17th day of August, 2020, is signed and approved by me this 21st day of September, 2020, at 9:00 O'Clock A.M.

Mark W. Myers  
MARK W. MYERS, Mayor of  
the City of Greenwood, Indiana



# City of Greenwood, Indiana

## Americans with Disabilities Act



2020

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## Transition Plan Update

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## **I. Introduction**

The Americans with Disabilities Act (ADA) of 1990 (revised September 2010), is Federal Civil Rights Legislation which mandates non-discrimination to persons with disabilities. The Act has five Titles, which are listed below:

- Title I - Employment
- Title II - Public Services and Transportation
- Title III - Public Accommodations
- Title IV - Telecommunications
- Title V - Miscellaneous

Title II of the ADA prohibits discrimination by public entities on the basis of disability by making all programs, services, and activities accessible to persons with disabilities. In order to accomplish this; the Department of Justice developed regulations requiring governmental jurisdictions to conduct a self-evaluation of the accessibility of programs and services to determine whether issues of accessibility could be addressed through changes in the way such programs and services are provided. The City of Greenwood (City) is obligated to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities. Realizing that such structural changes will require commitment of resources (i.e. time and money) by the City to comply with the Department of Justice Regulations, Federal Register 28 CFR Part 35 states that "in the event that structural changes to facilities will be undertaken to achieve program accessibility, a public entity that employs 50 or more persons shall develop a Transition Plan setting forth the steps necessary to complete such changes". Additionally, "if a public entity has responsibility or authority over streets, roads, or walkways, its Transition Plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving entities covered by the Act".

The ADA regulations further require the Transition Plan to contain the following elements:

- A list of physical barriers in the public entity's facilities that limit the accessibility of its programs, services, or activities to individuals with disabilities;
- A detailed description of the methods to be utilized to remove these barriers and make facilities accessible;
- The schedule for taking necessary steps to achieve compliance with Title



II;

- The name of the official responsible for the plan's implementation;
- A schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs. Priorities should be given to the following order:
  1. State and local government offices
  2. Transportation
  3. Places of public accommodation
  4. Employees
  5. Other areas (e.g. residential areas where people needing curb ramps reside.)
- An estimate of the costs for making the modification.
- The opportunity for the disabled community and other interested parties to participate in the development of the Transition Plan.

## **II. ADA Program Elements**

- Section III -** Responsible Official
- Section IV -** Public Notice of Rights of Individuals
- Section V -** Grievance Procedure
- Section VI -** Self-Evaluation and Inventory
- Section VII -** Design Standards
- Section VIII -** Transition Plan
- Section IX -** Plan Review and Update

## **III. Responsible Official**

The ADA Coordinator designated for the City of Greenwood is:

Mr. Daniel Johnston, P.E.  
Director of Community Development Services and City Engineer

Mr. Johnston's contact information can be found on the City of Greenwood website: <https://www.greenwood.in.gov/departments/index.php?structureid=48>

## **IV. Public Notice of Rights of Individuals**

City of Greenwood Common Council Resolution No. 92-2 (Attachment A) sets out the City's compliance with Title II of the 1990 ADA. It has been amended by Resolution No. 11-6 (Attachment B) and Ordinance No. 11-38 (Attachment C) to update the ADA Coordinator designation. These documents are available at City Hall for viewing and are posted on the City's website.

**V. Grievance Procedure**

City of Greenwood Board of Public Works and Safety Resolution No. 92-4 (Attachment G) establishing the City's Grievance Procedure and Resolution 11-04 (Attachment H) updating the name of the ADA Coordinator. See Attachment M for the City's ADA Grievance Form.

**VI. Self-Evaluation and Inventory**

As required by the ADA legislation, the City has conducted a self-evaluation of its facilities and rights-of-way to ensure that they are accessible to and useable by persons with disabilities.

Buildings and Parks were inspected in fall of 2019 to determine compliance with ADA requirements. Deficiencies were noted at the locations, and detailed costs are being determined for those deficiencies. These evaluations were recorded in the City of Greenwood software system used to identify and track internal and external public projects conducted within the City ("Cityworks") and are available upon request.

Items inventoried in 2013 included:

- Curb Ramps - whether there are curb ramps with truncated domes present at any corner within each intersection.
- Sidewalks between intersections were reviewed to determine if they are a minimum of 4-feet wide (within a parkway) or 5-feet wide if adjacent to a curb. Driveways were reviewed to determine if they have a 4-foot width at a 2% maximum cross slope.
- Traffic signals (where present) were reviewed to determine if pedestrian push buttons and/or identifications are present. The pedestrian push buttons were noted accessible via sidewalk.

These elements will be further evaluated during 2020 with the results available when complete.

**VII. Design Standards**

- A. Buildings** - Building construction shall follow the current ADA requirements shown on following website: [www.access-board.gov/ada/](http://www.access-board.gov/ada/)
- B. Sidewalks** - The City of Greenwood has design standards for sidewalk construction and shall update them as needed in the future to stay current on ADA standards. In lieu of the update, reference will be made



to the Indiana Department of Transportation (INDOT) Standards where applicable.

## **VIII. Transition Plan**

The ADA Coordinator has the responsibility of identifying barriers and implementing Greenwood's barrier removal program. The steps involved in the creation of this Transition Plan are as follows:

**A. Identify and Document Needs** - Physical barriers in and around a facility that prohibit access to programs, activities, and services, shall be identified and documented. "Programs, activities, and services" include the functions necessary to fulfill a building's mission". Events or programs that are open to the public must be accessible by person with disabilities.

**B. Document Solutions** - Document the structural or physical modifications needed to make the facility accessible. Structure modifications include architectural renovations, such as widening a door or construction of a ramp. The modifications must meet ADA requirements for new construction, and changes cannot force a disabled person to access the building in an unequal manner. For example, if the main entrance does not provide accessibility but the rear entrance door does, rear entrance must be equal to the main entrance and available during normal operating hours.

### **C. Strategies for Removal of Barriers**

#### **1. Buildings and Parks**

##### **a. Targeted Removal**

Barrier removal is based on the facility survey that was conducted. The plan will be reviewed annually to insure that Greenwood is meeting the needs of those with accessibility issues. Total accessibility for all City- owned facilities, for every citizen, is the goal of the Transition Plan. Whenever funding is made available, facilities are added to the priority list for that particular fiscal year.

##### **b. Retrofit or Remodel**

Whenever a retrofit or remodel of an existing City-owned building occurs, the facility is required to become compliant with ADA regulations (subject to availability of funding).

##### **c. Maintenance or Repair**

When appropriate and when funding is available, Greenwood will bring facilities into compliance by replacing defective fixtures with compliant models, i.e., door knobs replaced with levered door handles, etc.

**d. Leased Facilities**

When Greenwood lease agreements are scheduled for renewal, facilities are required to become compliant with the ADA. The responsibility for the improvements shall be negotiated with the lessee.

**2. Public Rights of Way**

**a. Targeted Removal**

Barrier removal is based on the field inventory conducted. As needs may arise, through either complaints from the public or by the City's own review, specific locations may be addressed.

**b. New Construction of Existing Facility**

New or reconstruction projects will include sidewalks, drives and ADA ramps in conformance with current design standards. This will include full intersection ADA ramps where projects only involve a single approach.

**c. Maintenance or Repair**

As maintenance and/or repair work is done to existing sidewalks, all replacement work will meet current ADA standards. If such work involves ADA ramps on one corner of an intersection, the receiving corner will be included in such work if it is not in compliance.

**d. New Construction or Reconstruction of Existing Private Facility**

All permits for new construction or reconstruction of sidewalk, drives or intersection corners will be reviewed and required to be in compliance with current ADA standards.

**3. Personnel Responsible for Carrying Out Strategies**

ADA Coordinator, Mr. Daniel Johnston, P.E.

**D. Costs for Making Modifications****1. Public Rights of Way**

|                              |                              |                    |
|------------------------------|------------------------------|--------------------|
| Curb Ramps                   | Estimated Construction Costs | \$2,240,640        |
| Sidewalks                    | Estimated Construction Costs | \$1,608,600        |
| Traffic Signals              | Estimated Construction Costs | + \$108,000        |
| <b>Total Estimated Costs</b> |                              | <b>\$3,957,240</b> |

(Amounts currently based on a 20% inflation amount from the amounts depicted in the City's 2013 plan document.)

**2. City Parks and Other Facilities**

In 1992, The City of Greenwood inventoried all of its park facilities and prepared a list of deficiencies. Since that time, the City has diligently worked to bring all of its City facilities into compliance. The City inventoried all of its facilities in 2013 and 2019. The most recent inventory is recorded in the Cityworks system. Some tasks, like pavement marking of the parking areas are in need of refurbishment as they are on-going situations. The cost for these improvements is estimated to be \$48,000 (based on an assumed 20% inflation amount since the 2013 plan document).

**Cost Summary**

|                      |                    |
|----------------------|--------------------|
| Public Rights-of-Way | \$3,957,240        |
| Facilities           | \$48,000           |
| <b>Total</b>         | <b>\$4,005,240</b> |

- E. Public Involvement** - The Transition Plan updates were presented during public meetings of the Board of Public works and Safety, Board of Aviation Commissioners, and the Parks and Recreation Board. A 30-day public review and comment period was then advertised providing the public the opportunity to participate in the update of the Transition Plan. The Transition Plan is also being provided to members of the City Council, for review, comment and approval.

**F. Priorities****1. Buildings**

- First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use.



- Second priority: Locations where there is routine City business conducted.
- Third priority: All other locations

## **2. Parks**

- First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use.
- Second priority: Locations where there is routine programs conducted or facilities are used for functions that have a high likelihood of use by the ADA community.
- Third priority: All other locations

## **3. Sidewalks**

- First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use, i.e., areas near hospitals, nursing homes or similar facilities
- Second priority: Locations where there is routine City business conducted.
- Third priority: Locations where there is private partnership in cost.
- Fourth priority: Locations in the downtown business area.
- Fifth priority; Locations in the residential areas.
- Sixth priority: All others.

## **4. Intersections**

- First priority: Missing ramps at locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use, i.e., areas near hospitals, nursing homes or similar facilities.
- Second priority: Missing ramps at locations where there is routine City business conducted.
- Third priority: Missing ramps at locations where there is private partnership in cost.
- Fourth priority: Missing ramps at locations in the downtown business area.
- Fifth priority; Missing ramps at Locations in the residential areas.
- Sixth priority: Replacement of substandard ramps and all others.

## **5. Parking, Facilities, and Signage**

- Identifiable areas, without proper ADA signage or accessibility information, will be corrected, with the proper signage installed.
- Facility improvements will be implemented whenever funding

becomes available.

**G. Financial Plan and Schedule** - The City of Greenwood will endeavor to provide between \$10,000 and \$50,000 annually in services, materials or contract replacement of deficiencies. In addition, the City will actively seek grants and other sources of funds from various programs available.

**IX. Plan Review and Update**

The Plan shall be reviewed annually to assess that the City is meeting the intent of the plan. The plan shall be updated every three (3) years to reflect modifications performed since the prior update, and to identify areas of additional need.

GREENWOOD COMMON COUNCIL

RESOLUTION NO. 92-2

A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR  
COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND  
ADDRESSING RELATED MATTERS

WHEREAS, the Greenwood Common Council of the City of Greenwood, Indiana, recognizes the needs of disabled Americans; and

WHEREAS, the Americans With Disabilities Act of 1990 (hereinafter "ADA") requires that the City of Greenwood not discriminate against disabled Americans; and

WHEREAS, the Mayor and the Greenwood Common Council, on behalf of the City, desire to comply with ADA and its regulations,

NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1. The following policy statement is hereby adopted for the City of Greenwood, acting by and through its Boards, Commissions, agents and departments:

**Americans with Disabilities Act (ADA)**

The Americans with Disabilities Act ("ADA") provides civil rights protection to qualified individuals with disabilities in five (5) areas of public and private life:

**Employment:** Employers may not discriminate against an individual with a disability in employment provided the person can perform the "essential functions" of the job with or without reasonable accommodation. Employers must provide reasonable accommodations unless doing so represents undue hardship for the employer. The effective date for the City of Greenwood is July 26, 1992, because the City employs twenty-five (25) or more employees.

**Public accommodations:** Public accommodations must be available to disabled persons through nondiscriminatory practices and accessible facilities. Affected businesses include, for example, doctors, lawyers and accountants, zoos, parks, banks, libraries, theaters, museums, restaurants, bars, schools, day care centers, hotels and motels, stores and shopping centers, gas stations, and other businesses and facilities which invite the public to do business. Effective date is January 26, 1992.

**Public and private transportation:** Transportation services, even if provided by private companies and individuals, must not discriminate against individuals with disabilities. That includes bus, rail and other conveyances that provide service to the general public. It does not include air travel, and special effective dates apply to "over the road" buses. Effective date is January 26, 1992.

**Telecommunication relay services:** Providers of telephone services must provide hearing and speech impaired individuals with telecommunications services which enable them to communicate with hearing individuals. Effective date is July 26, 1993.

**Services provided by State and local governments:** State and local governments must comply with the employment and public accommodation provisions listed above, and must ensure that all programs and services provided or made available by them do not discriminate against individuals with disabilities. Effective date is January 26, 1992, with



structural alterations to City's buildings to be completed by January 26, 1995.

**Complaints, enforcement and remedies:** An individual who believes that he or she has been discriminated against may file a grievance with the City of Greenwood ADA Coordinator or may file a complaint with the appropriate agency within one hundred eighty (180) days of the date of alleged discrimination, unless good cause for delay is shown. Pursuit of a complaint through the City's grievance procedure is the kind of "good cause" which delays the start of the one hundred eighty (180) days. Individuals may also initiate lawsuits against a municipality as a means of compelling compliance with the ADA.

It is the policy of the City of Greenwood to not exclude qualified individuals with disabilities from participation in or benefiting from the services, programs or activities of the municipality. Also, it is the policy of this municipality not to discriminate against a qualified individual with a disability in its job application procedures; the hiring, advancement or discharge of employees; employee compensation; job training and other terms, conditions and privileges of employment. It is the intention of this municipality to comply with all applicable requirements of the Americans with Disabilities Act (ADA).

Members of the public, including individuals with disabilities and groups representing individuals with disabilities, are encouraged to submit suggestions to municipal officials on how the municipality might better meet the needs of individuals with disabilities pursuant to its stated policy.

To meet its obligations under the ADA, the City of Greenwood will, to the extent possible:

1. Ensure that services provided by the City are equally available to individuals with disabilities;
2. Ensure that individuals with disabilities are able to participate in City sponsored programs and activities;
3. Remove structural and architectural barriers to participation by individuals with disabilities in City owned and leased buildings;
4. Take steps to ensure that vendors, contractors and other who do business with the City do not discriminate against individuals who have disabilities;
5. Reaffirm that the City is an equal opportunity employer, and that hiring is done without reference to race, gender, religion, natural origin or disability;
6. Provide a grievance system by which individuals with disabilities might make known to the City problems that exist in the provision of City services, so that such problems may be resolved quickly and fairly.
7. Appoint an ADA Coordinator who shall be responsible for oversight of all ADA compliance activities, and shall receive complaints through the grievance system, and investigate and resolve them.

The ADA Coordinator for the City of Greenwood is:

Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494

Section 2. The Greenwood Common Council hereby delegates the authority to the Greenwood Board of Public Works and Safety to amend this policy when required by Federal law, to make all reasonable rules and regulations to comply with this policy and the ADA, as amended, to adopt a grievance procedure under the ADA, and do all things reasonable and necessary to publish this policy.

Section 3. The Greenwood Common Council hereby joins with and ratifies the actions of the Mayor in adopting a City policy for compliance with the ADA.

Section 4. The sections, paragraphs, sentences, clauses, phrases and words of this Resolution are separable, and if any word, phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining words, phrases, clauses, sentences, paragraphs and sections of this Resolution.

Section 5. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood, Indiana.

Adopted by the Common Council of Greenwood, Indiana, this 2nd day of March, 1992.

Michael J. Tapp  
Michael J. Tapp, President  
Greenwood Common Council

FOR:

Eli Helcut  
John M. Gibson  
James E. Reed  
Michael J. Tapp  
Karol Dean  
William P. Blase

AGAINST:

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ATTEST:

Genevieve Worsham  
Genevieve Worsham, Clerk-Treasurer

The foregoing within and attached Resolution was adopted by the Common Council of the City of Greenwood, Indiana, on the 2nd day of March, 1992, and is now presented by me this 3rd day of March, 1992, at 8:00 O'Clock A. M. to the Mayor of the City of Greenwood, Indiana.

Genevieve Worsham  
Genevieve Worsham  
Clerk-Treasurer

The foregoing within and attached Resolution adopted by the Common Council of the City of Greenwood, Indiana, on the 2nd day of March, 1992, is approved by me this 3rd day of March, 1992, at 3:00 O'Clock P. M.

Margaret A. McGovern  
MARGARET A. MCGOVERN, Mayor of  
the City of Greenwood, Indiana



Attachment B

**GREENWOOD COMMON COUNCIL**

**RESOLUTION NO. 11-06**

**A RESOLUTION AMENDING RESOLUTION NO. 92-2, "A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND ADDRESSING RELATED MATTERS", TO APPOINT THE EXECUTIVE DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES AND CITY ENGINEER AS THE ADA COORDINATOR**

WHEREAS, the Greenwood Common Council previously adopted Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters" ("Res. No. 92-2"), that recognized the needs of disabled Americans and established a policy to comply with the Americans with Disabilities Act of 1990 ("ADA") and its regulations; and

WHEREAS, the ADA requires the City of Greenwood ("City") to designate an ADA Coordinator responsible for coordinating compliance with ADA requirements and Res. No. 92-2 appointed Virginia Fischer, Assistant City Attorney, as the ADA Coordinator; and

WHEREAS, Virginia Fischer is no longer employed by the City of Greenwood and the City Attorney recommends against designating the City's attorneys as the ADA Coordinator because of the potential for involvement in complaint investigation that would disqualify the attorney from later representing the City should litigation arise from the complaint; and

WHEREAS, it has been determined that it is appropriate to amend Res. No. 92-2 to appoint a new ADA Coordinator and it has further been determined that it is appropriate to appoint Mark Richards, Executive Director of the Department of Community Development Services and City Engineer as the ADA Coordinator,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1. Resolution No. 92-2 entitled, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters", is hereby amended in Section 1., subsection 7., by deleting the following text:

"Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494"

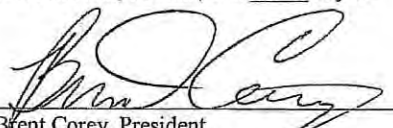
and replacing it with text to read as follows:

"Mark Richards  
Executive Director of the Department of Community  
Development Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, Indiana 46143  
(317) 887-5230  
richardma@greenwood.in.gov"

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-2, except as herein provided, and all other sections of Resolution No. 92-2 not inconsistent herewith shall remain the same.


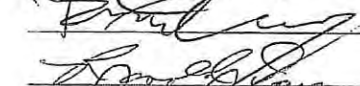
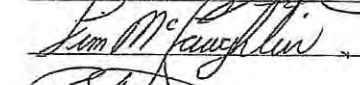
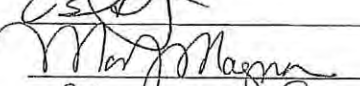
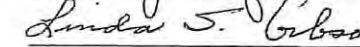
Section 3. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood.

Passed by the Common Council of the City of Greenwood, Indiana, this 6<sup>th</sup> day of July, 2011.

  
Brent Corey, President  
Greenwood Common Council

FOR:

AGAINST:


  
  
  
  


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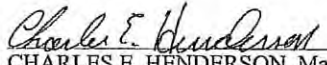
ATTEST:

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 6<sup>th</sup> day of July, 2011, is presented by me this 13<sup>th</sup> day of July, 2011, at 12:00 O'Clock A.M. to the Mayor of the City of Greenwood, Indiana.

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 6<sup>th</sup> day of July, 2011, is signed and approved by me this 14<sup>th</sup> day of July, 2011, at 12:00 O'Clock A.M.

  
CHARLES E. HENDERSON, Mayor  
City of Greenwood, Indiana

**GREENWOOD COMMON COUNCIL**

**ORDINANCE NO. 11-38**

**AN ORDINANCE AMENDING THE GREENWOOD MUNICIPAL CODE (1993), AS  
AMENDED, CHAPTER 2, CITY ADMINISTRATION, ARTICLE 10,  
MISCELLANEOUS PROVISIONS, SECTION 2-121, AMERICANS WITH  
DISABILITIES ACT (ADA) POLICY STATEMENT TO CHANGE THE ADA  
COORDINATOR**

WHEREAS, the Greenwood Common Council ("Common Council") adopted Resolution No. 92-2 establishing a policy to comply with the Americans with Disabilities Act of 1990 (ADA), which policy included the appointment of an ADA Coordinator for coordinating compliance with ADA requirements; and

WHEREAS, the Common Council amended Resolution No. 92-2 by Resolution 11-06 to change the appointed ADA Coordinator to Mark Richards, Executive Director of the Department of Community Development Services and City Engineer; and

WHEREAS, at the time of the adoption of the Municipal Code in 1993 the ADA compliance policy was included in the Municipal Code in Chapter 2, Article 10, Section 2-121, and at the time the change in the appointed ADA Coordinator was made by Resolution No. 11-06, amendment of the Greenwood Municipal Code (1993), as amended, should also have been made to reflect the change in the ADA Coordinator, but it was not; and

WHEREAS, it is necessary to amend the Greenwood Municipal Code (1993), Chapter 2, Article 10, Section 2-121, to change the ADA Coordinator,

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1: Greenwood Municipal Code (1993), as amended, Chapter 2, City Administration, Article 10, Miscellaneous Provisions, Section 2-121 Americans with Disabilities Act (ADA) Policy Statement, subsection (a) (7), is hereby amended by deleting the language regarding the designated ADA Coordinator in its entirety and inserting the following designated ADA Coordinator language in its place to read as follows:

"Mark Richards  
Executive Director of the Department of Community Development Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, Indiana 46143  
(317) 887-5230  
[richardma@greenwood.in.gov](mailto:richardma@greenwood.in.gov)"

Section 2. This Ordinance does not affect any other sections of the Greenwood Municipal Code (1993), as amended, or other ordinances except as herein provided and all other sections of the Greenwood Municipal Code and other ordinances shall remain the same.

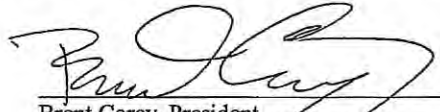
Section 3. Nothing in this Ordinance shall affect any offense or act committed to done, or any penalty or forfeiture incurred, or an contract or right established or accruing before the effective date of the new rate set forth in this Ordinance.

Section 4. The sections, paragraphs, sentences, clauses, phrases and words of this Ordinance are separable, and if any word, phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a Court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.



Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

Passed by the Common Council of the City of Greenwood, Indiana, this 5<sup>th</sup> day of December, 2011.

  
Brent Corey, President  
Greenwood Common Council

FOR:

AGAINST:

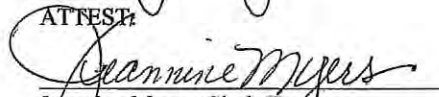
Ronald Bates  
Roger Dyer  
Jim McLaughlin  
Brent Corey  
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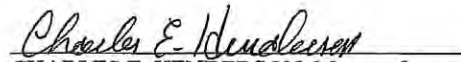
ATTEST:

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 5<sup>th</sup> day of December, 2011, is presented by me this 5<sup>th</sup> day of December, 2011, at 9:00 O'Clock A.M., to the Mayor of the City of Greenwood, Indiana.

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 5<sup>th</sup> day of December, 2011, is signed and approved by me this 5<sup>th</sup> day of December, 2011, at 9:00 O'Clock A.M.

  
CHARLES E. HENDERSON, Mayor of  
the City of Greenwood, Indiana

**GREENWOOD COMMON COUNCIL**

**RESOLUTION NO. 13-09**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT 2013 TRANSITION PLAN**

WHEREAS, the federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood, Indiana ("City") established a policy for compliance with the ADA through its boards, commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes; and

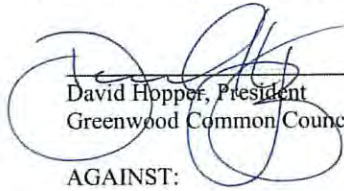
WHEREAS, the City remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and approves the adoption of a Transition Plan in compliance with Federal law.

NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD COMMON COUNCIL THAT:

Section 1. The City of Greenwood Common Council hereby adopts the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan"), a copy of which is attached hereto as Exhibit A and is incorporated herein.

**Remainder of the Page Intentionally Left Blank**

Adopted by the Common Council of Greenwood, Indiana, this 17th day of June, 2013.

  
David Hopper, President  
Greenwood Common Council

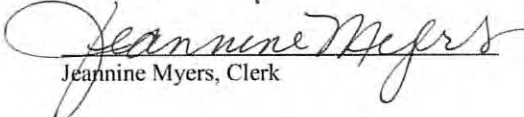
FOR:

AGAINST:

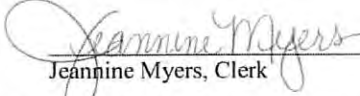
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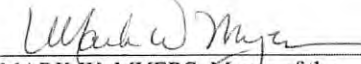
ATTEST:

  
Jeannine Myers, Clerk

The foregoing Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 17th day of June, 2013, is presented by me this 16th day of June, 2013, at 8:30 o'clock A.m. to the Mayor of the City of Greenwood.

  
Jeannine Myers, Clerk

The foregoing Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 17th day of June, 2013, is signed and approved by me this day of 18th June, 2013, at 3:30 o'clock P.m. to the Mayor of the City of Greenwood.

  
MARK W. MYERS, Mayor of the  
City of Greenwood, Indiana

# City of Greenwood, Indiana

## Americans with Disabilities Act



2013

## Transition Plan

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## **I. Introduction to the Americans with Disabilities Act**

The Americans with Disabilities Act ("ADA"), enacted on July 26, 1990 and the ADA Amendments Act of 2008 which became effective on January 1, 2009, provides comprehensive civil rights protections to person with disabilities in areas of employment, state and local government services, access to public accommodations, transportation, and telecommunications. The ADA is companion civil rights legislation to the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. Together, these pieces of legislation mandate that qualified disabled individuals shall not be excluded from the participation in, denied the benefit of, or be subjected to discrimination under any program or activity. They also protect employees with disabilities with certain protections and require employers to make reasonable accommodation for applicants and employees with disabilities.

The ADA defines the term disability, with respect to an individual as:

1. A physical or mental impairment that substantially limits one or more of the major life activities of such individual;
2. A record of such an impairment; or
3. Being regarded as having such an impairment.

If an individual meets any one of these three tests, that person is considered to be an individual with a disability for purposes of coverage under the ADA.

The ADA is divided into five (5) titles:

- **Title I: Employment.** Under Title I, employers, including governmental agencies, must ensure that their practices do not discriminate against persons with disabilities in the application, hiring, advancement, training, compensation or discharge of an employee, or in other terms, conditions and rights of employment.
- **Title II: Public Services.** Title II prohibits state and local governments from discrimination against persons with disabilities or from excluding participating in or denying benefits of programs, services, or activities to persons with disabilities. It is under this Title that this Transition Plan has been prepared.
- **Title III: Public Accommodations.** Title III requires places of public accommodation to be accessible to and usable by persons with disabilities. The term public accommodation refers to any private funded and operated facility that serves the public.
- **Title IV: Telecommunications.** Title IV covers regulations regarding private telephone companies and requires common carriers offering telephone services to the public to increase the availability of interstate and intrastate telecommunications relay services to individuals with hearing and speech impairments.
- **Title V: Miscellaneous Provisions.** Title V contains several miscellaneous regulations, including construction standards and practices, provisions for attorneys' fees, and technical assistance provisions.

Title II of the ADA prohibits discrimination by public entities on the basis of disability by making all programs, services, and activities accessible to persons with disabilities. Title II of the ADA specifically requires public entities to evaluate their services, programs, policies and practices to determine whether they are in compliance with the nondiscrimination regulations of the ADA. The regulations detailing compliance requirements were issued in July 1991. A self-evaluation is required under the regulations. The self-evaluation is intended to examine activities and services, identify problems or barriers that may limit accessibility by persons with disabilities, and describe potential compliance solutions. Public entities are then required to proceed with making the necessary changes dictated by the self-evaluation. The ADA also requires that an ADA transition plan be prepared to describe any structural or physical changes required to make programs accessible.

The City has various responsibilities under Title II of the ADA. Title II of the ADA is similar to Section 504 of the Rehabilitation Act of 1973, but differs in that Section 504 applies only to governmental agencies that receive federal financial assistance. The purpose of Section 504 is to ensure that no otherwise qualified individual with disabilities shall, solely by reason of disability, be discriminated against under any program or activity receiving federal financial assistance. The City has been subject to and operating under the requirements of Section 504 for many years.

The ADA states an intent not to apply lesser standards than are required under other federal, state, or local laws; therefore the law that is the most stringent has precedence. This intent has particular application with respect to the City's obligations under Section 504 or under Indiana law, which in some cases, may exceed ADA requirements with respect to structural and physical changes.

Title II also mandates that City governments may not require eligibility criteria for participation in programs and activities that would screen persons with disabilities, unless it can be proven that such requirements are necessary for the mandatory provisions of the service or program. A public entity must reasonably modify its policies and procedures to avoid discrimination toward disabled residents. Nevertheless, if the public entity can demonstrate that a modification would fundamentally alter the nature of its service, it will not be required to make that modification. Title II also discusses the use of auxiliary aids necessary to enable persons who have visual, hearing, mobility or similar impairments to gain access to programs and activities provided by the City so as to make an appropriate reasonable accommodation.

The lone exception to these requirements would be undue hardship. Undue hardship is defined in the ADA as an "action requiring significant difficulty or expense" when considering the nature and cost of the accommodation in relation to the size, resources, and structure of the specific operation. Undue hardship is determined on a case by case basis.



Realizing that such structural changes will require commitment of resources (i.e. time and money) by the City to comply with the Department of Justice Regulations, Federal Register 28 CFR Part 35 states that "in the event that structural changes to facilities will be undertaken to achieve program accessibility, a public entity that employs 50 or more persons shall develop a Transition Plan setting forth the steps necessary to complete such changes". Additionally, "if a public entity has responsibility or authority over streets, roads, or walkways, its Transition Plan shall include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving entities covered by the Act."

The required elements for a Transition Plan, include:

- A list of physical barriers in the public entity's facilities that limit the accessibility of its programs, services, or activities to individuals with disabilities;
- A detailed description of the methods to be utilized to remove these barriers and make facilities accessible;
- The schedule for taking necessary steps to achieve compliance with Title II;
- The name of the official responsible for the plan's implementation;
- A schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs. Priorities should be given in the following order:
  - State and local government offices
  - Transportation
  - Places of public accommodation
  - Employees
  - Other areas (e.g., residential areas where people needing curb ramps reside);
- An estimate of the costs for making the modification;
- The opportunity for the disabled community and other interested parties to participate in the development of the Transition Plan.

## **II. ADA Program Elements**

- A. Responsible Official**
- B. Public Notice of Rights of Individuals**
- C. Grievance Procedure**
- D. Self-Evaluation and Inventory**
- E. Design Standards**
- F. Transition Plan**
- G. Plan Review and Update**

### **A. Responsible Official**

A public entity is required to designate a person responsible for coordinating the implementation of ADA requirements and for investigating complaints of alleged

noncompliance. The City, by resolution of its Board of Public Works and Safety, has designated Mark Richards, City Engineer and Director of the Department of Community Development Services as its ADA Coordinator. Mr. Richards can be reached at (317) 887-5230, [richardma@greenwood.in.gov](mailto:richardma@greenwood.in.gov); 225 S. Emerson Avenue, Suite A, Greenwood, Indiana 46143.

**B. Public Notice of Rights of Individuals**

The ADA states that a public entity is required to make available to applicants, participants, residents and other interested parties information regarding the ADA Transition Plan and its applicability to the services, programs, or activities of the public entity and to apprise the public of the protections against discrimination afforded to them by the ADA. A public entity is also required to provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the ADA Transition Plan by submitting comments and making specific recommendations. The ADA also requires that a copy of the draft ADA Transition Plan shall be made available for public inspection during a formal review period.

The City's ADA Transition Plan process was set up to encourage and facilitate the maximum degree of participating from the residents of Greenwood. This process included a public meeting held at the Greenwood City Building on December 12, 2012. The meeting was posted on the City website, notices were sent to organizations known to represent persons with disabilities, and was advertised in the Johnson County Daily Journal. The purpose of the meeting was to solicit public comment on the City's ADA Transition Plan. No persons attended to provide comment.

City of Greenwood Common Council Resolution No. 92-2 sets out the City's compliance with Title II of the 1990 ADA. It has been amended by Resolution No. 11-6 and Ordinance No. 11-38 to update the ADA Coordinator designation. These documents are available at City Hall for viewing and are posted on the City's website. (See Attachment 1).

The City's ADA Transition Plan shall be posted on the City's website upon final adoption by all relevant authorities. The ADA Transition Plan will be made available to persons who are visually impaired via large print text document. Persons with visual impairments who have access to software that converts text to audio will be provided the document electronically upon request.

All meeting notices for public meetings of the City include the following language: "In accordance with the Americans with Disabilities Act, if anyone wishes to attend the public meeting on the above reference matter and is in need of reasonable accommodation in order to attend, hear, or present evidence at the public meeting on this matter, please contact the Mayor's Office so accommodation can be made. The Mayor's Office can be contacted at 2 North Madison Avenue, Greenwood, Indiana, 46142 (317-881-8527), Fax: (317-887-5721) and TTY phone number (317-887-5869)."



### **C. Grievance Procedure**

The ADA states that a public entity is required to apprise the public of protections against discrimination afforded to them by Title II of the ADA, including information about how Title II requirements apply to its particular programs, services, and activities. 28 C.F.R. § 35.106. A public entity that employs 50 or more persons is required by the ADA to adopt and publish grievance procedures for providing prompt and equitable resolution of complaints or grievances alleging any action that would be prohibited by Title II of the ADA. The City's grievance procedure is described below. Any person with a disability or any parent or guardian who represents a minor person with a disability, who believes that they have been the subject of disability related discrimination on the basis of the denial of access to facilities, programs, or services may file a grievance or complaint.

#### ***Step 1: File a Grievance Form***

The complainant should fill out the City's ADA Complaint/Grievance Form attached hereto as Attachment 3, providing all of the information requested. The ADA Complaint/Grievance Form should be filed in writing with the ADA Coordinator within sixty (60) days of the alleged disability related discrimination. Upon request, reasonable accommodations will be provided in completing the form or alternative formats for the form may be provided. The ADA Complaint/Grievance Form shall be made available on the City's website or may be obtained from and sent to: The City of Greenwood, ADA Coordinator, 225 S. Emerson Avenue, Suite A, Greenwood, Indiana, 46143 or [richardma@greenwood.in.gov](mailto:richardma@greenwood.in.gov)

#### ***Step 2: An Investigation is Conducted***

A notice of receipt shall be mailed to the complainant by registered mail within five (5) days of the receipt of the complaint or grievance and the ADA Coordinator or his designee shall begin an investigation into the merits of the complaint within sixty (60) days. If necessary, the ADA Coordinator may contact the complainant directly to obtain additional facts or documentation relevant to the grievance. If the complainant alleges misconduct on the part of the ADA Coordinator, Corporation Counsel's Office shall undertake the investigation if the allegations can be substantiated.

#### ***Step 3: A Written Decision is Prepared and Forwarded to the Complainant***

The ADA Coordinator, in coordination with Corporation Counsel's Office where applicable, shall prepare a written decision, after full consideration of the grievance's merits, no later than 75 days following receipt of the grievance which shall be mailed to the complainant by registered mail. The notice shall describe the basis of the decision, provide a description of appeal rights, and state the applicable board and address to which any appeal must be made.

***Step 4: A Complainant May Appeal the Decision***

If the complainant is dissatisfied with the written decision, the complainant may file a written appeal with the applicable board or commission as described in the written determination no later than thirty (30) days from the date that the decision was mailed. The appeal must contain a statement of the reasons why the complainant is dissatisfied with the written decision and must be signed by the complainant or someone authorized to sign on the complainant's behalf. A notice of receipt shall be mailed to the complaint by registered mail within five (5) days of receipt of the appeal. The applicable board or commission having jurisdiction shall meet within thirty (30) days of receipt of the notice of appeal to discuss and decide the matter. Within fifteen (15) days after the meeting, the applicable board/commission or its designee shall respond in writing and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint. Appeals should be mailed or delivered to the address provided for appeals in the notice of determination. All written complaints received by the ADA Coordinator, appeals, and responses from each office shall be retained for at least three (3) years by the City and only destroyed in accordance with Indiana's Public Records laws.

Any retaliation, coercion, intimidation, threat, interference, or harassment for the filing of a grievance or used to restrain a complainant from filing a grievance is strictly prohibited and should be reported immediately to the ADA Program Coordinator.

**D. Self-Evaluation and Inventory**

The purpose of the self-evaluation and inventory is to show a baseline of existing pedestrian facilities in the City. This data will then be used to improve pedestrian facilities and to comply with the ADA and Title 24 requirements. The City has a wide variety of facilities within the public right-of-way. These facilities include streets and roadways, vehicular and pedestrian bridges, underground and above ground utilities, vehicular and pedestrian signal systems, signage systems, on-street parking facilities, walkways, sidewalks with curb ramps at intersections, improved planting strips, buffers, and unimproved open spaces or natural areas. The goal of the overall project is to optimize the pedestrian experience and to provide safe and usable pedestrian facilities for all pedestrians in the City and to assure compliance with all federal, state, and local regulations and standards.

As required by the ADA legislation, the City has conducted a self-evaluation of its facilities and rights-of-way to ensure that they are accessible to and useable by persons with disabilities.

Items inventoried included:

- Curb Ramps – whether there are curb ramps with truncated domes present at any corner within each intersection.
- Sidewalks between intersections were reviewed to determine if they are a minimum of 4 feet wide (with parkway) or 5 feet wide if adjacent to a curb. Driveways were



- reviewed to determine if they have a 4 foot width at a 2% (max) cross-slope.
- Traffic signals (where present) were reviewed to determine if pedestrian push buttons and or identifications are present. The pedestrian push buttons were noted accessible via sidewalk.

The results of this inventory are available from the ADA Coordinator for viewing upon request.

Buildings and parks were inspected to determine if ADA parking is provided and properly signed, and if the facilities meet present ADA standards for accessibility. That inspection was included in the Transition Plan dated July 26, 1992. The results of that inventory are available from the ADA Coordinator for viewing upon request.

#### **E. Design Standards**

The following standards shall be implemented by the City in order to insure ADA compliance.

**Buildings** - Building construction shall follow the current ADA requirements shown on the following website: [www.access-board.gov/ada/](http://www.access-board.gov/ada/)

**Sidewalks** - The City of Greenwood has design standards for sidewalk construction and shall update them as needed in the future to stay current on ADA standards. In lieu of the update, reference will be made to the Indiana Department of Transportation (INDOT) Standards where applicable.

#### **F. Transition Plan**

The ADA Coordinator has the responsibility of identifying barriers and implementing Greenwood's barrier removal program. The steps involved in the creation of this Transition Plan are as follows:

1. **Identify and Document Needs** – Physical barriers in and around a facility that prohibit access to programs, activities, and services, shall be identified and documented. "Programs, activities, and services" include the functions necessary to fulfill a building's mission". Events or programs that are open to the public must be accessible by person with disabilities.
2. **Document Solutions** – Document the structural or physical modifications needed to make the facility accessible. Structure modifications include architectural renovations, such as widening a door or construction of a ramp. The modifications must meet ADA requirements for new construction and changes cannot force a disabled person to access the building in an unequal manner. For example, if the main entrance does not provide accessibility but the rear entrance door does, rear entrance must be equal to the main entrance and available during operating hours.

**1. Strategies for Removal of Barriers**

**a. Buildings and Parks**

**i. Targeted Removal**

Barrier removal is based on the facility survey that was conducted. The plan will be reviewed annually to insure that Greenwood is meeting the needs of those with accessibility issues. Total accessibility for all City-owned facilities, for every citizen, is the goal of the Transition Plan. Whenever funding is made available, facilities are added to the priority list for that particular fiscal year.

**ii. Retrofit or Remodel**

Whenever a retrofit or remodel of an existing City-owned building occurs, the facility is required to become compliant with ADA regulations (subject to availability of funding).

**iii. Maintenance or Repair**

When appropriate and when funding is available, Greenwood will bring facilities into compliance by replacing defective fixtures with compliant models (i.e., door knobs replaced with levered door handles).

**b. Leased Facilities**

When Greenwood lease agreements are scheduled for renewal, facilities are required to become compliant with the ADA. The responsibility for the improvements shall be negotiated with the lessee.

---

**c. Public Rights of Way**

**i. Targeted Removal**

Barrier removal is based on the field inventory conducted. As needs arise, through either complaints from the public or by the City's own review, specific locations may be addressed.

**ii. New or Reconstruction of Existing Facility**

New or reconstruction projects will include sidewalks, drives and

ADA ramps in conformance with current design standards. This will include full intersection ADA ramps where projects only involve a single approach.

**iii. Maintenance or Repair**

As maintenance and/or repair work is done to existing sidewalks, all replacement work will meet current ADA standards. If such work involves ADA ramps on one corner of an intersection, the receiving corner will be included in such work if it is not in compliance

**iv. New Construction or Reconstruction of Existing Private Facility**

All permits for new construction or reconstruction of sidewalk, drives or intersection corners will be reviewed and required to be in compliance with current ADA standards.

**d. Personnel Responsible for Carrying Out Strategies**

- i. ADA Coordinator, Mr. Mark A. Richards, P.E.

**2. Costs for Making Modifications**

**a. Public Rights-of-Way**

|           |                    |                    |
|-----------|--------------------|--------------------|
| Curb      | Estimated          | \$1,867,200        |
| Ramps     | Construction Costs |                    |
| Sidewalks | Estimated          | \$1,340,500        |
|           | Construction Costs |                    |
| Traffic   | Estimated          | \$ 90,000          |
| signals   | Construction Costs |                    |
|           | Total              | <u>\$3,297,700</u> |

(Inventory results filed in the Office of the ADA Coordinator.)

**b. City Parks and Other Facilities**

In 1992, The City of Greenwood inventoried all of its park facilities. A list of deficiencies was prepared at that time. This information is shown in the Transition Plan dated July 26, 1992. Since that time the City has diligently worked at bringing their facilities into compliance. Some tasks, like pavement marking of the parking areas are in need of refurbishment as they are on-going situations. There remain two tasks to be complete: trail segments in Westside Park and in Craig Park. The cost for these improvements is estimated to be



\$40,000.

**c. Cost Summary**

|                      |                    |
|----------------------|--------------------|
| Public Rights-of-Way | \$3,297,700        |
| Facilities           | \$ 40,000          |
| Total                | <u>\$3,337,700</u> |

- 3. Public Involvement** -A public hearing was held on December 12, 2012 for the purpose of giving the community the opportunity to participate in the development of the Transition Plan. No comments were received. The Transition Plan is also being provided to members of the City Council, for review, comment and approval.

**4. Priorities**

**a. Buildings**

- i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use.
- ii. Second priority: Locations where there is routine City business conducted.
- iii. Third priority: All other locations

**b. Parks**

- i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use.
- ii. Second priority: Locations where there is routine programs conducted or facilities are used for functions that have a high likelihood of use by the ADA community.
- iii. Third priority: All other locations

**c. Sidewalks**

- i. First priority: Locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use, i.e., areas near hospitals, nursing homes or similar facilities
- ii. Second priority: Locations where there is routine City business conducted.
- iii. Third priority: Locations where there is private partnership in cost
- iv. Fourth priority: Locations in the downtown business area
- v. Fifth priority: Locations in the residential areas.
- vi. Sixth priority: All others

**d. Intersections**

- i. First priority: Missing ramps at locations where complaints/problems have been identified by the public or where there is a high likelihood of ADA use, i.e., areas near hospitals, nursing homes or similar facilities
- ii. Second priority: Missing ramps at locations where there is routine City business conducted.
- iii. Third priority: Missing ramps at locations where there is private partnership in cost
- iv. Fourth priority: Missing ramps at locations in the downtown business area
- v. Fifth priority; Missing ramps at Locations in the residential areas.
- vi. Sixth priority: Replacement of substandard ramps and all others

**e. Parking, Facilities and Signage**

Identifiable areas, without proper ADA signage or accessibility information, will be corrected, with the proper signage installed. Facility improvements will be implemented whenever funding becomes available.

**5. Financial Plan and Schedule**

The City of Greenwood will endeavor to provide between \$10,000 and \$50,000 annually in services, materials or contract replacement of deficiencies. In addition, the City will actively seek grants and other sources of funds from various programs available.

**G. Plan Review and Update**

The Plan shall be reviewed annually to assess that the City is meeting the intent of the plan. The plan shall be updated every three (3) years to reflect modifications performed since the prior update and to identify areas of additional need.

**ATTACHMENT 1**

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GREENWOOD COMMON COUNCIL RESOLUTION 92-2

GREENWOOD COMMON COUNCIL RESOLUTION 11-06

GREENWOOD COMMON COUNCIL ORDINANCE 11-38

GREENWOOD COMMON COUNCIL

RESOLUTION NO. 92-2

A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND ADDRESSING RELATED MATTERS

WHEREAS, the Greenwood Common Council of the City of Greenwood, Indiana, recognizes the needs of disabled Americans; and

WHEREAS, the Americans With Disabilities Act of 1990 (hereinafter "ADA") requires that the City of Greenwood not discriminate against disabled Americans; and

WHEREAS, the Mayor and the Greenwood Common Council, on behalf of the City, desire to comply with ADA and its regulations,

NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1. The following policy statement is hereby adopted for the City of Greenwood, acting by and through its Boards, Commissions, agents and departments:

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act ("ADA") provides civil rights protection to qualified individuals with disabilities in five (5) areas of public and private life:

**Employment:** Employers may not discriminate against an individual with a disability in employment provided the person can perform the "essential functions" of the job with or without reasonable accommodation. Employers must provide reasonable accommodations unless doing so represents undue hardship for the employer. The effective date for the City of Greenwood is July 26, 1992, because the City employs twenty-five (25) or more employees.

**Public accommodations:** Public accommodations must be available to disabled persons through nondiscriminatory practices and accessible facilities. Affected businesses include, for example, doctors, lawyers and accountants, zoos, parks, banks, libraries, theaters, museums, restaurants, bars, schools, day care centers, hotels and motels, stores and shopping centers, gas stations, and other businesses and facilities which invite the public to do business. Effective date is January 26, 1992.

**Public and private transportation:** Transportation services, even if provided by private companies and individuals, must not discriminate against individuals with disabilities. That includes bus, rail and other conveyances that provide service to the general public. It does not include air travel, and special effective dates apply to "over the road" buses. Effective date is January 26, 1992.

**Telecommunication relay services:** Providers of telephone services must provide hearing and speech impaired individuals with telecommunications services which enable them to communicate with hearing individuals. Effective date is July 26, 1993.

**Services provided by State and local governments:** State and local governments must comply with the employment and public accommodation provisions listed above, and must ensure that all programs and services provided or made available by them do not discriminate against individuals with disabilities. Effective date is January 26, 1992, with

Page One of Three Pages



structural alterations to City's buildings to be completed by January 26, 1995.

**Complaints, enforcement and remedies:** An individual who believes that he or she has been discriminated against may file a grievance with the City of Greenwood ADA Coordinator or may file a complaint with the appropriate agency within one hundred eighty (180) days of the date of alleged discrimination, unless good cause for delay is shown. Pursuit of a complaint through the City's grievance procedure is the kind of "good cause" which delays the start of the one hundred eighty (180) days. Individuals may also initiate lawsuits against a municipality as a means of compelling compliance with the ADA.

It is the policy of the City of Greenwood to not exclude qualified individuals with disabilities from participation in or benefiting from the services, programs or activities of the municipality. Also, it is the policy of this municipality not to discriminate against a qualified individual with a disability in its job application procedures; the hiring, advancement or discharge of employees; employee compensation; job training and other terms, conditions and privileges of employment. It is the intention of this municipality to comply with all applicable requirements of the Americans with Disabilities Act (ADA).

Members of the public, including individuals with disabilities and groups representing individuals with disabilities, are encouraged to submit suggestions to municipal officials on how the municipality might better meet the needs of individuals with disabilities pursuant to its stated policy.

To meet its obligations under the ADA, the City of Greenwood will, to the extent possible:

1. Ensure that services provided by the City are equally available to individuals with disabilities;
2. Ensure that individuals with disabilities are able to participate in City sponsored programs and activities;
3. Remove structural and architectural barriers to participation by individuals with disabilities in City owned and leased buildings;
4. Take steps to ensure that vendors, contractors and other who do business with the City do not discriminate against individuals who have disabilities;
5. Reaffirm that the City is an equal opportunity employer, and that hiring is done without reference to race, gender, religion, natural origin or disability;
6. Provide a grievance system by which individuals with disabilities might make known to the City problems that exist in the provision of City services, so that such problems may be resolved quickly and fairly.
7. Appoint an ADA Coordinator who shall be responsible for oversight of all ADA compliance activities, and shall receive complaints through the grievance system, and investigate and resolve them.

The ADA Coordinator for the City of Greenwood is:

Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494

Section 2. The Greenwood Common Council hereby delegates the authority to the Greenwood Board of Public Works and Safety to amend this policy when required by Federal law, to make all reasonable rules and regulations to comply with this policy and the ADA, as amended, to adopt a grievance procedure under the ADA, and do all things reasonable and necessary to publish this policy.

Section 3. The Greenwood Common Council hereby joins with and ratifies the actions of the Mayor in adopting a City policy for compliance with the ADA.

Section 4. The sections, paragraphs, sentences, clauses, phrases and words of this Resolution are separable, and if any word, phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining words, phrases, clauses, sentences, paragraphs and sections of this Resolution.

Section 5. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood, Indiana.

Adopted by the Common Council of Greenwood, Indiana, this 2d day of March, 1992.

Michael J. Tapp  
Michael J. Tapp, President  
Greenwood Common Council

FOR:

Ed Helmut  
John M. Gibson  
James E. Reed  
Michael J. Tapp  
Karol Dean  
William P. Blase

AGAINST:

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ATTEST:

Genevieve Worsham  
Genevieve Worsham, Clerk-Treasurer

The foregoing within and attached Resolution was adopted by the Common Council of the City of Greenwood, Indiana, on the 2nd day of March, 1992, and is now presented by me this 3rd day of March, 1992, at 8:00 o'clock A. M. to the Mayor of the City of Greenwood, Indiana.

Genevieve Worsham  
Genevieve Worsham  
Clerk-Treasurer

The foregoing within and attached Resolution adopted by the Common Council of the City of Greenwood, Indiana, on the 2nd day of March, 1992, is approved by me this 3rd day of March, 1992, at 3:00 o'clock P. M.

Margaret A. McGovern  
MARGARET A. MCGOVERN, Mayor of  
the City of Greenwood, Indiana



GREENWOOD COMMON COUNCIL

RESOLUTION NO. 11-06

A RESOLUTION AMENDING RESOLUTION NO. 92-2, "A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND ADDRESSING RELATED MATTERS", TO APPOINT THE EXECUTIVE DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES AND CITY ENGINEER AS THE ADA COORDINATOR

WHEREAS, the Greenwood Common Council previously adopted Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters" ("Res. No. 92-2"), that recognized the needs of disabled Americans and established a policy to comply with the Americans with Disabilities Act of 1990 ("ADA") and its regulations; and

WHEREAS, the ADA requires the City of Greenwood ("City") to designate an ADA Coordinator responsible for coordinating compliance with ADA requirements and Res. No. 92-2 appointed Virginia Fischer, Assistant City Attorney, as the ADA Coordinator; and

WHEREAS, Virginia Fischer is no longer employed by the City of Greenwood and the City Attorney recommends against designating the City's attorneys as the ADA Coordinator because of the potential for involvement in complaint investigation that would disqualify the attorney from later representing the City should litigation arise from the complaint; and

WHEREAS, it has been determined that it is appropriate to amend Res. No. 92-2 to appoint a new ADA Coordinator and it has further been determined that it is appropriate to appoint Mark Richards, Executive Director of the Department of Community Development Services and City Engineer as the ADA Coordinator,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1, Resolution No. 92-2 entitled, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters", is hereby amended in Section 1., subsection 7., by deleting the following text:

"Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494"

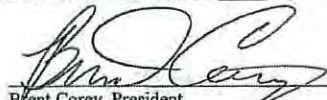
and replacing it with text to read as follows:

"Mark Richards  
Executive Director of the Department of Community  
Development Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, Indiana 46143  
(317) 887-5230  
richardma@greenwood.in.gov"



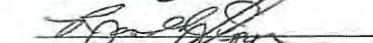
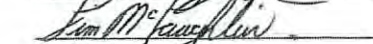
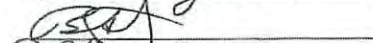
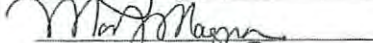

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-2, except as herein provided, and all other sections of Resolution No. 92-2 not inconsistent herewith shall remain the same.

Section 3. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood.

Passed by the Common Council of the City of Greenwood, Indiana, this 6<sup>th</sup> day of July, 2011.

  
Brent Corey, President  
Greenwood Common Council

FOR:

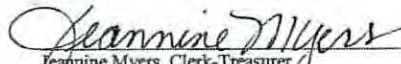
AGAINST:

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ATTEST:

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 6<sup>th</sup> day of July, 2011, is presented by me this 13<sup>th</sup> day of July, 2011, at 12:00 O'Clock A.M. to the Mayor of the City of Greenwood, Indiana.

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 6<sup>th</sup> day of July, 2011, is signed and approved by me this 13<sup>th</sup> day of July, 2011, at 12:00 O'Clock A.M.

  
CHARLES E. HENDERSON, Mayor  
City of Greenwood, Indiana



**GREENWOOD COMMON COUNCIL**

**ORDINANCE NO. 11-38**

**AN ORDINANCE AMENDING THE GREENWOOD MUNICIPAL CODE (1993), AS  
AMENDED, CHAPTER 2, CITY ADMINISTRATION, ARTICLE 10,  
MISCELLANEOUS PROVISIONS, SECTION 2-121, AMERICANS WITH  
DISABILITIES ACT (ADA) POLICY STATEMENT TO CHANGE THE ADA  
COORDINATOR**

WHEREAS, the Greenwood Common Council ("Common Council") adopted Resolution No. 92-2 establishing a policy to comply with the Americans with Disabilities Act of 1990 (ADA), which policy included the appointment of an ADA Coordinator for coordinating compliance with ADA requirements; and

WHEREAS, the Common Council amended Resolution No. 92-2 by Resolution 11-06 to change the appointed ADA Coordinator to Mark Richards, Executive Director of the Department of Community Development Services and City Engineer; and

WHEREAS, at the time of the adoption of the Municipal Code in 1993 the ADA compliance policy was included in the Municipal Code in Chapter 2, Article 10, Section 2-121, and at the time the change in the appointed ADA Coordinator was made by Resolution No. 11-06, amendment of the Greenwood Municipal Code (1993), as amended, should also have been made to reflect the change in the ADA Coordinator, but it was not; and

WHEREAS, it is necessary to amend the Greenwood Municipal Code (1993), Chapter 2, Article 10, Section 2-121, to change the ADA Coordinator;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

**Section 1:** Greenwood Municipal Code (1993), as amended, Chapter 2, City Administration, Article 10, Miscellaneous Provisions, Section 2-121 Americans with Disabilities Act (ADA) Policy Statement, subsection (a) (7), is hereby amended by deleting the language regarding the designated ADA Coordinator in its entirety and inserting the following designated ADA Coordinator language in its place to read as follows:

"Mark Richards  
Executive Director of the Department of Community Development Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, Indiana 46143  
(317) 887-5230  
[richardma@greenwood.in.gov](mailto:richardma@greenwood.in.gov)"

**Section 2.** This Ordinance does not affect any other sections of the Greenwood Municipal Code (1993), as amended, or other ordinances except as herein provided and all other sections of the Greenwood Municipal Code and other ordinances shall remain the same.

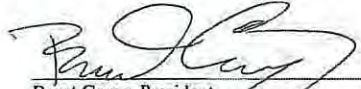
**Section 3.** Nothing in this Ordinance shall affect any offense or act committed to done, or any penalty or forfeiture incurred, or an contract or right established or accruing before the effective date of the new rate set forth in this Ordinance.

**Section 4.** The sections, paragraphs, sentences, clauses, phrases and words of this Ordinance are separable, and if any word, phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a Court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

Exhibit A - GCC Res. 20-17

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

Passed by the Common Council of the City of Greenwood, Indiana, this 5<sup>th</sup> day of December, 2011.

  
Brent Corey, President  
Greenwood Common Council

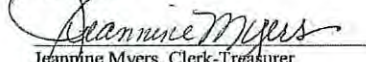
FOR:

Ronald Bates  
Rogel Jay  
Tim McLaughlin  
Frank King  
ES  
Linda S. Gibson  
Mr. Meyer

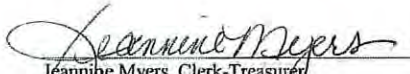
AGAINST:

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ATTEST:

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 5<sup>th</sup> day of December, 2011, is presented by me this 5<sup>th</sup> day of December, 2011, at 9:00 O'Clock A.M., to the Mayor of the City of Greenwood, Indiana.

  
Jeannine Myers, Clerk-Treasurer

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 5<sup>th</sup> day of December, 2011, is signed and approved by me this 5<sup>th</sup> day of December, 2011, at 9:00 O'Clock A.M.

  
CHARLES E. HENDERSON, Mayor of  
the City of Greenwood, Indiana

**ATTACHMENT 2**

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GREENWOOD BOARD OF PUBLIC WORKS & SAFETY RESOLUTION 92-4

GREENWOOD BOARD OF PUBLIC WORKS & SAFETY RESOLUTION 11-04



GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY

RESOLUTION NO. 92-4 (BOW)

A RESOLUTION ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD  
UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY

WHEREAS, the Greenwood Common Council on March 2, 1992, adopted Resolution No. 92-2, "A Resolution Joining With The Mayor In Establishing A City Policy For Compliance With The Americans With Disabilities Act And Addressing Related Matters", a policy for compliance with the Americans With Disabilities Act ("ADA") for the City of Greenwood; and

WHEREAS, Common Council Resolution No. 92-2, Section 2, delegates the authority to the Greenwood Board of Public Works and Safety to adopt a grievance procedure under the ADA; and

WHEREAS, the Board of Public Works and Safety believes it is necessary to adopt a procedure to provide an informal process by which complaints regarding the accessibility of City-provided programs and services may be resolved promptly and fairly,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF GREENWOOD, INDIANA, that the following Americans With Disabilities Act Grievance Procedure is adopted by the City of Greenwood by and through the Board of Public Works and Safety:

1. All complaints shall be directed to the ADA Coordinator:

Virginia Boswell Fischer  
Assistant City Attorney  
Two North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494

(a) The ADA Coordinator or other City employee will contact or attempt to contact the Complainant within five (5) working days of receipt of the complaint, and will attempt to resolve the complaint informally;

(b) A decision by the ADA Coordinator will be rendered, in writing, within fifteen (15) working days of receipt of the complaint; and

(c) A record of the complaint and the action taken will be maintained by the ADA Coordinator.

2. If the complaint is not resolved to the Complainant's satisfaction:

(a) Within twenty (20) calendar days of issuance of the decision of the ADA Coordinator, the ADA Coordinator shall forward the complaint to the Board of Public Works and Safety, or the Complainant may do so;

(b) The Board of Public Works and Safety shall consider the matter at its next regularly-scheduled meeting;

(c) The Complainant may attend the meeting in person, or may be represented by any individual of his or her choice; failure of the Complainant to attend the meeting will not prevent the Board from considering the matter, unless the Complainant asks the Board, in writing, to postpone consideration until a later date;



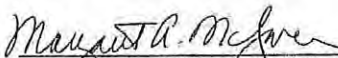
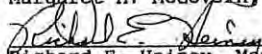
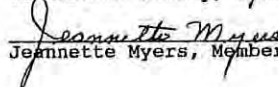
(d) The Board shall record its proceedings and maintain a record of them;

(e) The Board shall render its decision, in writing, within thirty (30) calendar days of considering the matter; the decision of the Board shall be final, however, the Board may reconsider its decision for good cause shown.

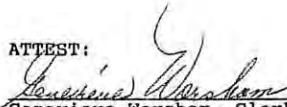
3. Notice of any decision of the ADA Coordinator or the Board of Public Works and Safety shall be made to the Complainant by first class United States mail, to the address provided by the Complainant.

BE IT FURTHER RESOLVED, that this procedure be published by the City of Greenwood by the posting in each building owned or leased by the City of Greenwood for the performance of municipal services, in a location conspicuous to the public.

Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, this 16<sup>th</sup> day of March, 1992.

  
Margaret A. McGovern, Mayor/Member  
  
Richard E. Heiney, Member  
  
Jeannette Myers, Member

ATTEST:

  
Genevieve Worsham, Clerk-Treasurer

Board of Works Resolution No. 92-4  
Page Two of Two Pages

**GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY**

**RESOLUTION NO.11-04**

**A RESOLUTION AMENDING RESOLUTION NO. 92-4 ENTITLED "A RESOLUTION ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY", TO CHANGE THE ADA COORDINATOR TO THE EXECUTIVE DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES AND CITY ENGINEER**

WHEREAS, the Board of Public Works and Safety of the City of Greenwood ("Board") previously adopted Board of Public Works and Safety Resolution No. 92-4, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", ("Resolution No. 92-4") that adopted a procedure for processing complaints of disability discrimination; and

WHEREAS, at the time Resolution No. 92-4 was adopted the Board directed that complaints be filed with, and investigated by, the ADA Coordinator appointed by the Common Council under the City of Greenwood's policy for compliance with the Americans with Disabilities Act of 1990; and was Assistant City Attorney Virginia Fischer; and

WHEREAS, the ADA Coordinator appointed by the Common Council was Assistant City Attorney Virginia Fischer, who is no longer employed by the City of Greenwood; and

WHEREAS, the Common Council appointed Mark Richards, Executive Director of the Department of Community Development Services and City Engineer, as the City's ADA Coordinator by Common Council Resolution No. 11-06; and

WHEREAS, it has been determined that it is appropriate to amend Board Resolution No. 92-4 to change the name of the ADA Coordinator to Mr. Richards,

NOW THEREFORE, BE IT RESOLVED BY THE GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY:

Section 1: Resolution No. 92-4 entitled, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", is hereby amended in Section number 1., by deleting the following text:

"Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494"

and replacing it with text to read as follows:

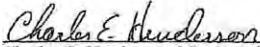
"Mark Richards  
Executive Director of the Department of Community Development  
Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, IN 46143  
(317) 887-230  
richardma@greenwood.in.gov"


Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-4, except as herein provided, and all other sections of Resolution No. 92-4 not inconsistent herewith shall remain the same.

Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, on the 7<sup>th</sup> day of July, 2011.

Exhibit A - GCC Res. 20-17

BOARD OF PUBLIC WORKS AND SAFETY

  
Charles E. Henderson, Mayor and Member

  
Kevin Hoover, Member

\_\_\_\_\_  
Thom Hord, Member

ATTEST:  
  
Jeannine Myers, Clerk-Treasurer

**ATTACHMENT 3**

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ADA GRIEVANCE FORM





## City of Greenwood ADA Grievance Form

Complainant: \_\_\_\_\_

Person Preparing Complaint (if different from Complainant): \_\_\_\_\_

Relationship to Complainant (if different from Complainant): \_\_\_\_\_

Is the Complainant a minor? \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Reason for Grievance/Complaint (explanation of alleged discrimination). The complaint should contain information such as the name, address, date, and nature of the problem: \_\_\_\_\_

Please state what you think should be done to resolve the complaint or grievance: \_\_\_\_\_

Do you require an alternative form for any written communications? If so, please describe. \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please attach additional pages as needed.

The complaint should be submitted by the complainant and/or his/her designee as soon as possible but no later than 60 calendar days of the date of the alleged discrimination to: City of Greenwood, ADA Coordinator, 225 S. Emerson Ave., Suite A, Greenwood, Indiana 46143.

Upon request, reasonable accommodation will be provided in completing this form or copies of the form will be provided in alternative formats.

NOTE: This form may be administratively updated as necessary from time to time only to properly reflect changes to the contact information for the ADA Coordinator.

**GREENWOOD COMMON COUNCIL**

**RESOLUTION NO. 17-15**

**A RESOLUTION AMENDING RESOLUTION NO. 92-2, "A RESOLUTION JOINING WITH THE MAYOR IN ESTABLISHING A CITY POLICY FOR COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND ADDRESSING RELATED MATTERS", TO APPOINT THE CURRENT EXECUTIVE DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES AND CITY ENGINEER AS THE ADA COORDINATOR**

WHEREAS, the Greenwood Common Council previously adopted Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters" ("Res. No. 92-2"), that recognized the needs of disabled Americans and established a policy to comply with the Americans with Disabilities Act of 1990 ("ADA") and its regulations; and

WHEREAS, the ADA requires the City of Greenwood ("City") to designate an ADA Coordinator responsible for coordinating compliance with ADA requirements and Res. 92-2 was amended by Res. 11-06 to appoint Mark Richards, Executive Director of the Department of Community Development Services and City Engineer, as the ADA Coordinator; and

WHEREAS, Mark Richards is no longer employed by the City of Greenwood and it has been determined that it is appropriate to amend Res. No. 92-2 to appoint a new ADA Coordinator and it has further been determined that it is appropriate to appoint Daniel Johnston, Executive Director of the Department of Community Development Services and City Engineer as the ADA Coordinator,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1. Resolution No. 92-2 entitled, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters", as amended, is hereby further amended in Section 1., subsection 7., by deleting the following text:

"Mark Richards  
Executive Director of the Department of Community  
Development Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, Indiana 46143  
(317) 887-5230  
richardma@greenwood.in.gov"

and replacing it with text to read as follows:

"Daniel Johnston  
Executive Director of the Department of Community  
Development Services and City Engineer  
300 S. Madison Avenue  
Greenwood, Indiana 46142  
(317) 887-5230  
johnstond@greenwood.in.gov"

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-2, except as herein provided, and all other sections of Resolution No. 92-2 not inconsistent herewith shall remain the same.

Section 3. This Resolution shall be in full force and effect from and after its passage and approval by the Mayor of the City of Greenwood.

Passed by the Common Council of the City of Greenwood, Indiana, this 5th day of July, 2017.

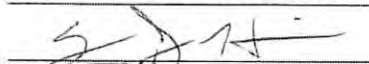


Michael Campbell, President  
Greenwood Common Council

FOR:



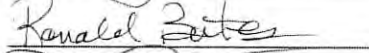
Linda S. Gibson



Ezra J. Hill



Bruce Armstrong



Ronald Bates



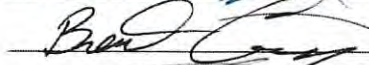
J. David Hopper



David Lekse



Michael Campbell



Brent Corey

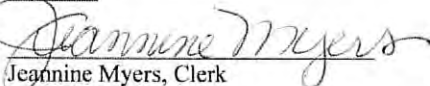


Charles Landon

AGAINST:

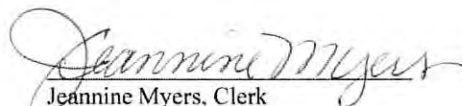
Absent

ATTEST:



Jeannine Myers, Clerk

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 5th day of June, 2017, is presented by me this 6th day of June, 2017, at 12:00 O'Clock P.M., to the Mayor of the City of Greenwood, Indiana.



Jeannine Myers, Clerk

The foregoing within and attached Resolution passed by the Common Council of the City of Greenwood, Indiana, on the 5th day of July, 2017, is signed and approved by me this 6th day of July, 2017, at 3:00 O'Clock P.M.



MARK W. MYERS, Mayor of  
the City of Greenwood, Indiana



**GREENWOOD COMMON COUNCIL**

**ORDINANCE NO. 17-35**

**AN ORDINANCE AMENDING THE GREENWOOD MUNICIPAL CODE (1993), AS  
AMENDED, CHAPTER 2, CITY ADMINISTRATION, ARTICLE 10,  
MISCELLANEOUS PROVISIONS, SECTION 2-121, AMERICANS WITH  
DISABILITIES ACT (ADA) POLICY STATEMENT TO CHANGE THE ADA  
COORDINATOR**

WHEREAS, the Greenwood Common Council ("Common Council") adopted Resolution No. 92-2 establishing a policy to comply with the Americans with Disabilities Act of 1990 (ADA), which policy included the appointment of an ADA Coordinator for coordinating compliance with ADA requirements; and

WHEREAS, the Common Council amended Resolution No. 92-2 by Resolution 17-XX to change the appointed ADA Coordinator to Daniel Johnston, Executive Director of the Department of Community Development Services and City Engineer; and

WHEREAS, at the time of the adoption of the Municipal Code in 1993 the ADA compliance policy was included in the Municipal Code in Chapter 2, Article 10, Section 2-121, and as Resolution No. 17-15 has changed the appointed ADA Coordinator, an amendment of the Greenwood Municipal Code (1993), as amended, should also be made to reflect the change in the ADA Coordinator; and

WHEREAS, it is necessary to amend the Greenwood Municipal Code (1993), Chapter 2, Article 10, Section 2-121, to change the ADA Coordinator,

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF GREENWOOD, INDIANA, THAT:

Section 1: Greenwood Municipal Code (1993), as amended, Chapter 2, City Administration, Article 10, Miscellaneous Provisions, Section 2-121 Americans with Disabilities Act (ADA) Policy Statement, subsection (a) (7), is hereby amended by deleting the language regarding the designated ADA Coordinator in its entirety and inserting the following designated ADA Coordinator language in its place to read as follows:

"Daniel Johnston  
Executive Director of the Department of Community Development Services and City  
Engineer  
300 S. Madison Avenue  
Greenwood, Indiana 46143  
(317) 887-5230  
[johnstond@greenwood.in.gov](mailto:johnstond@greenwood.in.gov) "

Section 2. This Ordinance does not affect any other sections of the Greenwood Municipal Code (1993), as amended, or other ordinances except as herein provided and all other sections of the Greenwood Municipal Code and other ordinances shall remain the same.

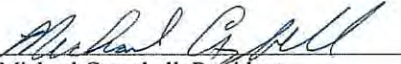
Section 3. Nothing in this Ordinance shall affect any offense or act committed to done, or any penalty or forfeiture incurred, or an contract or right established or accruing before the effective date of the new rate set forth in this Ordinance.

Section 4. The sections, paragraphs, sentences, clauses, phrases and words of this Ordinance are separable, and if any word, phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of a Court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

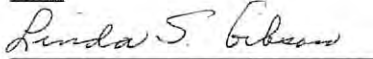


Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

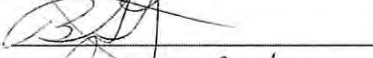
Passed by the Common Council of the City of Greenwood, Indiana, this 7<sup>th</sup> day of August, 2017.

  
Michael Campbell, President  
Greenwood Common Council

FOR:

  
Linda S. Gibson

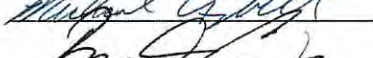
  
Ezra J. Hill

  
Bruce Armstrong

  
Ronald Bates

  
J. David Hopper

  
David Lekse

  
Michael Campbell

  
Brent Corey

  
Charles Landon

AGAINST:

Linda S. Gibson

Ezra J. Hill

Bruce Armstrong

Ronald Bates

J. David Hopper

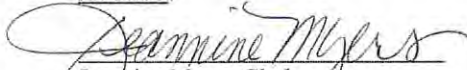
David Lekse

Michael Campbell

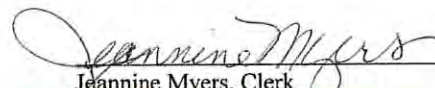
Brent Corey

Charles Landon

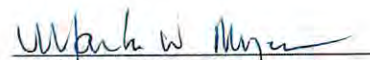
ATTEST:

  
Jeannine Myers, Clerk

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 7<sup>th</sup> day of August, 2017, is presented by me this 7<sup>th</sup> day of August, 2017, at 7:55 O'Clock P.M., to the Mayor of the City of Greenwood, Indiana.

  
Jeannine Myers, Clerk

The foregoing within and attached Ordinance passed by the Common Council of the City of Greenwood, Indiana, on the 7<sup>th</sup> day of August, 2017, is signed and approved by me this 8<sup>th</sup> day of August, 2017, at 9:00 O'Clock A.M.

  
MARK W. MYERS, Mayor of  
the City of Greenwood, Indiana

GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY

RESOLUTION NO. 92-4 (BOW)

A RESOLUTION ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD  
UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY

WHEREAS, the Greenwood Common Council on March 2, 1992, adopted Resolution No. 92-2, "A Resolution Joining With The Mayor In Establishing A City Policy For Compliance With The Americans With Disabilities Act And Addressing Related Matters", a policy for compliance with the Americans With Disabilities Act ("ADA") for the City of Greenwood; and

WHEREAS, Common Council Resolution No. 92-2, Section 2, delegates the authority to the Greenwood Board of Public Works and Safety to adopt a grievance procedure under the ADA; and

WHEREAS, the Board of Public Works and Safety believes it is necessary to adopt a procedure to provide an informal process by which complaints regarding the accessibility of City-provided programs and services may be resolved promptly and fairly,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF GREENWOOD, INDIANA, that the following Americans With Disabilities Act Grievance Procedure is adopted by the City of Greenwood by and through the Board of Public Works and Safety:

1. All complaints shall be directed to the ADA Coordinator:

Virginia Boswell Fischer  
Assistant City Attorney  
Two North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494

- (a) The ADA Coordinator or other City employee will contact or attempt to contact the Complainant within five (5) working days of receipt of the complaint, and will attempt to resolve the complaint informally;
  - (b) A decision by the ADA Coordinator will be rendered, in writing, within fifteen (15) working days of receipt of the complaint; and
  - (c) A record of the complaint and the action taken will be maintained by the ADA Coordinator.
2. If the complaint is not resolved to the Complainant's satisfaction:
  - (a) Within twenty (20) calendar days of issuance of the decision of the ADA Coordinator, the ADA Coordinator shall forward the complaint to the Board of Public Works and Safety, or the Complainant may do so;
  - (b) The Board of Public Works and Safety shall consider the matter at its next regularly-scheduled meeting;
  - (c) The Complainant may attend the meeting in person, or may be represented by any individual of his or her choice; failure of the Complainant to attend the meeting will not prevent the Board from considering the matter, unless the Complainant asks the Board, in writing, to postpone consideration until a later date;

(d) The Board shall record its proceedings and maintain a record of them;

(e) The Board shall render its decision, in writing, within thirty (30) calendar days of considering the matter; the decision of the Board shall be final, however, the Board may reconsider its decision for good cause shown.

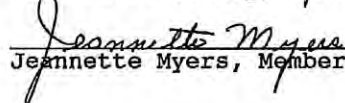
3. Notice of any decision of the ADA Coordinator or the Board of Public Works and Safety shall be made to the Complainant by first class United States mail, to the address provided by the Complainant.

BE IT FURTHER RESOLVED, that this procedure be published by the City of Greenwood by the posting in each building owned or leased by the City of Greenwood for the performance of municipal services, in a location conspicuous to the public.


Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, this 16<sup>th</sup> day of March, 1992.

  
Margaret A. McGovern, Mayor/Member

  
Richard E. Heiney, Member

  
Jeannette Myers, Member

ATTEST:

  
Genevieve Worsham, Clerk-Treasurer

Board of Works Resolution No. 92-4  
Page Two of Two Pages

**GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY**

**RESOLUTION NO.11-04**

**A RESOLUTION AMENDING RESOLUTION NO. 92-4 ENTITLED "A RESOLUTION  
ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD  
UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY", TO  
CHANGE THE ADA COORDINATOR TO THE EXECUTIVE DIRECTOR OF THE  
DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES AND CITY  
ENGINEER**

WHEREAS, the Board of Public Works and Safety of the City of Greenwood ("Board") previously adopted Board of Public Works and Safety Resolution No. 92-4, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", ("Resolution No. 92-4") that adopted a procedure for processing complaints of disability discrimination; and

WHEREAS, at the time Resolution No. 92-4 was adopted the Board directed that complaints be filed with, and investigated by, the ADA Coordinator appointed by the Common Council under the City of Greenwood's policy for compliance with the Americans with Disabilities Act of 1990; and was Assistant City Attorney Virginia Fischer; and

WHEREAS, the ADA Coordinator appointed by the Common Council was Assistant City Attorney Virginia Fischer, who is no longer employed by the City of Greenwood; and

WHEREAS, the Common Council appointed Mark Richards, Executive Director of the Department of Community Development Services and City Engineer, as the City's ADA Coordinator by Common Council Resolution No. 11-06; and

WHEREAS, it has been determined that it is appropriate to amend Board Resolution No. 92-4 to change the name of the ADA Coordinator to Mr. Richards,

NOW THEREFORE, BE IT RESOLVED BY THE GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY:

Section 1: Resolution No. 92-4 entitled, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", is hereby amended in Section number 1., by deleting the following text:

"Virginia Boswell Fischer  
Assistant City Attorney  
2 North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494"

and replacing it with text to read as follows:

"Mark Richards  
Executive Director of the Department of Community Development  
Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, IN 46143  
(317) 887-230  
richardma@greenwood.in.gov"

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-4, except as herein provided, and all other sections of Resolution No. 92-4 not inconsistent herewith shall remain the same.

Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, on the 7<sup>th</sup> day of July, 2011.



BOARD OF PUBLIC WORKS AND SAFETY

Charles E. Henderson  
Charles E. Henderson, Mayor and Member

Kevin Hoover  
Kevin Hoover, Member

\_\_\_\_\_  
Thom Hord, Member

ATTEST:  
Jeannine Myers  
Jeannine Myers, Clerk-Treasurer

**BOARD OF PUBLIC WORKS AND SAFETY**

**RESOLUTION NO. 13-15**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT 2013 TRANSITION PLAN FOR  
BOARD OF PUBLIC WORKS AND SAFETY RELATED PROGRAMS, FACILITIES,  
AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes; and

WHEREAS, the City of Greenwood Board of Public Works and Safety remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and approves the adoption of a Transition Plan in compliance with Federal law.



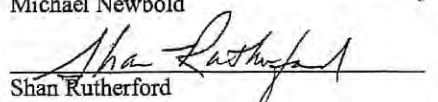
NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD PARK AND RECREATION BOARD FOR THE CITY OF GREENWOOD, INDIANA:

Section 1. The City of Greenwood Board of Public Works and Safety approves the adoption of the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") by the City, a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

PASSED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF GREENWOOD, INDIANA this 20th day of May, 2013, by a vote of 3 ayes, 0 nays.

EXHIBIT A REFERENCED WITHIN  
THIS RESOLUTION CAN BE  
LOCATED ON "ATTACHMENT D  
ORD. 13-09" ABOVE

**BOARD OF PUBLIC WORKS AND SAFETY**

  
Kevin Hoover  
  
Michael Newbold  
  
Shan Rutherford

ATTEST:

  
Amanda Leach, Board Clerk

**GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY**

**RESOLUTION NO.17-07**

**A RESOLUTION AMENDING RESOLUTION NO. 92-4 ENTITLED "A RESOLUTION ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY", TO CHANGE THE ADA COORDINATOR TO THE CURRENT EXECUTIVE DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES AND CITY ENGINEER**

WHEREAS, the Board of Public Works and Safety of the City of Greenwood ("Board") previously adopted Board of Public Works and Safety Resolution No. 92-4 , "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", ("Resolution No. 92-4") that adopted a procedure for processing complaints of disability discrimination; and

WHEREAS, Resolution No. 92-4 directed that complaints be filed with, and investigated by, the ADA Coordinator appointed by the Common Council under the City of Greenwood's policy for compliance with the Americans with Disabilities Act of 1990; and

WHEREAS, the Common Council appointed Daniel Johnston, Executive Director of the Department of Community Development Services and City Engineer, as the City's ADA Coordinator by Common Council Resolution No. 17-15; and

WHEREAS, it has been determined that it is appropriate to amend Board Resolution No. 92-4 to change the name of the ADA Coordinator to Mr. Johnston,

NOW THEREFORE, BE IT RESOLVED BY THE GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY:

Section 1: Resolution No. 92-4 entitled, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", is hereby amended in Section number 1., by deleting the following text:

"Mark Richards  
Executive Director of the Department of Community Development  
Services and City Engineer  
225 S. Emerson Avenue, Suite A  
Greenwood, IN 46143  
(317) 887-230  
richardma@greenwood.in.gov"

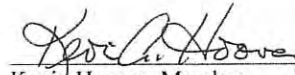
and replacing it with text to read as follows:

"Daniel Johnston  
Executive Director of the Department of Community Development  
Services and City Engineer  
300 S. Madison Avenue  
Greenwood, IN 46142  
(317) 887-230  
johnstond@greenwood.in.gov"

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-4, except as herein provided, and all other sections of Resolution No. 92-4 not inconsistent herewith shall remain the same.

Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, on the 17 day of July, 2017.

BOARD OF PUBLIC WORKS AND SAFETY



Kevin Hoover, Member



Jeffrey Colvin, Member



Shan Rutherford, Member

ATTEST:



Amanda Leach, Board Clerk



**GREENWOOD PARK AND RECREATION BOARD**

**RESOLUTION NO. 13-02**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT 2013 TRANSITION PLAN FOR  
PARK RELATED PROGRAMS, FACILITIES, AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters" which Resolution delegated authority to the Greenwood Board of Public Works and Safety to amend the policy when required by Federal law;

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes; and

WHEREAS, the City of Greenwood Park and Recreation Board remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and approves the adoption of a Transition Plan in compliance with Federal law.

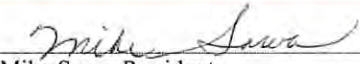
NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD PARK AND RECREATION BOARD FOR THE CITY OF GREENWOOD, INDIANA:


Section 1. The City of Greenwood Park and Recreation Board approves the adoption of the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") by the City, a copy of which is attached to this Resolution as "Exhibit A", and hereby adopts said Transition Plan for facilities, services, programs and activities under its jurisdiction.

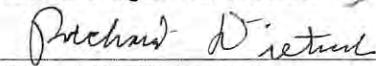
Approved and adopted by the Park and Recreation Board of the City of Greenwood, Indiana, this 7<sup>TH</sup> day MAY, 2013.

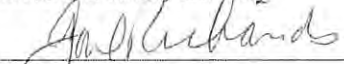
PARK AND RECREATION BOARD

**EXHIBIT A REFERENCED WITHIN  
THIS RESOLUTION CAN BE  
LOCATED ON "ATTACHMENT D  
ORD. 13-09" ABOVE**

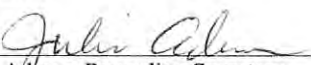
  
Mike Sawa, President

  
Thomas Bridges, Vice President

  
Richard Dietrich, Secretary

  
Gail Richards, Member

ATTEST:

  
Julie Adams, Recording Secretary

**GREENWOOD BOARD OF AVIATION COMMISSIONERS**

**RESOLUTION 13-02**

**A RESOLUTION OF THE GREENWOOD BOARD OF AVIATION COMMISSIONERS  
APPROVING THE ADOPTION OF THE CITY OF GREENWOOD, INDIANA'S  
AMERICANS WITH DISABILITIES ACT 2013 TRANSITION PLAN FOR BOARD OF  
AVIATION COMMISSIONERS PROGRAMS, FACILITIES, AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes; and

WHEREAS, the City of Greenwood Board of Aviation Commissioners remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and approves the adoption of a Transition Plan in compliance with federal law.


NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD BOARD OF AVIATION COMMISSIONERS FOR THE CITY OF GREENWOOD, INDIANA:

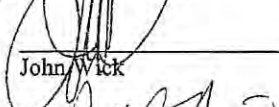
Section 1. The City of Greenwood Board of Aviation Commissioners approves the adoption of the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") by the City, a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

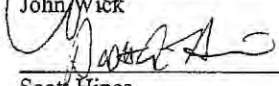
PASSED BY THE GREENWOOD BOARD OF AVIATION COMMISSIONERS this \_\_\_\_ day of June, 2013, by a vote of 4 ayes, 0 nays.

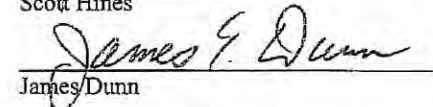
EXHIBIT A REFERENCED WITHIN  
THIS RESOLUTION CAN BE  
LOCATED ON "ATTACHMENT D  
ORD. 13-09" ABOVE

**GREENWOOD BOARD OF AVIATION  
COMMISSIONERS**


  
Dr. David Kovach

  
John Wick

  
Scott Hines

  
James Dunn

ATTEST:

  
Diana Downey, Recording Secretary



## City of Greenwood ADA Grievance Form

Complainant: \_\_\_\_\_

Person Preparing Complaint (if different from Complainant): \_\_\_\_\_

Relationship to Complainant (if different from Complainant): \_\_\_\_\_

Is the Complainant a minor? \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Reason for Grievance/Complaint (explanation of alleged discrimination). The complaint should contain information such as name, address, date, and nature of the problem: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please state what you think should be done to resolve the complaint or grievance: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you require an alternative form of any written communications? If so, please describe.

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please attach additional pages as needed.

The Complaint should be submitted by the complainant and/or his/her designee as soon as possible, but no later than 60 calendar days of the date of the alleged discrimination to: City of Greenwood, ADA Coordinator, 300 S. Madison Ave., Greenwood, Indiana 46142.

Upon Request, reasonable accommodation will be provided in completing this form or copies of the form will be provided in alternative formats.

NOTE: This form may be administratively updated as necessary from time to time only to properly reflect changes to the contact information for the ADA Coordinator.





5500

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GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY

RESOLUTION NO. 92-4 (BOW)

A RESOLUTION ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD  
UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY

WHEREAS, the Greenwood Common Council on March 2, 1992, adopted Resolution No. 92-2, "A Resolution Joining With The Mayor In Establishing A City Policy For Compliance With The Americans With Disabilities Act And Addressing Related Matters", a policy for compliance with the Americans With Disabilities Act ("ADA") for the City of Greenwood; and

WHEREAS, Common Council Resolution No. 92-2, Section 2, delegates the authority to the Greenwood Board of Public Works and Safety to adopt a grievance procedure under the ADA; and

WHEREAS, the Board of Public Works and Safety believes it is necessary to adopt a procedure to provide an informal process by which complaints regarding the accessibility of City-provided programs and services may be resolved promptly and fairly,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF GREENWOOD, INDIANA, that the following Americans With Disabilities Act Grievance Procedure is adopted by the City of Greenwood by and through the Board of Public Works and Safety:

1. All complaints shall be directed to the ADA Coordinator:

Virginia Boswell Fischer  
Assistant City Attorney  
Two North Madison Avenue  
Greenwood, Indiana 46142  
(317) 888-0494

- (a) The ADA Coordinator or other City employee will contact or attempt to contact the Complainant within five (5) working days of receipt of the complaint, and will attempt to resolve the complaint informally;
  - (b) A decision by the ADA Coordinator will be rendered, in writing, within fifteen (15) working days of receipt of the complaint; and
  - (c) A record of the complaint and the action taken will be maintained by the ADA Coordinator.
2. If the complaint is not resolved to the Complainant's satisfaction:
  - (a) Within twenty (20) calendar days of issuance of the decision of the ADA Coordinator, the ADA Coordinator shall forward the complaint to the Board of Public Works and Safety, or the Complainant may do so;
  - (b) The Board of Public Works and Safety shall consider the matter at its next regularly-scheduled meeting;
  - (c) The Complainant may attend the meeting in person, or may be represented by any individual of his or her choice; failure of the Complainant to attend the meeting will not prevent the Board from considering the matter, unless the Complainant asks the Board, in writing, to postpone consideration until a later date;

(d) The Board shall record its proceedings and maintain a record of them;

(e) The Board shall render its decision, in writing, within thirty (30) calendar days of considering the matter; the decision of the Board shall be final, however, the Board may reconsider its decision for good cause shown.

3. Notice of any decision of the ADA Coordinator or the Board of Public Works and Safety shall be made to the Complainant by first class United States mail, to the address provided by the Complainant.

BE IT FURTHER RESOLVED, that this procedure be published by the City of Greenwood by the posting in each building owned or leased by the City of Greenwood for the performance of municipal services, in a location conspicuous to the public.

Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, this 16<sup>th</sup> day of March, 1992.

Margaret A. McGovern  
Margaret A. McGovern, Mayor/Member  
Richard E. Heiney  
Richard E. Heiney, Member  
Jeannette Myers  
Jeannette Myers, Member

ATTEST:

Genevieve Worsham  
Genevieve Worsham, Clerk-Treasurer

Board of Works Resolution No. 92-4  
Page Two of Two Pages

GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY

RESOLUTION NO. 23-05

A RESOLUTION AMENDING RESOLUTION NO. 92-4 ENTITLED "A RESOLUTION ADOPTING A GRIEVANCE PROCEDURE FOR THE CITY OF GREENWOOD UNDER THE CITY'S AMERICANS WITH DISABILITIES ACT POLICY", TO CHANGE THE ADA COORDINATOR TO THE CURRENT CITY ENGINEER

WHEREAS, the Board of Public Works and Safety of the City of Greenwood ("Board") previously adopted Board of Public Works and Safety Resolution No. 92-4, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", ("Resolution No. 92-4") that adopted a procedure for processing complaints of disability discrimination;

WHEREAS, Resolution No. 92-4 directed that complaints be filed with, and investigated by, the ADA Coordinator appointed by the Common Council under the City of Greenwood's policy for compliance with the Americans with Disabilities Act of 1990;

WHEREAS, the Common Council appointed Mark St. John, City Engineer, as the City's ADA Coordinator by Common Council Resolution No. 22-08;

WHEREAS, it has been determined that it is appropriate to amend Board Resolution No. 92-4 to change the name of the ADA Coordinator to Mr. St. John,

NOW THEREFORE, BE IT RESOLVED BY THE GREENWOOD BOARD OF PUBLIC WORKS AND SAFETY:

Section 1: Resolution No. 92-4 entitled, "A Resolution Adopting a Grievance Procedure for the City of Greenwood under the City's Americans with Disabilities Act Policy", is hereby amended in Section number 1., by deleting the following text:

"Daniel Johnston  
Executive Director of the Department of Community Development  
Services and City Engineer  
300 S. Madison Avenue  
Greenwood, IN 46142  
(317) 887-5230  
johnstond@greenwood.in.gov"

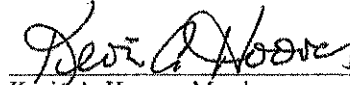
and replacing it with text to read as follows:

"Mark St. John  
City Engineer  
300 S. Madison Avenue  
Greenwood, IN 46142  
(317) 887-5230  
stjohnm@greenwood.in.gov"

Section 2. This Resolution shall have no effect upon any other provisions of Resolution No. 92-4, except as herein provided, and all other sections of Resolution No. 92-4 not inconsistent herewith shall remain the same.

Approved and adopted by the Board of Public Works and Safety of the City of Greenwood, Indiana, on the 17<sup>th</sup> day of APRIL, 2023.

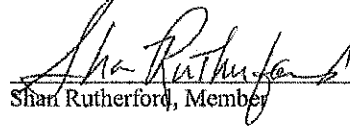
BOARD OF PUBLIC WORKS AND SAFETY



Kevin A. Hoover, Member

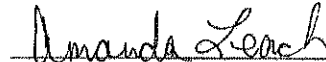


Jeffrey A. Colvin, Member



Shan Rutherford, Member

ATTEST:



Amanda Leach, Board Clerk



**BOARD OF PUBLIC WORKS AND SAFETY**

**RESOLUTION NO. 13-15**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT 2013 TRANSITION PLAN FOR  
BOARD OF PUBLIC WORKS AND SAFETY RELATED PROGRAMS, FACILITIES,  
AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes; and


WHEREAS, the City of Greenwood Board of Public Works and Safety remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and approves the adoption of a Transition Plan in compliance with Federal law.

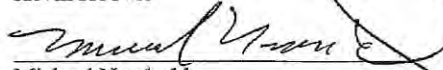
NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD PARK AND RECREATION BOARD FOR THE CITY OF GREENWOOD, INDIANA:

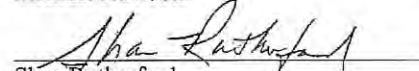
Section 1. The City of Greenwood Board of Public Works and Safety approves the adoption of the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") by the City, a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

PASSED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF GREENWOOD, INDIANA this 20th day of May, 2013, by a vote of 3 ayes, 0 nays.

**BOARD OF PUBLIC WORKS AND SAFETY**

  
Kevin Hoover

  
Michael Newbold

  
Shan Rutherford

ATTEST:

  
Amanda Leach, Board Clerk

**BOARD OF PUBLIC WORKS AND SAFETY**

**RESOLUTION NO. 20-05**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT UPDATED TRANSITION PLAN  
FOR BOARD OF PUBLIC WORKS AND SAFETY RELATED PROGRAMS,  
FACILITIES, AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes;

WHEREAS, the City of Greenwood Board of Public Works and Safety ("Board") adopted Resolution 13-15, the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") for facilities, services, programs and activities under its jurisdiction;

WHEREAS, the 2013 Transition Plan requires that the Transition Plan be updated periodically;

WHEREAS, the Board remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and desires to approve, adopt, and implement an updated Transition Plan in compliance with Federal law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS AND SAFETY FOR THE CITY OF GREENWOOD, INDIANA:

Section 1. The City of Greenwood Board of Public Works and Safety approves the adoption of the City of Greenwood Americans with Disabilities Act 2020 Transition Plan Update ("Transition Plan"), a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

**Remainder of this Page Intentionally Left Blank**

PASSED BY THE BOARD OF PUBLIC WORKS AND SAFETY OF GREENWOOD,  
INDIANA this 2<sup>nd</sup> day of July, 2020, by a vote of 3 ayes, 0 nays.

**BOARD OF PUBLIC WORKS AND SAFETY**

Kevin A. Hoover  
Kevin A. Hoover

Jeffrey A. Colvin  
Jeffrey Colvin

Shan Rutherford  
Shan Rutherford

ATTEST:

Diana Downey  
Diana Downey, Paralegal



**GREENWOOD PARK AND RECREATION BOARD**

**RESOLUTION NO. 13-02**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT 2013 TRANSITION PLAN FOR  
PARK RELATED PROGRAMS, FACILITIES, AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters" which Resolution delegated authority to the Greenwood Board of Public Works and Safety to amend the policy when required by Federal law;

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes; and

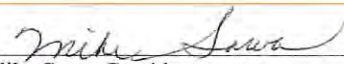
WHEREAS, the City of Greenwood Park and Recreation Board remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and approves the adoption of a Transition Plan in compliance with Federal law.

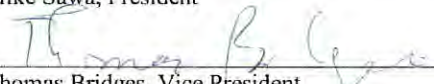
NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD PARK AND RECREATION BOARD FOR THE CITY OF GREENWOOD, INDIANA:

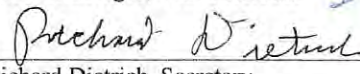
Section I. The City of Greenwood Park and Recreation Board approves the adoption of the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") by the City, a copy of which is attached to this Resolution as "Exhibit A", and hereby adopts said Transition Plan for facilities, services, programs and activities under its jurisdiction.

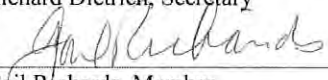
Approved and adopted by the Park and Recreation Board of the City of Greenwood, Indiana, this 7<sup>TH</sup> day MAY, 2013.

PARK AND RECREATION BOARD

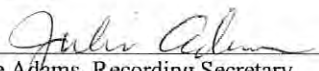
  
Mike Sawa, President

  
Thomas Bridges, Vice President

  
Richard Dietrich, Secretary

  
Gail Richards, Member

ATTEST:

  
Julie Adams, Recording Secretary



**GREENWOOD PARK AND RECREATION BOARD**

**RESOLUTION NO. 20-01**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT UPDATED TRANSITION PLAN  
FOR PARK RELATED PROGRAMS, FACILITIES, AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes;

WHEREAS, the City of Greenwood Park and Recreation Board ("Board") adopted Resolution 13-02, the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") for facilities, services, programs and activities under its jurisdiction;

WHEREAS, the 2013 Transition Plan requires that the Transition Plan be updated periodically;

WHEREAS, the Board remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and desires to approve, adopt, and implement an updated Transition Plan in compliance with Federal law.

NOW, THEREFORE, BE IT RESOLVED BY THE PARK AND RECREATION BOARD FOR THE CITY OF GREENWOOD, INDIANA:

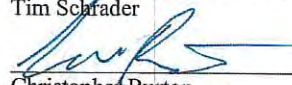
Section I. The City of Greenwood Park and Recreation Board approves the adoption of the City of Greenwood Americans with Disabilities Act 2020 Transition Plan Update ("Transition Plan"), a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

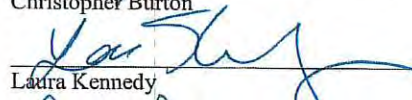
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PASSED BY THE PARK AND RECREATION BOARD OF GREENWOOD,  
INDIANA this 7<sup>th</sup> day of July, 2020, by a vote of 4 ayes, 0 nays.

PARK AND RECREATION BOARD

  
Tim Schrader

  
Christopher Burton

  
Laura Kennedy

  
Dick Dietrich

ATTEST:

  
Heather King, Recording Secretary

GREENWOOD BOARD OF AVIATION COMMISSIONERS

RESOLUTION 13-02

A RESOLUTION OF THE GREENWOOD BOARD OF AVIATION COMMISSIONERS  
APPROVING THE ADOPTION OF THE CITY OF GREENWOOD, INDIANA'S  
AMERICANS WITH DISABILITIES ACT 2013 TRANSITION PLAN FOR BOARD OF  
AVIATION COMMISSIONERS PROGRAMS, FACILITIES, AND PROPERTY

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes; and

WHEREAS, the City of Greenwood Board of Aviation Commissioners remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and approves the adoption of a Transition Plan in compliance with federal law.

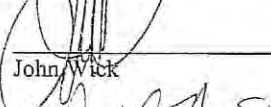
NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD BOARD OF AVIATION COMMISSIONERS FOR THE CITY OF GREENWOOD, INDIANA:

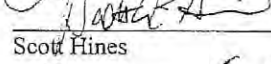
Section 1. The City of Greenwood Board of Aviation Commissioners approves the adoption of the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") by the City, a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

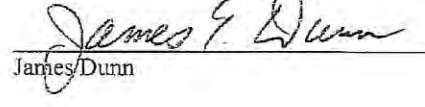
PASSED BY THE GREENWOOD BOARD OF AVIATION COMMISSIONERS this \_\_\_ day of June, 2013, by a vote of 4 ayes, 0 nays.

**GREENWOOD BOARD OF AVIATION  
COMMISSIONERS**

  
Dr. David Kovach

  
John Wick

  
Scott Hines

  
James F. Dunn

ATTEST:

  
Diana Downey, Recording Secretary



**BOARD OF AVIATION COMMISSIONERS**

**RESOLUTION NO. 20-04**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT UPDATED TRANSITION PLAN  
FOR BOARD OF AVIATION COMMISSIONERS RELATED PROGRAMS,  
FACILITIES, AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes;

WHEREAS, the City of Greenwood Board of Aviation Commissioners ("Board") adopted Resolution 13-02, the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") for facilities, services, programs and activities under its jurisdiction;

WHEREAS, the 2013 Transition Plan requires that the Transition Plan be updated periodically;

WHEREAS, the Board remains committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and desires to approve, adopt, and implement an updated Transition Plan in compliance with Federal law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF AVIATION COMMISSIONERS FOR THE CITY OF GREENWOOD, INDIANA:

Section 1. The City of Greenwood Board of Aviation Commissioners approves the adoption of the City of Greenwood Americans with Disabilities Act 2020 Transition Plan Update ("Transition Plan"), a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

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PASSED BY THE BOARD OF AVIATION COMMISSIONERS OF THE INDY SOUTH  
GREENWOOD AIRPORT this 9 day of July 2020, by a vote of \_\_\_\_ ayes, \_\_\_\_ nays.

**BOARD OF AVIATION COMMISSIONERS**

\_\_\_\_\_  
Scott Hines, President

\_\_\_\_\_  
Jordan Jackson

\_\_\_\_\_  
William Paddock

\_\_\_\_\_  
Melvin Weddle

ATTEST:

\_\_\_\_\_  
Diana Downey, Recording Secretary

**INDY SOUTH GREENWOOD AIRPORT BOARD OF AVIATION COMMISSIONERS**  
**JULY 9, 2020 MEETING MINUTES**

**Call Meeting to Order**

President Scott Hines called the meeting to order at 5:30 p.m. via WEBEX Video/Telephone Conferencing.

**Roll Call**

PRESENT: Commissioners Scott Hines, Melvin Weddle, William Paddock, Jordan Jackson and Recording Secretary Diana Downey were present via WEBEX video/telephone conference.

**Approval of Meeting Minutes**

Mr. Hines presented Meeting Minutes for the June 11, 2020 meeting for approval. Mr. Weddle moved to approve the minutes as presented, seconded by Mr. Jackson. All ayes. **Motion carries.**

**Audience Requests**

None

**Airport Manager's Report**

Rick Ferrill highlighted the items on his written report, including fuel sales for the previous month.

**Corporation Counsel Report**

Sergey Grechukhin requested acceptance of a Commercial Office Lease Agreement with Bold Jets. This is a one year lease, commencing September 1, 2020 through September 1, 2021. Mr. Paddock moved to approve the Lease Agreement as presented. Seconded by Mr. Weddle.

Next, Mr. Grechukhin requested approval of Resolution 20-04, a Resolution approving the updated ADA Transition Plan. Daniel Johnston was present to answer any questions the Board may have. Mr. Paddock moved to approve Resolution 20-04, seconded by Mr. Weddle. All ayes. **Motion carries.**

Mr. Grechukhin then presented an Agreement with Hertz, Inc. for car rentals. Hertz, Inc. will have the non-exclusive right to use certain facilities at the Airport as a base of operations for rental car business. This is a one year contract. Mr. Paddock moved to approve, seconded by Mr. Jackson. All ayes. **Motion carries.**

Mr. Grechukhin presented a Public Works Contract with Foundations By Thompson, Inc. for the construction of a ramp in accordance with the Estimate #2020-1 dated June 10, 2020. Mr. Grechukhin requested the Board ratify the Contract, which has previously been signed. Mr. Paddock moved to accept the Agreement as presented, seconded by Mr. Jackson. All ayes. **Motion carries.**

Mr. Grechukhin next presented two Use Agreements with EAA, one for Pancake Fly-in-Breakfast on July 18, 2020 from 8:00 a.m. until 2:30 p.m. The second is for the 2020-21 Young Eagles Program and Events. The EAA may conduct education activities and provide free flights connected to the activities multiple times from the date of this Agreement through June 30, 2021, on dates and times mutually agreed upon by the parties. Mr. Weddle moved to approve the Use Agreements with the EAA, seconded by Mr. Paddock. All ayes. **Motion carries.**

Mr. Grechukhin then presented a Contract for Goods and Services with Masters Heating and Cooling, for the purchase, delivery and installation of heating and cooling equipment at the Airport. Mr. Paddock moved to approve. Seconded by Mr. Jackson. All ayes. **Motion carries.**

**Controller's Financial Report**

City Controller Greg Wright highlighted various items on his monthly report.

**Engineering Report**

Susan Zellers of Hanson Professional Services, Inc. highlighted the items on her written report. Ms. Zellers presented Invoice No. 1079996 from Hanson Engineering in the amount of \$22,110.64 and submission of AIP and State Grant Pay Request 3 for Apron EA for approval. So moved by Mr. Paddack. Seconded by Mr. Jackson. All ayes. **Motion carries.**

Ms. Zellers then requested approval of CARES Act Pay Request 1 in the amount of \$69,000.00. Mr. Jackson moved to approve, seconded by Mr. Paddack. All ayes. **Motion carries.**

**Board Requests**

None

**Approval of Claims Docket**

Mr. Hines presented the claims docket in the amount of \$58,036.33. Mr. Weddle moved to approve, seconded by Mr. Paddack. All ayes. **Motion carries.**

**Mayor/Deputy Mayor Report**

None

**Adjournment**

Meeting adjourned at 6:00 p.m.

Next meeting will be held on August 13, 2020 at 5:30 p.m.

So approved, this 13<sup>th</sup> day of August, 2020.

---

Scott Hines, President

---

Diana Downey, Recording Secretary

**GREENWOOD REDEVELOPMENT COMMISSION**

**RESOLUTION NO. 2020-11**

**A RESOLUTION APPROVING THE ADOPTION OF THE CITY OF GREENWOOD,  
INDIANA'S AMERICANS WITH DISABILITIES ACT UPDATED TRANSITION PLAN  
FOR REDEVELOPMENT COMMISSION RELATED FACILITIES, AND PROPERTY**

WHEREAS, the Federal government enacted the Americans with Disabilities Act of 1990 ("ADA"), as amended, to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities;

WHEREAS, the City of Greenwood ("City") established a policy for compliance with the ADA through its Boards, Commissions, agents and departments by Common Council Resolution No. 92-2, "A Resolution Joining with the Mayor in Establishing a City Policy for Compliance with the Americans with Disabilities Act and Addressing Related Matters";

WHEREAS, Title II of the ADA requires that municipalities make all programs, services, and activities accessible to persons with disabilities and obligates the City to remove physical barriers to accessibility when program changes cannot ensure access to services, programs, and activities in existing facilities;

WHEREAS, United States Department of Justice Regulations, Federal Register 28 CFR Part 35 requires that public entities employing 50 or more employees that need to perform structural changes to facilities to meet accessibility requirements develop and adopt a Transition Plan setting forth the steps necessary to complete such changes;

WHEREAS, the City of Greenwood Board of Public Works and Safety ("Board") adopted Resolution 13-15, the City of Greenwood Americans with Disabilities Act 2013 Transition Plan ("Transition Plan") for facilities, services, programs and activities under its jurisdiction;

WHEREAS, the 2013 Transition Plan requires that the Transition Plan be updated periodically;

WHEREAS, since the adoption of the 2013 Transition Plan the Greenwood Redevelopment Commission ("Commission") has acquired property that is subject to, and may operate programs from time to time that are subject to, ADA regulation;

WHEREAS, the Commission is committed to the ADA and the elimination of barriers to public facilities and programs under its jurisdiction and desires to approve, adopt, and implement an updated Transition Plan in compliance with Federal law.

NOW, THEREFORE, BE IT RESOLVED BY THE GREENWOOD REDEVELOPMENT COMMISSION AS FOLLOWS:

Section 1. The Commission approves the adoption of the City of Greenwood Americans with Disabilities Act 2020 Transition Plan Update ("Transition Plan"), a copy of which is attached to this Resolution as Exhibit A, and hereby adopts the Transition Plan for facilities, services, programs and activities under its jurisdiction.

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Adopted this 14<sup>th</sup> day of July, 2020, by a vote of 5 in  
favor, 0 opposed.

GREENWOOD REDEVELOPMENT  
COMMISSION

  
J. David Hopper, President

ATTEST:

  
Bryan Harris, Secretary



## City of Greenwood

### ADA Grievance Form

Complainant: \_\_\_\_\_

Person Preparing Complaint (if different from Complainant): \_\_\_\_\_

Relationship to Complainant (if different from Complainant): \_\_\_\_\_

Is the Complainant a minor? \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Reason for Grievance/Complaint (explanation of alleged discrimination). The complaint should contain information such as name, address, date, and nature of the problem: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please state what you think should be done to resolve the complaint or grievance: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you require and alternative form of any written communications? If so, please describe.

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please attach additional pages as needed.

The Complaint should be submitted by the complainant and/or complainant's designee as soon as possible, but no later than 60 calendar days of the date of the alleged discrimination to: City of Greenwood, ADA Coordinator, 300 S. Madison Ave., Greenwood, Indiana 46142, or by electronic mail to the ADA Coordinator at [ADA@greenwood.in.gov](mailto:ADA@greenwood.in.gov)

Upon Request, reasonable accommodation will be provided in completing this form or copies of the form will be provided in alternative formats.

NOTE: This form may be administratively updated as necessary from time to time only to properly reflect changes to the contact information for the ADA Coordinator.

| City Dept.       | Facility Name         | Area                          | Description of Issue  | Recommended Correction   | Priority | Est. Cost   |
|------------------|-----------------------|-------------------------------|---|--|----------|-------------|
| Airport          | Airport Terminal      | Main Lobby                    | Countertop at height of 42" needs to be lowered to 36" and install longer counter | Lower counter  | 2        | \$ 3,000.00 |
| Airport          | Airport Terminal      | Main Lobby                    | Countertop has knee from of 3"  | Countertop needs to have at least 17" of knee space                          | 2        | \$ 2,500.00 |
| Building Service | City Center-1st floor | Health Clinic's Main Lobby    | Countertop does not have enough knee space at only 1"                             | Install countertop that has at least 17" of knee space                       | 2        | \$ 2,500.00 |
| Building Service | City Center-1st floor | Health Clinic's Main Lobby    | Countertop is too tall at 42" tall  | Install new countertop at max height of 36"                                  | 2        | \$ 2,500.00 |
| Building Service | City Center-1st floor | Reception Office              | Countertop is too tall at 42" tall  | Install new countertop at max height of 36"                                  | 2        | \$ 2,500.00 |
| Building Service | City Center-1st floor | Security Office               | Countertop is too tall at 42" tall  | Install new countertop at max height of 36"                                  | 2        | \$ 2,500.00 |
| Building Service | City Center-1st floor | Health Clinic's Main Lobby    | Knee space under counter is not large enough                                      | Install new countertop with at least 17" of knee space                       | 2        | \$ 2,500.00 |
| Building Service | City Center-1st floor | Reception Office              | Knee space under counter is not large enough                                      | Install new countertop with at least 17" of knee space                       | 2        | \$ 2,500.00 |
| Building Service | City Center-1st floor | Security Office               | Knee space under counter is not large enough                                      | Install new countertop with at least 17" of knee space                       | 2        | \$ 2,500.00 |
| Building Service | City Center-1st floor | First Floor Elevator Sign     | Sign outside elevator is too tall at 61"  | Reset sign to maximum of 48" tall  | 3        | \$ 250.00   |
| Building Service | City Center-2nd floor | Elevator Braille Sign         | Braille sign is too high at 61" tall  | Reset sign to max of 48" tall  | 3        | \$ 250.00   |
| Building Service | City Center-2nd floor | Finance Office                | Counter does not have proper knee space at only 5"                                | Countertop needs to have at least 17" of knee space                          | 2        | \$ 2,500.00 |
| Building Service | City Center-2nd floor | Finance Office                | Countertop is too tall at 41" tall  | Countertop needs to be a maximum of 36" tall                                 | 2        | \$ 2,500.00 |
| Building Service | City Center-2nd floor | Engineering Office            | Countertop only has 2" of knee space  | Countertop needs to have at least 17" of knee space                          | 2        | \$ 2,500.00 |
| Building Service | City Center-3rd floor | Elevator Braille Sign         | Elevator sign is located too high at 61"  | Install elevator sign max of 48" tall  | 3        | \$ 250.00   |
| Building Service | City Center-3rd floor | Men's Restroom                | Main doorway is heavier than 5lbs force to open                                   | Install new doorway or adjust door closer                                    | 3        | \$ 500.00   |
| Building Service | City Center-3rd floor | Women's Restroom              | Main doorway is heavier than 5lbs force to open                                   | Install new doorway or adjust door closer                                    | 3        | \$ 500.00   |
| Building Service | City Center-4th floor | Office Building               | Countertop only has 2" of knee space  | Install new countertop that has at least 17" of knee space                   | 2        | \$ 2,500.00 |
| Building Service | City Center-4th floor | Elevator Braille Sign         | Elevator sign is located too high at 61"  | Install elevator sign max of 48" tall  | 3        | \$ 250.00   |
| Building Service | City Center-PNC       | Main Lobby                    | Countertop does not have proper knee clearance                                    | Install countertop that has at least 17" of knee space                       | 2        | \$ 2,500.00 |
| Building Service | City Center-PNC       | Main Lobby                    | Countertop is too high at 40" tall  | Install countertop at maximum of 36" tall                                    | 2        | \$ 2,500.00 |
| Building Service | City Center-PNC       | Main Lobby                    | Countertop is too short   | Install countertop at proper length of at least 36" long                     | 2        | \$ 2,500.00 |
| Building Service | City Center-PNC       | ADA Entrance                  | First door into building requires more than 5lbs of force to open and closes      | Install automatic door opener  | 3        | \$ 500.00   |
| Building Service | City Center-PNC       | Parking Lot                   | Handicap parking signs are at incorrect height                                    | Install parking signs at height of 60" above ground                          | 3        | \$ 500.00   |
| Building Service | City Center-PNC       | S Madison Ave Entrance        | There is no ADA entrance directional signs  | Install ADA entrance direction signs on S Madison Ave. entrance              | 3        | \$ 500.00   |
| Building Service | City court            | Parking Lot                   | ADA parking spaces cannot be along drive  | Move ADA parking spaces to west side of building                             | 2        | \$ 1,000.00 |
| Building Service | City court            | Probation Reception Desk      | The paperwork pass through is too tall  | Move paperwork pass through to a max at 48"                                  | 2        | \$ 1,500.00 |
| Building Service | City court            | West Side Entrance            | There is no ADA entrance directional signs  | Install ADA directional signs to proper entrance                             | 3        | \$ 500.00   |
| Building Service | City court            | Parking Lot                   | There is not a van accessible ADA parking spot                                    | Install van accessibly parking spot with proper clear aisle                  | 2        | \$ 500.00   |
| Building Service | DPW                   | All Interior Entrances        | All doorways automatically close and close too quickly                            | Adjust automatic door closer   | 3        | \$ 500.00   |
| Building Service | DPW                   | Parking Lot                   | No proper signage for ADA accessible parking spaces                               | Install ADA parking signs at each parking spot at least 60" above the ground | 3        | \$ 500.00   |
| Fire             | Station 91            | Main Street Parking Lot       | ADA ramps is not wide enough to meet standards                                    | Expand ADA ramp to meet standards  | 2        | \$ 2,500.00 |
| Fire             | Station 91            | Washington Street Parking Lot | Curb ramps is in the access aisle   | Move access aisle or curb ramp to ensure access aisle is available           | 2        | \$ 2,500.00 |
| Fire             | Station 91            | Main Door                     | Requires more than 5lbs of force to open and closes too quickly                   | Install new door or adjust door closer                                       | 3        | \$ 500.00   |
| Fire             | Station 91            | Main Street Parking Lot       | There are no ADA parking signs  | Install ADA parking signs at correct height                                  | 3        | \$ 500.00   |
| Fire             | Station 91            | Washington Street Parking Lot | There are no ADA parking signs  | Install ADA parking signs at correct height                                  | 3        | \$ 500.00   |
| Fire             | Station 91            | Main Street Parking Lot       | There is an ADA parking spot too far away from building                           | Move ADA parking spot to beside the building                                 | 3        | \$ 1,000.00 |



| City Dept. | Facility Name          | Area                       | Description of Issue   | Recommended Correction   | Priority | Est. Cost   |
|------------|------------------------|----------------------------|--|--|----------|-------------|
| Fire       | Station 92             | Main Entrance              | Door threshold is great than 1/4" high   | Regrade threshold  | 2        | \$ 2,500.00 |
| Fire       | Station 92             | Parking Lot                | No Signage for ADA parking signs   | Install signage at last 60" above ground                                   | 3        | \$ 500.00   |
| Fire       | Station 92             | Parking Lot                | There is no ADA van accessibility  | Install ADA van parking space  | 3        | \$ 250.00   |
| Fire       | Station 93             | Main Entrance              | Automatic door closes in less than 5 seconds   | Change doorcloser to achieve minimum of 5 seconds                          | 3        | \$ 500.00   |
| Fire       | Station 93             | Main Entrance              | Door takes more than 5lbs of force to open   | Install new door or adjust door closer                                     | 3        | \$ 500.00   |
| Fire       | Station 93             | Parking Lot                | No ADA signage identifying accessible entrance   | Install correct signage  | 3        | \$ 500.00   |
| Fire       | Station 93             | Parking Lot                | No ADA signs that tell where the accessible and inaccessible entrance is, need a sign on the back door | Install directionally signs along sidewalk route                           | 3        | \$ 500.00   |
| Fire       | Station 94             | Main Entrance              | Automatic door closes in less than 5 seconds   | Adjust closer to achieve a minimum of 5 seconds                            | 3        | \$ 500.00   |
| Fire       | Station 94             | Secondary Main Entrance    | Door takes more than 5lbs of force to open   | Install new doorway or adjust door closer                                  | 3        | \$ 500.00   |
| Fire       | Station 94             | Parking Lot                | No ADA parking signage   | Install proper ADA signs   | 3        | \$ 500.00   |
| Fire       | Station 94             | Parking Lot                | No ADA signage identifying accessible entrance   | Install proper accessible entrance signs                                   | 3        | \$ 500.00   |
| Parks      | Amphitheater Park      | Play Area                  | Elevated play areas are not connected  | Elevated play areas are to be connected by ramps                           | 2        | \$ 2,500.00 |
| Parks      | City Center Park       | Play Area                  | There is a elevated ramp to access play area that does not have handrails                              | Install handrails on both sides between the height of 20 to 28 in.         | 2        | \$ 3,000.00 |
| Parks      | Northeast Park         | Play Area                  | All elevated components need ramps   | Install ramps to all elevated components                                   | 2        | \$ 5,000.00 |
| Parks      | Amphitheater           | Parking Lot                | ADA directional parking signs are too low  | Signs need to be at least 60" above the ground                             | 3        | \$ 250.00   |
| Parks      | Amphitheater           | Parking Lot                | No ADA parking signs   | Install all proper signage at correct height                               | 3        | \$ 1,000.00 |
| Parks      | Amphitheater           | Stage                      | There is no ramp to access the stage   | Install proper ramp and handrails to gain access to stage                  | 2        | \$ 7,500.00 |
| Parks      | Amphitheater Park      | Main Entrance              | Install directional signs on inaccessible entrances to accessible entrances                            | Install proper signs on routes   | 3        | \$ 500.00   |
| Parks      | Amphitheater Park      | Parking Lot                | There are no ADA van accessible signs  | Install proper signs where needed  | 3        | \$ 500.00   |
| Parks      | Amphitheater Park      | Play Area                  | There is no accessible route to the entrance of play area  | Create an ADA accessible route that is 60' wide for play area over 1000 SF | 2        | \$ 2,500.00 |
| Parks      | Amphitheater Park      | Parking Lot Entrance       | There is no curb ramp to enter park  | Install curb ramp  | 2        | \$ 2,500.00 |
| Parks      | Amphitheater Park      | ADA Entrance               | There is no signage  | Install ADA entrance signs   | 3        | \$ 500.00   |
| Parks      | Children's Garden Park | Ramp to gazebo             | Sidewalk from gazebo towards Washington St. has a cross of 4.5%  | Redo sidewalk to ensure slopes are within ADA standards                    | 2        | \$ 5,000.00 |
| Parks      | Children's Garden Park | S Washington St. Sidewalk  | Sidewalk is sinking near road and has a slope of 9.8%  | Redo sidewalk to ensure slopes are within ADA standards                    | 2        | \$ 3,000.00 |
| Parks      | Children's Garden Park | Parking Lot                | There is no parking lot or ADA directional signs to parking lot  | Install ADA directional signs to appropriate parking lot                   | 3        | \$ 1,000.00 |
| Parks      | City Center Park       | Both RestroomsDoors        | Door closes in less than 3.0 seconds   | Adjust door closing system to increase closing time                        | 3        | \$ 500.00   |
| Parks      | City Center Park       | Changing RoomDoor          | Door closes in less than 3.0 seconds   | Adjust door closing system to increase closing time                        | 3        | \$ 500.00   |
| Parks      | City Center Park       | Changing Station           | There is no braille on changing station sign   | Install new sign with changing station                                     | 3        | \$ 250.00   |
| Parks      | Community Center       | Main Lobby                 | ADA desk does not have proper knee clearance   | Install countertop that has at least 17" of knee clearance                 | 2        | \$ 2,500.00 |
| Parks      | Community Center       | 1st Floor Men's Restroom   | Doorway requires more than 5lbs of force to open   | Install new door or adjust door closer                                     | 3        | \$ 500.00   |
| Parks      | Community Center       | 1st Floor Women's Restroom | Doorway requires more than 5lbs of force to open   | Install new door or adjust door closer                                     | 3        | \$ 500.00   |
| Parks      | Community Center       | Elevator                   | Elevator does not have two way emergency communication   | Install two way emergency communication                                    | 2        | \$ 1,500.00 |
| Parks      | Community Center       | Parking Lot Entrance       | No ADA entrance directional signage from front door to accessible entrance.                            | Install ADA entrance direction signage                                     | 3        | \$ 500.00   |
| Parks      | Community Center       | Parking Lot                | There are no ADA van accessible parking signs  | Install ADA van accessible parking signs                                   | 3        | \$ 500.00   |
| Parks      | Community Garden       | Garden                     | Mulch are not an ADA compliant route   | Redo the pathways in the garden  | 2        | \$ 3,500.00 |
| Parks      | Community Garden       | Parking lot                | There is no ADA accessible parking lots  | Install ADA parking lot  | 2        | \$ 5,000.00 |

| City Dept. | Facility Name                  | Area                          | Description of Issue   | Recommended Correction  | Priority | Est. Cost   |
|------------|--------------------------------|-------------------------------|--|---|----------|-------------|
| Parks      | Community Garden               | Route to garden               | There is no ADA accessible route to the gardens  | Install at least 5' wide pathways to gardens                              | 2        | \$ 3,500.00 |
| Parks      | Craig Park                     | South Pavilion Entrance       | 13.8% slope to enter pavilion and broken handrail  | Redo entrance into pavilion and install new handrail                      | 2        | \$ 7,500.00 |
| Parks      | Craig Park                     | Circle Drive from Parking Lot | ADA parking is at the start of a steep circle drive that is inaccessible for wheelchairs | Consider moving ADA parking spaces to top of circle drive                 | 2        | \$ 2,500.00 |
| Parks      | Craig Park                     | Parking Lot                   | No ADA parking signage   | Install proper ADA parking signs at least 60" above the ground            | 3        | \$ 500.00   |
| Parks      | Craig Park                     | Men's Restroom                | Not large enough turning space in stall  | Reconfigure restroom to ensure 60" turning space                          | 2        | \$ 6,000.00 |
| Parks      | Craig Park                     | Women's Restroom              | Not large enough turning space in stall  | Reconfigure restroom to ensure 60" turning space                          | 2        | \$ 6,000.00 |
| Parks      | Craig Park                     | Men's Restroom                | Paper towel dispenser installed too high   | Reinstall paper towel dispenser to max of 48"                             | 3        | \$ 250.00   |
| Parks      | Craig Park                     | Women's Restroom              | Paper towel dispenser installed too high   | Reinstall paper towel dispenser to max of 48"                             | 3        | \$ 250.00   |
| Parks      | Craig Park                     | Parking Lot                   | Parking stripes are very faded and unable to tell where proper parking spaces are        | Redo parking lot accordingly  | 3        | \$ 3,000.00 |
| Parks      | Craig Park                     | Men's Restroom                | Soap dispenser installed too high  | Reinstall soap dispenser to max of 48"                                    | 3        | \$ 150.00   |
| Parks      | Craig Park                     | Sidewalks                     | There are steep slopes with around play areas with no level landings                     | Install new walking paths with correct slopes and landing areas as needed | 2        | \$ 5,000.00 |
| Parks      | Craig Park                     | All Play Areas                | There is no accessible walkways to play areas or within play areas                       | Add accessible walkways to all play areas and within play areas           | 2        | \$ 5,000.00 |
| Parks      | Craig Park                     | Men's Restroom                | Too narrow of walkway to get to sink   | Reconfigure restroom to ensure proper walkway                             | 2        | \$ 2,000.00 |
| Parks      | Craig Park                     | Women's Restroom              | Too narrow of walkway to get to sink   | Reconfigure restroom to ensure proper walkway                             | 2        | \$ 2,000.00 |
| Parks      | Freedom Park                   | Men's Restroom                | Braille sign is broken   | Replace and reinstall a new braille sign                                  | 3        | \$ 500.00   |
| Parks      | Freedom Park                   | Entrance Gate                 | Entrance Gate is not Accessible Due to Step  | Update entrance walkway to ADA standards                                  | 2        | \$ 2,500.00 |
| Parks      | Freedom Park                   | Play Area                     | Mulch cannot be the flooring of play area  | Add wheelchair paths or redo mulching with different flooring             | 2        | \$ 2,500.00 |
| Parks      | Freedom Park                   | Play Area                     | There is not entry and exit paths due to mulch   | Install entry and exit paths for ADA standards                            | 2        | \$ 5,000.00 |
| Parks      | Freedom Springs Aquatic Center | Main Lobby                    | Countertop needs updating  | Replace countertop to have ADA compliant depth                            | 2        | \$ 2,500.00 |
| Parks      | Freedom Springs Aquatic Center | Family restroom               | Door closes and opens quicker than 5 seconds   | Install new doorway or adjust door closer                                 | 3        | \$ 500.00   |
| Parks      | Freedom Springs Aquatic Center | Men's Restroom                | Hand Dryer is too high from the ground   | Reinstall hand dryer to be at a max of 48"                                | 3        | \$ 500.00   |
| Parks      | Freedom Springs Aquatic Center | Family restroom               | No Braille ADA sign outside compliant stall  | Install ADA Braille Sign  | 3        | \$ 500.00   |
| Parks      | Freedom Springs Aquatic Center | Men's Restroom                | No Braille ADA sign outside restroom   | Install ADA Braille Sign  | 3        | \$ 500.00   |
| Parks      | Freedom Springs Aquatic Center | Women's Restroom              | No Braille ADA sign outside restroom   | Install ADA Braille Sign  | 3        | \$ 500.00   |
| Parks      | Northeast Park                 | Play Area                     | Accessible route is less than 36" wide   | Install accessible routes within play area                                | 2        | \$ 5,000.00 |
| Parks      | Northeast Park                 | Water Fountain                | Fountain does not meet ADA standards; it was not accessible                              | Replace new fountains where the spout is between 5" and 15" of the fronts | 2        | \$ 2,000.00 |
| Parks      | Northeast Park                 | Baseball Field                | Needs an accessible path to the stands   | Install an ADA complaint path   | 2        | \$ 7,500.00 |
| Parks      | Northeast Park                 | Soccer field                  | Needs an accessible path to the stands   | Install an ADA complaint path   | 2        | \$ 7,500.00 |
| Parks      | Northeast Park                 | Parking Lot                   | No ADA parking lot signs   | Install proper ADA signs  | 3        | \$ 500.00   |
| Parks      | Northeast Park                 | Pavilion                      | Ramp on both sides have too large of a gap   | Redo pavement to change the elevation                                     | 2        | \$ 2,500.00 |
| Parks      | Northwest Park                 | Men's Restroom                | Flush control is on wrong side of the water tank   | Move flush control to open side of the water tank                         | 2        | \$ 500.00   |
| Parks      | Northwest Park                 | Women's Restroom              | Flush control is on wrong side of the water tank   | Move flush control to open side of the water tank                         | 2        | \$ 500.00   |
| Parks      | Northwest Park                 | Play Area                     | Ground is not wheelchair accessible  | Mulch cannot be used- must use another flooring for play area             | 2        | \$ 5,000.00 |
| Parks      | Northwest Park                 | Men's Restroom                | Mirror is installed too high above floor, 46"  | Lower countertop in order to install mirror at proper height              | 3        | \$ 2,500.00 |
| Parks      | Northwest Park                 | Women's Restroom              | Mirror is installed too high above floor, 46"  | Lower countertop in order to install mirror at proper height              | 3        | \$ 2,500.00 |
| Parks      | Northwest Park                 | Men's Restroom                | No proper turning space  | Adjust stall so that there is 60" of turning space from both sides        | 2        | \$ 3,500.00 |
| Parks      | Northwest Park                 | Women's Restroom              | No proper turning space  | Adjust stall so that there is 60" of turning space from both sides        | 2        | \$ 3,500.00 |

| City Dept. | Facility Name    | Area             | Description of Issue  | Recommended Correction  | Priority | Est. Cost   |
|------------|------------------|------------------|---|---|----------|-------------|
| Parks      | Northwest Park   | Men's Restroom   | Rework toilet paper holder and toilet                                       | Adjust toilet paper holder to be center of the dispenser is only 7'9" in front of the edge of the | 3        | \$ 500.00   |
| Parks      | Northwest Park   | Women's Restroom | Rework toilet paper holder and toilet                                       | Adjust toilet paper holder to be center of the dispenser is only 7'9" in front of the edge of the | 3        | \$ 500.00   |
| Parks      | Northwest Park   | Men's Restroom   | Sign is too high off the ground   | Reinstall signs to be at a max height of 60" from the ground                                      | 3        | \$ 250.00   |
| Parks      | Northwest Park   | Women's Restroom | Sign is too high off the ground   | Reinstall signs to be at a max height of 60" from the ground                                      | 3        | \$ 250.00   |
| Parks      | Northwest Park   | Men's Restroom   | Stall is too narrow must be widen   | Adjust stall so that there is 60" of turning space from both sides                                | 2        | \$ 2,500.00 |
| Parks      | Northwest Park   | Women's Restroom | Stall is too narrow must be widen   | Adjust stall so that there is 60" of turning space from both sides                                | 2        | \$ 3,500.00 |
| Parks      | Northwest Park   | Parking Lot      | There are no ADA van accessible signs                                       | Install van accessible signs  | 3        | \$ 500.00   |
| Parks      | Northwest Park   | Men's Restroom   | Toilet is not at proper height, not high enough off the ground              | Install toilet to be 35" to 34" above the floor   | 2        | \$ 500.00   |
| Parks      | Northwest Park   | Women's Restroom | Toilet is not at proper height, not high enough off the ground              | Install toilet to be 35" to 34" above the floor   | 2        | \$ 500.00   |
| Parks      | Northwest Park   | Men's Restroom   | Toilet is too far away from the wall  | Reinstall or replace toilet to be at least 18" away from the wall                                 | 2        | \$ 3,500.00 |
| Parks      | Northwest Park   | Women's Restroom | Toilet is too far away from the wall  | Reinstall or replace toilet to be at least 18" away from the wall                                 | 2        | \$ 3,500.00 |
| Parks      | Northwest Park   | Men's Restroom   | Vanity faucet requires too much force to open                               | Adjust or replace faucet  | 3        | \$ 1,500.00 |
| Parks      | Northwest Park   | Women's Restroom | Vanity faucet requires too much force to open                               | Adjust or replace faucet  | 3        | \$ 1,500.00 |
| Parks      | Park Annex       | Women's Restroom | 2" difference at threshold  | Threshold must be less than 1/4"  | 2        | \$ 2,500.00 |
| Parks      | Park Annex       | Parking Lot      | ADA spaces do not meet all standards, the signs are not correct             | Reconfigure spaces to provide an 8' space with a 5' isle or an 11' space with an 5' isle          | 2        | \$ 3,000.00 |
| Parks      | Park Annex       | Play Area        | All ground surfaces are covered with mulch which is not ADA                 | Replace flooring or include accessible routes   | 2        | \$ 5,000.00 |
| Parks      | Park Annex       | Men's Restroom   | Gap at threshold  | Threshold must be less than 1/4"  | 2        | \$ 2,500.00 |
| Parks      | Park Annex       | Men's Restroom   | No grab bars  | Install grab bars on the back wall behind the toilet and the side that are 36"                    | 3        | \$ 1,000.00 |
| Parks      | Park Annex       | Women's Restroom | No grab bars  | Install grab bars on the back wall behind the toilet and the side that are 36"                    | 3        | \$ 1,000.00 |
| Parks      | Park Annex       | Men's Restroom   | Stall does not have a large enough turning space                            | Must be at least 60" is currently 36"   | 2        | \$ 3,500.00 |
| Parks      | Park Annex       | Women's Restroom | Stall does not have a large enough turning space                            | Must be at least 60" is currently 36"   | 2        | \$ 3,500.00 |
| Parks      | Park Annex       | Play Area        | There is no accessible routes between play areas                            | Install accessible routes to play areas   | 2        | \$ 3,500.00 |
| Parks      | Park Annex       | Parking Lot      | There is no ADA van accessible signs for parking                            | Install proper ADA signs  | 3        | \$ 500.00   |
| Parks      | Summerfield Park | Basketball Court | ADA route blocked by parking lot curbs                                      | Reconfigure the parking spots and curbs so that the route is accessible                           | 1        | \$ 2,500.00 |
| Parks      | Summerfield Park | Men's Restroom   | Braille sign is broken  | reinstall a new sign at the proper ADA standard   | 3        | \$ 500.00   |
| Parks      | Summerfield Park | Men's Restroom   | Braille signs are too far from the ground                                   | Install the proper ADA signs at a max height of 48"   | 3        | \$ 500.00   |
| Parks      | Summerfield Park | Women's Restroom | Braille signs are too far from the ground                                   | Install the proper ADA signs at a max height of 48"   | 3        | \$ 500.00   |
| Parks      | Summerfield Park | Men's Restroom   | No grab bars  | Install new grab bars on the back and side walls that are 36"                                     | 3        | \$ 1,000.00 |
| Parks      | Summerfield Park | Women's Restroom | No grab bars  | Install new grab bars on the back and side walls that are 36"                                     | 3        | \$ 1,000.00 |
| Parks      | Summerfield Park | Play Area        | There is a lack of accessibility to each play area, specifically the swings | Install accessibility routes to each play area  | 2        | \$ 5,000.00 |
| Parks      | Summerfield Park | Men's Restroom   | There is no proper turning space in stall                                   | Reconfigure stalls  | 2        | \$ 3,500.00 |
| Parks      | Summerfield Park | Women's Restroom | There is no proper turning space in stall                                   | Reconfigure stalls  | 2        | \$ 3,500.00 |
| Parks      | Summerfield Park | Men's Restroom   | Toilet is too far off the ground  | Install toilet to be 35" to 34" above the floor   | 2        | \$ 500.00   |
| Parks      | Summerfield Park | Women's Restroom | Toilet is too far off the ground  | Install toilet to be 35" to 34" above the floor   | 2        | \$ 500.00   |
| Parks      | University Park  | Back Parking Lot | ADA access ramp not up to ADA standards                                     | Redo or update the ramp   | 2        | \$ 2,500.00 |
| Parks      | University Park  | Men's Restroom   | Door closes too quickly   | Install new doorway or adjust door closer   | 3        | \$ 500.00   |
| Parks      | University Park  | Women's Restroom | Door does not automatically close   | Install new doorway or adjust door closer   | 3        | \$ 1,000.00 |

| City Dept. | Facility Name   | Area                               | Description of Issue   | Recommended Correction  | Priority | Est. Cost   |
|------------|-----------------|------------------------------------|--|---|----------|-------------|
| Parks      | University Park | Play Area                          | No accessibility path through play area                                | Add accessible walkways within play areas   | 2        | \$ 5,000.00 |
| Parks      | University Park | Basketball Court                   | No accessible path to the basketball court                             | Install accessible routes to basketball court   | 2        | \$ 2,500.00 |
| Parks      | University Park | Back Parking Lot                   | No ADA parking signs   | Install ADA accessible parking signs at least 60" above ground                            | 3        | \$ 500.00   |
| Parks      | University Park | Back Parking Lot                   | No ADA van parking spots   | Install ADA accessible van parking spot   | 2        | \$ 1,000.00 |
| Parks      | University Park | Men's Restroom                     | No braille signage   | Install the proper ADA signs at a max height of 48"                                       | 3        | \$ 500.00   |
| Parks      | University Park | Women's Restroom                   | No braille signage   | Install the proper ADA signs at a max height of 48"                                       | 3        | \$ 500.00   |
| Parks      | University Park | Play Area                          | The ramps has a cross slope of 2.7% and a running slope of 9.7%        | Redo ramp to meet ADA standards   | 2        | \$ 7,500.00 |
| Parks      | University Park | Front Parking Lot                  | There are no ADA handicap spaces                                       | Provide at least 2 ADA spaces with 1 being a van space                                    | 2        | \$ 1,500.00 |
| Parks      | University Park | Play Area                          | There is inadequate accessibility routes from parking lot to play area | Update accessibility routes and out in proper curb ramps                                  | 2        | \$ 5,000.00 |
| Parks      | University Park | Front Parking Lot                  | There is no direction signage to play area/restrooms                   | Provide proper directional signage with tactile and braille signage                       | 3        | \$ 500.00   |
| Parks      | University Park | Water Fountain                     | Threshold to water fountain 2"   | Raise the elevation of the pavement to make it level                                      | 2        | \$ 2,500.00 |
| Parks      | Westside Park   | Men's Restroom                     | ADA stall does not have proper grab bars                               | Install grab bars on back and side of toilet that are at least 36" long                   | 3        | \$ 1,000.00 |
| Parks      | Westside Park   | Women's Restroom                   | ADA stall does not have proper grab bars                               | Install grab bars on back and side of toilet that are at least 36" long                   | 3        | \$ 1,000.00 |
| Parks      | Westside Park   | Men's Restroom                     | ADA stall does not have proper turning space                           | Redo restroom stalls to ensure 60" turning space  | 2        | \$ 3,500.00 |
| Parks      | Westside Park   | Women's Restroom                   | ADA stall does not have proper turning space                           | Redo restroom stalls to ensure 60" turning space  | 2        | \$ 3,500.00 |
| Parks      | Westside Park   | Pavilion                           | Entrance into pavilion is not the proper ADA accessible width          | Increase width of entrance into pavilion  | 2        | \$ 3,500.00 |
| Parks      | Westside Park   | All Play Areas                     | Every play area has mulch as flooring with no accessibility            | Install new ADA compliant flooring or install accessibility walkways between              | 2        | \$ 500.00   |
| Parks      | Westside Park   | Men's Restroom                     | Flush control for toilet is on wrong side of the water tank            | Install flush control on open side of water tank  | 2        | \$ 500.00   |
| Parks      | Westside Park   | Women's Restroom                   | Flush control for toilet is on wrong side of the water tank            | Install flush control on open side of water tank  | 2        | \$ 500.00   |
| Parks      | Westside Park   | Men's Restroom                     | Ramp to enter restroom is 9.6% slope                                   | Ramp slope is too steep/grade ramp  | 2        | \$ 2,500.00 |
| Parks      | Westside Park   | Women's Restroom                   | Ramp to enter restroom is 9.6% slope                                   | Ramp slope is too steep/grade ramp  | 2        | \$ 2,500.00 |
| Parks      | Westside Park   | All Play Areas                     | There are no accessibility walkways to any restroom                    | Install accessibility walkways to all playgrounds   | 2        | \$ 3,500.00 |
| Parks      | Westside Park   | Women's Restroom                   | There is a 5" step to enter into restroom                              | Threshold into restroom must be less than 1/4"  | 2        | \$ 3,500.00 |
| Parks      | Westside Park   | Men's Restroom                     | There is a 8" step to enter into restroom                              | Threshold into restroom must be less than 1/4"  | 2        | \$ 3,500.00 |
| Parks      | Westside Park   | Water Fountain by Basketball Court | There is no accessibility walkway to water fountain                    | Install accessibility walkway to water fountain   | 2        | \$ 2,500.00 |
| Parks      | Woodmen Park    | Men's Restroom                     | Braille signs are too far from the ground                              | Install the proper ADA signs at a max height of 48"                                       | 3        | \$ 500.00   |
| Parks      | Woodmen Park    | Women's Restroom                   | Braille signs are too far from the ground                              | Install the proper ADA signs at a max height of 48"                                       | 3        | \$ 500.00   |
| Parks      | Woodmen Park    | Men's Restroom                     | Doors do not automatically close                                       | Install new doorway or adjust door closer   | 2        | \$ 500.00   |
| Parks      | Woodmen Park    | Women's Restroom                   | Doors do not automatically close                                       | Install new doorway or adjust door closer   | 3        | \$ 500.00   |
| Parks      | Woodmen Park    | Men's Restroom                     | Grab bar behind toilet is too short                                    | Install grab bar that is at least 36" long  | 3        | \$ 500.00   |
| Parks      | Woodmen Park    | Parking Lot                        | Needs ADA directional signage  | Install ADA directional signage to the parking lot with accessible                        | 3        | \$ 500.00   |
| Parks      | Woodmen Park    | Soccer Field                       | No ADA entrance to soccer field  | Install accessibility routes to soccer field  | 2        | \$ 2,500.00 |
| Parks      | Woodmen Park    | Volleyball Court                   | No ADA entrance to volleyball court                                    | Install accessibility routes to volleyball court  | 2        | \$ 2,500.00 |
| Parks      | Woodmen Park    | Men's Restroom                     | No hardware on the inside of the door                                  | Install hardware on inside of door that would be able to be used with one hand and at the | 3        | \$ 500.00   |
| Parks      | Woodmen Park    | Women's Restroom                   | No hardware on the inside of the door                                  | Install hardware on inside of door that would be able to be used with one hand and at the | 3        | \$ 500.00   |
| Parks      | Woodmen Park    | Play Area                          | The ground of play area is mulch which is not wheelchair accessible    | Add accessible route or redo mulch  | 2        | \$ 5,000.00 |
| Parks      | Woodmen Park    | Men's Restroom                     | There is a 5" step to enter into restroom                              | Raise the elevation of the pavement to make it level                                      | 3        | \$ 3,500.00 |



| City Dept. | Facility Name | Area      | Description of Issue                            | Recommended Correction                               | Priority | Est. Cost   |
|------------|---------------|-----------|---|--|----------|-------------|
| Parks      | Woodmen Park  | Play Area | There is no accessible routes between locations | Add accessible routes                                | 2        | \$ 3,500.00 |
| Parks      | Woodmen Park  | Pavilion  | Threshold to pavilion 1"                        | Raise the elevation of the pavement to make it level | 2        | \$ 2,500.00 |
| Parks      | Woodmen Park  | Play Area | Threshold to play area 1" too large             | Raise the elevation of the pavement to make it level | 2        | \$ 2,500.00 |