

RESOLUTION 2012-36

A RESOLUTION OF THE COLUMBIA CITY BOARD OF PUBLIC WORKS AND SAFETY
ADOPTING THE ADA TRANSITION PLAN FOR THE
CITY OF COLUMBIA CITY, INDIANA

WHEREAS, the City of Columbia City, Indiana (the "City") recognizes its legal obligation to comply with the federally enacted Americans with Disabilities Act of 1990, as amended, (the "ADA"); and

WHEREAS, the City receives Federal funds for many uses and projects; and

WHEREAS, the receipt of such funds requires compliance with Federal laws and policies; and

WHEREAS, it is the wish of the U.S. Equal Employment Opportunity Commission that Municipal entities such as Columbia City formally enact and adopt policies and procedures demonstrating compliance with the ADA; and

WHEREAS, the City, by and through its Board of Public Works and Safety (the "BOW") is responsible for approving a transition plan to ensure compliance with Title II of the ADA; and

WHEREAS, the City's ADA Coordinator has put forth an ADA Transition Plan for approval by the BOW;

WHEREAS, the BOW wishes to formally adopt and implement the following policy and procedure for the benefit of all Columbia City Citizens; and

NOW, THEREFORE, BE IT RESOLVED, by the BOW of the City that the following declaration become a written policy of the City and be posted in all Municipal Buildings upon passage.

NOW, THEREFORE, BE IT RESOLVED, that the Columbia City Board of Public Works and Safety approves the City of Columbia City's ADA Transition Plan and in support thereof states the following:


1. The recitals as set forth above are incorporated herein as a part of the resolution approval as if fully set forth herein.
2. The City Human Resource Director shall serve as the ADA Coordinator

for the City and shall be responsible for overseeing compliance with the ADA.

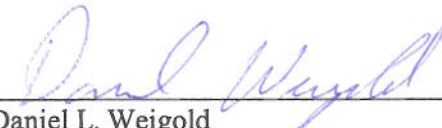
3. The BOW hereby adopts the Compliance and Grievance Procedures proposed by the ADA Coordinator which procedures are attached hereto and incorporated herein as Exhibit "A".
4. The ADA Transition Plan as proposed by the ADA Coordinator is hereby approved.

Dated this 27 day of November, 2012.


By the Columbia City Board of Public Works and
Safety



Ryan L. Daniel



Daniel L. Weigold



Walter C. Crowder

Compliance/Grievance Process

Pursuant to Resolution 2012-36 adopted on the 27th day of November, 2012 by the City of Columbia City Board of Public Works and Safety, the following procedure was established to investigate complaints and address grievances filed with the City of Columbia City, Indiana:

The ADA Coordinator shall be responsible for coordinating the efforts of the City of Columbia City, Indiana to comply with Title II of the ADA and shall be responsible for investigating any complaints that the City has violated Title II. In the event such a grievance is lodged, the complaining party shall be obligated to give the City of Columbia City, Indiana written notice of the alleged discrimination by delivering such written complaint in person, or by first class US mail, to the City of Columbia City, Attention Beth Igney, ADA Coordinator, 112 S Chauncey Street, Indiana, 46725. Alternative means of filing, such as personal interviews or a tape recording of the complaint, will be made available, upon request, to people with disabilities who require such an alternative.

The complaint should contain information about the alleged discrimination such as the name, address, phone number of the complainant and the location, date, and description of the problem. A complaint should be filed by the complainant or

Exhibit A

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his/her designee as soon as possible but no later than sixty (60) calendar days after the alleged violation.

Thereupon, the ADA Coordinator shall be obligated to investigate such alleged discrimination and, within fifteen (15) calendar days, meet with the complainant to discuss the complaint and the possible resolutions.

Within fifteen (15) calendar days thereafter, the ADA Coordinator shall respond in writing to the complainant, or by such other format accessible to complainant, explaining the position of the City of Columbia City and offering options for substantive resolution of the complaint.

If the response by the ADA Coordinator does not satisfactorily resolve the issue, the complainant or his/her designee may appeal the decision within fifteen (15) calendar days after receipt of the ADA Coordinator's response to the City of Columbia City Board of Public Works and Safety, City Hall, 112 S Chauncey Street, Columbia City, Indiana 46725. Within fifteen (15) calendar days after receipt of the appeal, the City of Columbia City Board of Public Works and Safety or its designee will meet with the complainant to discuss the complaint and possible resolutions. Within fifteen (15) calendar days after the meeting, the City of Columbia City Board of Public Works and Safety shall respond in writing, or, where needed, in a format

Exhibit A

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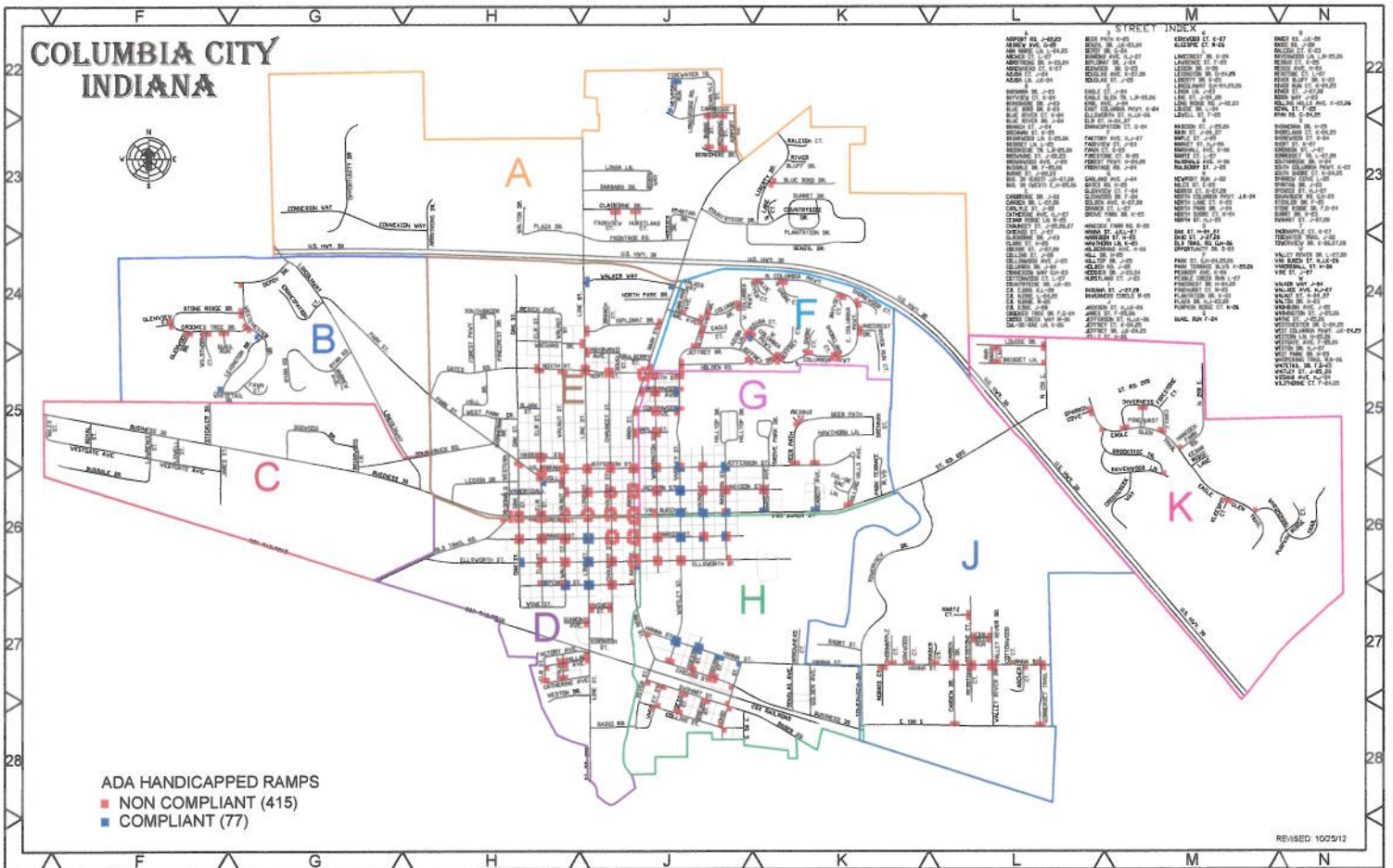
accessible to the complainant, with a formal resolution of the complaint.

All written complaints received by the ADA Coordinator, appeals to the Board of Public Works and Safety, and their responses, shall be retained by the City of Columbia City, Indiana, for three (3) years.

Exhibit A

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COLUMBIA CITY INDIANA



- ADA HANDICAPPED RAMPS
■ NON COMPLIANT (415)
■ COMPLIANT (77)

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REVISED 10/25/12