

RESOLUTION 17-11

A RESOLUTION TO ADOPT AN ADA TRANSITION PLAN

WHEREAS, the City of Spring Hill desires to be proactive in providing an accessible transportation program within the city limits; and

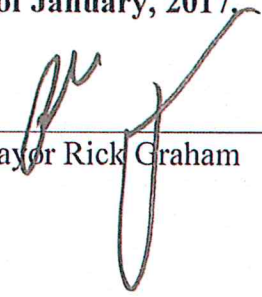
WHEREAS, the Spring Hill ADA (Americans with Disabilities Act) Transition Plan will identify deficiencies in City policies, procedures and physical assets; and

WHEREAS, the ADA Transition Plan will provide guidance for removal of accessibility barriers; and

WHEREAS, in addition to providing guidance on employment, state and local government services, public accommodations, telecommunications, the ADA Transition Plan also identifies areas that need structural changes to meet compliance standards which are stated in 28 CFR 35.150(d)(3), outlined in the attached policy.

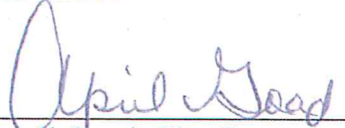
NOW, THEREFORE BE IT RESOLVED, that the City of Spring Hill Board of Mayor and Aldermen adopts the attached ADA Transition Plan.

Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 17th day of January, 2017.



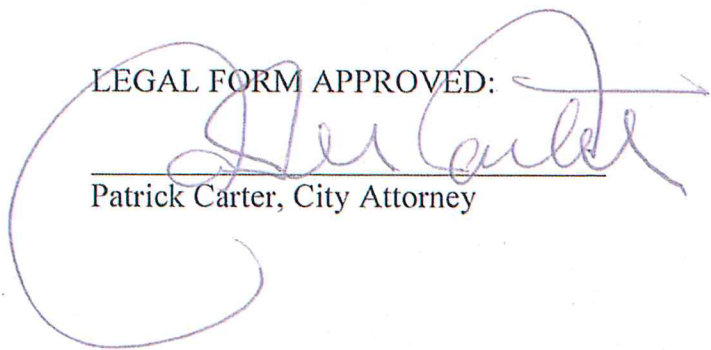
Mayor Rick Graham

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney



CITY OF SPRING HILL, TN

ADA TRANSITION PLAN

INTRODUCTION

The City of Spring Hill ADA Transition plan (hereafter referred to as “the plan”) is intended to guide the City’s efforts to provide an accessible transportation system program within City limits. The purpose of the plan is to identify deficiencies in City policies, procedures and physical assets. The plan also provides guidance for removal of accessibility barriers. The plan will be updated regularly to track ongoing needs towards compliance.

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of disability by any program or activity receiving federal financial assistance. Discrimination may consist of exclusion from participation in or denial of the benefits of programs and activities operated by a department, agency or other form of state or local government. Section 504 applies to the City of Spring Hill, as well as all sub-recipients of federal funds.

The Americans with Disabilities Act (ADA) of 1990 lends further protection of the basis established by Section 504 by prohibiting discrimination on the basis of disability by public entities regardless of whether they receive federal financial assistance. The Act is divided into five titles describing requirements related to:

- (I) Employment
- (II) State and local government services
- (III) Public accommodations
- (IV) Telecommunications
- (V) Miscellaneous provisions

Title II of the Act specifically applies to state and local government services and the programs and activities they administer, including items build before and after 1990.

Public entities with fifty (50) or more employees must develop a transition plan identifying areas that need (or may need) any structural changes to meet program compliance. At a minimum, the plan must meet the requirements stated in 28 CFR 35.150(d)(3) as follows:

- i. Identify physical obstacles in the City’s facilities that limit the accessibility of its programs or activities to individuals with disabilities
- ii. Describe the methods that will be used to make the facilities accessible
- iii. Specify the schedule for taking the steps necessary to achieve compliance

iv. Indicate the official responsible for implementation of the plan

Public entities responsible for streets, road or walkways must include a schedule for providing curb ramps or other sloped areas where pedestrian walks cross curbs, giving priority to walkways serving City offices and facilities, transportation, places of public accommodation and employers, followed by walkways serving other areas [23 CFR 35.150(d)(2)].

The City's transition plan addresses minimum plan requirements relating to physical assets, including facilities and rights-of-way owned and maintained by the City. Facilities are defined to include any City office or maintenance buildings. Rights-of-way features include, but are not limited to, curb ramps, sidewalks, crosswalks, median crossings and pedestrian activated signal systems.

The City must provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the plan by submitting comments. A copy of the transition plan must be made available for public inspection [28 CFR 35.15(d)(1)].

ADA GRIEVANCE PROCEDURE

The grievance procedure is a process developed to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits of the City of Spring Hill.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted to the grievant (the City of Spring Hill) as soon as possible but no later than sixty (60) calendar days after the alleged violation to:

Missy Stahl
ADA Coordinator
P.O. Box 789
Spring Hill, TN 37174
931.486.2252 ext. 202
mstahl@springhilltn.org

Within fifteen (15) business days after receipt of the complaint, the City will meet with the complainant to discuss and review the violation and possible resolutions. Within fifteen (15) business days after the aforementioned meeting, the City will respond in writing to explain the position of the City and offer options for resolution.

If the response does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA coordinator within fifteen (15) days after receipt of the response to the Mayor or his/her designee. The Mayor or his/her designee will meet with the complainant to discuss the complaint and possible resolutions. After the meeting, the Mayor will respond in writing with a final resolution.

All written complaints received by the City, appeals to the Mayor or his/her designee and responses from the ADA coordinator and the Mayor or his/her designee will be kept by the City of Spring Hill for a minimum of three (3) years.

TRANSITION PLAN

AREA	DESCRIPTION
City Hall Administrative Building	Inspect for accessible parking (to include striping and signs) and entry (ramps, handrails, automatic door opener) to the building Inspect for correct slope on ramps
Library	Inspect for accessible parking (to include striping and signs) and entry (ramps, handrails, automatic door opener) to the building Inspect for correct slope on ramps
Police Department Headquarters	Inspect for accessible parking (to include striping and signs) and entry (ramps, handrails, automatic door opener) to the building Inspect for correct slope on ramps
Police Department / Dispatch	Inspect for accessible parking (to include striping and signs) and entry (ramps, handrails, automatic door opener) to the building Inspect for correct slope on ramps
Fire Station #1	Inspect for accessible parking (to include striping and signs) and entry (ramps, handrails, automatic door opener) to the building Inspect for correct slope on ramps
Fire Station #2	Inspect for accessible parking (to include striping and signs) and entry (ramps, handrails, automatic door opener) to the building Inspect for correct slope on ramps
Fire Station #3	Inspect for accessible parking (to include striping and signs) and entry (ramps, handrails, automatic door opener) to the building Inspect for correct slope on ramps
Intersection of Main Street and Campbell Station Parkway	Inspect for accessible ramps and correct slope Inspect for pedestrian call button, audible alerts and braille at crosswalks

Intersection of Main Street and Commonwealth Drive	Inspect for accessible ramps and correct slope Inspect for pedestrian call button, audible alerts and braille at crosswalks
City-owned Sidewalks at the Crossings	Inspect for accessible ramps and correct slope

The ADA transition plan will be updated on a yearly basis through self-evaluations and input from persons with suggestions. The City will also continue to improve sidewalks through the Neighborhood Sidewalk Program.