

RESOLUTION 2 OF 2022  
A RESOLUTION OF TOWN COUNCIL OF FRANCESVILLE, INDIANA  
APPOINTING THE AMERICANS WITH DISABILITIES ACT (ADA)  
ADA COORDINATOR AND ADOPTING PROCEDURES

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

WHEREAS, in compliance with Title II of the ADA, Francesville, Indiana shall name an ADA Coordinator, and

WHEREAS, in compliance with Title II of the ADA, Francesville, Indiana shall adopt a grievance procedure for resolving complaints alleging violation of Title II of the ADA; and

WHEREAS, in compliance with Title II of the ADA, Francesville, Indiana shall publish notice to the public regarding the ADA;

WHEREAS, in compliance with Title II of the ADA, Francesville, Indiana shall post the ADA coordinator's name, office address, and telephone number along with the ADA Notice and ADA grievance procedure on its website.

NOW, **THEREFORE, BE IT RESOLVED** by the Town Council of Francesville, Indiana:

1. Brad Stevens is designated as the ADA Coordinator for Francesville;
2. The Notice under the Americans with Disabilities Act, a copy of which is attached hereto, is adopted as the Notice under the Americans with Disabilities Act.
3. The Francesville Grievance Procedure under the Americans with Disabilities Act, a copy of which is attached hereto, is adopted as the grievance procedure for addressing complaints alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by the government agencies of Francesville;
4. In compliance with Federal and State laws as set forth above, Francesville resolves to post the required information regarding the ADA coordinator, Notice under the Americans with Disabilities Act, and Francesville Grievance Procedure under the Americans with Disabilities Act on its website and at such other locations as may be determined from time to time.

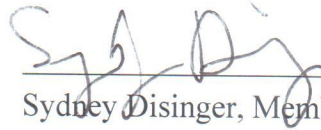
FRANCESVILLE TOWN COUNCIL:



Tom Thomas, President

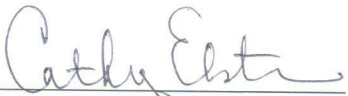


Lynn Johns, Member



Sydney Disinger, Member

Attest:



Cathy Elston, Francesville Clerk-Treasurer

## NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA") Francesville will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities.

*Employment:* Francesville does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

*Effective Communication:* Francesville will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Francesville's programs, services, activities, including qualified sign language interpreters, documents in Braille and other ways of making information and communications accessible to people who have speech, hearing or vision impairments.

*Modifications to Policies and Procedures:* Francesville will make all responsible modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services and activities. For example, individuals with service animals are welcomed in Francesville offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in a program, service or activity of Francesville should contact the office of:

Brad Stevens, Town Manager  
ADA Coordinator  
Francesville Town Hall  
100 N Brooks Street  
Francesville, IN 47946  
(219) 204-8275  
[tofwaterdept@gmail.com](mailto:tofwaterdept@gmail.com)

as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require Francesville to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.



Complaints that a program, service or activity of Francesville is not accessible to persons with disabilities should be directed to:

Brad Stevens, Town Manager  
ADA Coordinator  
Francesville Town Hall  
100 N Brooks Street  
Francesville, IN 47946  
(219) 204-8275  
[tofwaterdept@gmail.com](mailto:tofwaterdept@gmail.com)

Francesville will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Approved this 4 day of May, 2022,

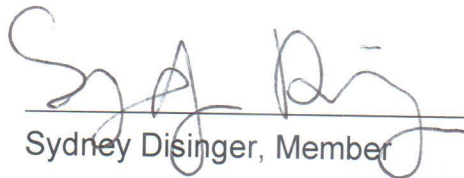
FRANCESVILLE TOWN COUNCIL



Tom Thomas, President

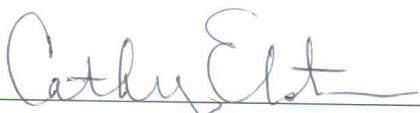


Lynn Johns, Member



Sydney Disinger, Member

Attest:



Cathy Elston, Francesville Clerk-Treasurer

## Town of Francesville Grievance Procedure under The Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). 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 by *Francesville*. The *Francesville's* Personnel Policy governs employment-related complaints of disability discrimination.

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 the problem. Alternative means of filing complaints, such as personal interviews or tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Brad Stevens, Town Manager  
ADA Coordinator  
Francesville Town Hall  
100 N Brooks Street  
Francesville, IN 47946  
(219) 204-8275  
[tofwaterdept@gmail.com](mailto:tofwaterdept@gmail.com)

Within 15 calendar days after receipt of the complaint, Brad Stevens or his designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, Brad Stevens or his designee, will respond in writing and where appropriate in a format accessible to the complainant, such as large print, Braille or audio tape. The response will explain the position of *Francesville* and offer options for substantive resolution of the complaint.

If the response by Brad Stevens or his designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the

decision within 15 calendar days after receipt of the response to the Francesville Town Council or their designee. Within 15 calendar days after receipt of the appeal, the Francesville Town Council or their designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting the Francesville Town Council or their designee will respond in writing and where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by Brad Stevens or his designee, appeals to the Francesville Town Council or their designee and responses from these two offices will be retained by Francesville for at least three years.



## ADA Transition Plan - Public Input

Francesville is in the process of creating a Transition Plan which will be used as a guide for making improvements that will facilitate accessibility by removing physical impediments from the public right-of-way and improve current levels of services in our policies, programs and procedures to the extent to which they create barriers to accessibility for persons with disabilities.

The Americans with Disabilities Act mandates that Francesville identify hindrances encountered by persons with disabilities. Upon completion of the Transition Plan, Francesville will outline a strategy for prioritizing such improvements. Several factors such as the extent of the deficiency, identified need, proximity to certain facilities, available budget, and a realistic schedule will be considered when prioritizing improvements.

Francesville would like your input in identifying deficiencies and/or problem areas of the Town owned buildings as well as the Town's controlled right-of-ways. All suggestions, comments or specific deficiencies should be brought to the Francesville ADA Coordinators attention by *July 1, 2022* so that they may be evaluated and included in the first draft of the Transition Plan. This can be done by contacting Brad Stevens, ADA Coordinator, preferably via e-mail at [tofwaterdept@gmail.com](mailto:tofwaterdept@gmail.com) or by phone at 219-204-8275. You may also send comments or suggestions by mail to: Brad Stevens, ADA Coordinator, 100 N Brooks Street, Francesville, IN 47946.

Francesville appreciates your efforts and thanks you in advance for your contributions to the Francesville Transition Plan.